



**MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 13TH
FEBRUARY 2018 AT THE ALLENS, ALBION ROAD, MARDEN
COMMENCING AT 7.30PM**

- 131/18 **PRESENT:** Cllrs Adam, Brown, Boswell, Jones, Mannington, Newton, Tippen and Turner. The Clerk and three members of the public were also in attendance.
- 132/18 **APOLOGIES FOR ABSENCE:** Cllrs Harvey and Robertson. Borough Councillor Steve McLoughlin also gave his apologies.
- 133/18 **PARISH COUNCILLOR INTERESTS**
(a) **REGISTERS OF INTEREST:** There were no amendments to the registers of interest.
(b) **DECLARATIONS OF INTEREST:** Cllr Boswell declared a pecuniary interest in item 138/18(h) as Chairman of Marden in Bloom. She would leave the meeting when this item was discussed.
(c) **GRANTING OF DISPENSATION:** There were no requests for dispensation.
- 134/18 **MINUTES OF THE PREVIOUS MEETING**
Minutes of the Parish Council meeting held on 9th January and the Extraordinary Full Council Meeting on 23rd January were agreed and signed as true records.
- 135/18 **IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING:** One resident was in attendance in regard to item 142/18(a) PROW KM260 – The Chairman proposed, and Cllrs agreed that this item would be brought to the beginning of the agenda after Public Forum. Two residents were here for the public forum.
- 136/18 **CO-OPTION OF PARISH COUNCILLOR** - No applications had been received and the vacancy was being re-advertised in the Spring Newsletter

The meeting was adjourned for the following items:

PUBLIC FORUM

19:37 Cllr Adam arrived at the meeting.

Two members of the public were in attendance who were new residents to village living on the The Parsonage development. Several incidents of anti-social behaviour had taken place including the wooden gate leading from Maynards into The Parsonage had been damaged along with stones and golf balls being thrown at the residents property. The site manager at Redrow had been informed but residents were unsure as to why the wooden gate and fencing was still in place. The Chairman advised the residents to ring 101/Kent Police when incidents occurred and the Clerk would speak with PCSO Nicola Morris and the Community Warden to make them aware of the problems. The residents also asked for clarity as to the ownership and responsibility of land/footpaths on the development and was informed that it was Redrow until the management company had been employed and put in place. The Chairman informed the residents that there was no obligation for the Parish Council to take over any of the open space etc. The Clerk would speak with the site manager regarding why the gate was still in place.

17:43 Two residents left the meeting.

EXTERNAL REPORTS

Community Warden: Not in attendance.

The meeting was reconvened for the remainder of the agenda.

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142/18 HIGHWAYS AND PUBLIC TRANSPORT

(a) Highways

Moved from the end of the agenda

Proposed Diversion of PROW KM260 – Tanner Farm, Goudhurst Road – the details were read out by the Chairman.

The Chairman asked the resident to provide details on this PROW – One of the Footpath Group's members was a KCC trained PROW walker who had provided a report stating that there was no issue with the diversion of the path – in the past this footpath had been used by walkers instead of the definitive footpath. It was noted that another building had been erected however this did not reflect on the proposed diversion of the PROW. It was also reported that reprints on the walk leaflets was being undertaken if this application was approved. It was noted that a member of the Ramblers Association had also walked the new stretch and added that he could see no reason why the amendment could not be made.

The letter from KCC had included some questions which the Chairman read out and completed.

19.53 Resident left the meeting

137/18 MATTERS ARISING FROM PREVIOUS MINUTES (for information only)

Update from Full Council To Do List: The Chairman went briefing through the list but several items were to be discussed further in the meeting. A letter had been received from DCLG regarding Byelaws which would be circulated. The Clerk was asked to send a response outlining discrepancies.

