



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 July 2017 at 7.30pm in the Village Hall (Green Room), Headcorn.

Those present: Cllr D'Urso, Cllr James, Cllr Selby, Cllr Mather, Cllr Smith and Cllr Walker. Cllr Dungey arrived at 7:40pm

Clerk: Caroline Carmichael

No parishioners present.

1. Election of Vice Chair

The committee were asked for nominations for the role of Vice Chair. Cllr Angela D'Urso was proposed by Cllr Mather and seconded by Cllr Walker. There were no other nominations and Cllr D'Urso was duly elected.

2.
 - 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 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

3. Public Session – Minute book closed.

4. The minutes of the meeting held on May 15th 2017 were approved and signed by the Chairman.

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

War memorial – the Clerk had resolved the issue of the cleaning of the commemorative plaques, as it had been included in the previous quotes but it was not clear that that work is done by a specialist bought in by Cleverly & Spencer. This has been confirmed to the War Memorials Trust.

Church Walk – there is some growth overhanging the path. Clerk to contact Church to ask for same to be cut back.



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High Street Hanging Baskets – the committee noted how lovely the baskets are looking and watering seems to be going well.

Planter at White Horse Public House – nothing heard. Cllr Smith advised he would speak to the Landlord about the same. Clerk will also follow up.

Public Conveniences on Days Green – The Clerk advised that all was well regarding the new opening hours of the public conveniences. Clerk will just keep a watching brief. New door signs on order and will be fitted as soon as possible.

Community Payback – the CP sessions have continued and the team have completed some sterling work at Long Meadow, the Methodist Church and Parsonage Meadow. The project would continue through the summer.

HPC Personnel - the new Assistance Lengthsman has joined the team and is already making a significant contribution.

Sandy Bruce Lockhart Memorial the work at the memorial is completed and the seat just needs a second coat of preserver which will be completed by the CP team.

Hedge between Church Lane & Methodist Church - the work is now complete, the hedge and growth removed and the fence has been erected and the area has benefitted from the facelift.

Dawks Meadow redundant metal bin clip has been removed

Waste Bin outside Cut Above – the Clerk advised that MBC will not move the bin to the location suggested as it would affect drivers' sight lines when emerging from Forge Lane.

Parsonage Meadow – tie backs for the gates are required. Clerk to resolve.

Trees at the rear of the properties on MillBank – Clerk to ask MBC Officer to come and assess the trees.

5. To receive a Budget Analysis report

The Clerk presented the budget analysis. It was agreed the budget was on track and there were no questions/comments.

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

Cllr D'Urso presented a report on the car parking issues and outlining a number of possible options involving enforcement and parking schemes.

It was agreed that the next steps would be to complete a parking survey in the village as evidence is the key to getting co-operation from MBC.

The following actions were also agreed:-

- Purchase some official parking ticket bags and use for a polite do not park here notice
- Erect some signs on corner of Parsonage Meadow as parking there is causing obstruction



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- Consider new signs for Church Lane. Clerk to ask Iden signs for quote.
- Letters to traders to remind them of their obligations regarding parking and deliveries on the High Street
- Foremans car park is in an appalling state. Clerk to contact the land owner concerning the repair of the same.

7. **To approve use of Parsonage Meadow by the Childrens Centre on Wednesday July 26th 2017**

The Committee agreed the use of the meadow by the Childrens Centre. Clerk to advise them accordingly.

8. **To discuss the planting of a poppy square on the High Street and agree actions required**

The Committee discussed the idea of the poppy square and a possible location is alongside the war memorial. Given that it would not now be planted until next year it was agreed to defer the matter until after the restoration of the memorial had been completed. The Clerk was asked to thank Bloomin Headcorn for the excellent idea.

9. **To discuss Hoggs Bridge Green Project and agree course of action**

The Clerk advised that alternative quotations were being sought for the area, so as to explore as many different ideas as possible. And also to meet with Council requirements.
It was noted that the zip wire seemed a very popular choice and the Clerk was asked to check this with our Insurers, would we be covered?
It was further agreed that we could seek the views of the Scouts and Patient Participation Group for the type of equipment that we were considering.
Clerk to obtain all quotation and survey results and collate for presentation back to committee

10. **To discuss the concerns raised regarding the usage of the outlined additional land at Long Meadow for the purpose of burials**

The Committee viewed the area during the Open Spaces walk the day before this meeting and it was agreed that the Clerk would:-

- Seek confirmation from MBC as to their obligations re burials if HPC were to have no land available
- To organise a specialist survey of the area to assess its suitability as a burial ground



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11. To discuss siting of Memorial Bench on Days Green and agree next step

It was agreed that a bench could be placed on Days Green but the committee felt that a bench that circled the tree would be more appropriate. Clerk to contact the parishioner to discuss the matter.

12. To review cost of additional bench at Spires Ash

The Committee approved the cost of an additional bench at Spires Ash up to the sum of £300. Clerk to resolve matter.

13. To receive an update on Christmas lighting

The Clerk advised that quotations were awaited. They would be circulated when received. Clerk to chase up.

14. Village Inspection Walk report

Issues arising and any actions to be taken

Days Green

- New Oak Tree on Days green needs re supporting and watering
- Benches on the green need cleaning
- Edge of path needs sorting

High Street

- 2 additional baskets required at end of High Street opposite Cut Above Hairdressers
- Retailer to be asked to additionally water the baskets on Foremans Walk
- Empty premises (previously estate agent) - can HPC paint it?
- Discuss merits of poppy square by war memorial
- Report bent posts to KCC

Parsonage Meadow

- Benches have faded very quickly – Clerk to write to supplier

Traders Car Park

- All traders' car park signs seem to have been removed
- Agreement with Starnes re the land HPC rent for parking



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Clerk to follow up on both matters

Dawkes Meadow

- Metal clamp removed from lamp post – now needs painting
 - Area next to the Costa Coffee shop worsening
- Clerk to follow up on both matters

North Street

- Building next to Bike Shop in very poor state - in Conservation Area
 - Could we use White Horse fence for banners?
- Clerk to follow up on both matters

Burial Ground

- Extension of same – engineers report on suitability
- Fence on Longmeadow side of burial ground needs staking

Date of next walk

Sunday September 17th 2017

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

The chair read correspondence from The Days Green Trustees concerning the siting of signs on the Green.

The old sign has been taken down and we are now considering alternative. Ideas were discussed that Clerk will seek quotations for.

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.**

There were no matters for discussion

There being no further matters to discuss the meeting closed at 89:10pm

Approved:

Date: