



**AGREED MINUTES OF THE MEETING OF THE MARDEN PARISH COUNCIL  
AMENITIES COMMITTEE ON TUESDAY 23<sup>RD</sup> NOVEMBER 2021 HELD IN THE  
OLD SCHOOL ROOM, MARDEN MEMORIAL HALL, GOUDHURST ROAD,  
MARDEN COMMENCING AT 8.00PM**

Delayed to 8.15pm due to a Planning Committee meeting taking place prior to this meeting.

**111/21 PRESENT**

Cllrs Adam, Barker, Besant, Boswell (in the Chair), Newton, Robertson, Tippen and Turner.  
Cllr Gibson was also in attendance together with the Deputy Clerk.

**112/21 APOLOGIES**

There were no apologies received for this meeting.

**113/21 COUNCILLOR INFORMATION**

**Declarations of Interest**

Cllr Boswell declared an interest in item 117/21 (Southons Field) as a resident backing onto the field; Cllrs Newton and Tippen declared an interest in item 124/21 as Trustees of Marden Memorial Hall.

**Granting of Dispensation**

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

**114/21 APPROVAL OF PREVIOUS AMENITIES COMMITTEE MINUTES**

The minutes of the meeting held on 26<sup>th</sup> October 2021 were agreed and signed as a true record by Cllr Boswell as Chairman.

**115/21 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING**

There were no members of the public present.

**116/21 DEPUTY CLERK REPORT**

The Deputy Clerk had circulated the report prior to the meeting. The Deputy Clerk reported that an email had been received on 20<sup>th</sup> October by the contractor informing us that the missing chest press piece of Outdoor Gym Equipment will be delivered on 19<sup>th</sup> November. They have been chased but we have yet to receive an update at the time of this meeting. The Deputy Clerk will continue to chase. The Post Office Coffee House noticeboard is now installed and agendas/community information are now displayed. A contractor has been contacted to give a verbal quote for refurbishing the Cemetery railings and gates. This quote will go to the Finance Committee meeting for budgeting purposes.

Quotes have been sought for the work that came out of the Tree Audit. Once these have been received they will be raised at the next Amenities Committee meeting. The Clerks are sourcing a litter bin for Southons Field. Cllrs noted.

**117/21 OPEN SPACE**

**Playing Field**

(i) Play Inspection Reports: MBC and MPC

The Monthly Play Inspection Sheet from Maidstone Borough Council mention the bolt missing from the spinner dish, noted the see saw roundabout had been removed and the bolt covers, climbing net ropes worn to cable and the top step is loose on the multiplay unit. These

have been raised with the contractor and the Deputy Clerk will chase this work. Our own Weekly Play Inspection Report mentions the see saw roundabout being removed and that the fence has been vandalised. The Deputy Clerk has sought a quote from a contractor to fix the fence. There were no issues reported on the sports wall. The fencing at the Napoleon Drive has been reported and this will come under the work quoted by the contractor. Cllrs noted.

(ii) Changing Rooms

Cllr Boswell briefly went through the notes of the meeting with Marden Minors Football Club that were circulated prior to the meeting. The Football Club would really like to return but as the pitch size is currently not adequate under Football Association regulations in order for them to play at County League they are unable to do so. The Club has requested for the grass to be cut for them to measure to see if they can make it work. There will be another meeting in January to discuss the outcome.

(iv) Other Playing Field Issues

There has been a site meeting between the managing agent of The Parsonage development along with Cllr Tippen with the Clerks to discuss the overhanging tree on Parish Council land. The managing agent is sourcing quotes to remedy the overhanging branches. The Clerks will monitor progress. Cllr Newton mentioned dogs were inside the play area at the Playing Field and there had been dog fouling. Cllrs raised at the Amenities Site Meeting that “No Dogs” signage be installed on the gates at the Playing Field and Napoleon Drive play areas. Cllrs Adam raised that now the railings had been painted at Morello Path that there could be a hazard for them to be seen in the dark. The Deputy Clerk would look at reflective strips or disks and discuss further with the Clerk.

**Southons Field**

(i) Play Trail Inspection Report: MPC

There were no issues to report. Cllrs noted.

(ii) Events on Southons Field

There were no new events added. Cllrs noted.

(iii) Other Southons Field Issues

Main gates – Cllr Boswell raised that the gates were in disrepair and that the Caretaker had also raised concerns. Cllrs agreed to monitor in the coming months and budgeting for this possible future cost would be added to the Finance Committee meeting.

**Other Open Space**

(i) Open Space Action Plan

The Open Space Action Plan will be updated and circulated at the next meeting. Cllrs noted. Cllr Adam recommended that the Amenities Committee give further consideration in October 2022 for the foreseeable financial implication for the village emerging from the Maidstone Borough Council Local Plan. Following the Local Plan update, Cllrs will also need to look at the Open Space issues that have come out of Regulation 19 as well as the Infrastructure Spend Plan and Neighbourhood Plan.

