



**AGREED MINUTES OF THE MEETING OF THE MARDEN PARISH COUNCIL  
AMENITIES COMMITTEE ON TUESDAY 26<sup>TH</sup> SEPTEMBER 2023 HELD AT 7.30PM  
AT THE ALLENS, ALBION ROAD**

**056/23 PRESENT**

Cllrs Besant, Boswell (in the Chair), Newton, Robertson and Turner. Cllr Adam, Rabot and the Deputy Clerk were also in attendance.

**057/23 APOLOGIES**

Cllrs Summersgill and Tippen gave their apologies for this meeting.

**058/23 COUNCILLOR INFORMATION**

**Declarations of Interest**

Cllr Boswell declared an interest in item 062/23 (Southons Field) as a resident backing onto the field; Cllr Newton declared an interest in item 069/23 (Memorial Hall) as Trustee of the Marden Memorial Hall.

**Granting of Dispensation**

There were no requests for dispensation.

**059/23 APPROVAL OF PREVIOUS AMENITIES COMMITTEE MINUTES**

The minutes of the meeting held on 25<sup>th</sup> July 2023 were agreed and signed as a true record.

**060/23 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING**

There were no members of the public in attendance.

**061/23 DEPUTY CLERK REPORT**

The report was submitted to Cllrs prior to the meeting. The Clerk continues to await a response from Golding Homes and the Contractor with regard to the CCTV on the field. The new entrance gates have been installed at Southons Field. There was an issue with the hinge and bolt but the Contractor has returned to fix this. The Library pathway has now been completed. There was an issue with the timers on the lights outside the Public Toilets, the Clerks investigated this and have corrected the times. The Contractor will be in touch shortly with a date to remove the Library noticeboard and Play Area gate for refurbishment. Cllrs noted.

**062/23 OPEN SPACE**

**Playing Field**

Play Inspection Reports from MPC.

The report had been received from the Caretaker for MPC with no new issues to report. Cllr Boswell asked whether all Cllrs would like to view these or for the Deputy Clerk to just raise any issues. Cllrs agreed that the Deputy Clerk checks the reports with the Cllr Boswell, deal with any issues. The reports will continue to be available to be viewed at each Amenities Committee meeting in hard copy.

Other Playing Field Issues

*Renaming Marden Playing Field Update*

Cllr Besant reported that he still had not received a response from the Cabinet Office.

*19.39 Cllr Rabot arrived at the meeting*

*Napoleon Drive Play Area Play Table*

The Deputy Clerk updated Cllrs that the play table had been fixed by the Caretaker for the time being but would need to be replaced. Cllrs agreed for the Deputy Clerk to have site meetings with

suppliers with a view to bringing quotes with installation costs to the next Amenities Committee meeting. Cllrs also requested further information on what the requirements are for the insurance payout.

### **Southons Field**

#### Play Trail Inspection Report from MPC

The Report had been received from the Caretaker for MPC with no new issues to report.

#### Southons Field Gate Signage

Cllr Boswell raised the issue of signage on the new gate. Cllrs asked for this to be on the Site Meeting Agenda for Southons Field.

### **Other Open Space**

#### Open Space Action Plan

There were no updates for the Open Space Action Plan for this meeting.

#### Open Space Fees

Cllrs reviewed the list of fees and discussed. Cllrs agreed to raise the fees in Southons Field in line with inflation.

### **Trees**

#### Kent Men of Trees Visit

Cllr Boswell met with a member of the Kent Men of Trees and the Tree Warden to walk around the village inspecting the trees in the Parish. They were very impressed. Cllr Boswell will amend the spreadsheet with the tree information and sent to the Tree Warden. The Caretakers would be informed of any updates. Cllrs noted.

#### Monthly Tree Inspection

The Caretakers had completed their monthly tree inspections. Cllrs noted.

#### Kent Plan Tree Initiative

Cllr Besant reported that we have been successful with our application for trees for the area on Cemetery land. The plan is to plant 1,000 saplings at the end of February 2024. Various checks on the land have been completed. Cllrs Besant and Boswell are meeting with the representative on 4<sup>th</sup> October. Volunteers will be asked to assist with the planting in the New Year.

## **063/23 CEMETERY**

#### ICCM Autumn Journal

A hard copy of the journal was available for Cllrs to view at the meeting. Cllr Turner asked that the article on drainage in the Cemetery be discussed at a Planning Meeting. Cllrs noted.

#### Cemetery Fees

Cllrs recommended that a separate meeting be held for the Cemetery Sub-Committee to discuss the reviewing of the fees. The Deputy Clerk would organise a proposed date and time.

#### Bollards/Posts

Cllrs requested that this be viewed at the Site Meeting at the Cemetery on Friday 13<sup>th</sup> October and discussed further.

#### Request for Urgent Interment

Cllrs received a request for interment and due to its urgency, it was discussed at this meeting. Cllrs discussed and voted 3 to 2 to agree to proceed with the interment. Cllrs also requested that the Rules and Regulations be added to the next Amenities Committee meeting in October.

