



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 Open Spaces Committee Meeting held on Monday, 19th November 2018 at 7.00pm in the Village Hall (Green Room), Headcorn.

Those present: Cllrs Dungey, James, Mather & Selby

Clerk: Caroline Carmichael

There was one member of the public present.

1.
 - a. **Apologies for absence** were received and accepted from Cllrs Evenden & S Walker. Cllr C Walker was noted as absent.
 - 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. **Declarations of Pecuniary Interest or other Interests as defined by the Kent Code of Conduct and the Localism Act 2011 on any items on the Agenda** 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 meeting held on September 17th 2018** were approved and signed by the Chairman.
4. **To receive an update on matters arising from the last meeting**
 - Area next to the Costa Coffee** – it was noted that the site is now tidied and much more appealing. There have been some issues over licensing and planning permissions but these are now being resolved.
 - Sign posts on High Street** – the Clerk will continue to report.
 - Planter at White Horse Public House** – The committee agreed that they would ask the lengthsman to custom build a planter in this spot. The Clerk will ask them to cost the project before proceeding. The cost can then be reviewed by committee.
 - Dawkes Meadow** – issues concerning flooding of the footpath arose on Remembrance Sunday. The Clerk will report to Highways and in the meantime will ask the lengthsman if there is anything they can do.
 - Christmas lights** – the matter is with the Clerk and will be followed up as necessary. PDW have been advised that all needs to be ready for the Christmas Event on December 1st.

C James
14/11/19



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ROSPA Independent inspections of Play Area and Open Spaces – The Committee reviewed the reports in detail at the last meeting and agreed that the Clerk would take all the remedial matters recommended, at this meeting the following items have been attended to:-

- **Signage for Hoggs Bridge & Days Green** – the committee approved the detail and the Clerk will order from Iden Signs and they will be erected by Lengthsmen. Clerk to confirm.
- **Swings** – have been lubricated and bolts slackened as required
- **Twist & Step** – algae has been removed
- **Cableway** – clearance level has been modified
- **Gamenetic** – repaired

Parking arrangements in the village – this matter is being pursued at Full Council.

Scattering of ashes at Parish Burial Ground – the committee agreed two possible spots for the scattering of ashes. The Clerk will investigate further and update the committee.

Extension to the existing burial ground at the rear of the Methodist Church – the Clerk advised that there seems to have been an error with the application that has been submitted. Nick Gallavin is further investigating what is required and will revert to the Clerk. Updates as they arise.

Mowing of open spaces – the Clerk advised that the mowing will be taken on in the spring. A new mower will be acquired in the New Year. Updates will be provided as they arise.

PROW Lenham Road to Grigg Lane – the committee reviewed the area on the Open Spaces walk and agree that the Clerk should invite developer to a meeting to discuss the area.

The Clerk was asked to press the matter of a barrier that slows people and warn of an exit onto a very fast rural road. The Clerk agreed to take forward with the PROW team.

Spires Ash – The dredging of the pond remains an ongoing matter.

Litter picking in 60MPH zone – this matter will be pursued with MBC at the Parish Liaison meeting in the New Year.

Headcorn Football Club – use of Parsonage Meadow. The Clerk is asked to write to the Club to remind them that those parking to watch the football should use the Traders Car Park.

Lights in Foremans Car Park – the matter is resolved

Headcorn Baptist Church – the Make A Difference team planted daffodil bulbs on the verges on the High Street.

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Spires Ash

- The ditch on the side of the road bordering the Hardwicks needs attention as it is in a bad state
- Rubbish needs clearing from the ditch adjacent to Spires Ash

Hardwicks

- The Committee looked at the tree that had been cut down at No. 12 and about of metre of trunk remains. There are no constraints on the properties or trees at this location, the Clerk will ask Golding Homes to speak to the residents about retaining the trees. No further action required.

Junction of Ulcombe Road/Lenham Road

- The wooden signpost needs refurbishing
- Parking on the double yellow lines was discussed but no further action required at this time.

Lenham Road

- The lack of a footpath after Hop Pocket way was discussed. This matter is being pursued at Full Council.

Date of next walk

Sunday January 13th 2019

9. **To receive correspondence and action as necessary.**

There was no correspondence to discuss.

10. **Matters for information, urgent matters at the discretion of the Chairman for noting only or any items for further discussion at the next meeting.**

It was noted that the gate on Parsonage Meadow needs a new spring.

There being no further matters to discuss the meeting closed at 8:46pm

Approved:

James

Date:

14/1/19



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5. **To receive a Budget Analysis report**

The budget for the year 2018/19 was discussed, spend is in line with budget and no action is required.

The budgets for 2019/20 were discussed and it was agreed that the OS committee would support increases in the following areas:-

New Lights – consider budget of £15,000

Extension to burial ground – consider budget of £10,000

CCTV – consider budget of £7,500

Section 106 funds were discussed and it was agreed that the Clerk would write to MBC about a deed of variation that would permit the spending of funds on various Open Spaces projects.

6. **To consider promotional signage for Hoggs Bridge Green**

The committee discussed the ideas for the signs. The Clerk will distribute further suggestions.

7. **To discuss the use of Parsonage Meadow and agree any actions required.**

The use of the Meadow was considered and it was agreed that all parties that use the meadow would be written too and reminded of the condition under which they can use the Meadow. Clerk to take forward.

8. **Village Inspection Walk report**
Issues arising and any actions to be taken

Kings Road

- Dog fouling sign needs reinstating

Traders Car Park

- Future of area to be reconsidered when building complete

North Street

- Lights on the empty shop remain over hanging the street. The matter has been reported to the agent. No further action required.

C James
14 / 1 / 19