



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 Open Spaces Committee Meeting held on Monday, 15th May 2017 at 7.38pm in the Village Hall (Green Room), Headcorn.

Those present: Cllr James, Cllr Selby, Cllr Dungey, Cllr Mather, Cllr Smith and Cllr Walker.
Clerk: Caroline Carmichael

No parishioners present.

1. **Election of Chair**

The committee were asked for nominations for Chair. Cllr Caroline James was proposed by Cllr Dungey and seconded by Cllr Selby. There were no other nominations and Cllr James was duly elected.

2. **Election of Vice Chair**

It was proposed by the Chair that given that the outgoing Vice Chair was absent from the meeting that the election of a vice chair would be postponed to the next meeting in July. This was unanimously agreed by those present.

3.

- a. **Apologies for absence** were received and accepted from Cllrs Lavender, D'Urso and Padbury.
- b. **To seek notification on whether anyone intends to film, photograph or record any items of this meeting** there were none.
- c. **Declaration of Changes to the Register of Interests** There were none recorded.
- d. **Declarations 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** Cllr Selby advised that she had been lobbied about the siting of the waste bin on the High Street next to Cut Above Hairdressers

4. **Public Session** – Minute book closed.

5. **The minutes of the meeting held on March 27th 2017** were approved and signed by the Chairman.

6. **To receive an update on matters arising from the last meeting**

Water bowser – Mr. Michael Walker has agreed to act as a back up to Mr. David Edwards. This had been agreed by all parties.

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War memorial – News received from the War Memorial Trust and they have agreed either:-

- a. Cleaning and pointing of the memorial and the plaques are left untouched as there is concern that they need to be looked at by specialist. Grant will be 75% of the cost.
- b. Seek advice on the plaques and resubmit the entire grant with the proviso that the above is agreed and the work on the commemorative plaques will be reviewed separately and subject to a maximum grant of 75%

It was agreed that we would prefer to defer the grant this time and seek specialist review of the commemorative plaques. Clerk to take the matter forward.

Memorial Benches – we have now had request for a further three benches. Two will be placed on Parsonage Meadow. The Committee will review a spot for the third bench on the next walk. The Clerk will proceed with the purchase and siting of the agreed benches.

Hawthorn Whips – have been planted in the existing hedge row on Days Green. Thanks to Cllrs Smith and Davies for sorting the matter.

Church Walk – hedge at corner of Church Walk and Gooseneck Lane has been cut back. No further action required.

High Street Hanging Baskets – Clerk advised that baskets are all ready and will go up just after the Bank Holiday weekend. HPC need to let Hazel know what type of basket we want for wall in Foreman's Centre, Clerk to resolve. Cllr Dungey requested that Phil Tassel be asked to keep us advised of when the baskets are going up so that we can meet with him on site regarding the height of the same.

Planter at White Horse Public House – nothing heard. Clerk will follow up.

Public Conveniences on Days Green – The Chair confirmed that the toilets are now open seven days a week and things seem to be going well. Clerk to monitor the situation.

Long Meadow Ditch – area cleared as agreed.

Community Payback – the first session will be Sunday 21st May. The Clerk will met the team prior to starting work and agreed to take some before and after photographs. She will report back at next meeting.

HPC Personnel Interviews for candidates for Assistant Lengthsman role scheduled for Thursday 18th May.

Childrens Play Area Days Green committee agreed layout and costing for new signs. Clerk to organise.

Sandy Bruce Lockhart Memorial Clerk to chase Garth Chantler for quotation. Cllr Dungey to speak to Russell Hodgeson for quotation.

Hedge between Church Lane & Methodist Church old hedge to be removed and replaced with a post and rail fence in keeping with the other fencing on Parsonage Meadow. We should retain the small hawthorn at the end of the hedge row nearest the High Street. Furthermore the concrete area will need extending. The Clerk has already spoken to the Church and they are in agreement with the proposal but will not be in a position to contribute to costs. The committee confirmed that the Council would be meeting the cost. Clerk to ask Garth Chantler for quotation. Cllr Dungey to speak to Russell Hodgeson for quotation.



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Dawks Meadow redundant metal bin clip still needs removal from lamp post
Hanging Baskets Clerk and Councillor to meet with Phil when the baskets are to be hung. Clerk to arrange.

5. **To receive a Budget Analysis report**

The Clerk did not present analysis as there was only one month's detail and very little spend with the exception of the Footpath lighting where spend is complete on new lights as they were completed in April 2017 as previously agreed.

6. **To review report on village car parking and to consider the way forward**

This matter will be carried forward in view of the absence of Cllrs D'Urso and Cllr Walkers very recent return to Council after a period of absence due to ill health.

7. **Update on Hoggs Bridge Green project, review and agree further steps**

This matter was discussed by committee and it was agreed that the way forward would be to deal via the committee.

Clerk to obtain survey results from Cllr Lavender and ask Park Leisure plus 2 others to quote based on an agreed brief for requirements.
Present at next committee meeting in July.

8. **Village Inspection Walk report**

Issues arising and any actions to be taken

Days Green

- Area behind memorial seat needs strimming and tidying
- Area around small tree at front of green need strimming
 - It was agreed Clerk would ask Cllr Davies re the above items if he could help pending Malcolm's return to work
- Review replacing sign with revised age limit and add no ball games. Clerk to obtain a quotation from Iden Signs.
- Sams Corner needs a good tidy up.
- Benches on the green need cleaning
- Play area needs the weeds treated
- Edge of path needs sorting

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High Street

- Clerk to investigate the possibility to move the bin outside Cut Above on the High Street.

Culpepper Court

- The small bed at the entrance would look good planted up. Clerk to suggest same to Warden.

Parsonage Meadow

- Path needs weeding. Will be attended to.
- Sandy Bruce Lockhart's memorial – needs re levelling. Clerk to seek quotation to have it raised and evened up. Area should be seeded with grass
- Clerk to organise tie backs for gates when open

Church Lane

- The footpath markings need refreshing. It is hoped this will be done by the Community Payback team
-

Traders Car Park

- It is suggested that The Community Payback team completely clear and tidy the cinder area.

Foreman's Walk

- Old lamp on the wall near photographic shop needs cleaning/painting. Clerk to organise

Date of next walk

Sunday July 15th 2017

Cllr Walker left meeting at 8:32pm

9. **To receive correspondence and action as necessary.**

The chair read correspondence from Prime One Maintenance about new industry accreditation that they have received for the LED lights and monitoring system developed by them

Cllr Walker returned to the meeting 8:35pm



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Cllrs asked that the Clerk follow up on this year's Christmas lighting requirements. Report at next meeting.

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

It was noted that there is a line of trees that back onto Mill Bank and may be under threat if development work starts here. Clerk to follow up with MBC and the conservation officer.

There being no further matters to discuss the meeting closed at 8:44pm

Approved:

C James

Date:

17/7/17

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