



**MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 14<sup>TH</sup>  
AUGUST 2018 AT THE ALLENS, ALBION ROAD, MARDEN  
COMMENCING AT 7.30PM**

- 049/18 **PRESENT:** Cllrs Adam, Boswell, Brown, Harvey, Jones, Mannington, Newton, Robertson, Stevens, Tippen and Turner. The Clerk and Community Warden were in attendance.
- 050/18 **APOLOGIES FOR ABSENCE:** Cllr Harvey gave his apologies. Apologies were also from PCSO Nicola Morris.
- 051/18 **COUNCILLOR INFORMATION:**  
(a) **Changes to Register of Interests:** There were no registers of interest  
(b) **Declaration of Interests:** Cllr Adam – declared an pecuniary interest in item 058/18(c) as Treasurer and Member of Marden History Group and would leave the meeting when the item was discussed; Cllr Jones declared an interest in item 058/18(g) as a neighbouring resident to Marden Playing Field; Cllr Newton declared an interest in item 058/18(f) as a Trustee of Marden Memorial Hall and a pecuniary interest in item 058/18(c) as a member of Marden History Group and would leave the meeting when the item was discussed. Cllr Robertson declared a pecuniary interest in item 058/18(c) as a member of Marden History Group and would leave the meeting when the item was discussed; Cllr Tippen declared an interest in item 058/18(c) as a Trustee of Marden Memorial Hall.  
(c) **Granting of Dispensation:** Dispensation had been granted to Cllrs Newton and Tippen to remain in the meeting when items regarding Marden Memorial Hall were discussed.
- 052/18 **MINUTES OF THE PREVIOUS MEETING**  
Minutes of the Parish Council meeting held on 10<sup>th</sup> July 2018 and the Extraordinary Full Council Meeting held on 31<sup>st</sup> July 2018 were agreed and signed as true records.
- 053/18 **MATTERS ARISING FROM PREVIOUS MINUTES (for information only):**  
There were no matters arising from previous minutes.
- 054/18 **IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING:** No members of the public were in attendance.

The meeting was adjourned for the following items:

**PUBLIC FORUM**

**EXTERNAL REPORTS** (if in attendance)

County & Borough Councillors - Not in attendance

Police – Not in attendance

Community Warden - Nothing to report

The meeting was reconvened for the rest of the agenda.

055/18 **PARISH MATTERS**

- (a) Reports from MBC and KCC: No reports had been received. The Clerk was due to arrange meetings with Borough Councillors and the Kent County Councillor in the near future.
- (b) Marden Business Forum report: No report received
- (c) Police Update/Report from Police Forum: 13 crimes reported since last meeting: 5 criminal damage; 5 theft; 2 thefts from motor vehicles and 1 burglary other than dwelling. Several reports of anti-social behaviour had been reported and youths with catapults and air rifles had been identified and parents spoken to.

19:38 Cllr Adam arrived at the meeting

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- (d) Communication
  - (i) Newsletter: Next newsletter due in October.
  - (ii) Social Media & Website: Nothing to report
- (e) Cemetery – Exclusive Right of Burial Certificates 1 certificate to sign
- (f) Update regarding Flooding/Water issues email previously circulated - noted
- (g) MPC Policies: Amended policies following GDPR Policies were agreed which included Press & Media, Freedom of Information, FoI Scheme of Details, Social Media & Website, Filming & Recording and CCTV.  
Cllrs wished to have some amendments made to the Vehicle Policy which would be undertaken and put before the next meeting for agreement.
- (h) Visit from Data Protection Officer – 23<sup>rd</sup> July 2018. The Clerk to chase the DPO for a copy of the slides. The main concern was involving emails and Cllrs and employees were required to send emails out via BCC unless just to Cllrs/employees. Cllrs need to consider their own personal email addresses as the information is stored on their personal (or work) server. Advice from the DPO is for each Cllr to have a mardenpc.gov.uk email. The Clerk to ask what the practical issues would be for this to be able to work for Cllrs and report back to the next meeting.
- (i) WW1 Commemoration – 11<sup>th</sup> November 2018 Guide to Taking Part / Request from Village Voices. The Clerk would arrange a meeting with interested parties in late September to discuss further.

#### 056/18 COMMITTEE REPORTS

*Community Warden arrived at the meeting*

- (a) **Amenities Committee** – Minutes of the Amenities Meeting held on 24<sup>th</sup> July 2018 had been previously circulated. The Clerk was asked to chase Epic Engineering in regard to an update for the rocking horse; the Clerk had met with the CCTV provider regarding further cameras being installed.
- (b) **Planning Committee** - Minutes of Planning Meeting held on 17<sup>th</sup> July and 7<sup>th</sup> August had been previously circulated. Nothing to report from the meetings however the decision on Marden Cricket & Hockey Field development had been received with S106 contributions now being allocated to The Cockpit area. Cllrs wished the Clerk to write to the Borough Councillors and MBC regarding the process and to ask for an explanation how the decision was taken without consultation with the Parish Council (according to the Parish Charter). MPC had a reasonable expectation that the money would be allocated to Southons Field for improvement works, as previous application, and the improvement works planned would no longer be able to be undertaken. Cllr Adam asked the Clerk to ask Kent Highways when the pedestrian crossing at Church Green was planned to be installed.
- (c) **Finance Committee** – There had been no Finance Committee meeting held in July.
- (d) **Other Conferences/Meetings attended:**  
MNP Open Sessions – 13<sup>th</sup> & 14<sup>th</sup> July  
KCC Big Conversation Parish Seminar – 18<sup>th</sup> July – The Clerk attended  
MNP Meeting – 31<sup>st</sup> July  
Children’s Centre Family Event – 8<sup>th</sup> August: Cllr Boswell attended – very well organised event. Children Centre Manager would like to meet with the Parish Council to discuss another event and the Clerk would make contact to arrange.
- (f) **Conferences/Meetings for the coming months:**  
Possible event for “The Dynamic Councillor” at Marden Cllrs to consider approaching KALC to hold an event in Marden. Cllrs agreed for the Clerk to contact KALC regarding possible dates.

