



**MINUTES OF THE FULL COUNCIL MEETING OF MARDEN PARISH COUNCIL ON
TUESDAY 14TH SEPTEMBER 2021 HELD IN THE OLD SCHOOL ROOM,
GOUDHURST ROAD COMMENCING AT 7.30PM**

054/21 PRESENT

Cllrs Adam (late), Barker, Boswell, Burton, Gibson, Newton, Robertson and Tippen (in the Chair) were present. The Clerk, Borough Councillor Russell and one member of the public were also in attendance.

055/21 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Besant and Turner.
Apologies from Cllr Stevens were received after the meeting.

056/21 COUNCILLOR INFORMATION

Declarations of Interest

There were no declarations of interest

Changes to Registers of Interest

There were no changes to registers of interest

Granting of Dispensation

There were no requests for granting of dispensation

057/21 MINUTES OF THE PREVIOUS MEETING

The Minutes of the Parish Council meeting held on 10th August 2021 were agreed and signed by the Chairman as a true record.

058/21 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

No members of the public wished to speak on any item.

The meeting was adjourned for the following items:

PUBLIC FORUM

Member of the public introduced himself as Parish Councillor of Hunton who was interested to see what issues were being discussed in other parishes.

EXTERNAL REPORTS

County Councillor Report

A written report had been received which included the following: a meeting was being arranged with Kent Highways regarding Marden PC's Highways Improvement Plan; County Cllr had met with PROW officer regarding Reed Court Farm who was submitting further comments; the pilot road closure scheme for flooding was drawing to a close in mid-October and further parishes would then be considered following this but was dependent on resources and funding.

Borough Councillors Report

A written report had been submitted and circulated to Cllrs prior to the meeting but Borough Councillor Russell gave a verbal report on what was included: The Local Plan Review item on the agenda for the SPI Meeting has been deferred from 21st September to 4th October; Non-spatial policies have been reviewed and updated; Ward Cluster 6 meeting was being held virtually on 12th October; Reed Court Farm application has been passed to the Major Projects

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Manager at MBC and unsure when this will be held at MBC Planning Committee; Copper Farm motorbike issues are still ongoing and MBC Enforcement Team and Community Protection Team are working jointly on this; The Democracy and General Purposes Committee are progressing the changes towards an executive and cabinet arrangement within MBC; The potential change to whole Council elections due to be heard at Full Council on 2th September; MBC have been putting on events and activities over the summer; Syngenta site at Yalding had been given planning permission which may have an impact on traffic in Marden.

19.43 Borough Cllr Russell left the meeting

19.45 Cllr Adam arrived at the meeting

Police Report

No report received

Community Warden Report

No report received

The meeting was reconvened to discuss item 059/21 onwards.

059/21 CLERK'S REPORT

The Clerk had submitted her report prior to the meeting which included: staff annual leave; update on fingerpost renovation; village gateway at Thorn Road; and future parish events – noted

060/21 PARISH MATTERS

Reports from MBC and KCC

Reported above

Police Update/Report from Police Forum

Crime Figures

No figures received

Other Police Issues

Update on PCSO changes had not been received.

Communication

Newsletter

Cllr Boswell currently drafting and will circulate to Cllrs early October.

Marden Flooding

Meeting arranged with Max Tant of KCC (virtually) on 21st September 2021 in regard to Marden Surface Water Management Plan and the recent report submitted from the Parish Council.

Cemetery

Exclusive Right of Burial Certificates

Cllrs signed ERB Certificates for new burials and interment of ashes

Appointment of Administrative Assistant

Interviews had taken place and the successful applicant had accepted the position. Starting date is 30th September working 5 hours on Thursdays. The Clerk would purchase the relevant items of equipment prior to the start date.

Climate Change and Biodiversity

This item was raised at the Maidstone Area KALC Meeting in July. Cllr Tippen reported on what was discussed in regard to how Parish Councils should be involved. It was proposed, and agreed, that MPC should work towards reviewing its policies and activities in regard to climate change and biodiversity. The Clerk was asked to review current policies as to

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whether they require updating or if new policies are required to be drafted, review what work had been done on biodiversity within Maidstone Borough Council and investigate other Parish Council policies. Cllr Adam asked for carbon-neutrality to be added to the next Planning agenda.

Welcome Back Grant

Purchase of Trees of Remembrance

Confirmation had been received from MBC that the some of the Welcome Back Grant can be used for the purchase of trees. Amenities Committee would discuss and agree the species of trees to purchase.

Risk Assessments

Parish Meeting Room & The Allens

The Clerk was asked to undertake risk assessments of the two meeting venues previously used by the Parish Council. The Clerk would undertake this prior to the next Full Council meeting.

