



**MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 10TH APRIL
2018 AT THE ALLENS, ALBION ROAD, MARDEN
COMMENCING AT 7.30PM**

- 155/18 **PRESENT:** Cllrs Adam, Boswell, Mannington, Newton, Robertson, Stevens and Tippen were present. The Clerk was also in attendance.
- 156/18 **APOLOGIES FOR ABSENCE** Apologies received from Cllrs Brown, Harvey, Jones and Turner. Apologies were also received from PCSO Nicola Morris and Community Warden Mira Warden.
- 157/18 **PARISH COUNCILLOR INTERESTS**
- (a) **REGISTERS OF INTEREST:** Cllr Mannington needed to amend her register of interests. Form was completed and would be returned to MBC.
 - (b) **DECLARATIONS OF INTEREST:** Cllr Boswell declared a pecuniary interest in item 163/18(a) as Chairman of Marden in Bloom. Cllr Boswell would leave the meeting whilst this item was discussed. The Clerk also informed the meeting that her son was an employee of one of the companies who has provided a quote for item 161/18(j).
 - (c) **GRANTING OF DISPENSATION:** There were no granting of dispensation.
- 158/18 **MINUTES OF THE PREVIOUS MEETING**
Minutes of the Parish Council meeting held on 13th March and the Extraordinary Full Council meeting held on 20th March were agreed and signed as true records.
- 159/18 **MATTERS ARISING FROM PREVIOUS MINUTES (for information only)**
Including Update from Council's "To Do" List: An update had been circulated to Cllrs prior to the meeting and all relevant items were due to be discussed further in the meeting.
- 160/18 **IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING:** There were no members of the public in attendance.

The meeting to be adjourned for the following items:

PUBLIC FORUM

No members of the public in attendance.

EXTERNAL REPORTS

Community Warden: Fly tipping had been reported along Copper Lane and MBC Community Protection Team had been contacted regarding the business/building waste on land adjacent to one of the PROWs.

MBC/KCC Councillors: Not in attendance.

PCSO: Not in attendance.

The meeting was reconvened for the rest of the agenda.

161/18 **PARISH MATTERS**

- (a) Reports from MBC and KCC: Meeting had been arranged with County Councillor Eric Hotson for 1st May at 2pm. The meeting with MBC would be arranged for after the elections.
- (b) Marden Business Forum report:
- (c) Police: Crime Update – 5 thefts since the last meeting: 2 thefts; 1 burglary in a dwelling; 1 burglary other than a dwelling and criminal damage to vehicles by catapult. Two men had been arrested in connection to the reports of criminal damage to vehicles and catapults seized. Several reports of anti-social behaviour had been reported within the village which

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are being investigated.

The date of the next Police Forum meeting 18th April 2018 – Cllr Turner hoped to attend.

- (d) Communication
- (i) Newsletter: Next newsletter due to go to print in June.
 - (ii) Social Media & Website: Nothing to report
- (e) Cemetery – Exclusive Right of Burial Certificates: four certificates to sign.
- (f) Water/Drainage/Flooding: updates from outside agencies: Cllr Tippen had attended the Joint Parishes Flood Group meeting on 23rd March and gave a report to the meeting. Cllr Adam asked that the item regarding Leigh Flood Barrier be raised at the next meeting.
- (g) General Data Protection Regulations and Data Protection Officer contract. The Clerk had contacted five companies and three responses had been received. After discussing and reviewing all that the companies offered Cllrs proposed that the contract would be awarded to GDPR-Info for one year and review at the April meeting in 2019. The Clerk would contact GDPR-Info to ascertain whether joint training could be undertaken with Paddock Wood TC to reduce the costs.
- (h) MPC Policies all policies have been reviewed by the Clerk and discussed with the Chairman. Those for Planning were agreed at the last Planning meeting. Policies for Amenities, Finance and HR are due to be considered and agreed at the next appropriate meeting. Council policies to be reviewed by Cllrs prior to agreement at the June Full Council meeting. Cllrs were requested to read through Standing Orders and Financial Regulations to ensure they are up to date.
- (i) Pathway at The Parsonage – Redrow had agreed to name one of the footpaths on The Parsonage development “Simmons Path” after the late Trevor Simmons. Redrow had also suggested a memorial bench which the family were discussing.
- (j) Southons Field entrance - In principle Cllrs agreed to accept the quote from Yew Tree Construction however they required clarification on a couple of things before making a final decision at Amenities.
- (k) Parking Consultation report - The Chairman had produced a report based on the consultation responses which had been circulated to Cllrs prior to the meeting. Cllr Adam asked if an item on pavement parking could be added. This was agreed together with the remainder of the report. It was proposed that the report would be submitted to the next Joint Transportation Board. Cllr Tippen would make the amendments before forwarding to County Councillor Eric Hotson who would be the next Chairman of the JTB.

