



MINUTES OF THE MEETING OF THE MARDEN PARISH COUNCIL AMENITIES COMMITTEE ON TUESDAY 23RD JANUARY 2024 HELD AT 7.45PM AT THE ALLENS, ALBION ROAD

107/24 PRESENT

Cllrs Besant, Boswell (in the Chair), Newton, Rabot, Robertson and Tippen. Cllrs Adam, Gibson and the Deputy Clerk were also in attendance.

108/24 APOLOGIES

Cllrs Summersgill and Turner gave their apologies for this meeting.

109/24 COUNCILLOR INFORMATION

Declarations of Interest

Cllr Boswell declared an interest in item 113/24 (Southons Field) as a resident backing onto the field; Cllr Tippen and Newton declared an interest in item 103/24 (Memorial Hall) as Trustees of Marden Memorial Hall. Cllr Gibson declared an interest in item 115/24 (Allotments) as a resident in Highwood Green.

Granting of Dispensation

There were no requests for dispensation.

110/24 APPROVAL OF PREVIOUS AMENITIES COMMITTEE MINUTES

The minutes of the meeting held on 28th November 2023 were agreed and signed as a true record.

111/24 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

There were no members of the public in attendance.

112/24 DEPUTY CLERK REPORT

The report was submitted to Cllrs prior to the meeting. An email had been received from Golding Homes regarding the CCTV letting the Clerk know that a further update would be received shortly. The bollards at the Cemetery are being ordered. The Play Area Climbing Frame net has been delivered and the Deputy Clerk will speak with the Caretaker regarding installation. The suggested Tree Protection Orders from the Tree Warden Report are currently with the Planning Committee and will be discussed further at the meeting on 30th January 2024. Following the training attended by Cllr Newton and the Deputy Clerk, the Clerk had made tracked changes to the MPC Memorial Safety policy. The draft Biodiversity Policy had gone through Planning Committee and had been adopted by Full Council at its meeting on 12th December 2023. The Caretaker's To Do List would be updated following Cllrs discussion on the Annual Play Inspection findings. The Clerk is liaising with the Cemetery Caretaker regarding a new wheelbarrow and will purchase shortly. The Windsor Meadow/The Parsonage footpath was discussed at the Finance Committee meeting on 16th January 2024 and a quote was accepted by Cllrs. The Clerks would get three quotes from Plumbers for the standpipe work at the Cemetery. The Community Payback team had completed their work on the paths from Lucks Way and Meades Close. Cllrs noted.

113/24 OPEN SPACE

Playing Field

Play Inspection Reports from MPC

The reports for the Playing Field Play Area, Napoleon Drive Play Area, the Sports Wall and the Outdoor Gym Equipment had been received from the Caretaker for MPC. The only issue to report is the play table at the Napoleon Drive play area which had been agreed at Finance Committee Meeting on 16th January 2024 to replace.

Councillors discussed whether to have a separate agenda item for Play inspection reports, but Cllrs agreed to keep the reports separate under Playing Field and Southons Field.

Annual Play Inspection Report

The Annual Play Inspection Report for the Playing Field Play Area, Napoleon Drive Play Area, the Sports Wall and the Outdoor Gym equipment had been received. A breakdown of the findings were circulated to Cllrs prior to the meeting to discuss. Cllrs noted. The Clerks will look at the outcomes and add them to the Caretaker's To Do List.

Other Playing Field Issues

Commemorative Bench Request

Cllrs were asked to consider the request to install a bench at Marden Playing Field. Cllrs discussed and agreed that a bench can be purchased if it is in keeping and the same style as the other benches around the field. Cllrs also agreed that a plaque could be attached. The resident would be invited to the Site Meeting in April to discuss the location.

Cllrs recorded their thanks to Cllr Besant for his assistance with tidying up and repairing the saplings that had been subjected to anti-social behaviour.

Cllr Besant would like Cllrs to consider an additional noticeboard at the Playing Field. The Deputy Clerk would place this on the Amenities Committee Meeting agenda in February.

Southons Field

Play Trail Inspection Report from MPC

The reports for the Play Trail and Swings had been received from the Caretaker for MPC with no new issues to report.

Annual Play Inspection Report

The Annual Play Inspection Report for the Play Trail and Swings had been received. A breakdown of the findings were circulated to Cllrs prior to the meeting to discuss. Cllrs noted.

Cllr Boswell proposed that more robust football goals be purchased as a lot of families use them. The Clerks would look for some quotes for the next meeting.

Other Open Space

Open Space Action Plan

Cllrs were asked to consider whether any additional information needed to be added/amended.

The Clerk will view this action plan along with the Parish Council four-year action plan to see if anything is duplicated or whether it can be combined into one document. Cllr Boswell suggested a change of colour to make it clear to read and to update the costings on some items.

Trees

Monthly Tree Inspections

The Caretakers had completed their monthly tree inspections and there were no issues to report. Cllrs noted.

Tree/Hedge Planting at Marden Cemetery

Cllr Besant updated the meeting regarding the proposed tree/hedge planting in February.

Hedge planting is scheduled for Saturday 3rd February and the tree planting is for 12th to 15th February. Volunteers have been approached. Cllrs noted.

