



## 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 in the House Meeting Room at the Village Hall on Wednesday 3<sup>rd</sup> May 2023 at 7pm.

#### Those in attendance: -

Councillors: Cllrs Thomas, Mather, Glanfield, Sexton and Gearing.  
Clerk: Stefan Christodoulou and Jo Mitchell.  
Public: There were no parishioners present.

1.
  - a. **Apologies for absence:** None.
  - 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 1<sup>st</sup> March 2023** - These were approved and signed by the Chairman.
4. **Matters arising from the last meeting.**

**Schematic Maps for Open Spaces** – Schematic maps detailing how to get to each of the Open Spaces in the Village. This will include some information of help such as defibrillators etc. Once maps are finished, we will check with the committee. The lengthsman will install them.

**Bylaws and next steps** – New Bylaws were needed to tighten and modernise “laws” for access and use of HPC green spaces. The committee agreed to the adoption of the said byelaws. The Clerks will now take the matter forward, which will involve steps prior to seeking approval of the Byelaws by the Secretary of State. The Clerks will chase the submission and will keep the committee advised of progress.

**Creation of a wildlife area with logs** - This will be carried out by the Lengthsman later this year. Partially completed. To be finished after we know we have spare logs from the tree works and weighing the planters.

**Allowing some green spaces or parts of green spaces to rewild** - It was agreed that for any places that could be left to be “wild” would fall under the Clerk’s and Lengthsman’s discretion and they would be applied where it was expedient to do so. To be discussed with The Lengthsman. Wild flowers to be purchased and planted by hand.

**Memorial bench for Queen Elizabeth II** - This would be a good use of S106 funds and the Clerk’s Office will drive this forward with some suggestions of type of bench etc for the Committee to decide on a final design. Clerks to chase for quote.



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**Drainage on the Village Greens. Over winter Hoggs, Days and Parsonage all need a more robust drainage system.** - - Hoggs Green gets waterlogged during the winter. The side by the river does have pipes leading out of the surface and into the river, so it may have once had drainage. However it must be noted that it is a flood plain and has always had drainage problems and a liability to flooding. A long term solution may well be impossible. this will be looked at once the ground is drier. The Clerk's Office has received several reports about the Village greens being a bit wet and muddy over the winter months. Therefore when we are asking G&S Brown for advice about Hoggs Green we will also enquire about the other two greens.

**Disabled Parking for Methodist Hall and if the Parking could be met from HPC land either in Church Lane or some other land.** It was agreed that we should move forwards with the previously minuted solution as well as putting in some extra disabled places this side of the fence. It might also be helpful to include updated signage and yellow keep clear cross hatching on the entrance to Parsonage Meadow to allow disabled people to park more easily. It was also mentioned that perhaps removing the degraded double yellow lines from Church Lane and replacing them with demarcated parking bays might help easy problems there as well – Clerks to obtain quotes.

**Permanent Gazebo on Parsonage Meadow for Music, Theatre etc.** - It was decided that the Clerk's Office should investigate the case for this to be built using S106 funds and what if any planning permission should be sought. It is also important to try to ascertain how much use this will have before being decided. This will be looked at again then. Update: planning permission will not be required and S106 funds can be used – Clerks to obtain quotes.

**The "tidying" of the ditch between the Parish Graveyard and the Village Hall.** - The ditch between the above locations has become significantly overgrown with brambles etc. Whilst this is a haven for wildlife it is in danger of filling in the drainage ditch and becoming untameable. It was agreed that the Clerk's Office would find someone to rectify this and have the lengthsman reinstate the fence and enable us to manage this useful natural microecology.

**Weavers PROW.** - The Weavers PROW needs resurfacing. The options have varying levels of cost and durability. The Clerks Office will investigate the costs for best cover and durability.

**Treecycle finishing the tidying of the allotment trees and ivy.** It was agreed to accept the price Treecycle quoted us for the continuation and finishing of the work that they were unable to do last time as they couldn't reach the trees for the brush in the way. Now the brush is cleared and they can continue the Clerk's Office will ensure that this doesn't overlap with breeding season for birds or will not otherwise impact on bird who might be nesting – this has now been completed.

5. **To receive a Budget Analysis report.**  
The budget was reviewed.

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6. **To receive correspondence and action as necessary.**  
Cllr Glanfield received a report of a tree being cut back in Knaves Acre, this was investigated and confirmed that the tree did not have a TPO or listed status.
7. **To discuss traditionally laid hedging at Roberts Land / Millbank Meadow and any other areas that might be suitable.** Clerks to arrange a walk around Millbank Meadow at the beginning of June (weather permitting) with Dr Roberts, George Edmonds, Councillors and Lengthsmen to see if hedging would be appropriate for some areas.
8. **To discuss an artisan fair on Days Green from an outside company every 2<sup>nd</sup> Saturday of the month between March/April and October/November.** All agreed that this would be a good thing for the Village and its current traders, the only issue may be parking. Clerks to put forward to the Days Green Trustees.
9. **To discuss putting a bench halfway down the Weavers PROW when we are upgrading the surface.** All agreed to 2/3 benches plus bins. Clerks to speak to the Weavers Management company as the land at the Lenham Road end belongs to them. Clerks to also look into obtaining funds for the resurfacing from KCC PROW team and Councillor Shellina Prendergast's funds.
10. **Any other business.**
  - Cllr Gearing reported that unfortunately deceased creatures had been left along Four Oaks Road – the Clerk had already reported this to the police, Clerks to chase.
  - The repainted yellow lines along Forge Lane have lifted. Clerks to chase for these to be repainted again.
  - Cllr Glanfield reported that the entrance to Hoggs Green is becoming dangerous due to the holes in the ground. Clerks to look into resurfacing the area.
  - Cllr Glanfield to speak to the Scouts and Allotment Committee regarding opening the carpark gates.
  - Cllr Glanfield received a suggestion of putting up a dog's agility course on one of the greens. Clerks to look into a removable course, but this would need to be stored somewhere.
  - Tim Thomas has volunteered to do a Village walk-around to talk about the ditches. Cllrs Mather and Sexton stated they would be interested in attending – Cllr Glanfield to organise.

There being no other matters for discussion the meeting closed at 8.49pm.

Signed.....

Date.....5/7/23.....