162/18 COMMITTEE REPORTS

- (a) **Amenities Committee** – Minutes of the Amenities Meeting held on 27th March had been previously circulated. Site meetings were held on Saturday and notes of these meetings would be circulated to all Cllrs. Cllr Boswell gave a brief overview of what had been discussed.
- (b) **Planning Committee** - Minutes of the Planning Meeting held on 3rd April had been previously circulated. A couple of Saturday workshops had been held to go through the Neighbourhood Plan with the launch of Regulation 14 on 9th June.
- (c) **Finance Committee** – Minutes of the Finance Meeting held on 20th March had been previously circulated
- (d) **HR Sub-Committee** – No HR Sub-Committee meeting held in March
- (e) **Other Conferences/Meetings attended:**
- 15th March – Parish Liaison Group Meeting re Gypsy & Traveller sites - MPC unable to attend but notes had been received
 - 21st March – SLCC Conference - Cllrs Boswell and Tippen and the Clerk attended
 - 27th March – SLCC AGM/Meeting - The Clerk attended
 - 28th March – Encryption Training - The Clerk attended and would familiarise herself with the software before adding to the office computers. Following this Cllrs were asked to view what, if any, information was held on their personal computers in regard to Council documents.

(f) Conferences/Meetings for the coming months:

16th April – KALC Area Committee – MPC were unable to attend

3rd May – Internal Auditor visit to the Parish Office

8th May – Annual Parish Meeting

15th May – Annual Parish Council Meeting

It was proposed that there would be a Planning meeting on 22nd May and Amenities meeting on 29th May. The Clerk would view the diary and confirm meeting dates shortly.

Other KALC conferences/training circulated to Cllrs.

163/18 CORRESPONDENCE

(a) Local Government Ethical Standards Consultation – closing date 18th May 2018 - Cllrs asked that this be recirculated and placed on next Full Council agenda

(b) Marden Parish Church monthly magazine - noted

20:47 Cllr Boswell left the meeting for the following item:

(c) Marden in Bloom request for water butt – An email had been received requesting permission for Marden in Bloom to install a water butt at the public conveniences with Marden in Bloom providing the water butt. After discussion concern was raised over the water butt being used to climb onto the roof and therefore Cllrs did not feel this would be the best solution. Cllr Stevens suggested considering a tamper free tap being installed on the outside of the public conveniences and the Clerk was asked to investigate costs.

20:51 Cllr Boswell returned to the meeting.

(d) Letter of thanks from Hospice in the Weald for donation given by MPC - Noted

164/18 FINANCE

(a) Balances as at 10th April 2018:

Nat West Reserve Account: £38,451.62 Current Account: £150.00

Unity Bank: £33,270.51 / Santander: £38,455.91 / NS&I: £17,965.59

(b) Invoices for Approval:

Cheque Payments:

Chq No.	Payee	Details	Amount
5778	G Carey	Play Area Grounds Maintenance	50.00
TOTAL			£50.00

Invoice agreed and cheque signed by three Cllrs.

Electronic Payments:

Payee	Details	Amount
ICCM	Annual Subscription	90.00
KALC	Encryption Training	60.00
Kent Men of Trees	Annual Competition Entry	10.00
Stanleys Garage	Van Fuel	50.00
Maidstone Borough Council	Changing Room Rates	340.80
Maidstone Borough Council	Cemetery Refuse Collection	54.17
Ecocleen Services	Public Convenience Cleaning	597.79
Citizens Advice	Outreach Session – March	50.00
Rob Thompson	Soil for Cemetery	24.00
TOTAL		£1,276.76

Invoices agreed and Cllrs Mannington and Tippen would authorise payment.

165/18 HIGHWAYS AND PUBLIC TRANSPORT

(a) **Highways**

PROW KM144 – report from resident – a stile had been apparently been erected on the PROW which allegedly was difficult to climb over/nor accessible for pushchairs etc. PROW Officer informed A229 – Kent Highways had held a meeting to discuss the road surfacing/safety measures on the A229 and had provided possible solutions which were noted by Cllrs. Cllrs were interested in being part of future meetings and the Clerk would contact Kent Highways.

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Not on the agenda:

PROW and public footpath leading to the new cricket and hockey field. Marden Walking Group were concerned over the situation for pedestrians gaining access to the new sports ground. The Clerk would respond to the Walking Group that the PROW concerns were currently being investigated by Kent County Council and the pedestrian access was part of the conditions of the application. It was suggested that a meeting with the Walking Group be held to discuss in more detail prior to meeting on site.

(b) Public Transport

Update from South Eastern: no further updates received

Response from correspondence to South Eastern: A letter had been received from County Councillor Eric Hotson informing MPC that he had written to David Statham and a letter from Helen Grant MP that she had raised the concerns with the Secretary of State for Transport and also regarding the concerns about the capacity at Marden Station.

Other:

Kent Air Ambulance is holding an open day on 28th April to say goodbye to Marden as they moving back to Rochester.

There being no further business the meeting closed at 21.30pm

Signed:
Chairman, Marden Parish Council

Date: 15th May 2018