



**MINUTES OF THE FULL COUNCIL MEETING OF MARDEN PARISH COUNCIL  
HELD ON TUESDAY 12<sup>TH</sup> APRIL 2022 HELD AT THE ALLENS, ALBION ROAD,  
MARDEN COMMENCING AT 7.30PM**

**141/22 PRESENT**

Cllrs Barker, Besant, Boswell, Burton, Gibson, Newton, Robertson, Tippen (in the Chair) and Turner. The Clerk was also in attendance.

**142/22 APOLOGIES FOR ABSENCE**

Apologies received from Cllrs Adam and Stevens. PCSO Nicola Morris had also given her apologies.

**143/22 COUNCILLOR INFORMATION**

**Declarations of Interest**

Cllr Boswell declared an interest in item 147/22 (Newsletter) as a member of Marden Dementia Group.

Cllr Burton declared an interest in item 151/22 (DYL in Pattenden Lane) as business in Pattenden Lane and would not take part in the discussion.

**Changes to Registers of Interest**

There were no changes to registers of interest.

**Granting of Dispensation**

There were no requests for dispensation

**144/22 MINUTES OF THE PREVIOUS MEETING**

Minutes of the Parish Council meeting held on 8<sup>th</sup> March 2022 were agreed and signed as a true record.

**145/22 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING**

There were no members of the public in attendance.

The meeting was adjourned for the following items:

**PUBLIC FORUM**

There were no members of the public in attendance.

**EXTERNAL REPORTS**

**County Councillor Report**

**Borough Councillors Report**

**Police Report**

**Community Warden Report**

The meeting was reconvened to discuss item 146/22 onwards.

**146/22 CLERK'S REPORT**

Update given by the Clerk in regard to a National Lottery grant award for Jubilee; staff annual leave; update on the successful litter pick; signage had been received for flooding road closures which the Chairman and the Clerk would arrange storage for shortly; The Deputy Clerk and Admin Asst had held the first Meet The Clerks in March and a few members of the public attended, the Community Protection Team were also present; ride-on mower had been

sold and a small push mower purchased – caretakers wished Cllrs to consider the purchase of a second trailer – this would be taken to the next Finance Committee.

## 147/22 PARISH MATTERS

### **Reports from MBC and KCC**

#### **Police Update/Report from Police Forum**

##### Crime Figures

Theft of e-scooter – local and Facebook enquiries had been undertaken and had since been returned.

There have been several proactive stops within the area including one male apprehended for possession of drugs, prison remand for drug driving and no licence.

Reports of males with catapults. CCTV had been viewed and males identified. Parents had been visited and male attended to apologise.

Outside of Marden there had been oil thefts and catalytic converters stolen from Yalding.

##### Other Police Issues

No other police issues raised.

### **Communication**

#### Newsletter

Request from Living Memories/Dementia Group to place a flyer in the next newsletter - Cllrs agreed to this request.

### **Marden Flooding**

As reported above signage had been received from Kent Highways.

### **Cemetery**

#### Exclusive Right of Burial Certificates

There were no Exclusive Right of Burial Certificates to sign.

### **Climate Change, Biodiversity and Carbon-Neutrality**

Cllr Boswell is attending a NALC Fitting Climate Change on 25<sup>th</sup> May.

Cllr Besant had put a proposal to the next Amenities and Finance Committees for a tree planting project at Marden Playing Field and Rookery Path.

### **Allotments**

An update had been received from Redrow stating that their solicitors were looking into the transfer of only the allotments and would be back in touch as soon as possible.

### **Marden Parish Council Risk Assessments and Policies**

Amenities Committee – Tree Management Policy and Risk Assessment was agreed by Full Council

### **Marden Parish Council Terms of Reference**

Amendments had been made to the Terms of Reference for Council and Committees. This had been circulated and raised by the Clerk at the meeting. The document would be ratified at the Annual Parish Council meeting in May. Cllr Boswell proposed some amendments to the Amenities Terms of Reference which will be discussed at the next Amenities meeting.

### **Ash Tree at Rookery Path**

Response from MBC had still not been received as this is under a Tree Preservation Order.

The Clerk would chase again.

### **Local Needs Housing**

Request from Maidstone Borough Council had been received requiring confirmation that MPC is in agreement to work with MBC for a Housing Needs Survey being undertaken and supporting a LNH project.

Cllrs agreed that Marden PC would work positively towards a survey and would be committed to supporting the delivery of any local housing need that becomes apparent through the survey and is generally deliverable.

