



MINUTES OF THE MEETING OF THE MARDEN PARISH COUNCIL AMENITIES COMMITTEE ON TUESDAY 22ND JUNE 2021 HELD AT THE JOHN BANKS HALL, MARDEN MEMORIAL HALL, GOUDHURST ROAD, MARDEN COMMENCING AT 7.30PM

021/21 PRESENT

Cllrs Barker, Boswell (as Chairman), Newton, Robertson (as Vice Chairman). Cllrs Besant, Gibson and Stevens together with the Deputy Clerk and one member of the public were also in attendance.

022/21 APOLOGIES

Cllrs Adam and Tippen gave their apologies.

023/21 COUNCILLOR INFORMATION

Declarations of Interest

Cllr Boswell declared an interest in item 027/21 (Southons Field) as a resident backing onto the field; Cllr Newton declared an interest in item 034/21 as Trustee of Marden Memorial Hall.

Granting of Dispensation

There were no requests for dispensation of any item on this agenda.

024/21 APPROVAL OF PREVIOUS AMENITIES COMMITTEE MINUTES

The minutes of the meeting held on 25th May 2021 were agreed and signed as a true record by Cllr Boswell as Chairman.

025/21 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

There was one member of the public present and they did not wish to raise any agenda item.

026/21 DEPUTY CLERK REPORT

The Deputy Clerk had circulated the report prior to the meeting. The Clerk still has not received a response from Redrow regarding to the Section 106 funds end date being extended for the Playing Field. Cllr Besant gave the Deputy Clerk a new contact to pass to the Clerk. The supplier for the Outdoor Gym Equipment has been contacted regarding the missing Chest Press and signage. A response has yet to be received. The new benches and litter bins are being delivered to the contractor's yard and we are awaiting an installation date. The tree contractor is carrying out a tree health and safety audit on Southons Field, the Cemetery and Playing Field on Thursday 24th June. The Community Payback have started to paint the fencing around the Napoleon Drive play area and will hopefully have their strimmer fixed shortly to continue to the work at the Library Car Park and Merchant Place. The new toilet roll dispensers have been installed in the Public Toilets.

The swings at Southons Field have been installed. We have been successful with our application for a Parish Scheme grant for noticeboards. Once this has been received the Deputy Clerk will order the new noticeboard for outside The Old Post Office Coffee House. The Deputy Clerk will chase MBC regarding the moving of the litter bin at the end of Morello Path. The Caretakers wish to replace the Cemetery Roof in the Autumn time. The Deputy Clerk produced the Maidstone Borough Council lease for the Public Toilets for Cllrs regarding the work requested on moss removal of the roof. The Deputy Clerk will source two more quotes for the work and report to the next Amenities Meeting. The Deputy Clerk

reported that a quote had been received from the Public Toilets contractor for £320 but that he could not carry out this work for two months. Cllrs were content to wait as this work was not urgent. The Clerk and Deputy Clerk attended Play Inspection training on 7th June and a report was circulated prior to the meeting for Cllrs information. Cllrs noted.

027/21 OPEN SPACE

Playing Field

Play Inspection Reports: MBC and MPC

There were no issues to report. Cllrs noted.

Changing Rooms

(a) Legionella Report

The Deputy Clerk met with Cllr Stevens prior to the meeting to discuss the risk assessment provided and the work needed. Cllr Stevens provided a report to Cllrs explaining the quotes received from the contractor and the issues raised at the Football Changing Room. Cllrs discussed various options including replacing the water system so that the risks were lowered. Cllrs agreed to investigate further what was needed to change the system and Cllr Stevens would provide a further report at the next meeting. Currently, the Football Changing Rooms are closed but the Marden Football Club is able to gain access to the football goalposts.

(b) Electrical Report

Cllr Stevens shared a photo of the light switch that had been smashed to Cllrs and a photo of a light fitting that was loose. The electrical contractor has now replaced the light switch with a metal switch box. Cllr Stevens discussed with the electrical contractor further works to quote for two light fittings and labelling on the junction box. The quote is for £160.00 (which includes the work already undertaken). Cllrs discussed and approved for this work to go ahead. Cllr Stevens was thanked for undertaking this investigation.

