



HEADCORN PARISH COUNCIL

The Parish Office, Headcorn Village Hall, Church Lane, Headcorn, TN27 9NR
Tel: 01622 892496 Email: clerk@headcornpc.org.uk

Minutes of the Meeting of Headcorn Parish Council held on Wednesday 8th January 2025 at 7:00pm in Long Meadow, Village Hall, Headcorn.

Those in attendance: -

Councillors: Gould, Mather, Baars, Pyman, Oliver, Bates, Burr, and Sexton.
Clerks: Stefan Christodoulou, Susie Barkess and Jo Mitchell.
Borough Cllrs: Round.
Public: One.

1.

- a) **Apologies for absence:** Apologies were received from Cllr. Thomas, Thorogood, Coppen, Gearing and Glanfield.
- b) **To seek notification on whether anyone intends to film, photograph, or record any items of this meeting:** There were none recorded.
- c) **Declaration of changes to the register of interests:** There were none recorded.
- d) **Declaration of Pecuniary Interest or other interests as defined by the Kent Code of Conduct and the Localism Act 2011 on any items on the agenda:** There were none recorded.
- e) **Requests for Dispensations:** There were none recorded.
- f) **Declarations of Lobbying:** There were none recorded.

2. **To resolve that the minutes of the Council meetings held on Wednesday 11th December 2024 be taken as read, confirmed as a correct record, and signed by the Chairman.** The minutes were agreed and signed by their respective Chairmen.

3. **Matters arising from previous meeting: -**

To discuss the Headcorn Neighbourhood Plan (HNP) and agree next steps –The Council agreed to the proposed changes to the Consultation Statement and Basic Condition Statement. HNP sent to MBC together with our chosen preference for the inspector. Initial comments have come back suggesting changes. Happy with changes proposed will revert back to MBC and examiner. Replied to inspector's comments.

To discuss installation on Church Lane of parking ANPR cameras and a parking toll system run by HPC Clerks Office. – It was agreed that this should go ahead without the ANPR element as it is felt that we can run most of the day-to-day operation ourselves. YPS would handle the fines. The main purpose of this would be met by simply getting rid of traders and commuters from taking the parking and opening it to shoppers. Signs to go up, in the new year.

To discuss Redhill Stables. – This project was supported by MBC and HPC, however KCC objected to it on road safety grounds. HPC met with Holly and Sian of natural burials to receive an overview of the situation. It was decided to engage a planning consultant, Mr. Court was suggested and accepted. Mr Court engaged for project. Meeting with Mrs Geary, MBC was organised, for Pre-planning advice, the matter will be turned over to Mr Court. Meeting between MBC, Clerks and Mr. Court on 9th September. The Surveys needed by MBC has been relayed to HPC. A meeting is needed between HPC and MBC to check on some aspects of this situation. To be arranged now the holiday season has passed.



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To discuss and agree the implementation of the 'Freedom of Headcorn' award. It was agreed that this should go ahead. Agreement received from recipients. We are waiting for a final design from Ms. Beaton. Clerk's Office will chase in time for the next meeting to check Council is happy with the design and to get the go ahead for fabrication to be ready for presentation in February. Clerks will chase this now Christmas is over.

To discuss the construction of "No Cold Calling" signs. The wording of the signs was discussed and Councillors suggested that there were too many words and the wording was a little strong. Stuart and Jo will amend the sign and this will be brought back to the next meeting. This has been amended with different wording. To go to the relevant authority for approval. Signs have been approved, quote for signage to be sought.

