



John

## 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 15<sup>th</sup> March 2021 at 7pm.

Those present: Cllrs James, Dungey, Selby and Thomas.

Clerk: Stefan Christodoulou and Caroline Carmichael

Assistant Clerk: Not in attendance

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. Cllrs Mather and Walker were 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. **Declaration of Pecuniary Interest or other interests:** 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 January 18<sup>th</sup>, 2021** - 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** – on Agenda Item 9.
  - 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 – see agenda Item 13.
    - Extension to existing concrete path – work has been undertaken and the matter is with the Clerk.
    - New Compost bin – the compost is constructed and on site.
    - Levelling the ground and grass seeding - quotations have been received and this matter will be taken forward at a later date.
  - Spires Ash** – After advice from the ecologist Brian Banks some plants (Marsh Marigolds and Purple Loosestrife) have been purchased for the banks of the pond. One species (Common Spotted Orchid) is not available at this time and would be purchased at a later date.
  - 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 Clerk's Office will also

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endeavor to keep the Committee informed of any projects that may be appropriate to consider against the S106 funds.

**Lenham Road** - The Earthworks Design has been submitted to KCC. The project has stalled but the Clerk's Office will continue to keep pressing for a resolution to this matter.

**Wooden direction signpost on Kings Road** - The Clerk had agreed with MCM Betterbuild that they will complete the renovation of the signpost and we were given a provisional start date of Spring 2021. The Clerk will check the current position.

**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. Still waiting for the end of Covid restrictions to push this forward.

**Lenham Road/Grigg Lane Public Right of Way** - Waste bin at Grigg Lane end of PROW still requires replacement. MBC advised the Clerk's office on 15<sup>th</sup> March that this should take place in the next two weeks.

**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. This matter remains pending given the CoVID restrictions in place.

**Anti-Litter** - This matter has been resolved and fly tipping posters have been placed at various places in the village.

**Anti-Dog fouling poster campaign** - This is still under consideration as to the exact form this should take. Clerk will provide some options for the next meeting.

**Dog waste bin at the entrance of Parsonage Meadow** - MBC confirmed on 15<sup>th</sup> March that the bin would be moved to the desired location within the next three weeks.

**Lych Gate** - The Lych Gate needs some minor remedial work, identified in a recent Church premises audit/inspection. This matter is now at Full Council for resolution.

**RoSPA reports for Hoggs Bridge Green** - Most of the remaining remedial suggestions for Hoggs bridge Green 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 oak has been removed as previously agreed. Work on the sycamore will be scheduled once Days Green ground is firmer.

**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.

### **Methodists Church, High Street, Headcorn**

This matter is now being discussed at Full Council and Council received an update on March 10<sup>th</sup> as follows:-

The Parish has heartening news that saving this building for the Village may not be as expensive as initially feared. There are plenty of ideas for uses for this building. This all



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The plan shows the various phases of the extension to the existing burial area. In discussing the area, the committee agreed: -

- The existing fencing would be extended to contain Phases 1 and 2 of the burial ground and all fencing would be fitted with stock wire to keep dogs out of the burial grounds.
- The fencing at the boundary between Long Meadow and the Traders Car Park will also be replaced.
- There would be four new gates fitted at specified points on the perimeter. This would include a five-bar gate from the Traders Car Park to the burial ground that would allow access to the new compost bin and access to Phase 2 of the burial ground.
- It was also agreed that the two other existing routes through the woodland will also be enhanced with an edging and re barked. The route of the paths are as agreed given the designated areas for burials.

Costs for materials will be obtained for the next meeting and the Clerks office would discuss the work with the lengthsmen and additional work maybe undertaken by contract. Clerk to advise committee.

**8. To consider the quotation to repair the footpath in the centre of the burial ground and to extend the edging and path through the wooded area known as Long Meadow.**

It was resolved that the costs for the materials was agreed and the lengthsmen would be instructed to carry out the works. It was agreed that these works should be carried out by the lengthsmen and all materials be purchased.

**9. To discuss quotation for replacement of poles on High Street and agree actions required.**

The quotation for the pole replacement was discussed and accepted. The Clerk will advise the contractor to replace the poles, including the new fittings for the Christmas lights attachments that were also included in the quotation.

**10. To consider the purchase of hedging to fill two large gaps in the Days Green hedge boundary with Culpeper Court.**

It was agreed that suitable native hedge plants be purchased to fill in these gaps. It was suggested that Sam from TreeCycle, Mike Davies and Brian Banks be consulted about types of plants that would survive in this situation.

**11. To discuss what to do with the old flower baskets and what colours might be preferred for this year's baskets.**

It was decided that the Village Hall and the School be asked initially if they would be interested in the baskets. If they are not, then we should proceed to sell them to villagers who might want one/some, at £5 a basket.



*V.H.*

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It was also decided that no colour scheme for the new baskets be imposed on Hazel Brickles as the availability of plants types and colours might be limited due to the continuing CoVID situation.

**12. To discuss the purchase of a portable generator for the Lengthsmen.**

This was discussed and it was agreed that this would be a reasonable long-term purchase.

**13. To discuss revised quotation for hedge planting at Long Meadow, burial ground extension.**

The Clerk advised that the revised quotation had been sought at the insistence of the planning officer at MBC. The planning condition was discharged based on the revised quotation for a staggered double row hedge. The quotation was accepted, and the Clerk should ask the supplier about the appropriate time for planting.

**14. 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 due to CoVID regulations.

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

It was noted that the Clerk's Office has recently been informed of a fallen tree on the Allotments that has toppled on to a UK Power networks Electricity pole. As the tree has not gone through the line and is not a danger to the public UK Power Networks did not see it as an emergency and could not say when it would be attended to as they are dealing with a lot of storm damage. The Clerk has asked Treecycle Tree care to take a look and see it is safe for them to remove. If not, the Clerk's Office will prevail upon UK Power networks to remove it at the earliest opportunity.

The Clerk advised the committee that an opportunity for a KCC funded Community Charging point had been identified. The matter would be pursued at Full Council, but members should consider possible locations for the same.

There being no other matters for discussion the meeting closed at 20.13pm.

Signed.....*[Signature]*..... Date.....*17th May 2021*.....