Cllr Stevens left the meeting at 20.13

Other Playing Field Issues

There were no further issues to report.

Southons Field

Play Trail Inspection Report: MPC

There were no issues to report. Cllrs noted.

Events on Southons Field

The Deputy Clerk circulated a list of events on Southons Field prior to the meeting. Cllrs noted.

Other Southons Field Issues

(a) Main gate

Cllr Boswell raised that as the field is currently closed at 8.00pm and it had been noticed that a number of residents are using the field after closing hours and climbing over the gates to get into and out of the field after hours. Cllr Boswell would like Cllrs to consider, for future budgeting purposes, getting new gates as this may cause damage should this continue. Cllrs discussed and agreed that the proposal be taken to the Finance Committee.

(b) Marden Bowls Club Further Use

The Bowls Club have requested to put a small marquee on Southons Field for their Celebration Day. Cllrs agreed in principle for a small marquee to be erected on the proviso that they let us know the size of the marquee. Cllrs also requested that the parking is stewarded as Southons Field is being used a lot more by families with small children.

(c) Picnic Benches

The Deputy Clerk circulated a photo of one of the new picnic benches that one of the slats had been lifted and proposed perhaps signage should be put on them to let residents know that the benches are anchored to the ground. Cllrs discussed and agreed it was obvious they were fixed to the ground and would prefer no signage. Cllrs requested that it be drilled down with screws and the chain be put over both of the struts underneath should the chain be long enough. The Deputy Clerk would pass this onto the Caretaker.

Other Open Space

Open Space Action Plan

The Open Space Action Plan had been updated and circulated by email prior to the meeting. Cllrs noted.

Open Space Hiring Policy

The Deputy Clerk circulated the policy to the Cllrs prior to the meeting with amendments proposed by the Clerk following a discussion at Full Council. Cllrs discussed and agreed to the changes.

Ground Maintenance Report

The Clerk had created a report with a proposed ground maintenance plan going forward for the Caretakers and the Deputy Clerk had circulated to Cllrs prior to the meeting. Cllrs discussed and agreed with proposal.

Trees

Tree Work at the Playing Field

The Clerk had received one quote for tree work at Napoleon Drive and had strived to obtain three further quotes. Unfortunately, the Clerk had not received a response from the three companies for Cllrs to discuss in time for the meeting.

028/21 CEMETERY

Cemetery Gates

The Deputy Clerk had circulated earlier photos of the Cemetery Gates and fencing to show that it would need refurbishment in the future. Cllr Turner requested that the Deputy Clerk get the contractor to look at the hinge on the gate and to quote on refurbishment in order for it to be taken to Finance Committee for budgeting purposes.

Other Cemetery Issues

Cllr Boswell raised the issue of the soil waste. The Deputy Clerk is still obtaining quotes and needs to arrange site meetings with contractors. It is hoped that the Deputy Clerk will have the quotes for Cllrs to discuss and decide at the next Amenities Committee meeting.

029/21 PUBLIC TOILETS AND CAR PARK

Public Toilet Issues

There were no toilet issues to report.

Car Park Issues

There were no car park issues to report.

030/21 CLIMATE, SUSTAINABILITY AND BIODIVERSITY

Eco Green Communities – Dog Fouling Bag Station

The Deputy Clerk had circulated a photo to Cllrs with a proposed location of where to put the Dog Fouling Bag Station that was soon to be ordered. Cllrs discussed and Cllr Turner requested the Deputy Clerk check to see if the suggested post belonged to MBC and if so, to ask permission for the Parish Council to attach the Dog Fouling Bag Station to it.

031/21 CORRESPONDENCE

Woodland Trust Trees

An email had been received from a resident with a request to planting more trees from the Woodland Trust on public areas. The Deputy Clerk had responded to ask which areas but had yet to receive a response. Cllr Besant informed Cllrs that the new developments were full of dead trees which could be replaced. Cllr Boswell also suggested Windsor Meadow development and the open space area at Appledown Grange. Cllr Turner suggested that the Deputy Clerk contact the management companies to ask permission to plant trees. Cllr Boswell said an ideal opportunity to involve the community was the Tree Charter Day on Saturday 27th November suggested by NALC to engage communities and village groups.