To discuss the quotes for CCTV – we have received two quotes so far and are awaiting two more. Clerk's office to also ask current provider for a refund for the previous 4 months due to lack of service. Subsequent to the meeting the provider had advised they would not be invoicing for the CCTV, however, as payment had already been made for the last 4 months, we are awaiting confirmation from the Provider as to whether they will refund direct or whether to reduce Street Lighting invoices to recoup the funds. It was agreed that OpenView's offer should be accepted and a meeting with them and some Councillors will be organised to finalise the project. Meeting scheduled for 10th January for Cllrs Gould and Coppin to talk to the CCTV engineer whilst we agree positions of possible cameras. Council were concerned the meeting would be taking place after the Full Council Meeting on 8th January. It was agreed the Clerk's office would investigate the possibility of bringing the CCTV meeting forward. Extra meeting held with CCTV Company, including Cllr Gould. A walk to confirm the camera locations was carried out and a revised quote to include extra cameras will be sent. On the agenda, item 6.

To discuss and approve the quotes received for fencing at Millbank Meadow. We are still waiting for one quote to come in from a contractor who we asked at the last minute. When this comes through it will be sent around to all councillors for another look. Extra quotes received. Decision was taken to go with Tassels. Work to commence ASAP.

4. Finance

(a) To review and agree the following: -

- i. **Schedule of online Payments for December 2024**
Schedule of online payments was reviewed, approved, and signed by the Chair.
- ii. **Income for Month ended December 2024**
There was an income for the month of £2,490.86
- iii. **Bank Reconciliation for Month ended 31st December 2024**
The bank reconciliation was reviewed, approved, and signed by the Chair.
- iv. **To review Budget Analysis and agree any actions required.**
The budget was reviewed, approved, and signed by the Chair.

5. **Item: - To approve the 25/26 budget in light of Tax Base Change.** This was agreed and approved.



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6. **Item: - To agree the new CCTV provider's contract.** Generally, the Council was in favour of the planned deployment of cameras and now we are just waiting for the camera type quote.
7. **Item: - Planning: - To discuss and agree response to Planning Consultation - 24/505101/LBC Little Southernden, Southernden Road, Headcorn, Kent, TN27 9LL**
The committee agreed that as long as the Conservation and Heritage Officers are happy with any alterations that are due to be carried out then HPC are likewise happy with the proposed works. We wish to see this approved, no referral to committee is needed.
8. **To receive the minutes of the following committees for information and to raise any queries arising from them: -**
Open Spaces Committee – 11th December 2024. This was accepted by the Council.
Planning Committee – 17th December 2024. This was accepted by the Council.
9. **Correspondence: -**
We received an enquiry from a concerned member of the public about the planned half marathon in February: - After last year when they churned up the green and left a mess, as well as obstructing the path through the green, we wrote to them to request that they please ask us first so that we could come to an agreement about the use of the green. They refused to answer or engage so this year we are left with no choice but to disallow them from using the green for their event. To prevent unauthorised use and damage to the green, it was suggested erecting orange fencing either side of the pathway from Kings Road to Dawkes Meadow.

Becket Court Covenant: - correspondence from Maidstone BC to confirm that keeping the covenant would have no effect on future developments, the covenant is therefore to be removed.
10. **To receive reports: -**
Community Liaison Officer: - CLO report from the last month was received.
Days Green inspection: - The Days Green inspection reports from the last month were received, no action is required.
Hoggs Bridge Green inspection: - The Hoggs Bridge Green inspection reports from the last month were received, no action is required.
11. **To receive reports from any External Meetings attended by Councillors and agree any action required: -**
Meeting held with OpenView about details of the CCTV system we are looking at with Cllr Gould.
12. **Any other business.**
Mr Thomas confirmed that the Heart of Headcorn AGM would be held at 7pm on Friday 31st January 2025.

Cllr Burr raised the issue of dog poo around the village, Clerks to raise this with MBC.

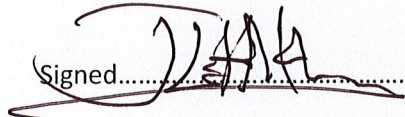


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Jo Mitchell confirmed that the Headcorn School PTFA AGM will be held at 8pm on Tuesday 14th January 2025.

There being no other matters for discussion, the meeting closed at 8.06pm.

Signed.....

Date.....12/01/25....."