



# 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 12<sup>th</sup> February 2025 at 6.00pm.

### Those in attendance: -

Councillors: Cllrs Thomas, Mather, Glanfield, Coppen and Oliver.  
Clerks: Stefan Christodoulou, Susie Barkess and Jo Mitchell.

1.

**Apologies for absence:** Cllrs Gearing, Baars and Sexton.

**To seek notification on whether anyone intends to film, photograph or record any items of this meeting:** There were none recorded.

**Declaration of changes to the register of interests:** There were none recorded.

**Declaration of Pecuniary Interest or other interests:** There were none recorded.

**Requests for Dispensations:** There were none recorded.

**Declarations of Lobbying:** There were none recorded.

2. **The minutes of the last meeting held on 11<sup>th</sup> December 2024** - These were approved and signed by the Chairman at Full Council Meeting held on 8<sup>th</sup> January 2025.

3. **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. Waiting for fencing to be installed at Millbank Meadow and then new photographs will be needed, once the weather is a bit brighter.

**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. Byelaws to go to the Secretary of State. Need to run a consultation. May need to wait till after the HNP is completed. HNP with Examiner.

**Drainage on the Village Greens over winter Hoggs, Days and Parsonage (plus graveyard) all need a more robust drainage system plus new graveyard.** - The Clerk’s Office has received several reports about the Village greens being wet and muddy over the winter months. After receiving advice from Will Day it might be better to have a couple of runs of French drains going across the green to alleviate standing water. Browns to present solutions too. To be investigated.

**New bench(s) halfway down the Weavers PROW when we are upgrading the surface.** - Inspection of area to ensure the benches don’t overlook private property. 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 ASB. This will be looked at as soon as we are able.

**New apron and culvert and New drainage pipe along the entrance of Hoggs Bridge Green to alleviate waterlogging issues.** – Apron works complete. Waiting for Tassels to finish the grading, including structural support, length of French Drains to follow, so as to stop this area becoming waterlogged. Cost £1200. Waiting for movement of gym equipment so Tassels can finish. Cllr Glanfield suggested using the piles of earth that are currently at the allotments.

**To discuss the possibility of installing a memorial tree on Days Green. (Peter Curteis – Primary School Lollipop man).** The Committee are in favour of a tree and a memorial. The family of Mr. Curteis have agreed on a bench and plaque. Waiting for the bench to be installed by Lengthsmen. Completed to be removed.

**To discuss tarmacking of the path around Parsonage Meadow.** Clerk’s office to request quotes for these works and take back to Council. On agenda.





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**To discuss and approve works to the fence between the allotments and Scout Hut (Lengthsmen will undertake work).** - The quote for materials was reviewed and the work was given the go ahead. Completed to be removed.

**To discuss the quotes received for fencing at Millbank Meadow.** – So far we are waiting for one more quote to come in. This will then be sent round to finish reviewing the options and a decision will be made on this item.

**To discuss and agree potential pond works at Spires Ash.** – The works at Spires Ash involve partly draining the pond to enable the clearing out of all the accumulated rubbish along with dead and rotting pond weed etc. the rejuvenation of the pond bank to remove grass growing into the pond and replant with suitable plants. A year’s worth of water treatments to reduce the amount of floating mud in the pond and increase water clarity and oxygenation, along with any other treatments as needed. This will cost Circa £5000 plus maybe small ancillary costs for possibly a skip or generator. This was agreed as to improve the pond would help make this area look much better and hopefully if it looks better the incidents of litter might decrease. Completed to be removed.

**To discuss and agree bins for Millbank Meadows and next year for Parsonage Meadow and a further one for the alley between High Street and Days Green.** – This was agreed by the Council.

**To agree fencing for Hoggs Green Orchard area, or individual tree cages.** – This was discussed, and it was agreed that fencing the whole area might be more useful in the long run.

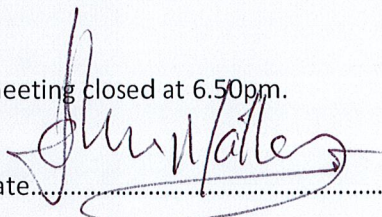
4. **To receive a Project Costings report.** - The budget was reviewed.
5. **To discuss and agree if we are to enter the South East in Bloom Competition 2025** – It was agreed that this would be a nice idea for the Village. Preparation will begin asap.
6. **To discuss and agree the quotes to install fencing and/or bollards at Spires Ash** – It was agreed that bollards would prevent people driving from Grigg Lane to Sharp’s Field. The idea for the fence was agreed but upon further consideration we will leave installation until we see the effect that having a CCTV camera on the green has.
7. **To discuss and approve quotes to tarmac path around Parsonage Meadow** – This was agreed and the company who won the quote will be informed with work to start in March/April
8. **To discuss and approve extending the hedgerow planting at Spires Ash** – A parishioner requested to extend the new planting at Spires Ash with additional wildlife friendly hedging and planting. Total costs IRO £250. This will be completed by the Parishioner with help from the Lengthsmen’s team.
9. **To receive correspondence and action, as necessary.**  
Correspondence received from Brickles Nursery enquiring if we would like the same hanging baskets for the High Street. The Council agreed to proceed with the same as last year.

**Public session.** (Minute book closed.)

10. **Any other business.**  
None.

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

Signed..... 9-4-25 .....

Date.....  .....