



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 5th July 2023 at 7pm.

Those in attendance: -

Councillors: Cllrs Thomas, Mather, Glanfield, Sexton, Gearing and Baars.
Clerk: Stefan Christodoulou, Susie Barkess 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 3rd May 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. These have now been approved by the Council, aside from a minor tweak. Once complete the Clerks will order the copies to be installed by the Lengthsman.

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 Lengthsmen 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 Lengthsmen’s discretion and they would be applied where it was expedient to do so. To be discussed with The Lengthsmen. 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.



HEADCORN PARISH COUNCIL

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

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 – this is being completed as part of the Parsonage Meadow improvement works w/c 03/07/2023. 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 – Quotes will be ready for the next meeting.

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. This will be completed after the nesting season.

Traditionally laid hedging at Millbank Meadow and any other areas that might be suitable. Clerks to arrange a walk around Millbank Meadow once we have the land with Dr Roberts, George Edmonds, Councillors and Lengthsman to see if hedging would be appropriate for some areas.

Artisan fair on Days Green from an outside company every 2nd Sunday 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. The Days Green Trustees have approved this and the first market will be held on 6th August.

New bench(s) 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.



HEADCORN PARISH COUNCIL

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

5. **To receive a Budget Analysis report.**
The budget was reviewed.
6. **To receive correspondence and action as necessary.**
None.
7. **To discuss upgrading some of the items in the play area on Days Green.**
All reviewed the quotes and agreed to the additional works – this will now be taken to Full Council. Clerks to obtain additional quote for a new roundabout.
8. **To discuss adding a drainage pipe or similar to the new graveyard to relieve a boggy area.**
All agreed this is needed. Clerks to arrange.
10. **Any other business.**
 - Cllr Glanfield requested an update on the clearing of the ditches outside the allotments on Ulcombe Road– Clerk to chase.
 - Cllr Glanfield stated that the hard standing outside of Hoggs Bridge Green is a mess and needs improving. This is currently occasionally used for dog walker parking, which could prove dangerous once the ditches are cleared.
 - Cllr Glanfield enquired whether the Lengthsmen will be trimming the hedge along the allotments (as per last year) – Clerk to ask the Lengthsmen to do this.
 - Cllr Glanfield stated that The Days Green Committee hadn't approved the 2 additional posts on Day's Green (next to the dentist) – as this could be a potential safety issue, for example if an ambulance needed access, these are to be removed as soon as possible.
 - Cllr Mather suggested a walk around the Village to have a look at the open spaces to check if any work needs doing. The suggested date is Wednesday 19th July at 5pm.

There being no other matters for discussion the meeting closed at 8.15pm.

Signed.....

Date.....

6-9-23