



MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 8TH AUGUST 2023 AT THE ALLENS, ALBION ROAD, MARDEN COMMENCING AT 7.30PM

041/23 PRESENT

Cllrs Besant, Gibson, Newton, Stevens, Tippen (in the chair) and Turner were present. The Clerk and two co-option candidates were also in attendance.

042/23 APOLOGIES FOR ABSENCE

Cllrs Adam, Boswell and Robertson had given their apologies.

043/23 COUNCILLOR INFORMATION

Declaration of Interest

There were no declarations of interest.

Changes to Register of Interest

There were no changes to registers of interest.

Granting of Dispensation

There were no requests for granting of dispensation.

044/23 CO-OPTION OF PARISH COUNCILLORS

Election of candidates for two vacancies on Marden PC

Following the resignation of two Parish Councillors, co-option was advertised for both vacancies. Two applications had been received by the closing date of 28th July which had been circulated to Cllrs prior to the meeting. Cllrs and candidates were given the opportunity to ask questions and following this the Chairman asked that Cllrs vote, by a show of hands, to accept both candidates.

Applicant 1: All in favour

Applicant 2: All in favour

Newly Elected Cllrs to sign Declaration of Office

Both co-opted Cllrs signed the Declaration of Office, which was witnessed by the Clerk, as Proper Officer. Following this Cllrs Rabot and Summersgill joined the meeting for the remainder of the items to be discussed.

045/23 MINUTES OF THE PREVIOUS MEETING

Minutes of the Parish Council meeting held on 11th July 2023 were agreed and signed as a true record.

046/23 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

No members of the public were in attendance.

The meeting was not adjourned as no member of the public or representative was in attendance:

PUBLIC FORUM

EXTERNAL REPORTS

County Councillor Report

Borough Councillors Report

Community Warden Report

047/23 CLERK'S REPORT

The Clerk had circulated her report outlining staff holidays, a thank you to Cllrs for her birthday gift presented last month and updates on play scheme, library footpath extension and

footpath extension at The Parsonage/Windsor Meadow. The Clerk also reported that confirmation had been received back from MBC regarding S106 funding towards architect fees for the changing rooms. Contact would now be confirmed with the preferred company. Thanks were expressed to the manager, staff and Parish Clerk for the smooth running of this year's Summer Play Scheme.

048/23 PARISH MATTERS

Reports from MBC and KCC

Meetings had been held in the last month with both Borough and County Cllrs and updates would be given under item 049/23.

Police Update/Report from Police Forum

No updates had been received but the Clerk would contact the new Inspector and Sergeant to arrange a meeting with the Council.

Communication

Newsletter

Next newsletter due to go to print on 20th October 2023. Any items wishing to be placed in this edition should be forwarded to Cllr Boswell prior to 29th September.

Marden Flooding

No issues to report.

Cemetery

Exclusive Right of Burial Certificates

No Exclusive Rights of Burial Certificates to sign.

Allotments

The Clerk had contacted Redrow for an update and was waiting for a response.

Parish Council Committee Structure

Appointment of new co-opted Cllrs onto MPC Committees

Cllr Summersgill was appointed to the Environmental Sub-Group and the Chairman suggested that both Cllrs attending meetings prior to making any further decision.

Neighbourhood Watch Advisory Group

Cllr Stevens was still interested but had not had any response. The Clerk would look to see if she could obtain any information.

Clean, Safe, Green Charter

Draft received. Cllrs considered the content referring to Marden PC and following a few amendments agreed the document.

Draft Estate Management Plan

Document proposed from Amenities Committee. Cllrs agreed, following removal of utility providers, to adopt the Plan.

049/23 COMMITTEE REPORTS

Amenities Committee

Draft Minutes of Amenities Committee meeting held on 25th July 2023 had been previously circulated and available on the Parish Council website.

Planning Committee

Draft Minutes of Planning Committee meetings held on 18th July and 1st August 2023 had been previously circulated and available on the Parish Council website.

Finance Committee

There was no Finance Committee meeting held in July. The next meeting will be held on 29th August to review the 1st quarter accounts and four-year plan.

Conferences/Meetings/Webinars attended

17th July – Health and Wellbeing Conference – Cllr Boswell was unable to attend.

17th July – Meeting at Marden Station - notes previously circulated to Cllrs (email to Mike and Adrian)

20th July – Borough Cllr Meeting - notes previously circulated to Cllrs -

24th July to 4th August – Summer Play Scheme

27th July – Community Forum meeting

27th July – NALC Climate Change meeting – Cllr Boswell had forwarded documents to the Environmental Sub-Group.

8th August – County Cllr meeting – Cllr Tippen briefed Cllrs on this meeting.

Conferences/Meetings/Webinars/Events forthcoming

22nd August – Contingency Planning Sub-Group

22nd August - Amenities Committee meeting cancelled

29th August – Communications Sub-Group

050/23 CORRESPONDENCE

Marden Parish Church Magazine – August edition – noted.

The Clerk Magazine – July edition – noted.

Community Warden Consultation – closing date 3rd October 2023: Cllrs agreed to defer to September meeting.

Family Hub Services Consultation – closing date 13th September 2023: Cllr Tippen agreed to draft the response for Cllrs to view, discuss and propose response at the next meeting.

Emerging Local Transport Plan Consultation – closing date 18th September 2023: Cllrs agreed to defer to September meeting.

MBC – Parish Charter Review – closing date 23rd August 2023: Questions were answered and the review would be submitted to MBC before the closing date.

KCC Budget Consultation – closing date 6th September 2023: Consultation completed and would be submitted prior to the closing date.

051/23 FINANCE

Bank Statements:

Revenue Accounts

Nat West: predicted at 31st July 2023: £58,269.75

Unity: 8th August: £85,034.62

Capital Account

Santander: 5th June: £71,929.68

Payments for Approval

Electronic Payments

The following invoices were submitted for payment:

Graham Carey: grounds maintenance: £516.00

Castle Water: Public Conv. Water supply: £5.99

Alison Hooker: Play Scheme supplies: £299.64

M&M Developers: Repairs to Napoleon Drive wetpour: £1,440.00

Marden Memorial Hall: Office rent, cleaning, refuse: £345.15

Cloudy IT: monthly payment for July and August: £213.12

Total: £2,819.90

Cllrs approved payments and Cllrs Newton and Turner would authorise on Unity.

052/23 HIGHWAYS AND PUBLIC TRANSPORT

Highways

Highways Improvement Plan

Highway Information Pack

An update on this document had been received and circulated to Cllrs. This would be kept in the Parish Office for reference.

The Clerk had received confirmation from Kent Highways regarding letters for an informal consultation on SYL and DYL as detailed in the HIP. Cllrs agreed locations and the Clerk would deliver letters to all households in the areas.

Fingerpost Signs

A meeting had been held earlier in the day with County Cllr Parfitt-Reid and the Clerk would provide details of the quote to request refunding towards refurbishment.

Public Transport

There was nothing to report.

There being no further business the meeting was closed at 9.18pm

Signed:

Cllr Kate Tippen, Chairman

Date: 12th September 2023