



## HEADCORN PARISH COUNCIL

The Parish Office, Headcorn Village Hall, Church Lane, Headcorn, TN27 9NR  
Tel: 01622 892496 Email: clerk@headcornpc.org.uk

### Notice of meeting of the Parish Council

Dear Sir / Madam

I give you notice that the Meeting of the PARISH COUNCIL OPEN SPACES COMMITTEE for Headcorn will be held in the Green Room, Village Hall, Headcorn on **Monday 16<sup>th</sup> May 2022 at 7pm**

All members of the Council are summoned to attend to consider and resolve upon the business to be discussed. The agenda is set out below.

*Stefan Christodoulou*  
Clerk  
11<sup>th</sup> May 2022

Members of the Public and Press are encouraged to come to the meetings and there is an opportunity to address the Committee at the beginning of the meeting.

### **BUSINESS TO BE TRANSACTED**

1. (a) Apologies for absence received and confirmed by the Council.  
(b) Enquiry whether anyone intends to film, photograph, or record any of the meeting.  
(c) Declaration of Changes to the Register of Interests.  
(d) Declarations of Pecuniary or other significant Interests  
(e) Requests for Dispensations.  
(f) Declarations of Lobbying.
2. **Public Session** (Meeting adjourned – minute book closed). Members of the Public are invited to address the Committee.
3. To resolve that the minutes of the Committee Meeting held on 14<sup>th</sup> March 2022, be taken as read, confirmed as a correct record, and signed by the Chairman.
4. To receive an update on items from the last meeting of the Open Spaces Committee on 14<sup>th</sup> March 2022.
5. To receive a Budget Analysis report, expenditures versus budget.
6. To receive correspondence and action, as necessary.
7. To consider the Terms of Reference for the Committee and agree any changes or amendments required.



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8. To agree upon the terms and conditions of the Burial Ground and agree Burial Ground Fees as appropriate.
9. To discuss and agree Allotment fees as appropriate.
10. To discuss and agree Fees for Trader Car Park permits to be implemented if appropriate from 1<sup>st</sup> October 2022.
11. To discuss if the Committee is generally in favour of putting some bollards around Day Green to stop unauthorised access by vehicles.
12. To discuss allowing some green spaces or parts of green spaces to rewild.
13. To discuss the frequency of Open Spaces Meetings and days for meetings.
14. To discuss if the Committee wishes to change anything regarding the current contract with the Allotment Association to be agreed with said Association and if the Committee wishes to continue to review this annually.
15. To discuss Lengthsmen's jobs descriptions and authorisation of non HPC works either as good will or paid for.
16. Village Inspection Walk report on 16<sup>th</sup> May 2022.
  - (a) Issues Arising and any actions to be taken.
  - (b) Date of next walk
17. Any other business.

Meeting Closed