



MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 9TH JULY 2019 AT THE ALLENS, ALBION ROAD, MARDEN COMMENCING AT 7.30PM

034/19 PRESENT

Cllrs Adam, Barker, Boswell, Jones, Mannington, Newton, Robertson, Stevens and Tippen were in attendance. The Clerk was also present.

035/19 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Brown and Turner.

036/19 COUNCILLOR INFORMATION

Welcome to new Parish Councillor

Cllr Barker was elected at the By-Election on 27th June and was welcomed onto the Council. Cllr Barker had signed the Declaration of Office prior to the meeting in the presence of the Clerk.

Register of Interest

No amendments were made. Cllr Barker had completed his register of interest which would be sent to MBC and placed on the Parish Council website.

Declarations of Interest

There were no declarations of interest

Granting of Dispensation

There were no requests for dispensation.

037/19 MINUTES OF THE PREVIOUS MEETING

Minutes of the Parish Council meeting held on 11th June 2019 were agreed and signed as a true record.

038/19 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

There were no members of the public in attendance.

The Chairman adjourned the meeting for the following items:

PUBLIC FORUM

There were no members of the public in attendance

EXTERNAL REPORTS

County & Borough Councillors

Not in attendance – details under item 039/19(Reports from MBC and KCC).

Police

Not in attendance – report under item 039/19(Police Update).

Community Warden

Not in attendance

The Chairman reconvened the meeting for the rest of the agenda.

039/19 MATTERS ARISING FROM PREVIOUS MINUTES (for information only)

There were no matters arising from previous minutes

040/19 PARISH MATTERS**Reports from MBC and KCC**

Borough Councillor meeting arranged for 22nd July at 9am / County Councillor Meeting on 23rd July at 9am: Cllr Tippen had met with the Primary School headteacher who was meeting with the Education Director and Chair of Governors. The Clerk was asked to contact the Chair of Governors to ask if they had any preference on how the S106 contribution should be spent with a request that a response is back by 23rd July. The item would be added to the agenda with County Cllr Hotson, also to be added to the agenda was the lighting of the pedestrian crossing on Church Green.

Police Update/Report from Police Forum

Police Surgery to be held on 20th July from 10am to 12noon. Cllr Mannington will be in attendance with PCSO Nicola Morris. PCSO Morris had emailed the latest crime figures: 5 since the last meeting of 3 thefts, 1 arson and 1 burglary. 2 reports of anti-social behaviour had also been reported. PCSO Morris also reported on stolen items being recovered from two areas in Marden.

CommunicationNewsletter

The Summer edition of the newsletter had been printed and circulated to residents. The next edition is due to be printed at the end of October.

Social Media & Website

Website Accessibility Requirements - New regulations came in on 23rd September 2018 and Parish Councils have until 23rd September 2019 to publish an accessibility statement – changes also may need to be done to the MPC existing website. The Clerk was asked to look into and provide more information at the next meeting.

Communication Sub-Committee

Meeting held 24th June 2019 previously circulated to Cllrs. Social Media policy currently being amended by the Sub-Committee.

CemeteryExclusive Right of Burial Certificates

There were no certificates to sign

Update regarding Flooding/Water issues

Emails previously circulated including one from Environment Agency regarding Flood and Coastal Risk Management (FCRM). It was noted that Marden was not listed on parishes affected by flooding. The Clerk had contacted the EA and was waiting for a response.

Marden Parish Council – GDPR Policies

The Clerk had amended all the GDPR policies as the Parish Council no longer had a contract with a Data Protection Officer. Cllrs agreed the changes and the amended policies would be placed on the website.

MPC Insurance Policy 2019/20 / Cyber insurance

Insurance Policy has been renewed from 1st June (3 year agreement expires 2020). The Clerk would review the policy and to add any large items that weren't included. Cllrs asked the Clerk to obtain more information/ criteria regarding Cyber cover. The Clerk would add to the Finance Agenda for 30th July.

KALC Parish Liaison Meeting

Cllr Tippen attended the KALC Parish Liaison Meeting and an item was raised regarding illegal encampments- the Clerk was asked to contact MPC's insurance company to ascertain whether cover is included or not.

Assets of Community Value Steering Group

The notes of the meeting had been circulated to Cllrs and the Steering Group had requested that Marden Parish Council facilitate any nominations to Maidstone Borough Council. Cllrs agreed to facilitate any nominations to MBC which were referred to them by the Steering Group.

Marden in Bloom Scarecrow Safari

The Parish Council would take part with the Clerk and Deputy Clerk making a scarecrow for outside the Parish Office.

Water Meter

Meeting with Castle Water regarding the meters at public conveniences arranged for 15th July 2019

Marden Parking Restrictions

MBC/KCC Joint Transportation Board Meeting 10th July. Cllrs Mannington and Tippen would be attending. The statement that Cllr Tippen would read out had been circulated and agreed.

041/19 COMMITTEE REPORTS**Amenities Committee**

There was no Amenities Meeting held in June. Site meetings had been held and the notes had been circulated to Cllrs.