3-Yearly Tree Safety Audit

The 3-Yearly Tree Safety Audit is due June 2024. Cllrs discussed and agreed for the Deputy Clerk to seek three quotes from different companies.

114/24 CEMETERY

ICCM Journal Winter Edition

A link to the online edition and a hard copy was made available at the meeting. Cllrs noted.

Memorial Plaque

A request for a memorial plaque at Marden Cemetery had been received. A copy of the Cemetery rules was made available for Cllrs at the meeting. Cllrs discussed and agreed for a plaque on a bench as per the Parish Council Cemetery Rules. The Clerk will respond.

115/24 ALLOTMENTS

This item is reported at Full Council. There were no further updates on allotments for this meeting.

116/24 PUBLIC TOILETS AND CAR PARK**Public Toilets**

The Clerk had received a report from the cleaning contractor with regard to fouling at both the Public Toilets. This was made available at the meeting for Cllrs to discuss and it was agreed to monitor. The Clerk had received a quote to replace the sanitary bins and Cllrs agreed the cost of £60.00.

Car Park

There were no issues to report.

117/24 ENVIRONMENTAL SUB-GROUP**Next Meeting**

The Environment Sub-Group meeting is schedule for 20th February in the Parish Office prior to the Planning Committee Meeting.

Spring Litter Pick

Cllrs were asked to agree a date for the 2024 Spring Litter Pick. Cllr Boswell suggested Saturday 16th March 2024. Cllrs agreed the date and for the Clerks to make the necessary arrangements.

Kent Carbon Literacy Training

Cllr Boswell provided Cllrs with a report from the training. Details had been circulated with regard to the MBC Carbon Literacy Training being held in February. Cllrs noted.

NALC Climate Change Meeting

Cllrs Boswell is due to attend this meeting on 5th February

118/24 CORRESPONDENCE

There was no correspondence received for this meeting.

119/24 HEALTH AND WELLBEING**Update on Nature Prescribing Project**

Cllr Boswell updated Cllrs that the Marden Medical Centre had launched the project last week and that Clinicians had been trained. Information had been handed out to patients. There will be a 6 month trial and then it will be reviewed. There had been a visit to Marden Primary Academy with Marden Medical Centre. The children engaged with the project, answered questions on how nature makes them feel better and will be creating nature pictures to be displayed at the Marden Medical Centre.

120/24 OUTSIDE BODIES REPORTS**Memorial Hall**

The Trustees for Marden Memorial Hall met on 11th January. Cllr Stevens had given his apologies so Cllr Tippen gave a report. The Accounts have been agreed and sent to the Auditor. The role of the Caretaker will be contracted out instead of employed. A condition survey had been undertaken and work was ongoing to rectify these. A Rural Prosperity Fund grant was being applied for to assist with purchasing batteries for the solar panels. The outcome of this would be known in February. The hall continues to be well used and a majority of weekday evenings and daytime slots are by village groups.

Youth

The Deputy Clerk had received a brief update from the KCC Youth Worker. They continue to conduct outreach in Marden and are seeing some young people about. Local businesses have been contacted to see if there are having any issues. Cllrs noted.

121/24 OUTSTANDING ISSUES

Cllrs to consider a spreadsheet that had been drafted by Cllr Rabot to keep a log of issues raised at Amenities which would be updated as and when relevant. Cllrs discussed and agreed that a spreadsheet would be helpful as a record of what actions come out of the Amenities Committee

Meeting. This would be amended for each meeting to update Cllrs of where we are with each action. The Deputy Clerk would discuss with the Clerk/Admin Assistant and create a document.

122/24 OTHER AMENITIES ISSUES FOR DECISION

Amenities Policies for Review

Cllr Boswell had received suggested tracked changes from the Clerk on certain policies and had made her own amendments which she reported on at the meeting. Cllrs agreed and accepted the following policies: Events Policy, Stallholder Policy, Noticeboard Policy and Southons Field Beacon & Beacon Lighting Policy. The Open Spaces & Hiring Policy for Southons Field and Marden Playing Field needed further amendments. The Biodiversity Policy and Environmental Policy would be discussed further at the Environment Sub-Group Meeting on 20th February 2024. The Memorial Safety Policy will be discussed further at a Cemetery Sub-Committee meeting to be arranged before the Amenities Committee Meeting in February. These policies will return to the Amenities Committee Meeting in February for agreement.

Infrastructue Spend Plan (ISP)

Cllrs were asked to review the ISP and discuss any additional items/amendments. Cllr Boswell recommended that football goals on Southons Field should be added to Medium. Cllr Boswell recommended also that the bench to replace bicycle rack near Sutton Forge the cost be increased from £500 to £1,500 as additional work is required. Cllrs agreed with the amendments and for it to return to Full Council.

123/24 INVOICES FOR PAYMENT

The following invoices were submitted for payment:

Cam-Tech Solutions – Annual Maintenance for Office Alarm - £120.00

P&F Cleaning – Public Convenience Cleaning - £695.00

Gala Lights – Christmas Light Installation - £3,780.00

Total: £4,595.00

All invoices were agreed, Cllrs Adam and Tippen would authorise on Unity.

There being no further business, the meeting closed at 21.03.

Date:

Signed:

Cllr Anne Boswell Chairman, Amenities Committee

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