



Minutes agreed at the meeting held on 23rd February 2021. They would be signed at the first face to face meeting of the Amenities Committee.

**MINUTES OF THE MEETING OF THE MARDEN PARISH COUNCIL
AMENITIES COMMITTEE ON TUESDAY 25th FEBRUARY 2020 HELD
IN THE PARISH OFFICE MEETING ROOM, MEMORIAL HALL,
MARDEN COMMENCING AT 7.30pm**

088/20 PRESENT

Cllrs Boswell, Jones, Newton, Robertson (in the Chair), Tippet and the Deputy Clerk. Cllr Barker was also present.

089/20 APOLOGIES

Apologies were received from Cllr Adam.

090/20 DECLARATIONS OF INTEREST

Cllr Boswell declared an interest in Southons Field (Item 094/20 (Southons Field)) as a resident backing onto the field and Cllrs Tippet and Newton declared an interest in the Marden Memorial Hall as they are Trustees of Marden Memorial Hall (Item 101/20(Marden Memorial Hall)). Cllr Jones declared an interest in Playing Field (Item 094/20(Playing Field)).

091/20 GRANTING OF DISPENSATION

There were no requests for granting of dispensation.

092/20 APPROVAL OF PREVIOUS AMENITIES COMMITTEE MINUTES

The minutes of the meeting held on 28th January 2020 were agreed and signed as a true record by the Chairman.

093/20 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

There was one member of the public present and Mira Martin, the Community Warden. Member wanted to speak on Item 094/20 (Trees) and the Chairman agreed that we could continue the agenda items as normal.

094/20 MATTERS ARISING FROM PREVIOUS MINUTES (for information only)

Cllrs agreed that at the next Amenities meeting, there will be no "Matters Arising" item but instead, there will be a "Deputy Clerk Report" which will cover any items outstanding from previous minutes or training attended; and other relevant information to bring to the Amenities Committee's attention.

Rocking Horse

The Chair reported that the new Rocking Horse has now been installed and the old Rocking Horse has been collected by the sealed bidder.

Cllr Turner arrived at 19.34

Additional CCTV on Playing Field

The Clerk reported that Golding Homes have agreed in principle to have a CCTV camera installed on the block of flats at Cranham Square overlooking the top of the playing field.

The Clerk is arranging a meeting with the CCTV contractor and Golding Homes to discuss further. Date of meeting to be confirmed.

Water Refill Initiative Update

The Deputy Clerk had been waiting for response back from the waterrefill.org after registering the Council to take part in this initiative. An email had been received with an Expression of Interest form and a Starter Pack with further information. Cllr Newton offered Cllrs help with the form. The Deputy Clerk will update Cllrs further at the next Amenities Committee meeting.

Kent Downs AONB Unit Tree Pack

An action from the previous minutes was to forward the pack onto a local landowner and to share on the Council's social media. The Deputy Clerk confirmed to Cllrs that this had been done.

Community Payback Update

The Clerk had now signed the Beneficiary Agreement and this has been sent back to the Community Payback Team. The Deputy Clerk will update Cllrs at the next Amenities Committee meeting with progress.

095/20 OPEN SPACE

Playing Field

Play Inspection Reports: MBC and MPC

All marked satisfactory. Cllrs noted.

Changing Room

S106 Working Group has devised a scope document. The Clerk will circulate and it will go to Full Council meeting for discussion and agreement. The Deputy Clerk and the Clerk attended Legionella Training on 18th February. It was agreed that an initial Legionella Risk Assessment be conducted by a professional company and that the Council should take recommendations from this going forward. The Cllrs agreed for the Deputy Clerk to obtain quotes for this ready for the next Amenities Committee meeting.

Other Playing Field issues

Rolling and Gang Mow: Cllrs reviewed the quote, agreed the amount and confirmed that work can commence when the weather is drier as per the advice of the contractor. Cllr Jones also raised that the area that runs the back of Cranham Square/The Cockpit was a place that was continually being used for fly tipping. Whilst this area was not Marden Parish Council owned land, Cllr Tippen had asked the Clerk to email the contact at Maidstone Borough Council for them to remedy.

Southons Field

Play Trail Inspection Report: MPC

All marked satisfactory. Cllrs noted.

Events on Southons Field

Cllrs noted.

Other Southons Field issues

Capital for Southons Field: Cllr Tippen asked that a meeting be arranged to discuss capital for Southons Field. The Deputy Clerk would arrange.

Shed Lock: Cllr Boswell reported that the lock on the shed seemed broken. The Deputy Clerk would check with the Clerk and speak to the Caretakers.

Other Open Space

Open Space Action Plan

This has been emailed to Cllrs and had been noted.

Trees

The Member of public who was also a member of the Marden Walking Group, informed Cllrs that there is now a gap in their regular walks and that it had been suggested to have a "Tree Walk". Cllrs agreed that it was a great idea. It was raised that the trees at The Cockpit open space were found to be dying and a suggestion of planting more trees was requested. Cllr Tippen informed that this area is owned by Maidstone Borough Council but asked the member of public to pass a copy of any information that she had, with regard to the trees, to

the Clerk. This issue could then be raised with Borough Councillor, David Burton as a suggestion for Section 106 funds already allocated to the area. It was agreed that a copy of the Tree Audit would be passed to the Marden Walking Group for information.

