



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 12th March 2025 at 7:10pm in Long Meadow, Village Hall, Headcorn.

Those in attendance: -

Councillors: Gould, Mather, Pyman, Oliver, Burr, Thomas, Thorogood, Glanfield, Baars, Sexton, and Bates.
Clerks: Stefan Christodoulou, Susie Barkess and Jo Mitchell.
Borough Cllrs: None.
Public: Six.

1.

- a) **Apologies for absence:** Apologies were received from Cllr. Coppen and Gearing.
- 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 meeting held on Wednesday 12th February 2025 be taken as read, confirmed as a correct record, and signed by the Chairman.** The minutes were agreed and signed by the Chairman.

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

To discuss the Headcorn Neighbourhood Plan (HNP) and agree next steps – The Council agreed to the 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. Working with MBC to iron out some minor issues. With MBC Planning Council for final decision.

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. It was decided to engage a planning consultant, Mr. Court was suggested and accepted. Mr Court engaged for project. Meeting with Mrs Geary, 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. New advice is that new surveys not needed and the previous applicant should reapply. HPC will cover costs as agreed.

To discuss and agree the implementation of the 'Freedom of Headcorn' award. - It was agreed that this should go ahead. Agreement received from recipients. Clerk's Office to give the go ahead for fabrication. Clerks waiting for a prototype to be ready to check that it is all as expected. Prototype looks great. We will go ahead with the fabrication of them.

To discuss the construction of "No Cold Calling" signs. - Signs have been approved, quote for signage to be sought, the signs will be put up after the CCTV has been installed.

To discuss the quotes for CCTV – we have received two quotes so far and are awaiting two more. It was agreed that OpenView's offer should be accepted and a meeting with them and



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some Councilors 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. Council agreed that we should go forward with our update of the Village CCTV. Order sent and waiting for the cameras to be made and fitted. **To discuss and approve installing digital timers for the Christmas Lights.** - The quote to install some digital timers was accepted. Work will commence at the earliest opportunity. **To discuss and approve the possibility of funding defibrillator training (£50 per person).** - This was agreed and to be opened to the Village shops to send some of their workers to attend should they wish to, as they are the ones available near the Defib machines the most often. Postponed to the 29th March from 9am to 1pm.

4. Finance

(a) To review and agree the following: -

- i. **Schedule of online Payments for February 2025**
Schedule of online payments was reviewed, approved, and signed by the Chair.
- ii. **Income for Month ended February 2025**
There was an income for the month of £21,758.26
- iii. **Bank Reconciliation for Month ended 31st February 2025**
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 discuss and agree HPC funding County Lines online training** – This was broadly misunderstood by the Council due to the unfortunate absence of the Community Liaison Officer who could not attend due to a family emergency. This will be reverted back to Council should there be time. If not it will be decided by the Staffing committee.
6. **Item: - To discuss and approve tree works at Hoggs Bridge Green.** - This was approved and will commence as soon as possible.
7. **Item: - To discuss the possibility of extending our CLO service to Staplehurst should they want/need it.** – Further information needed to talk about this was not received and as such no discussion or decision could be made. This item will be shelved till the extra information becomes available and bought back at the appropriate time.
8. **To receive the minutes of the following committees for information and to raise any queries arising from them: -**
Planning Committee – 8th January 2025. This was accepted by the Council.
Open Spaces – 12th February 2025. This was accepted by the Council.



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9. **Correspondence: - Meadows Plots 1 and 3 appeals.** Two more plots on the Meadows have had planning permission applications. Clerk's Office will go ahead with appeal paperwork to be sent in to the MBC Planning Committee.

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: -**
HACC – Details of this year's events.
Greensands – Follow up meeting to discuss the progress made at Headcorn.

12. **Any other business.**
There being no other matters for discussion, the meeting closed at 9.10pm.

Signed.....

Date.....