



**MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 14<sup>TH</sup>  
FEBRUARY 2017 AT THE ALLENS, ALBION ROAD, MARDEN COMMENCING AT  
7.30PM**

- 142/17 **PRESENT:** Cllrs Adam, Brown, Childs, Cowin, Mannington, Newton, Robertson, Tippen (in the Chair) and Turner were in attendance. The Clerk, PCSO Nicola Morris and one member of the public were also present.
- 143/17 **APOLOGIES FOR ABSENCE:** Cllrs Boswell and Harvey had given their apologies
- 144/17 **(a) AMENDMENTS TO COUNCILLOR REGISTERS OF INTEREST:** There were no amendments to Councillors Registers of Interest  
**(b) DECLARATIONS OF INTEREST:** There were no declarations of interest  
**(c) GRANTING OF DISPENSATION:** There were no requests for granting of dispensation.
- 145/17 **MINUTES OF THE PREVIOUS MEETING**  
 The Minutes of the Parish Council meeting held on 10<sup>th</sup> January 2017 and the Extraordinary Full Council held on 24<sup>th</sup> January 2017 were agreed and signed as true records.
- 146/17 **IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING:** The member of the public wished to speak in the public forum.

The meeting was adjourned for the following items:

**PUBLIC FORUM**

Member of the public raised an item which was in the Downs Mail about Community Land Trusts and wondered what this entailed. Cllr Mannington explained that the process would need to be designated into the Neighbourhood Plan and that Cllr Turner may have further information. Another item raised followed a mention last year regarding reflective bollards between St Annes Green Lane and Milebush which were no longer in place. The Parish Council agreed to discuss this with the Highways Steward.

**EXTERNAL REPORTS**

Borough Councillors: Not in attendance

County Councillor: Not in attendance

19:42 Cllr Adam arrived at the meeting.

Police: 8 crimes since last meeting: 3 thefts; 1 burglary dwelling; 1 burglary other than dwelling, 1 theft from motor vehicle, 1 criminal damage and 1 theft of motor vehicle. PCSO Morris is speaking with Neighbourhood Watch representative to attend the Annual Parish Meeting. Cllr Adam raised the concern of the bus stopping at the bottom of Church Hill instead of the correct bus stop outside The Taj restaurant causing pedestrians to step out into the road to pass the waiting children.

Community Warden: Not in attendance

The meeting was reconvened for the rest of the agenda.

19:56 PCSO Nicola Morris left the meeting

- 147/17 **MATTERS ARISING FROM PREVIOUS MINUTES (for information only)**  
 To Do List update – circulated to Cllrs prior to meeting.

**148/17 PARISH MATTERS**

- (a) Business Forums : No information available from either MBF or NRBF
- (b) Police Forum – next meeting 24<sup>th</sup> May 2017. Cllr Turner would attend.
- (c) Communication
  - (i) Newsletter: at time of meeting the newsletter was at the printers but it was hoped it would be delivered to the Parish Office in time for distribution at the weekend.
  - (ii) Website: New website - The Clerk attended training on a new website (HugoFox). A report had been sent to Cllrs prior to meeting. Cllrs agreed in principle to go ahead with the HugoFox and for the Clerk to investigate obtaining a .gov domain.
- (d) Cemetery – Exclusive Right of Burial Certificates: No new certificates to be signed
- (e) Parish Council Action Plan – updated and recirculated to Cllrs.
- (h) MPC Parking Survey – An analysis report had been prepared by Cllrs Boswell and Childs and this had been circulated to Cllrs prior to the meeting. Cllr Childs gave a brief resumé of the content and areas covered. Cllr Adam volunteered to look at issues around pavement parking. The way forward was discussed and a suggestion was to have a public event regarding this in the near future. Representatives from different agencies would be contacted for advice.
- (i) MPC Byelaws – Cllrs Adam and Newton together with the Clerk were finalising the next step to produce the byelaws. It was agreed that a meeting would be arranged to agree on the final document.
- (j) MPC Risk Assessments – The Clerk had updated all risk assessments so that they use the same format and the folder was available to view in the Parish Office.
- (k) Update from Flood Group – emails and minutes from meetings had been circulated to Cllrs from the Group which were noted.