## 148/22 COMMITTEE REPORTS

### **Amenities Committee**

Draft Minutes of the Amenities Committee meeting held on 22<sup>nd</sup> March 2022 had been previously circulated and available on the Parish Council website.

**Planning Committee**

Draft Minutes of Planning Committee meetings held on 15<sup>th</sup> and 29<sup>th</sup> March 2022 had been previously circulated and available on the Parish Council website.

**Finance Committee**

There was no Finance Committee meeting held in March.

**Conferences/Meetings/Webinars attended**

Health and Wellbeing Conference held on 22<sup>nd</sup> March attended by Cllr Boswell and the Deputy Clerk – notes previously circulated to Cllrs

Internal Auditor visit on 22<sup>nd</sup> March – Clerk gave a verbal report and the IA report should be with Cllrs shortly after Easter.

Infrastructure Spend Plan workshop – 24<sup>th</sup> March – Cllrs Besant and Boswell and the Clerk had worked on the draft ISP. The updated draft document had been circulated prior to the meeting and Cllr Boswell had made some further amendments. These would be recirculated for agreement at the next Full Council meeting.

Meet the Clerks – 24<sup>th</sup> March – reported in the Clerk's report.

Village Events Sub-Group meeting held on 25<sup>th</sup> March attended by Cllrs Boswell, Robertson and Tippen together with the Deputy Clerk. Notes of the meeting previously circulated to Cllrs. Plans progressing for the Jubilee celebrations in June.

KALC Area Committee Meeting held on 28<sup>th</sup> March attended by Cllr Tippen. Minutes had been circulated to Cllrs.

HR Sub-Committee meeting held on 28<sup>th</sup> March attended by HR Sub-Committee and the Clerk. Minutes of the meeting previously circulated

Changing Rooms workshop held on 29<sup>th</sup> March attended by Cllrs Besant, Boswell, Robertson and Tippen along with the Clerk. Notes of the meeting circulated to Cllrs

Community Payback meeting attended by the Deputy Clerk held on 31<sup>st</sup> March – Cllrs were asked to let the Deputy Clerk know of any work that the Payback Team could progress with. There were areas of vegetation to be cleared but these would be left until after the nesting season.

Community Forum Team meeting held on 31<sup>st</sup> March attended by Cllrs Boswell and Tippen and the Deputy Clerk. Verbal report given at the meeting.

Marden Village Litter Pick – 2<sup>nd</sup> April

MBC Planning Training on Building Regs – 4<sup>th</sup> April – cancelled and would be rescheduled for after the May elections.

Annual Parish Meeting – 5<sup>th</sup> April

KALC AGAR Training – 7<sup>th</sup> April – attended by the Clerk.

Marden Neighbourhood Plan meeting to discuss Open Day – 7<sup>th</sup> May. Plans were ongoing for the Open Day.

**Conferences/Meetings/Webinars/Events forthcoming**

Memorial Hall AGM – 13<sup>th</sup> April

Planning Committee meeting – 19<sup>th</sup> April

Site meetings (Cemetery and Southons Field) – 22<sup>nd</sup> April

Site meetings (Toilets and Playing Field) – 23<sup>rd</sup> April

Communications Sub-Group – 25<sup>th</sup> April

MBC Ward Cluster Meeting – 26<sup>th</sup> April (Andy to attend)

Amenities Committee meeting – 26<sup>th</sup> April

Meet the Clerks – 28<sup>th</sup> April

Village Events Sub-Group – 29<sup>th</sup> April

Finance & Planning Committee meetings – 3<sup>rd</sup> May

Borough Council Elections – 5<sup>th</sup> May

Marden Neighbourhood Plan Open Day – 7<sup>th</sup> May

MBC Sports & Leisure Consultation – 9<sup>th</sup> May

Annual Parish Council Meeting – 10<sup>th</sup> May

KALC Training & Bitesize Webinars – list previously circulated to Cllrs

**149/22 CORRESPONDENCE**Marden Parish Church Magazine

April edition - noted

Email received from Marden Community Events Group requesting use of Southons Field and Marden Playing Field for events

This request would normally be discussed at Amenities Committee but as the Chairman of the Group is the Deputy Parish Clerk it was proposed, as per all requests from Cllrs, that this would be discussed by all Cllrs.