Marden Heritage Centre – COVID Signage

A message through the website had been received from a member of the Marden Heritage Centre with a request for the COVID signage the Parish Council had erected once it has been used for historic purposes. Cllrs agreed.

032/21 HEALTH AND WELLBEING

There were no issues to report.

033/21 ACTION GROUPS REPORTS

Stilebridge

Cllr Boswell said she will raise at the meeting with the Borough Councillors about when the upgrade of facilities at the Stilebridge Site was likely to be .

Village Events

Queen's Platinum Jubilee.

Cllr Boswell informed Cllrs regarding arrangements for the Queen's Platinum Jubilee that it was proposed that the Beacon would be lit on Southons on the Thursday. Cllrs suggested that the Village Celebrations Committee discuss and make a plan and bring their proposal back to the Amenities Committee at a future meeting.

Date for Autumn Litter Pick

Following the last proposed date which the Clerk could not attend, it was suggested that the Clerk would prepared for the Litter Pick for Saturday 16th October and Cllrs Boswell, Robertson, Turner and Tippen would assist on the day. Cllrs agreed.

Future Village Events

The Clerks had been invited to attend a meeting with a resident with regard to creating a Community Events Working Group for the village to organise a village event in the Summer on Southons Field and possible future events. Cllr Tippen also attended. The Deputy Clerk met again with the resident and discussed further with the Clerk. The Deputy Clerk proposed to the Cllrs that a new Working Group be created under the Parish Council umbrella called the Marden Community Events Working Group which would include members of the public. Cllrs agreed in principle and that this should be put on the next Full Council agenda.

034/21 OUTSIDE BODIES REPORTS

Memorial Hall

Cllr Newton reported the Trustees are trying to get as many groups booked in the halls and rooms within the COVID restrictions to bring in revenue.

Youth

The Deputy Clerk had contacted the KCC Youth Hub Manager for an update but had not received a response before the meeting. The Deputy Clerk will chase.

Marden Play Scheme 2021

The Clerk had written a report for the meeting for the Deputy Clerk to read to Cllrs. The Deputy Clerk read out the wish list from the Playscheme manager and the plan for the two weeks. Cllrs agreed to the proposed wish list. Cllr Boswell agreed to help with the "Crazy Cress Heads" in respect with Marden in Bloom.

Venue

The Clerks have been working with Marden Primary Academy with regard to the Playscheme unfortunately the toilets would be out of action due to refurbishment but the Clerk was sourcing quotes for mobile toilets to be used.

Staffing

Two further Play Leaders were required and the Clerks would advertise

035/21 OUTSTANDING ISSUES

The Meeting Actions To do List had been circulated prior to the meeting. Cllrs noted.

036/21 FURTHER ISSUES FOR DECISION**Welcome Back Grant**

The Clerk had received a grant for £1,000 from MBC for winter planting in the village. Cllrs proposed to retain £500 for future Library planting. Cllrs recommended that Marden in Bloom may wish to consider writing to the Parish Council with regard to a donation for the remaining £500. Both of these would then be taken to Full Council.

037/21 FURTHER ISSUES FOR DISCUSSION/INFORMATION

There were no further issues for discussion or information.

038/21 INVOICES FOR PAYMENT**Electronic Payments**

Kent County Supplies	Photocopier Rental	£113.74
Pitney Bowes	Admin Fee	£6.00
Golden Hill Nurseries	Flowers for Troughs	£88.00
Rialtas	Year End Closure and Training	£420.00
AO (A Hooker)	Fridge for Office	£139.00
Amazon (A Hooker)	Wheelie Bin Liners	£27.50
Alison Hooker	Mobile Top-Ups and Postage	£80.04
Autobase	MPC Van Service and New Tyres	£447.32
TOTAL		£1321.60

Details had been circulated to Cllrs prior to the meeting. All invoices were agreed and Cllrs Turner and Newton would authorise on Unity.

There being no further business, the meeting closed at 21.49.

Date:

Signed:

Cllr Anne Boswell Chairman, Amenities Committee

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