



HEADCORN PARISH COUNCIL

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

Notice of meeting of the Parish Council

Dear Sir / Madam

I give you notice that a Meeting of the PARISH COUNCIL OPEN SPACES COMMITTEE for Headcorn will be held at the Village Hall (Green Room) on **Monday 18th November 2019 at 7:00pm**

All members of the Committee are summoned to attend to consider and resolve upon the business to be discussed. The agenda is set out below.

Signed by

Caroline Carmichael Clerk

13th November 2019

Members of the Public and Press are encouraged to come to the meetings and there is an opportunity to address the Council near 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).
3. To resolve that the minutes of the Committee Meeting held on September 16th 2019 be taken as read, confirmed as a correct record and signed by the Chairman.
4. To receive an update on matters arising from the last meeting.
5. To receive a Budget Analysis report
6. To review quotation from Tree Cycle Tree Care for work at Longmeadow and agree next steps
7. Village Inspection Walk report
 - (a) Issues Arising and any actions to be taken.
 - (b) Date of next walk
8. To receive correspondence and action as necessary.
9. Matters for information, urgent matters at the discretion of the Chairman for noting only or any items for further discussion at the next meeting.

Meeting Closed