**Trees**

(i) Tree Policy

There had been a separate meeting between Cllrs Boswell, Robertson and the Clerks to review the Tree Policy and Tree Audit work. There have been various amendments to strengthen the tree policy and a draft had been circulated to Cllrs prior to the meeting. Cllr Adam raised an amendment to include any trees on adjoining land. Cllrs agreed with the draft and the amendment. The Deputy Clerk would ask the Clerk to amend.

**118/21 CEMETERY**

**Review of Cemetery Rules and Fees**

The Cemetery Sub-Committee had met earlier in the day to review the Cemetery Rules and Regulations as well as to look at increasing the current fees. The Sub-Committee agreed amendments to the Rules and Regulations and increase the fees which had not been changed for two years. The draft Rules and Regulations and fee document were circulated prior to the

meeting. Cllrs agreed the increase for the fees but Cllr Adam requested the Clerk prepare the percentage increase for the figures to be presented to the Finance Committee meeting. Cllrs agreed to the amendments suggested to the Cemetery Rules and Regulations

#### **Scattering of Ashes - Fee**

At the Amenities Site Meeting at the Cemetery, Cllrs agreed on an area to be used for the scattering of ashes. The Cemetery Sub-Committee suggested that those wishing to scatter ashes at the Cemetery in the agreed area will be charged £40.00. Cllrs agreed.

#### **Other Cemetery Issues**

Cllr Adam asked whether the Cemetery parking signage had been installed. The Deputy Clerk reported that the signs had been made and are ready to be installed.

### **119/21 PUBLIC TOILETS AND CAR PARK**

#### **Public Toilet Issues**

There were no toilet issues to report.

#### **Car Park Issues**

Cllr Tippen asked the Deputy Clerk to report the parking of cars and vans that seem to park over an extended period of time in the library car park. Cllr Adam also asked that the work on painting the barrier at the library car park be chased. The Deputy Clerk would contact Maidstone Borough Council regarding these issues.

### **120/21 CLIMATE, SUSTAINABILITY AND BIODIVERSITY**

Cllr Boswell had been working on a document in preparation for a conference on climate change facilitated by Kent Association of Local Councils. This is a quite a detailed document and Cllr Boswell found that we are already ticking a lot of the boxes as a Parish Council. However, there is room for improvement. Cllr Boswell will circulate her draft to all Cllrs. Cllr Adam suggested called it a Sustainability Plan and Cllr Tippen recommended that it be added as a future agenda item. Cllrs thanks Cllr Boswell for her work on this.

### **121/21 CORRESPONDENCE**

There are no items of correspondence to report for this meeting.

*Cllr Adam left the meeting at 21.12*

### **122/21 HEALTH AND WELLBEING**

There were no issues to report.

### **123/21 ACTION GROUPS REPORTS**

#### **Village Events**

(i) Tree Charter Day 27<sup>th</sup> November 2021.

Cllr Boswell requested that Councillors attend Southons Field at 10.30am for the memorial planting of the trees and thanked Cllr Besant for digging the holes for the trees. Cllrs noted.

(ii) Marden at Christmas 4<sup>th</sup> December 2021.

The Deputy Clerk updated Cllrs on the plans for Marden at Christmas and asked them to respond if they had not already done so to the Clerk regarding areas that needed to be covered.

### **124/21 OUTSIDE BODIES REPORTS**

#### **Memorial Hall**

Cllr Newton and Tippen reported the pathways have been installed with tarmac. The Marden Theatre Group shed has got some new felt on the roof.

#### **Youth**

The Deputy Clerk had shared some information from the KCC Senior Youth Worker on MPC social media/e-newsletter requesting local volunteers to come forward to assist with a youth group in Marden. An email had been circulated to Cllrs that two volunteers had come forward. The KCC Youth Worker will keep the Clerks informed of progress. Cllrs noted.

**125/21 OUTSTANDING ISSUES**

The Caretaker's To Do list had been completed and passed to the Caretakers and Contractor. Cllrs noted.

**126/21 FURTHER ISSUES FOR DECISION****Campion Way Noticeboard**

The Deputy Clerk had been in contact with the managing agent at Windsor Meadow. They have agreed that the Parish Council take on the noticeboard. However, the keys were unable to be located due to keyholders having left the company. The managing agent agreed to the Parish Council engaging a locksmith to change the locks. Cllrs agreed.

**127/21 FURTHER ISSUES FOR DISCUSSION/INFORMATION**

There were no further issues for discussion or information.

**128/21 INVOICES FOR PAYMENT****Electronic Payments**

Pitney Bowes	Franking Machine Rental	£15.54
Ecosan	Sanitary Units – Pub Conv	£98.35
Purchase Power	Admin costs/postage	£406.00
Paul Waring	S/F Mowing	£184.40
Alison Hooker	Miscellaneous	£287.86
TOTAL		£992.55

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

There being no further business, the meeting closed at 21.34.

As this was the last Amenities meeting in 2021, Cllr Boswell thanked the Deputy Clerk and Clerk for all their hard work in getting so many items/issues sorted this year. Cllr Boswell also thanked the Amenities Committee Councillors.

Date:

Signed:

Cllr Anne Boswell Chairman, Amenities Committee

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