061/21 COMMITTEE REPORTS

Amenities Committee

Draft Minutes of the Amenities Meeting held on 24th August had been previously circulated and were available on the Parish Council website.

Planning Committee

Draft Minutes of Planning Meetings held on 17th August and 7th September had been previously circulated and were available on the Parish Council website.

Cllr Besant had volunteered to attend the SPI Meeting. The Clerk would contact Cllr Besant to inform him of the deferment.

Cllr Turner had agreed to draft the Parish Council's statement regarding Reed Court Farm application.

Finance Committee

Draft Minutes of Finance Meeting held on 31st August had been previously circulated and were available on the Parish Council website.

Conferences/Meetings/Webinars attended

23rd August – Village Celebrations Sub-Group – Cllr Tippen informed the meeting of the Parish events due over the next few months.

28th August – Emergency Planning Steering Group – Cllrs Tippen and Turner together with the Clerk and two members of the public had met and were going through the draft document. Two members of the public agreed to attend the Open Morning on 25th September to raise awareness and ask for volunteers.

7th September – Marden Community Engagement Forum: Cllr Boswell attended and reported details to the meeting.

Conferences/Meetings/Webinars/Events forthcoming

21st September – Meeting with Max Tant – Marden Flooding issues

25th September – MPC Open Morning (plus set up on 24th September):

27th September – KALC Area Committee

12th October – Ward Cluster Meeting. Parish Councils had been asked for their top 3 of their issues to be raised. Cllr Tippen proposed (1) Nuisance motorbikes; (2) Pavement parking/obstruction on pavements; (3) Irresponsible parking at school drop off and pick up times; (4) speeding vehicles on B2079 through village especially during the weekends. Cllrs agreed these four priorities and the Clerk would send to MBC prior to the meeting.

16th October – Village Litter Pick

20.50 Member of the public left the meeting

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062/21 CORRESPONDENCE**KCC – Budget Consultation 2022-23**

Cllrs discussed and completed the survey. The Clerk would complete on line and send to KCC before the closing date.

21.09 Cllr Adam left the meeting

MBC – Parish Newsletter August 2021

Circulated to Cllrs - noted

Marden Parish Church Magazine – September edition

Noted

Clerks and Councils Direct – September edition.

Noted

063/21 FINANCE**Bank Statements:**Revenue Accounts

Nat West: £45,852.03

Unity Trust: £80,527.21

Capital Account

Santander £71,583.45

Payments for ApprovalKent County Playing Fields Association

Deferred to next meeting.

Electronic Payments

Marden Memorial Hall – Office rent, hall hire and refuse - £520.50

Epic Engineering – Cemetery bollards - £690.00

Ian Jones – Southons Field and Toilet locking/unlocking - £200.00

Kerry Underdown – office cleaning - £40.00

Total: £1,450.50

OtherAnnual Governance and Accountability Return (AGAR) 2020-2021

Completed AGAR received from PKF Littlejohn (External Auditors). Councillors noted “Except for the Matters Reported” section and agreed the details in regard to the Internal Auditor stating that an investment policy was required. This policy had been drafted at the beginning of 2021/2022 financial year and Cllrs agreed that this was adopted in line with the AGAR/Internal Auditor’s report.

The AGAR had been placed in the Parish notice board and website.

Nat West Bank Mandate

Unfortunately, the requested forms had not yet been received. The Clerk would chase and Cllrs agreed that these would be completed as soon as possible and ratified at the next Full Council meeting.

064/21 HIGHWAYS AND PUBLIC TRANSPORT**Highways**Highways Improvement Plan

A meeting was due to be held with Kent Highways and County Cllr Parfitt-Reid to discuss this document further.

Fingerpost Signs

The Clerk had drafted specifications for all fingerposts which included photographs and these were ready to send to companies. Cllr Adam agreed to look through this prior to obtaining quotes.

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Other Highways Issues

Issues raised by Residents:

- (a) Goudhurst Road/Gravel Pit Lane junction. Cllrs asked that the Clerk respond back to Kent Highways regarding signage on the public highway.
- (b) A229 Road conditions. Issue had been raised with County Cllr to take up with Kent Highways.
- (c) Junction of The Wickets/Albion Road. The Clerk to contact Borough Councillors regarding the highways conditions on the planning permission which had been omitted from the second approval.
- (d) Pavement Parking – Admiral Way. The Clerk was asked to contact the management company for The Parsonage to ascertain the parking consents for this development.

Public Transport

The train timetable had been updated at the weekend.

There being no further business the meeting closed at 21.26pm

Date: 12th October 2021

Signed:

Cllr Kate Tippen, Chairman
Marden Parish Council
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Goudhurst Road
Marden

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