



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, 17th September 2018 at 7.00pm in the Village Hall (Green Room), Headcorn.

Those present: Cllrs Dungey, Evenden, Mather & Selby

Clerk: Caroline Carmichael

There was one member of the public present.

1.
 - a. **Apologies for absence** were received and accepted from Cllr James. Cllrs C Walker & S Walker were noted as 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. **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** There were none recorded.
2. **Public Session** – Minute book closed.
3. **The minutes of the meeting held on July 16th 2018** were approved and signed by the Chairman after a correction to a typographical error.
4. **To receive an update on matters arising from the last meeting**
War memorial – the work was successfully completed. There were many commendations from the community. The Clerk confirmed that HPC had received the grant funds from the War Memorials Trust.
Area next to the Costa Coffee – it appears that the area next to Costa Coffee has been taken on by new tenants and work on restoring the area has begun. There is also a mobile seafood retailer on the site. A number of complaints have been received about the problems caused by the customers of the seafood stall, these include unruly behaviour and parking/road obstruction issues.
Days Green Bug Hotel – The Clerk advised that the bug hotel had been restored after a recent bout of vandalism. The Committee asked the Clerk to let the school know what had happened.
Sign posts on High Street – the Clerk will continue to report.

C M James



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Planter at White Horse Public House – The Clerk continues to work on this matter looking for alternative planters for this site. Details will be referred back to the committee.

Dawkes Meadow – the work has now been completed by KCC. The footpath from Dawkes through to Kings Road has been completely replaced and the pot holes on the area of Dawkes Meadow that has vehicular access have been repaired.

Forge Lane Parking issues – the A frame boards continue to be effective in this area and the feedback from the community has been very positive.

Stile posts at Longmeadow wooded area – repairs have been completed by the lengthsman.

Christmas lights – the matter is with the Clerk and will be followed up as necessary. PDW have been advised that all needs to be ready for the Christmas Event on December 1st.

ROSPA Independent inspections of Play Area and Open Spaces – on the agenda.

Parking arrangements in the village – The Clerk confirmed that a meeting with MBC will be taking place on September 21st and the matter will then be referred back to Full Council.

Scattering of ashes at Parish Burial Ground – the Clerk confirmed that the Parish Council rules had been updated to include the scattering of ashes and it was agreed that the committee would look at the area on the next Open Spaces Walk to agree an area that should be set aside for the same.

Extension to the existing burial ground at the rear of the Methodist Church – the Clerk has completed an application for and it has been submitted to MBC with the arboricultural report from Tree Cycle Tree Care. Further updates as they arise.

Mowing of open spaces – the Clerk advised that the matter is ongoing. The lengthsman are working on the storage area as other work permits. MBC will continue to end of this season and we will take over in the spring. Clerk will pursue MBC regarding the S106 funding. Updates will be provided as they arise.

PROW Lenham Road to Grigg Lane – Clerk to pursue this matter as the ditch remains filled and the pipe has not been attended to. Update at next meeting

It was further discussed that it felt that there was a Health and Safety issue at the Lenham Road of this path and there should be a barrier of sorts that slows people and warn of an exit onto a very fast rural road. The Clerk agreed to take forward with the PROW team.

Spires Ash – This matter is ongoing. The Clerk has not yet been able to identify anyone who can dredge the pond for us. Cllr Dungey is looking into the matter for work on her own land and if she is successful she will pass on the details.

Litter picking in 60MPH zone – Clerk has written to Sanjay/National Flood Forum as he is said to be in a position to get insurance coverage for people collecting litter in a 60 mph speed area. Clerk will update as she learns more.

Ulcombe Road/Brooklands – work has been completed by lengthsman.

Path from Oak Farm Gardens to Hoggs Bridge Green – lengthsman have sprayed the weeds and will repeat spraying if the weeds do not die back.

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

The budget for the year 2018/19 was discussed, spend is in line with budget and no action is required.

6. **To consider request to use Parsonage Meadow by Headcorn Football Club**

The use of the Meadow was considered and approved. Clerk to let the club know.
The club had also posed a question about storage of equipment and the Clerk will confirm that we have no storage facilities and will make some suggestions for alternative sites for storage.

7. **To consider request to use Parsonage Meadow by Headcorn Events Group on December 1st 2018**

The use of the Meadow was considered and approved. Clerk to let the group know.

8. **To review RoSPA reports and agree actions required.**

The Committee review the reports in detail and agreed that the Clerk would take all the remedial matters recommended and would report back when they were all completed, in order of priority, probably towards the end of the calendar year.

9. **To review charges for Traders Car Park and agree actions required.**

This matter was discussed and it was agreed that the fee would be maintained at the current rate of £75.00.

It was further agreed that the area would be kept tidy by the lengersmen and the use of the area would be reviewed once the new building had been completed.

Clerk will chase up Starnes to see what the plans are, given we were told building would start in July.

10. **To consider "promotional" signage for Hoggs Bridge Green and agree actions required.**

The matter was discussed and agreed that this was a good idea. Location/directional signs could be placed at Days Green Childrens play area, by the dentist on Kings Road and then at the cross roads of Kings Road/Ulcombe Road.

The Clerk will "mock up" some signs and circulate to the committee.



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11. Village Inspection Walk report Issues arising and any actions to be taken

Foremans Car Park

- Lights in car park were burning in daylight hours
- Trees around lights need cutting back to allow light to penetrate car park

Clerk to contact landowner

Traders Car Park

- Area looking a little shabby, lengths men to tidy
- Future of area to be reconsidered when building complete

Parsonage Meadow

- Consider allowing the MAD team to plant daffodil bulbs on the verges edging the meadow

North Street

- Lights on the empty shop remain over hanging the street.

Days Green

- Tidy Sams corner – weed spray and then grass seed
- Locations agreed for four CCTV signs
- New location for story telling ball agreed
- Potential area for the MAD team to improve is the border next to the Public conveniences
- Paint bin by Sams car
- Sams car to receive a coat of wood varnish
- Potential area for the MAD team to plant daffodils against the fence on Days Green
- The picnic table at the play area was inspected by those on the walk following the report of a recent incident when a child was injured during play. It was noted it meets all safety regulations and there was no further action required at this time.

High Street

- Consider allowing the MAD team to plant daffodil bulbs on the verges edging the High Street

PM James



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Date of next walk

Sunday November 19th 2018

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

There was no correspondence to discuss.

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

Cllr Dungey said consideration to be given to an evening open spaces walk

Cllr Dungey had noted that the Fire Assembly point sign in the village hall car park is unreadable. Clerk to let village hall team know.

There being no further matters to discuss the meeting closed at 8:45pm

Approved:

CM James

Date:

19/11/2018.