19:59 Cllrs Brown and Turner arrived at the meeting

138/18 PARISH MATTERS

- (a) Business Forums' report: No report from either of the Business Forums. However a meeting had been held with Borough Councillor David Burton who reported at the time that the MBF Business Directory was to be delivered shortly and it was hoped that they would be holding a business event later in the year.
- (b) Police: Updates for Parish Councils: 5 crimes since the last full council meeting. 2 burglary (dwelling); 1 burglary (other than dwelling); 2 theft of motor vehicle. The Police had received several reports of the smell of cannabis on the main playing field and incidents of laser pen lights – both of which are being investigated. PCSO Morris reported that there were more PCSOs in Maidstone which she has been tutoring but PCSO Morris will be staying with Marden & Yalding for the time being.
- (c) Communication
 Newsletter: The Spring edition was due to go to print on Friday. As discussed, and agreed, at the last Finance meeting the newsletter would be reduced from four to three for 2018/19. It was proposed by Cllr Boswell that these would be in July, November and March. This was agreed by Cllrs.
 Social Media & Website: Facebook and Website continue to be updated regularly and Cllrs were reminded that those who had not completed a profile to send to the Clerk along with a photo.
- (d) Cemetery – Exclusive Right of Burial Certificates: There were no certificates to sign.
- (e) Updates from MBC and KCC: Report from the meeting with Borough Councillors would be discussed later in the meeting. There was no report from KCC.
- (f) Water/Drainage/Flooding: updates from outside agencies. An email had been received from the Environment Agency regarding upgrading of the River Beult and this was noted.
- (g) WW1 Tribute – Beacon costings being obtained and it was hoped these would be available at Amenities.

20:11 Cllr Boswell left the meeting whilst the following item was discussed

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- (h) Marden in Bloom – Request for compost disposal: Cllrs discussed the request and agreed that disposal of waste plants and compost from the village planters only could be disposed of by Marden in Bloom at the cemetery. This would be monitored by the cemetery caretaker on a regular basis and reported back to the Clerk if it becomes full.
- (i) MPC Purchase of A-frames for decision: Cllrs agreed to purchase two boards from capital expenditure.
- (j) Parishes in Bloom email received via KALC – Although this was similar to what Marden in Bloom are doing around the village Cllrs agreed to apply to obtain a report for information and would pass to Marden in Bloom if relevant.
- (k) General Data Protection Regulations – The Chairman, Clerk and Assistant Clerk had attended KALC workshops regarding this. The Clerk had also attended a KALC Conference when GDPR was discussed one with SLCC Clerks. The Clerk reported that at the conference it was strongly advised that Cllrs have a separate email for Parish Council work and those Cllrs wishing to do so should set one up and inform the Clerk. A data map had started to be drafted detailing all the personal data held in the Parish Office along with how and why it was kept. The Clerk would seek advice in regard to play scheme data.

139/18 COMMITTEE REPORTS

- (a) **Amenities Committee** – Minutes of the Amenities Committee meeting held on 30th January had been previously circulated. Cllr Boswell gave a brief update on the last meeting and reminded Cllrs of the litter pick on 10th March.
- (b)(i) **Planning Committee** - Minutes of the Planning Meeting held on 16th January had been previously circulated. Cllr Mannington reported that a letter had received from MBC regarding the draft Marden's Neighbourhood Plan which was due to be in the next Planning Agenda.
- (ii) **18/500380/FULL – Land at Stanley Farms, Plain Road**
 Variation of Condition 22 of 17/501467/FULL (Variation of Condition 23 of 13/1585 (An outline application for 85 residential units, open space and allotments with access from Plain Road and Napoleon Drive. All other matters (appearance, landscaping, layout and scale) reserved future consideration. – to amend the wording of item 3 to read "Review standards at the existing zebra crossing on Goudhurst Road and propose refurbishment measures" and amend the delivery to read "The highway works shall be provided in strict accordance with the approved details prior to occupation of no more than 69 units unless otherwise agreed in writing by the Local Planning Authority."
 A meeting had been held with Kent Highways Signals Team on Monday 12th February and the notes had been circulated to Cllrs. The Chairman provided a report of this meeting and the legislation of puffin/pedestrian crossings. Kent Highways would not be prepared to sign off a puffin crossing in that location because of the position of driveways. However the white zig-zags can be extended to 8m and there is some scope that has been suggested by Kent Highways to give better visibility for the crossing and improve what is currently there. Cllr Brown asked for a letter be sent to all who attended meeting detailing the actions to be undertaken – this was agreed and the Assistant Clerk would be asked to undertake. After discussion regarding the planning application Cllrs raised an objection and wanted to wait before a formal response was sent until clarification as to why the condition was imposed in the first instance and to state that Cllrs are pursuing a letter to those attending the meeting for clarification.
- (iii) **Appeal:** Land West of Maidstone Road, Church Farm: Notification had been received that the appeal had been withdrawn by Gladman and therefore the hearing on 20th February had been cancelled.
- (c) **Finance Committee** – Minutes of the Finance Meeting held on 23rd January had been previously circulated.
- (d) **HR Sub-Committee** – No HR Sub-Committee meeting held in January
- (e) **Other Conferences/Meetings attended:**
 11th January/5th February 2018 – KALC GDPR workshop Cllr Tippen, the Clerk and Assistant Clerk have been on the workshops and notes of this have been circulated (discussed in more

