



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 the Parish Council held on Wednesday 9th January 2019 at 8.00pm
Longmeadow Hall, Village Hall, Headcorn.

Those present Cllrs Dungey, Evenden, James, Mather, Pyman, Selby, Tull & Walker S

Clerk: Caroline Carmichael

Three parishioners were present.

1. a) **Apologies for absence** were received and accepted from Cllr Davies.
Cllr Lavender was noted as absent.
The Chair advised that the Electoral Officer had been notified regarding the resignation of Cllrs Nettleingham and C Walker and confirmation that we could proceed with co-option is now awaited.
 - 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 Interest** there were none recorded
 - d) **Declaration of pecuniary or significant interest regarding items on the agenda** there were none recorded
 - e) **Requests for Dispensation** there were none recorded
 - f) **Declaration of lobbying** there were none recorded
2. **Public session** (minute book closed)
 3. **Community Warden Report and Information regarding police issues in the village, as available.**

The warden was not in attendance due to other commitments and he had sent his apologies and a written report had been submitted. The Councillors reviewed the report and were concerned regarding the issues raised about cold calling in the village. The Council agreed that the Clerk would issue publicity in this regard.

The PCSO was not in attendance at the meeting and the following matters were highlighted:-

- a. The Clerk had received correspondence from Kent Police advising that an individual had been questioned about the incident of "do-nutting" on Days Green and the matter would not be pursued any further.
- b. It was noted that the missing child was now in the custody of social services and any publicity posters could be taken down.
- c. The Clerk advised that the Community Warden had reported an incident with a catapult at the White Horse Public House. Property was damaged and the incident has been reported to police.



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4. **To resolve that the minutes of the Council Meeting held on Wednesday 12th December 2018 be taken as read, confirmed as a correct record and signed by the Chairman.**
The minutes were approved by Council and signed by the Chairman.
5. **Matters arising from previous minutes**
- Co-option of New Councillors** – the matter is with the Electoral officer and confirmation is awaited that the Council may proceed with the co-option of replacement Councillors. There are three vacancies on the Council.
- Drive Offs from Petrol Station** – these incidents are still occurring and there has been little contact from Kent Police. They will continue to be reported.
- Hammerstream G&T occupation** – this matter remains ongoing and the matter has now been referred to the High Court. Updates will be given as they arise. It was agreed that the detail should be passed to MP Helen Whately for inclusion in the dossier she is compiling ahead of meeting with MBC.
- Kent Fire & Rescue Service (Hydrants)** – Email correspondence received from KFRS that confirmed that 70% of the inspection had been completed. They will advise when inspection completed. The Clerk had acknowledged the correspondence and had asked that the notification also include details of future inspection schedule and a map of the hydrants supplied. Clerk will follow up.
- Alignment to Ashford Borough council and agree actions required** – it was agreed that this matter would remain on the minutes and monitored for future actions.
- Southern Water** – the Chair noted that there had been no further communication concerning Phase 2 of the work proposed in Headcorn. The Clerk is to arrange a meeting with SW to discuss the continuation of the project.
- Road name signs** – The Chair advised that the matter had been raised with KALC and she would further pursue this matter. The Clerk has supplied a number of photographs of the various road signs and the Chair will take the matter forward with KALC.
- HPC Liaison Meeting with MBC** – the Chair agreed that the Clerk would request a liaison meeting with MBC for the early part of 2019.
- Lenham Road Littering** – MBC have now confirmed, following an assessment of the Lenham Road, that the litter can be cleared using a rolling road block and the area had been picked in December. We should contact MBDC as and when a clearance is needed.
- Kent Highways Improvement plan** – the Clerk is to arrange for a meeting with KCC Highways team to discuss a number of Highways Issues including but not limited to:-
- Ulcombe Road Lane issues arising from start of construction at the site known as Hazelpits
 - Tattlebury Lane issues arising from start of construction at the site known as Hazelpits
- This matter continues and it is hoped that a meeting will be arranged for later in January.



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Fresh water supply issues – the Clerk has yet to set up a meeting with South East Water. This will be arranged as soon as possible.

Spires Ash – the Clerk advised that MBC confirmed that the next step in the process towards village green status is for a report to be compiled on the case and presented at a Members Regulation Panel to advise as to the outcome of the application. This is likely to be early next year. The Clerk will follow up in due course.

Meadows Lenham Road – this matter remains ongoing and MP Helen Whately is meeting with the CEO of MBC to discuss this and other G&T matters at the beginning of February 2019. An update will follow in due course.

Headcorn Aerodrome Consultative Committee – the Chair advised that the HACC had confirmed that there was no reason for the restricted flight at the Battle of Britain Memorial Service. The Chair asked in future that the HACC liaise with Mr. Timothy Thomas in this regard.

Headcorn Cricket & Tennis Club - the Club have advised that they would still like to meet with HPC concerning the extension to the existing facilities. Dates have been proposed by the Council and it is hoped that a meeting will be arranged in the not too distant future.