#### 057/18 CORRESPONDENCE

- (a) Clerks & Councils Direct – July edition for information – noted
- (b) The Clerk Magazine – July edition for information - noted

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- (c) Marden Parish Magazine – August 2018 for information - noted  
 (d) MBC – Survey of Marden Facilities and Services previously circulated. Cllrs went through the list provided and the Clerk would send an updated version back to MBC.

058/18 **FINANCE**

(a) Balances as at 14<sup>th</sup> August 2018:

Nat West Reserve Account: £36,614.26 Current Account: £00.00

Unity Bank: £74,029.13 / Santander: £33,297.76 / NS&I: £17,965.59

(b) Payments for Approval

**Cheque Payments:**

<b>Chq No.</b>	<b>Payee</b>	<b>Details</b>	<b>Amount</b>
5792	Graham Carey	Cemetery/Play Area maintenance	£155.00
5793	Cash	Office cleaning/Play Scheme Petty Cash	£161.97
<b>TOTAL</b>			<b>££316.97</b>

Invoice agreed and cheques signed by three Cllrs.

**Electronic Payments:**

<b>Payee</b>	<b>Details</b>	<b>Amount</b>
Alison Hooker	Miscellaneous	£131.00
HMRC	PAYE/NIC	£961.08
CamTech Security	Replacement batteries – office alarm	£96.00
Ecocleen	Public Conv. cleaning	£597.79
Les Chappell	Changing Room shower replacement	£230.00
Ian Jones	S/F & P/C locking	£200.00
<b>TOTAL</b>		<b>£2,215.87</b>

Invoices agreed and Cllrs Newton and Stevens would authorise payments.

20:29: *Cllrs Adam, Newton and Robertson left the meeting*

- (c) Request for funding from Marden History Group in regard to the Defibrillator. Cllrs agreed in principle to provide a grant to Marden History Group but the Clerk would ask the History Group to complete a grant form ready for the 2019/20 budget meeting.

20:32: *Cllrs Adam, Newton and Robertson returned to the meeting*

- (d) Financial 5-year plan – The excel spreadsheet which was discussed at Finance Committee meeting on 26<sup>th</sup> June had been circulated to Cllrs and the figures agreed.  
 (e) Wicksteed – quote for repairs to child's rocker at Napoleon Drive play area. Cllrs agreed to order the replacement items for the Caretaker to repair.  
 (f) Marden Memorial Hall – further information regarding a Fire Alarm System at the hall had been received. Cllrs agreed to grant the hall £11,958.06 for the installation with the proviso that the Memorial Hall covers the ongoing maintenance etc.  
 (g) Tender for Footpath/Running Track at Marden Playing Field: The Tenders were opened on 31<sup>st</sup> July by Cllr Tom Stevens in the presence of Cllr Kate Tippen and the Parish Clerk. Cllr Stevens had prepared a report based on all the tenders received and this had been circulated to Cllrs prior to the meeting. After discussion Cllrs agreed to accept the tender from Whites Landscaping. The Clerk would contact all companies concerned and arrange to meet with Whites Landscaping to discuss installation, fencing and other health and safety issues.

059/18 **HIGHWAYS AND PUBLIC TRANSPORT**

(a) **Highways**

KCC – Speed Limit Restrictions – Hunton Road, Chainhurst: Public Inspection open until 20<sup>th</sup> August 2018 Document on deposit for public inspection – noted

Email from resident – concerns over HGVs along Hunton Road copy emailed to Cllrs. The Clerk was asked to clarify the area for the 7.5 tonne weight limit and respond to the resident.

KCC – Extension of 30mph zones in Plain Road, Albion Road and Thorn Road deferred from Planning Committee – Cllrs noted the content and the Clerk was asked to monitor

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the situation regarding installation of signage.

Rights of Way Improvement Plan Consultation – Cllrs completed the questionnaire and the Clerk would respond to KCC.

Email from David Burton – parking issues in Pattenden Lane Email previously circulated. The Clerk was asked to liaise with Mr Burton asking that a survey of the businesses in Pattenden Lane be undertaken regarding on street parking and what availability there is for more off street parking.

Kent Highways – Highway Improvement Plan/Action Plan form for completion following proposed from Parking Consultation. The Clerk was asked to complete and submit to Kent Highways.

Clancy Docwra – work at Plain Road/Goudhurst Road should be completed tomorrow (Wednesday 15<sup>th</sup>) and Cllr Turner requested that a letter of thanks be sent for the co-operation of their works and the short timescale it has taken to undertake the work. Cllrs agreed for the Clerk to write on their behalf.

21:04 Mira Martin left the meeting

(b) **Public Transport**

Document – High Speed 1/High Speed 2 connections – proposal to use Network Rail track. Details of a report circulated to Cllrs prior to the meeting - noted  
Response from South Eastern had been received regarding the potholes; due to be repaired shortly and vegetation over CCTV cameras; no issue at the moment. The white lines had been repainted however the DYL in Station Approach still needed to be done.

The deferred Litter pick was due to take place on 20<sup>th</sup> October. The Clerk was asked to advertise on notice boards, website and Facebook.

There being no further business the meeting closed at 21.10

Signed: .....  
Chairman, Marden Parish Council

Date: 11<sup>th</sup> September 2018