



## HEADCORN PARISH COUNCIL

The Parish Office, Headcorn Village Hall, Church Lane, Headcorn, TN27 9NR  
Tel: 01622 892496 Email: [clerk@headcornpc.org.uk](mailto: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 House Meeting Room, Village Hall on **Wednesday 1<sup>st</sup> November 2023 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

27<sup>th</sup> October 2023

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 most recent Committee Meeting held on 6<sup>th</sup> September 2023, be taken as read, confirmed as a correct record, and signed by the Chairman.
4. To receive an update from the Clerk on items and actions from the most recent meeting of the Open Spaces Committee on 6<sup>th</sup> September 2023.
5. To receive a Budget Analysis report for Open Spaces including expenditure versus budget and impact of future capital projects agreed by the committee.
6. Review and adopt the following Headcorn Parish Council policies, statements, or procedures:
  - Risk Assessment – Open Spaces.



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7. To discuss the possibility of installing a horse hitching post on Days Green.
8. To discuss the possibility of installing ping pong / table tennis tables and a running / cycling track on Hoggs Bridge Green or Parsonage Meadow.
9. To review the Parsonage Meadow permanent gazebo quote.
10. To discuss compost clamps for Allotments.
11. To discuss extra tree fitted Christmas lights in Village.
12. To receive correspondence and action, as necessary.

Any other business.

Meeting Closed.