



## 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 on Monday 18<sup>th</sup> November 2019 at 7pm in the Green Room, Village Hall, Headcorn.

Those present: Cllrs Evenden, Dungey, James, Mather, Selby & Walker.

There were one parishioner present

Clerk: Georgina Jackson

1.
  - a. **Apologies for absence.** Apologies were received and accepted from Cllr Tony Collins-Moore and Cllr Sarah Hancock.
  - 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 September 16<sup>th</sup> 2019** were approved and signed by the Chairman.
4. **Matters arising from the last meeting.**
  - Sign posts on High Street** – The Clerk will continue to report on this item, but Kent County Council have confirmed that this is not a priority matter.
  - Scattering of ashes at Parish Burial Ground** – The sign is now in situ and it was reported that bulbs were planted on Friday 25<sup>th</sup> October by the MAD Mission team from the Baptist Church.
  - Extension to the existing burial ground at the rear of the Methodist Church** – This matter is ongoing and the Clerk has the matter in hand and will be discussing the tree work with Tree Cycle Tree Care. It was reported that a planning application for the fencing and other works will have to be submitted. The Clerk is obtaining quotations.
  - Mowing of open spaces** – The invoice for the mower is with MBC for consideration of S106 payment. This matter is ongoing but the application is looking positive.
  - Spires Ash** – Since the last meeting the Clerk has received advice from a local ecologist, with excellent credentials, that suggests that the ecology of the pond could be adversely affected by dredging it. The ecology report was circulated and it was noted that that the parish council would like to remove the larger fish and then introduce a chemical that will re oxygenate the water.
  - Section 106 funds** – the Clerk is still awaiting a response from MBC regarding a deed of variation

*C James*  
13/11/2020



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that would permit the spending of funds on various Open Spaces projects. The matter will be escalated by the Clerk.

**Lenham Road** – the following is an extract from the Full Council meeting minutes and confirms the current situation:-

*Despite a request to the developer that they use their existing planning approval for the path on the south side as this would take less time. There has been no further comments from Crest Nicholson. The Clerk has now also written to Kent Highways to ask them what actions they intend to take in line with the 1980 Highways act and the duty of care to users of highways including footpaths. The Chair then advised that she had been told by Kent Land Drainage Engineer that the delay may be as a direct result of an insistence on a safety audit. The Engineer did say that they would be prepared to approve the plans if Headcorn Parish Council confirmed that they wanted the footpath to be progressed. This however would be recorded and if there were problems in years to come it would fall to HPC. The Council agreed emphatically that they do not agree to that. It was reported that planning permission have been sought for the works and a legal agreement is being progressed. The Clerk will continue to liaise with Kent County Council.*

**Millennium Beacon** – It was reported that the Oak for the beacon has been delivered and this will be the next project to be completed.

**Trees at Methodist Church** – The trees at the front of the church are overwhelmed with Ivy, it has been agreed with the Church that the ivy will be cut as directed by the tree warden. The Clerk is liaising with both the Church and Tree Cycle Tree Care regarding this.

**Planter at the White Horse Public House** – it was reported that the planter has now been completed. It was reported that the Manager may put a Christmas tree behind the planter this year.

**Wooden direction sign post on Kings Road** – the Clerk has received a written quotation at £1965. The clerk advised that nothing had been received from Alan Port. The matter would be followed up. The waste bin on the post still needs to be removed. Clerk to chase MBC who have agreed to move it.

### **Days Green**

- Burned bench in story telling area. It was reported that the bench has been sanded and treated and this is adequate. It was agreed that there is no need to replace.
- Story telling machine, the clerk is pursuing the matter with the manufacturer. Matter ongoing
- Footpath light on the Green needs clearing of branches and the Clerk has asked PDW to clear them. This matter is ongoing.

### **Parsonage Meadow**

- Seats need sanding and treating. Work completed. It was reported that one bench will need to be redone.

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### **Foremans Walk**

- Defibrillator cover had been vandalised. A new case was fitted and the defibrillator serviced at the same time.
- The lettering on the Foremans Memorial plaque is indistinct. Clerk has advised the landowner.

### **Kings Road**

- Hedge near cut through to Forge Meadows needs tidying. It was noted that this will be tidied when the planned building works for the adjacent site are undertaken.
- Dog Fouling sign to be replaced - The sign was replaced it and it was moved again Maidstone Borough Council have been approached for a more official sign
- Forge Meadows road sign is severely obscured by the hedge. Clerk has reported this to Kent Highways.

### **PROW Lenham Road to Grigg Lane**

These matters all form part of ongoing correspondence between the Clerk and Remus Management/Crest Nicholson. The Clerk is now also being supported by ecologist, Mr. Brian Banks and good progress is being made on all matters. Clerk will pursue. Matter ongoing

### **Knaves Acre**

Empty property is causing a nuisance to neighbours. The Clerk had spoken to the owner of the property and no action has been taken. The Council wish to send a letter to the homeowner. Clerk delayed sending letter due to a bereavement in the owner's family. The Committee now wish letter to be sent.

### **Site for Bug Hotel**

The site has been agreed, the sign has been ordered and received. This will be the next project to be completed by the Lengthsman.

### **Christmas Lights**

An update was received and it was confirmed that everything should be ready for the 29<sup>th</sup> November.

### **Annual Tree Audit**

It was reported that Tree Cycle Tree Care have been asked to complete the survey and this should be received in January 2020.

### **Rospa Inspection – Hoggs Bridge Green**

It was reported that all items had been handed to the Lengthsman and the Clerk will update as the issues are resolved.

### **Repair or replacement of gate on Parsonage Meadow**

It was reported that the Clerk is obtaining quotations to replace the gate. This matter is ongoing.

### **Existing burial ground – drainage pipes**

It was reported that a schematic map of the area has been produced taking into account the drainage pipes and this is now located at the office.

*James*  
13/1/2020



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### Village Inspection Walk

- **Burial Ground.** Some of the burial plots do not comply with HPC regulations. The Clerk has asked the Lengthsman to remove the white fence.
- **Traders Car Park.** There are broken fences bordering the woodland. An update is being sought.
- **Spires Ash.** A sign has been ordered showing that the site has been given Village Green status but has not been erected yet.
- **Drainage Ditch at Long Meadow.** This matter is ongoing.
- **Church Lane.** A trip hazard was identified and a repair was made but it was reported that the road still slopes in this area.

### 5. To receive a Budget Analysis report

A discussion took place regarding identifying where the budget may need to be increased. The following was discussed.

- Introducing a budget heading for the Roberts land.
- Lengthsman tools.
- Small vehicle.

### 6. To review quotation from Tree Cycle Tree Care for work at Longmeadow and agree next steps.

It was **RESOLVED** to proceed with the quotation from Tree Cycle Tree Care.

### 9. Village Inspection Walk

#### (a) Issues arising and actions to be taken.

It was reported that no walk was undertaken.

#### (b) Date of next Walk.

The date of the next walk is to be confirmed on Caroline's return from annual leave.

### 10. To receive correspondence and action as necessary.

**Kent Men of Trees** – Headcorn has been placed in the highly commended group for the Trees in the Village competition and The Kent Men of Trees are donating a Hornbeam tree to the Parish Council.

**Ulcombe Road closure** – This has been extended to 20<sup>th</sup> November 2019.

*James*

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

It was asked if there were any other projects for next year other than the burial ground. It was confirmed that nothing else has been identified.

There being no other matters for discussion the meeting closed at 19:55 hrs.

Signed..... *P James* ..... Date..... *13<sup>th</sup> January 2020* .....