**149/17 COMMITTEE REPORTS**

- (a) **Amenities Committee** – Minutes of the Amenities Meeting held on 24<sup>th</sup> January had previously been circulated. The consultation for the Napoleon Drive play area will be held on 27<sup>th</sup> February in the John Banks Hall from 2.30pm to 4.30pm. It had been advertised at the primary school, pre-school and Children’s Centre together with it being in the newsletter and posters on notice boards.
- (b) **Planning Committee** - Minutes of Planning Meeting held on 7<sup>th</sup> February had previously been circulated – report from Chairman of Planning. Concern was raised that no residents in the vicinity of the Stanley Farm application for an additional dwelling had been notified. The Assistant Clerk would be asked to contact MBC Planning to ascertain what notification was given to residents and whether this was the same as previous applications on the site.
- (c) **Finance Committee** – Minutes of the Finance Meeting held on 17<sup>th</sup> January had previously been circulated
- (d) **Other Conferences/Meetings attended:**
  - 18<sup>th</sup> January – Meeting with DHA Planning Cllrs and Clerk attended – minutes circulated
  - 20:53 Member of the public left the meeting*
  - 18<sup>th</sup> January – Meeting with Natalie Penfold, Youth Worker for Marden – Cllr Tippen and the Clerk attended and Cllr Tippen gave a brief update of what was discussed
  - 19<sup>th</sup> January – KALC Communication and Media Conference – Cllr Boswell and the Clerk attended. Cllr Boswell had provided some notes and these would be circulated to Cllrs. The Clerk had already provided details regarding a new website.
  - 23<sup>rd</sup> January – Meeting with Borough Councillors – Cllrs Tippen, Robertson and Childs – together with the Clerk and Assistant Clerk attended – notes had been circulated prior to the meeting.
  - 6<sup>th</sup> February – Meeting with Kent Highways cancelled – this had been rescheduled for 28<sup>th</sup> February.
  - 6<sup>th</sup> February – KALC Area Committee meeting no representation from MPC
- (e) **Conferences/Meetings for the coming months:**
  - 18<sup>th</sup> February – KALC event – Energy & Renewable Power – Cllrs Brown and Turner attending
  - 21<sup>st</sup> February – MPC Christmas meeting
  - 22<sup>nd</sup>/23<sup>rd</sup>/24<sup>th</sup> February – Annual SLCC Conference The Clerk attending

27<sup>th</sup> February – Play equipment consultation – Cllrs Tippen, Boswell and Robertson together with the Assistant Clerk attending

28<sup>th</sup> February – KALC event – Delivering Effective Partnership Working The Clerk attending

9<sup>th</sup> March – KALC event – Rural Affairs Conference Cllr Boswell and the Clerk attending

18<sup>th</sup> March – Village litter pick

22<sup>nd</sup> March – KALC Area Committee meeting

18<sup>th</sup> April - Annual Parish Meeting 2017

9<sup>th</sup> May - Annual Parish Council Meeting 2017

150/17

### **CORRESPONDENCE**

- (a) KALC – Keep It Local previously emailed – noted
- (b) Marden Parish Church Magazine - for information
- (c) KCC – Freight Action Plan for Kent consultation – to be placed on Amenities agenda
- (d) Marden Surface Water Management Plan – response from JBA Consulting and Max Tant from KCC - noted

151/17

### **FINANCE**

- (a) Balances as at 1<sup>st</sup> February 2017  
**Post Office £17,881.33: Santander Account £50,007.80**  
**Nat West Account: £85,103.87**  
**Unity Trust Bank: £500.00**
- (b) Payments for Approval (list available at meeting). Invoices were agreed and cheques signed.
- (c) Bank Reconciliation for January – previously circulated.
- (d) Action with Communities in Rural Kent – The annual subscription was agreed and a cheque duly signed.
- (e) Unity Trust Bank – Sub-Committee to be agreed to discuss this account to meet to put forward a proposal on the operation of Unity Trust bank. The Clerk had provided a report and this will be circulated to all Cllrs for a decision to be made at the March Full Council Meeting.
- (f) Parish Services Scheme Funding Agreement - Signed by Chairman and Clerk
- (g) Highways grounds maintenance devolvement to MPC details previously circulated. Cllrs agreed to take this work on and would be reviewed annually.
- (h) Direct Debit Payments for Electricity supplier, South East Water, Southern Water and MBC Council Tax Cllrs to discuss and agree (if relevant) payments to be made by Direct Debit for the next year – deferred to the next Full Council meeting.
- (i) *Not on the agenda* - Cllrs approved a subsistence allowance to the Clerk of £20 for an evening meal at the conference. However it was agreed that a policy would need to be drawn up for future allowances.

152/17

### **HIGHWAYS AND PUBLIC TRANSPORT**

- (a) **Highways**  
*Highways Issues – Traffic Calming and other highways issues*  
**Other Highways Issues**  
 Email from Kent Highways – in regard to school crossing and work of Kent Highways. As discussed previously a meeting had been arranged for 28<sup>th</sup> February.  
 The issue with the early morning bus stopping at Church Green was to be raised at the Highways meeting as this could not continue due to the pedestrian safety aspect and the planned pedestrian crossing in this location.  
 Cllr Childs asked the Clerk to chase Helen Grant regarding the rural speeding group.
- (b) **Public Transport**  
*Marden Station*  
*Improve Rail and Bus Services and Facilities*  
 Update from South Eastern following the meeting in July 2016 – still waiting response. Cllr Adam would provide the Clerk who the Chief Executive is to write with details of the meeting.  
*21:38 Cllrs Brown and Turner left the meeting*

Other issues:

The lines at Station Approach have worn away

The gully at junction side of speed bump needs clearing

Drainage in the car park needs attention

Lights are out in the station both on the platform and car park

There being no further business the Chairman the meeting closed at 9.50pm

Signed: ..... Date: 14<sup>th</sup> March 2017  
Chairman, Marden Parish Council

Agreed 14th March 2017