



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 Parish Council Open Spaces Committee Meeting held remotely on Monday 13th July 2020 at 7pm.

Those present: Cllrs James, Dungey, Hancock and Thomas.

Clerk: Caroline Carmichael
Assistant Clerk: Stefan Christodoulou

It is noted that the Clerk had publicised the meeting and invited attendees to contact the Clerk if they wished to be admitted to the online meeting. There were no requests to join the meeting.

1.
 - a. **Apologies for absence.** Apologies received from Cllrs Selby and Mather. Cllr Walker was absent.
 - 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. **Public session** (minute book closed)
3. **The minutes of the last meeting held on June 15th 2020** were approved and will be signed by the Chairman and returned to the Clerk for filling.
4. **Matters arising from the last meeting.**
 - Signposts on High Street** - The Clerk had again reported the post that is hanging over the footpath and will continue to press for it to be corrected with MBC.
 - Extension to the existing burial ground at the rear of the Methodist Church** – This matter is ongoing. The Clerk has received two quotations one from Wilsons and Mackledens for the work to extend the footpath. This will conclude the detail required to get sign off from MBC for conditions that were applied to the previous permission.
 - Spires Ash** – The Clerk's office has identified a local fishery that have agreed to help with this matter and a meeting will take place on site to discuss the way forward. Fishery needs to be contacted again.
 - Section 106 funds** – the Clerk continues to pursue this matter and it will be forwarded to full Council at the next full Council meeting.

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Lenham Road – Highways advise that the most recent designs and the updates required to them remain outstanding as they do not have a satisfactory solution to all issues raised. Crest Nicholson are encouraged to discuss safety aspects with their auditor during the design with the aim of providing a good width of footway throughout, with safety railing - given the proximity to the ditch and need to retain a secure ditch wall. Safety requirements will of course have to override aesthetics of the job, where there is not enough space to accommodate everything. The question of the temporary footway has also been raised again with Crest. In addition, KCC Ward Councillor has sought information on whether every effort was made to ensure the footpath could go where originally planned and whether moving it across the road would require planning permission to vary the condition. She has highlighted the Parish Councils concerns around safety and the connectivity issue.

Wooden direction signpost on Kings Road – The Clerk has agreed with MBC Betterbuild that they will complete the renovation of the signpost. It will be scheduled into his workload for the next few months.

Days Green Childrens play equipment

The story telling machine has been written off as beyond repair and despite attempts to locate a replacement we have been unable to do so. It was agreed that the matter would be closed.

Parsonage Meadow

Seats need further sanding and treating. The Clerk advised that given the delays in dealing with other projects this matter will be held over until the autumn.

Church Lane

The road markings have been completed.

Kings Road

Dog Fouling sign to be replaced. MBC to site more permanent signage.

Bug Hotel on Days Green – the re siting of the bug hotel has been completed and the Clerk will research materials to fill it.

Hanging Baskets – It is anticipated that next year the Clerk will be looking for volunteers to do the watering, this is ongoing.

The Clerk's office will investigate the cost to replace all the baskets with those that have reservoirs and refer to committee. The companies involved need to be chased up about quotes.

Tenterden Twilight Cleaning Contract – the contract has been received from the contractor and has been signed by both parties.

Headcorn WI Tree Planting – The Clerk advised that the types of tree had been selected and the planting spots identified, and the matter would be completed in the autumn when it is a better time to plant them.

Headcorn Memorial Beacon – the Clerk was pleased to report that the Beacon was now in situ and had been received well by the community. Sadly, however some members of the trustees board wished it recorded that some were displeased by the placing of the new beacon on the green.

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Knights Way - The ditch next to the footpath that runs from Knights Way to Oak Lane is blocked by a fallen tree and other garden debris. The Clerk has reported the issue to Golding Homes.

Lenham Road/Grigg Lane Public Right of Way

Waste bin at Grigg Lane end of PROW still requires replacement. The Clerk has chased MBC.

Memorial Tree for Dr Hardwick – a site has been identified for the tree on Days Green and this will be purchased and planted later this year

5. To receive a Budget Analysis report.

The budget was reviewed. No further action required at this time.

6. To receive correspondence and action as necessary.

No correspondence had been received.

7. To further consider request for etchings on Memorial Headstones and agree actions required.

The Committee discussed the revised etchings for the memorials of Handy and Macey and agreed that as there were no copy right issues the Clerk would confirm that it is in order for the stone masons to proceed.

8. To consider the existing fee structure for the Traders Car Park and agree any actions required.

The Committee agreed that the fee structure should remain the same given that the future of the area is still unsettled. The matter will be reviewed again next year or at an earlier date if the situation should change.

9. To consider bulb planting on Days Green and agree actions required.

The Committee decided that a mixed planting of crocuses and small daffodils (for example tete a tete) would be appropriate. The bulbs would be purchased by the Clerks Office and the invoice will be sent to the developer for reimbursement.

10. Village Inspection.

(a) Issues arising and actions to be taken.

Dawks Meadow

The Council agreed that the Clerk would approach KCC PROW Officers with a request to install bollards on the footway section of KH624 to prevent vehicular access to Days Green.

Days Green

On the weekends of the 4th and the 11 of July we witnessed the improper use of the Green. This included: -

- Ponies and traps racing on the Green.

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- Motor Vehicles being driven and parked on the Green.
- The holding of BBQ's on the Green.
- Littering such as broken bottles and food wrappers.
- Disregarding the safety notices concerning the closure of the children's play area by climbing the locked gates.
- Trees damaged by the ponies eating the bark.

The protection of this open space was debated by the committee and it was agreed that the clerks office would seek quotations for a variety of barriers to prevent unauthorised access of the green. The consensus of the committee was that they would prefer a rustic / rural style of fencing. The committee also discussed police attendance / actions and it was agreed that the Clerk would write to Kent Police to challenge the manner of their attendance.

(b) Date of next Walk.

The date of the next walk is September 13th, 2020 (10am)

11. Matters for information, urgent matters at the discretion of the Chairman for noting only or any items for discussion at future meetings.

Spires Ash.

Following a number of questions raised by Parishioners and some antisocial cutting back of trees at Spires Ash the clerk had ask our arboriculturists to visit and review the area the Clerk has now received their recommendations and a quotation for the work required and it will be considered at the next Open Spaces meeting.

Days Green.

Councillor Dungey made an observation as to the length of grass beyond the path at the top of Days Green. The Clerks Office will ask the Lengthsmen to resolve this issue.

Hedge on the A274 main road running north from the Headcorn Bowls Club.

This matter will be reported to KCC Highways as the Hedge requires trimming and the path way beside it needs clearing of under growth.

Anti-Litter and anti-Dog fouling poster campaign

Committee discussed a poster campaign targeting litter and fly tipping and it was agreed some posters would be placed strategically around the village.

There being no other matters for discussion the meeting closed at 20:12 hrs.

Signed *CM James* Date *17/9/20*