



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 Long Meadow Hall at the Village Hall on Wednesday 13th March 2024 at 6.00pm.

Those in attendance: -

Councillors: Cllrs Glanfield, Thomas and Baars.
Clerk: Stefan Christodoulou and Jo Mitchell.
Public: None

1.

- a. **Apologies for absence:** Cllrs Gearing, Mather and Sexton.
- 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 14th February 2024** - 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 is undergoing a major overhaul to better showcase the green spaces, more to come when the Clerk's Office is happy with it. Still with Jo.

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. Need to run a consultation. May need to wait till after the HNP is completed. HNP nearly completed.

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. The design originally envisioned is turning out to be very expensive. A smaller less expensive design is being considered. Similar to the Coronation bench. Bench ordered.

Drainage on the Village Greens over winter Hoggs, Days and Parsonage (plus graveyard) all need a more robust drainage system plus new graveyard. - Hoggs Green gets waterlogged during the winter. The side by the river does have pipes leading out of the surface and into the river, despite being on a flood plain and has always had drainage problems and a liability to flooding. The Clerk's Office has received several reports about the Village greens being a bit wet and muddy over the winter months. We will be asking FGS Pilcher once the weather is suitable for this endeavour. Still waiting for better weather.

Permanent Gazebo on Parsonage Meadow for Music, Theatre etc. - It was decided that the Gazebo is a good idea and after a small consultation with the Village something that People



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would welcome, however, planning permission will be required and S106 funds can be used. The Clerks Office will look in to grants and other funding for this project. On going pending quotes. Quotes all too expensive. We would be happy to part fund it if extra funding could be found. Cllr Glanfield is looking into this.

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. Waiting for weather to be better so as not to churn up Parsonage Meadow.

Hedging at Millbank Meadow and any other areas that might be suitable. - The first thing to be done is an ecological survey to catalogue the species that currently live there and what can be done to encourage plants and animals without destroying any valuable species that currently live there. Survey to be carried out in spring. Hedge and fence installed.

New bench(s) halfway down the Weavers PROW when we are upgrading the surface. - PROW completed, benches to be looked into. See agenda item.

To discuss the possibility of installing ping pong / table tennis tables and a running / cycling track on Hoggs Bridge Green or Parsonage Meadow. - This matter was as a result of Parishioners asking for more things to do on the open spaces during summer. This was discussed and the Committee is in favour of this, pending costs and where they should be sited. The idea of a running track will be supervised by Cllr Gearing with help from the Clerk's Office.

To discuss the possibility of installing a horse hitching post on Days Green. - This was discussed and it was agreed to investigate if they could be placed in such a way as to double up as goal posts as well as find pricings etc. It has been turned down by some of the Days Green Committee. Rightly pointed out that the posts being used as goal post would cause significant damage to the green.

To discuss quotes for direction posts. - It was decided that we would check with KCC, they approved the change, so we will buy. Waiting for post to arrive.

To discuss creating a Buddleia hedge for Spires Ash to encourage insects and create an easy to look after hedge. - It was decided that a Buddleia hedge would be a nice addition to spires ash and allow us to keep the brambles and ivy down from that boundary. It might be necessary to put hedging in one small area to fill a gap between the existing hedge a fence.

To discuss quote from FGS Pilcher for drain jetter works at Dawk's Meadow/Days Green. - It was agreed that the works should go ahead to clear this blocked drain and ensure that Dawks Meadow doesn't flood during heavy rain, it will also show if the drain is broken. To be arranged.

To discuss Trees and Shrubs for Millbank Meadow first hedge. - It was agreed that we should go ahead with the hedging for the edge of the Meadow, contact Laura to see if Hedges Direct have a cheaper source than Woodland trust or Rumwood. Hedging bought and installed along with protective fencing. To be removed.

To discuss Quote for Repairs to a damaged garage roof, damage from ivy etc growing from our property on to a neighbour's property. - It was agreed that the quote was fine and that the repairs should go ahead. Repairs carried out. To be removed.

To discuss changes to the Traders Car Park to allow us better access to existing 5 bar gate and block paving ramp into car park from first walkway gate from wooded area. - It was agreed that this should be done and that we should try to source more quotes for this work.



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Contact Decimus/Starnes and ask about lighting and electric, as well as maybe paying some of the costs. Meeting held with Decimus/Starnes remedial works agreed. Exchange to go ahead.

To discuss the proposed plan/layout of Hoggs Green fruit tree area etc. – It was agreed that the placement of the trees was fine with the drainage running downhill towards the river. Meeting held to agree the conditions wouldn't be too wet for the trees, standard trees will be fine planted 12 foot away from each other bole to bole, allowed to get to person height with trunk. It seems that we should put in drainage before trying to plant trees. Planting will be carried out in autumn which will give us time to do drainage and organise what we want to buy and order it in advance.

5. **To receive a Budget Analysis report.** - The budget was reviewed.
6. **To discuss and approve the benches to be installed along the Weavers PROW.** – The Clerks advice over benches was accepted and the anti-vandal benches will be purchased the placing of the benches was agreed at one thirds distance from either end of the PROW to give the best coverage and mean that they are placed in locations that shouldn't attract anti-social behaviour.
7. **To receive correspondence and action, as necessary.**
There was no correspondence.
8. **Any other business.**
It is likely the Lengthsmen will want new equipment in the new financial year.
Clerks Office to enquire about Hoggs Green entrance.
Give Cllr Glanfield a Days Green key.
Clerk to enquire about making the temporary ramp at Millbank Meadow permanent.

There being no other matters for discussion the meeting closed at 6.50pm.

Signed.....  Date..... 10/4/24