## **064/23 ALLOTMENTS**

The representative from Redrow who was dealing with the allotments has now left and we have yet to receive an update from the replacement. The Clerk continues to chase.

## **065/23 PUBLIC TOILETS AND CAR PARK**

### **Public Toilet**

Cllrs discussed the lighting of the Public Toilets and requested it would be reviewed at the Site Meeting on Saturday 14<sup>th</sup> October.

### **Car Park**

There were no issues reported for this meeting.

**066/23 ENVIRONMENTAL SUB-GROUP****Environmental Sub-Group Update**

The next meeting of the Environmental Sub-Group is Tuesday 17<sup>th</sup> October at 6.00pm.

Maintenance Strategy Cemetery Document

Cllrs viewed the document. Cllr Boswell suggested a few amendments on the Cemetery and also the documents for Southons Field and Playing Field. It was suggested that Cllr Besant and Boswell meet separately to view the areas together and amend. The Deputy Clerk would inform the caretakers to hold off on any strimming for now.

Community Charge Points

Cllrs discussed electrical charging points in the village. Cllrs requested the Clerk contact Maidstone Borough Council about their corporate strategy and what their policy is on charging points not only in Maidstone town but in the rural areas.

PROWs in Marden

Cllrs discussed the option of getting community groups involved in reporting PROWs that need tidying and fixing. Cllrs discussed and agreed that the majority of residents know how they should report any issues with footpaths and public rights of way in the village.

**067/23 CORRESPONDENCE**

An email was received from a resident wishing to use Southons Field in October and requested if they could drive and park one vehicle on the field. Cllrs agreed for the Deputy Clerk to let the resident know to park at the entrance to unload and then park in the Library car park for the time using the field and to return at the end to collect due to the risk of wet weather causing the ground to be soft.

**068/23 HEALTH AND WELLBEING**

Cllr Boswell updated Cllrs on the Nature Prescribing project in the village. Cllrs noted.

**069/23 OUTSIDE BODIES REPORTS****Memorial Hall**

Cllr Stevens who is the Marden Memorial Hall Representative provided a report that was circulated to Cllrs prior to the meeting. The Trustees met on 19<sup>th</sup> September. There are still vacancies for the Caretaker and Facilities Manager and Trustees are still doing as much as possible to keep things ticking over. A condition survey was undertaken in April 2023 and urgent repairs and maintenance is being prioritised. It was agreed that fees will be increased from 1<sup>st</sup> January 2024. Parking has increased by those not using the hall and a barrier at the car park entrance was considered but this has been put on hold for the time being. The next meeting will be on 16<sup>th</sup> November 2023.

**Youth**

An email from the KCC Youth Worker was circulated to Cllrs prior to the meeting. The group has had a busy Summer with a lot of young people attending projects and trips in August. They have been doing a lot of detached work in the past two weeks checking all the usual areas young people are spending their time. There has been some changes to the way Marden and other groups run due to the amount of sessions they were delivering and staff workload becoming too much. Marden Youth Group will now take place on a Friday at the field just outside The Cockpit every two weeks. Those without transport should discuss with the KCC Youth Worker should they wish to attend other sessions in Staplehurst and Headcorn.

**070/23 OUTSTANDING ISSUES/CARETAKERS TO DO LIST**

A new Caretaker's To Do List will be created following the Amenities Site Meetings on 13<sup>th</sup> and 14<sup>th</sup> October 2023.

**071/23 OTHER AMENITIES ISSUES FOR DECISION**Cemetery Mower Quote

The Clerk had sought quotes to purchase a new mower for the Cemetery Caretaker. Whilst the option of a more sustainable and environmentally friendly mower was researched, the mower would not be fit for purpose for the work undertaken. Cllrs reviewed the suggested mower and agreed for the Clerk to purchase.

Windsor Meadow – The Parsonage Footpath

Cllr Besant has contacted the maintenance companies about installing a pathway between the Windsor Meadow and Parsonage developments to connect these up. However, a response is yet to be received.

Update from Pre Marden at Christmas Meeting

The Deputy Clerk had circulated the notes from the Pre Marden at Christmas meeting that took place on Thursday 21<sup>st</sup> September. The Clerks had already started to source the gifts and let village businesses and groups know. There will be another Elf Hunt and Festive Lighting Trail in the village. Cllrs noted.

**072/23 INVOICES FOR PAYMENT**

Viking – Office Supplies - £62.89

Business Stream – Public Conveniences - £67.74

Paul Waring – Contract Mowing - £364.70

Alison Hooker – Office supplies, Playscheme refreshments - £33.23

Tate & Tonbridge Fencing – Southons Field gate - £1,411.20

Total: £1,939.26

All invoices were agreed, Cllrs Newton and Turner would authorise on Unity.

There being no further business, the meeting closed at 20.56.

Date:

Signed:

Cllr Anne Boswell Chairman, Amenities Committee

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