Lenham Road Lack of Footpath from Hop Pocket Way to Crest Nicholson site – the proposed footpath that will link the Crest Nicholson site to the existing footpath in Knights Way has been delayed as a new gas main will be fitted in that area of the Lenham Road. The KCC engineer has met with the developer and other parties on site but at this time there is no published timescale for the completion of the work. The Clerk advised that there is now a proposal for an alternative footpath that links the path at Hop Pocket Way. The plans are currently undergoing a safety audit. Updates will follow.

Access for All – the Chair noted that HPC had received notification from Southeastern that there had been a total of 8000 nominations in response to the online consultation. Of that 8000 Headcorn received 800 nominations. This is an exceptional result for Headcorn. The Chair further confirmed that the Clerk had submitted the detailed nomination for Headcorn. Updates will be given as they arise.

Car Parking Charges at Headcorn Rail Station – email correspondence received advising that an inflationary increase was being applied to all stations across the Southeastern network. The writer acknowledged the issues with the pricing disparity and the matter would be reviewed as part of the new franchise arrangements.

The Clerk was asked to contact Southeastern and ask, given the already large disparity, that the increase does not apply at Headcorn.

Lost for Words Books – email correspondence received thanking the Council for the donation to the project. The writer asked where the books should be distributed to and it was agreed that 4 copies should go to the Primary School and 1 copy to the Library.



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MBC Request for road name – the Council further discussed the road names for the road on land to the rear of The Hardwicks (Planning Application 18/502642) and it was agreed that it should be Spindle Close. Clerk to advise MBC.

6. Finance

1. To agree Receipts/Payments and Bank Reconciliation

Schedule of receipts and payments reviewed and agreed by Council, signed by Chairman Lyn Selby.

The Chair reminded Council that we were still waiting on confirmation of the Parish Service Scheme funds before the budget for 2019/20 could be finalised and approved. Given that the detail must be with MBC by January 31st and an extraordinary meeting would be required.

7. Correspondence: - To receive and action as required

Inappropriate Parking on High Street – email correspondence, with photographs, received by the Clerk about vehicles parking on the pavement at the North Street end of the High Street. The detail was reviewed by Council and it was agreed that the Clerk would contact KCC about the installation of a bollard in this location.

Ruts in the road – email correspondence received from a Parishioner concerning the state of Lenham Road and Ulcombe Road. The detail was reviewed and all matters are currently in hand. It was agreed the Clerk should acknowledge the writers concerns and copy the response to those parties that we have raised the issues with.

PTFA May Fair – the PTFA are running the May Fair again this year, which was acknowledged as very good news, and are seeking approval from the Council for the same

The Council are in agreement that Days Green and the facilities are available for the May Fair. This will include:-

- Use of the area next to the store to access water and electricity
- Use of the public conveniences
- Use of the green itself – subject to the area being a vehicle free zone
- Display of banner promoting the event

The Clerk will advise the Days Green Board of Trustees

The Council are in agreement that Parsonage Meadow is available for use and this will include:-

- Parking by visitors and stallholders
- Rubbish collected at the end of the event maybe left for collection by the HPC commercial bin



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As the Parish Council are not responsible for management of the village hall the Clerk will advise the PTFA to contact them separately to agree any parking arrangements

8. **To receive the minutes of the following committees for information and to raise any queries arising from them:-**

Planning Committee – December 12th

There were no comments received.

9. **To Receive Reports from the following Working Groups and action as required:-**

Neighbourhood Plan Group/Headcorn Matters

The HNP group will be meeting with Borough Councillors Round and Chappell-Tay on January 15th to find a way to take the plan forward.

Finance Group

See comments in matters arising concerning an extraordinary meeting at the end of January

Affordable Housing Group

Nothing to report

Play Scheme Group

The Chair is to arrange a meeting at the school for the group. This will be set up asap in the New Year.

Special Events Group

Nothing to report

Emergency Plan Group

Cllr Selby to meet with Cllr Mather & Tim Thomas on 15th January 2019.

Remembrance Day Parade Group

Nothing to report

Communications Group

Cllr Dungey confirmed the Newsletter was ready to be delivered.

The Comms team will be meeting in early February to discuss the "Welcome to Headcorn" leaflet/booklet.

Speedwatch Group

No further updates at time of meeting

Days Green Inspection Rota

Cllr Mather continues to supply weekly written reports to the Clerk, for circulation to the Chair, Chair of Open Spaces & Council. Actions are dealt with as they arise.



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R & B Group

Roberts Land and Redhill Stables - nothing further to report at this time.

Highways Improvement Plan Group – it is anticipated that a meeting with Highways will take place in late January. Updates will be given as they arise.

10. **To receive reports from any External Meetings** attended by Councillors and agree any action required.

There were no external meetings

11. **Matters for information**, urgent matters at the discretion of the Chairman for noting only or any items for further discussion at following meeting

The Clerk advised the Council of information that she had received concerning the number of empty properties in Headcorn. It was agreed that some work would be undertaken to identify the percentage of empty properties.

It is important that we are able to challenge any numbers put forward by MBC for the housing need'

Parishioners Questions (Meeting adjourned – minute book closed)

There being no further matters for discussion the meeting closed at 21.21 hrs.

Signed

Dated

29/1/19 -