The Marden Community Events Group wished to hire Marden Playing Field on 16<sup>th</sup> July for a dog show. Cllrs agreed to this in principle in line with the hire agreement. The Group also requested that Cllrs consider the possibility of a bar and bbq – Cllrs, again in principle, agreed provided that the licencing laws and risk assessments were adhered to.

The other event would be a firework display at Southons Field on 5<sup>th</sup> November. Cllrs agreed in principle, again in line with hire agreement and risk assessments and the Clerk was asked to investigate a low decibel firework policy to be put in place.

Paddock Wood Town Council – Neighbourhood Plan Consultation

Noted

South East Water – 25-year environment plan consultation

The Clerk had printed off the consultation document and the questionnaire was read through and answered at the meeting.

**150/22 FINANCE****Bank Statements:**Revenue Accounts

Nat West: £8,089.01

Unity Trust Bank: £179,623.85

Capital Account

Santander: £71,587.07

**Deputy Clerk's SLCC Membership**

The Deputy Clerk's SLCC Membership was due to be renewed on 1<sup>st</sup> May. Cllrs agreed payment and this would be put through for authorisation at the next meeting.

**Request for Donation**

Letter received from Victim Support requesting a donation. Cllrs agreed a £100 donation.

**Payments for Approval**Electronic Payments

The following invoices were put before Cllrs at the meeting:

RJP Window Cleaning – cleaning of the public conveniences - £635.00

Graham Carey – Grounds Maintenance - £486.00

Maidstone Borough Council – Changing Rooms rates - £354.29

Stanleys Garage – mower and vehicle fuel - £137.84

Alison Hooker – litter pick and misc. supplies - £192.96

ICCM – Annual Subscription - £95.00

KALC – Annual Subscription - £1,813.28

TOTAL: £3,714.36

Cllrs agreed payment and Cllrs Newton and Turner would authorise on Unity.

**Festive Lighting 2022**

The Deputy Clerk had obtained 4 quotes from companies for provision of festive lighting in the village and a breakdown had been circulated to Cllrs.

The Village Events Sub-Group had met, or spoken, to these companies and quotes had been received along with samples from one company. The Sub-Group wished to recommend Gala Lighting as the preferred contractor but asked Full Council to consider whether to proceed with a 3-year hire agreement or purchase.

After a detailed discussion it was proposed that a 3-year hire agreement would be entered into once the decision on the style of lighting was agreed. The Clerk advised that this would come

from revenue rather than capital and Cllrs agreed for the lighting budget to be transferred to the revenue account when appropriate.

Cllrs were then shown two styles of lighting for light columns. Unfortunately, the style of light columns in Marden would not permit motifs due to weight and being too low to the highways.

Cllrs preference was the pea lighting which wrapped around the columns but agreed that the 2 options would be put out to consultation (1) at the May open day; and (2) via online consultation with photographs with the closing date being 31<sup>st</sup> May.

## **151/22 HIGHWAYS AND PUBLIC TRANSPORT**

### **Highways**

#### Highways Improvement Plan

#### **Funding for Double Yellow Lines in Pattenden Lane**

The proposed plan for double yellow lines had been put before the Full Council at a previous meeting. Further information had been received from Kent Highways stating that no funding was available for the publication of the Traffic Regulation Order. The Clerk had been copied into a further email from a business owner stating the problem parking continues. County Councillor had offered to put forward £1,000. Cllrs discussed the proposal and agreed to pay the additional £2,000 from its HIP projects budget.

Update had also been received from Kent Highways re dropped kerbs being installed outside the primary school and the extension of double yellow lines at High Street/Albion Road junction.

#### Fingerpost Signs

A quote had been received from one company to remove the fingers and roundel from the 3 cast iron posts at a cost of £2,600 together with a new wooden fingerpost at Shephurst Lane/Goudhurst Road junction at a cost of £1,700 plus £550 for removal and installation.

The Clerk had tried to obtain further quotes but no other company could undertake the work to the specification provided. Cllrs therefore agreed to accept this quote with £3,000 from the street furniture budget and the remainder from the HIP projects budget.

The Clerk would look to obtain quotes for the refurbishment/painting of the posts whilst in situ.

#### Other Highways Issues

No other highways issues were raised.

### **Public Transport**

The Clerk continued to try to arrange meetings with South Eastern and Network Rail.

There being no further business the meeting closed at 9.21

Date: 10<sup>th</sup> May 2022

Signed:

Cllr Kate Tippen, Chairman  
Marden Parish Council  
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Marden

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