



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 18th January 2021 at 7pm.

Those present: Cllrs James, Dungey, Selby, Walker, Thomas and Mather who joined at 7.08pm. Cllr Dungey's internet broke down at 7.36pm and, so, was unable to attend the rest of the meeting.

Clerk: Stefan Christodoulou and Caroline Carmichael
Assistant Clerk: Susie Barkess

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: None were received.
 - 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 November 16th, 2020** - These were approved and will be signed by the Chairman and returned to the Clerk for filing.
4. **Matters arising from the last meeting.**
 - Signposts on High Street** - It was agreed the Clerk's office would find a company that would be able to remove and straighten/replace the poles. The work will involve the taking down of the Christmas string lights that are threaded through the poles. PDW has been advised that this is required, HPC will store the lights in the store.
 - Extension to the existing burial ground at the rear of the Methodist Church** - Tree work at the site has been completed, other work remains outstanding: -
 - Planting of Hedge
 - Extension to existing concrete path – Received email stating that work would start at the end of January.
 - Re siting of compost bin – Lengthsmen will move the compost bin before work on the path begins.
 - Levelling the ground and grass seeding

The Clerk's office is directing all matters yet to be completed.

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Spires Ash - It was suggested that the banks be planted with several native semi aquatic plant species that we could source either from Brian Banks or other locals who had access to the relevant plant stocks in/by their private ponds. The Clerk will take this forward by collecting the relevant plants. It was also noted that the grass areas across from the pond could be left to "grow wild" to further enhance the ecology of the area.

Section 106 funds - The Clerk continues to pursue this matter and a new schedule of remaining S106 funds has been obtained from MBC and circulated to Council. The Clerks Office will also endeavor to keep the Council informed of any projects we can use the funds on.

Lenham Road - The Earthworks Design has been submitted to KCC. The project is still on course for a February finish date. The Clerk's Office will continue to keep abreast of this.

Wooden direction signpost on Kings Road - The Clerk has agreed with MCM Betterbuild that they will complete the renovation of the signpost. Mr. Bunce has given us a revised date for the work to start in spring 2021. The Clerk will check this nearer the time.

Headcorn WI Tree Planting - The Clerk had previously advised that the types of tree had been selected and the planting spots identified, the WI are finalizing the plans for completion of this project with MBC to include promotion in local media.

Lenham Road/Grigg Lane Public Right of Way - Waste bin at Grigg Lane end of PROW still requires replacement. Clerk to chase up MBC.

Memorial Tree for Dr Hardwick - The tree has been planted and the plaque is prepared. We are awaiting a suitable time post lock down when the family can attend.

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. This is still under consideration about the exact form this should take. Clerk will provide some options for the next meeting.

Dog waste bin at the entrance of Parsonage Meadow - This will be moved by MBC to a spot more conducive to its use and less offensive to the nose. Clerk's Office to chase.

Lych Gate - The Lych Gate needs some minor remedial work as it is both showing signs of wear that are commensurate with its age and some that are not. The minor works due to the age of the building are general cleaning and pieces that need replacing. Of slightly more concern is a slight movement in the frame of the building that is twisting the spine of the roof. This has been discussed at Full Council and the specialist Builders will be contacted for a quote.

RoSPA reports for Hoggs Bridge Green - Most of the remaining remedial suggestions for Hoggs bridge will be carried out in the spring when the ground has dried out sufficiently.

One piece of equipment needs signage on how to use it which will be provided, and one piece needs a new foot plate that needs to be situated in the same position as the old footplate.

Removal of diseased oak tree and reduction of sycamore tree on Days Green and agree actions required - The quotation was received from Treecycle Tree Care was discussed and accepted. Work should be carried out at the end of the latest lock down should be end of February when UK Power Networks are able to isolate the cables.

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Bulb planting on Days Green and agree actions required.

The bulbs have been planted by the Clerk and some volunteers. We have been reimbursed by the Developer.

Days Green.

This was discussed at Full Council. CCTV will be installed. All play area equipment has been repaired. The Bylaws are being pursued in a further item in these Minutes.

To consider revision to the current Open Spaces Bye Laws for Parish Council land and agree next steps required - The Clerk will ask MBC for their opinion on the new proposed byelaws and about their implementation.

Possible sale of Methodists Church

It was noted that the Methodists may be selling their Church in front of the Parish Burial Ground. The Clerk will investigate whether the Parish Council has a right of way from the High Street through to the Burial Ground.

5. To receive a Budget Analysis report.

The budget was reviewed. No queries were raised.

6. To receive correspondence and action as necessary.

The Clerks Office received an enquiry from a Parishioner about the flooding on the areas of Days Green near the Bug Hotel. The level of the soil has dropped over the years and after a new drainage pipe was installed by KCC creating dips in the ground that fill with water and do not drain away. Clerks Office will investigate ways to improve this in tandem with the lengths men.

7. To consider the purchase of a chainsaw and related PPE together with sending the head Lengthsman on the associated training course.

This was discussed and it was agreed that the relevant steps would be taken to ensure the Head Lengths man is trained to the required standard. It was further agreed to purchase a chainsaw and the PPE that is required to operate it.

8. To consider the installation of a new door at Days Green Store and agree actions required

This was discussed and it was agreed that the equipment in the stores should be more adequately protected. The clerks Office will organise a new metal front door and fittings in tandem with the Lengthsman. The provided quote was accepted.

9. Village Inspection.

(a) Issues Arising and any actions to be taken.

There were no issues.

(b) Date of next Walk.

No Open Spaces walks are possible at this time.

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

The Clerks Office asked that we collate all pictures of flooding so that we can prepare a document the true amount and scale of flooding which the Village experiences. To this end we will ask on Facebook and on the Website for any photos with time and date stamps to be sent to the Clerks Office for inclusion in this.

There being no other matters for discussion the meeting closed at 9.46pm.

Signed.....*C James*..... Date.....*18/3/2021*.....