detail at item 138/18(k)

17th January 2018 – Parish/Police Liaison Meeting – unfortunately Cllr Turner was unable to attend.

2nd February 2018 – Borough Councillor Meeting - Cllrs Boswell, Newton and Tippen together with the Clerk were in attendance. The notes of the meeting had been circulated prior to the meeting. The Chairman provided a brief report of the issues discussed.

3rd February 2018 – Parking & Open Space Consultation – approx. 70 residents attended. Some questionnaires were taken away and made available after the consultation. The closing date is 16th February. The Assistant Clerk was putting the analysis together and this would be circulated next week.

5th February 2018 – KALC Area Committee – apologies were sent from MPC

8th February 2018 – KALC Governance Conference - The Clerk attended

12th February 2018 – Meeting with Kent Highways & Signals Team Cllrs Boswell, Mannington and Tippen together with the Assistant Clerk were in attendance.

(f) **Conferences/Meetings for the coming months:**

Other KALC conferences/training circulated to Cllrs

(g) **Committee Structure:**

Cllr Jones wished to be appointed to the Amenities and Finance Committee and HR Sub-Committee. This was agreed.

Following Cllr Childs' resignation Cllr Tippen agreed to represent MPC on the Patient Reference Group.

Both the above would be in place until the Annual Parish Council Meeting.

140/18 CORRESPONDENCE

(a) Marden Parish Church Magazine - for information

(b) Letter of thanks from Heart of Kent Hospice thanking MPC for the donation – noted

141/18 FINANCE

(a) Balances as at 13th February 2018:

Nat West Reserve Account: £49,075.42 Current Account: £0.00

Unity Bank: £41,673.88 / Santander: £38,455.91 / NS&I: £17,965.69

(b) Invoices for Approval:

Cheque Payments:

Chq No.	Payee	Details	Amount
5771	Inland Revenue	Staff PAYE/NIC	£1,447.33
5772	Cash	Miscellaneous	£171.79
TOTAL			£1,619.12

Invoice agreed and cheque signed by three Cllrs.

Electronic Payments:

Payee	Details	Amount
Ecocleen Services	Public Convenience Cleaning	£572.50
Citizens Advice	January Outreach Session	£50.00
KALC	Training	£108.00
Chris Prince	Fence posts for Napoleon Drive	£72.30
ACRK	Annual Membership Subscription	£50.00
TOTAL		£852.80

Invoices agreed and Cllrs Boswell and Newton would authorise payment.

(c) Parish Services Scheme Agreement – Chairman and RFO signed the agreement for 2018/19

(d) Five Acre Wood School – Donation Request – Cllrs wished this to be deferred until the Clerk has confirmed the expenditure from the donation.

142/18 HIGHWAYS AND PUBLIC TRANSPORT

(a) **Highways**

Goudhurst Road/Plain Road Closure details circulated and made available on the website –

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The Clerk had been notified that this had been cancelled until an agreement between the bus companies and the utility company could agree on the diversions in place.

(b) **Public Transport**

Update from Southeastern: potholes had been filled but other work was still outstanding.
Cllr Adam asked if the Clerk could chase Network Rail regarding the metal fencing.
No one from the Parish Council was able to attend the next Stakeholder Forum.

There being no further business the meeting closed at 21.25pm

Signed:
Chairman, Marden Parish Council

Date: 13th March 2018