Planning Committee

Draft Minutes of Planning Meetings held on 18th and 25th June had been previously circulated and were available on the Parish Council website. Thanks were expressed to Cllr Adam for finding MBC's comments on Marden's Neighbourhood Plan on MBC's website.

HR Sub-Committee

There had been no HR meeting held during June

Finance Committee

There had been no Finance Meeting held during June

Other Conferences/Meetings attended

KALC Area Committee – 17th June. Cllrs Mannington and Tippen attended. Cllr Tippen now sits on the KALC Parish Liaison Group.

Memorial Hall Trustees Meeting – 24th June 2019

SLCC Conference in Ashford – 26th June 2019 – the Clerk and Deputy Clerk attended.

Conferences/Meetings for the coming months

MBC Briefing: Review of Local Plan (Scoping Themes and Issues document) – 22nd July 2019. Cllrs Mannington and Tippen to attend.

KALC Cllr Conference – 18th July 2019 – Cllr Mannington is attending.

Children's Centre Networking lunch – 2nd July. Sessions at the Centre are very well attended.

Clerks Conference in Darlington – 3rd July 2019 – Deputy Clerk attended

042/19 CORRESPONDENCE**Email regarding Climate and Biodiversity**

This has previously circulated to Cllrs. Content was noted and the item would be placed on the next Amenities agenda.

Live Streaming of Meetings

Request for Cllrs to consider live streaming/web cam at meetings raised by resident. Cllrs discussed this however it was felt that it could not be achieved due to the number of venues that the Parish Council used for meetings.

Marden Parish Church Magazine

For information

MBC – Clean Streets Parish Survey

Cllrs completed the survey and the Clerk would respond on line.

MBC – Members' Community Grant 2019/20

Letter received from Borough Cllrs. Cllrs wished to discuss the content of the grant with Borough Councillors at the meeting on 22nd July.

KCC – Kent Nature Partnership Biodiversity Draft Strategy

Consultation closing date 1st September. The Clerk to pass to a resident who had expertise in this area for completion on behalf of the Parish Council.

KALC – Emergency Plan survey

Completed and the Clerk would respond.

ACRK – Oast to Coast Magazine

For information

KALC – News June edition

For information

043/19 FINANCE**Bank Statements**Revenue Accounts:Nat West Business Reserve Account (as at 3rd July 2019): £16,941.64

Nat West Current Account: 0.00

Unity Account (as at 9th July 2019): £85,318.58Capital Accounts:Santander Account (as at 22nd April 2019): £46,724.97**Payments for Approval**Electronic Payments

Rachel Gillis-Coates – Conference expenses £100.48

HMRC/Employees – June/July PAYE/NIC & July Salaries £4,458.54

SLCC – Publications £62.00

SLCC – Ashford Conference (Deputy Clerk) £48.00

KCC – Play Scheme supplies £183.15

Pitney Bowes – Franking Machine Rental £15.54

Citizens Advice – outreach session £50.00

KCS – Photocopier Rental £141.90

Graham Carey _ Grounds maintenance £714.00

Office Depot – Public Conv. and office supplies £57.19

Ian Jones – Public Conv./Southons Field locking £200.00

Total: £6,265.00

Invoices agreed and Cllrs Newton and Stevens would authorise payment.

Cllrs to discuss payment of eye test for the Clerk

Cllr agreed to pay £30 and amend the Travel and Subsistence Policy

Petty Cash for Marden Play SchemeCllrs agreed for the Clerk to calculate how much petty cash was required for Play Scheme and a cheque would be signed at the Planning Committee meeting on 16th July.**044/19 HIGHWAYS AND PUBLIC TRANSPORT****Highways**Highways Improvement Plan for Marden

Any highways requests from the Parish Council need to be added to this for Kent Highways to investigate.

Lorry Watch

The Clerk was asked to start advertising for volunteers to assist with Lorry Watch around the parish.

Public Transport

Cllr Adam reported that the Department of Transport has a pot of money for accessibility aids such as handrails, textured paving etc. The Clerk would obtain more information.

Lighting was still a problem at the station together with road/car parking lining – South Eastern to be contacted.

The Clerk was asked to contact South Eastern and Network Rail for a further meeting.

Other Items raised by Cllrs:

Cllr Tippen attended the Patient Reference Group AGM and it was reported that they had received an “Excellent” award in the recent Care Quality Commission audit. They were still conscious that S106 is being held and are looking at how they can extend the building.

Cllr Tippen attended the KALC Parish Liaison meeting and items raised including planning update information and training from MBC; MBC will circulate a guidance sheet on illegal encampment; Operation London Bridge is currently being updated regarding proclamations but should not affect the plans that Marden has put together; MBC and KCC are working

together to form a Strategic Information Board following the Judicial Review regarding the Wheatsheaf Junction.

There being no further business the meeting closed at 9.33pm

Date: 13th August 2019

Signed:

Cllr Lesley Mannington
Marden Parish Council Chairman

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