Chestnut Trees at the Playing Field

The Council had recently had to carry out works on two Ash trees at the The Chestnuts area next to the Playing Field. Both of trees were found to be diseased and could pose a risk to the safety of residents.

More Trees for Southons Field

Cllr Boswell informed Cllrs that she still has some hazel trees stored in her garden. Cllrs agreed that these could be planted in collaboration with Marden in Bloom on 28th March on Southons Field.

096/20 CEMETERY

Other Cemetery Issues

Burial Law and Management Training

The Deputy Clerk attended Burial Law and Management on 19th February. The Clerk and Deputy Clerk will be visiting the Cemetery the week commencing 2nd March to remove Christmas wreaths, for a general look around and tidy.

Cemetery Environmentally Friendly Poster

Cllrs reviewed the poster and made further changes to the wording. The Deputy Clerk would amend the agreed text and put up at the Cemetery.

Cemetery Sub-Committee Meeting

The Clerk requested that Cllrs arrange a Cemetery Sub-Committee meeting. It was agreed that it would take place on Monday 16th March at 9.30am.

097/20 PUBLIC TOILETS & CAR PARK

Public Toilet Issues

Water Meter

The Clerk reported that according to the water bills, it does not appear that the Council is in any contract. However, the Clerk has recently signed the Council up to an online account so we will get a definitive answer once it had been set up. The Deputy Clerk emailed the County Councillor, Eric Hotson but has yet to receive an answer and would chase again.

Car Park Issues

Side of Library

On the other side of Library, the Deputy Clerk was asked at the last Amenities Committee meeting to contact the Manager of the Marden Library to ask who maintains the area of the shrubs. There has been no response as yet but the Deputy Clerk will chase. It has been suggested by the Clerk to involve the Community Payback Team in future to remove the shrubs and ask Kent Highways to provide a safe, level footway for residents. The member of the public reported that there was going to be a meeting of the Library, KCC Buildings Steering Group. Cllrs Newton and Robertson will investigate and report back at the next meeting. Cllrs asked for the Deputy Clerk to chase the Library again and for them to discuss again at the next Amenities Committee Meeting.

098/20 CLIMATE, SUSTAINABILITY AND BIODIVERSITY

Email received from Maidstone Climate Emergency Network (MCEN)

The email had previously been circulated to Cllrs, the contents of which were noted. Cllrs agreed that the village already has its own Environmental Group of Marden residents who are conducting some climate, sustainability and biodiversity work in the village and the Council were working alongside them.

Email received re the Ponds at the Playing Field

Cllrs noted the email received from a resident who was conducting some sustainability and ecology work on the Ponds at the bottom of the Playing Field.

MBC: Climate Change & Biodiversity Survey

The Deputy Clerk had printed out the full questions of the Survey. Cllr Turner read out questions and Cllrs discussed and answered as a corporate body. The Deputy Clerk would complete online for Cllrs on behalf of Marden Parish Council.

099/20 CORRESPONDENCE

There were no items of correspondence

100/20 ALLOTMENTS**Allotment Update**

Cllr Tippen updated the meeting on the last Allotment Meeting. Those looking to set up the Allotments Association took away the Marden Parish Council Allotments Policy to review and to come back with any issues. There had been further emails received and this will go on the Full Council agenda for Cllrs to discuss. (There had also been further documents received that will be discussed at the next Allotments Meeting after the Full Council meeting.) The item would be placed on the next Amenities Agenda to discuss further.

101/20 ACTION GROUP REPORTS**Stilebridge**

Cllr Tippen and the Deputy Clerk delivered the newsletters. No issues to report.

Village EventsVE Day 2020

The Sub-Committee met on 3rd February. The Deputy Clerk reported that the Sub-Committee has started to plan the finer details of the event. Stalls have started to get booked up by local businesses, village groups and organisations. A poster has been shared on the Council's social media.

Village Litter Pick

Several residents have come forward to help with the litter pick. MBC will provide equipment and bags. The Clerk has contacted MBC with regard to collecting rubbish from the Library car park on Monday 23rd March and they have agreed. Any fly tipping or large items need to be left in situ and not moved (we need to make sure volunteers are aware). Risk assessments are being reviewed and insurance policy covers age 16+ on non-paved roads. Children can litter pick with responsible adults on paved/off road areas. John Banks Hall is booked but we need to be out by 12.30-1.00pm as there is another booking. Cllr Boswell asked for posters to advertise at the Marden Community Eco Hub to promote the event. Cllr Newton asked that any fly tipping be reported to MBC.

102/20 OUTSIDE BODIES REPORTS**Memorial Hall**

Cllr Newton reported that some felt has come off the Marden Theatre Group shed. Two fence panels had come down and had been remedied. The next meeting will be the AGM in March. A new caretaker has now been appointed.

Youth

Update from YMCA – Both Youth Clubs have been working well. It is hoped that the new change of times, especially for the Junior Youth Club, that more children will be attending. The Clerk and Deputy Clerk will monitor and continue to support YMCA with any issues. Cllr Newton reported that some storage is being created for them to use between John Banks Hall and the Main Hall.

Marden Playscheme 2020: Update

The Deputy Clerk and the Clerk are due to meet the Headteacher at Marden Primary School to go over the logistics of having Marden Playscheme at the school. Marden Scout Group are aware that the Council will not be using their HQ this year. The Clerk will need to look into whether we need to notify Ofsted. The Manager who ran last year's Marden Playscheme has agreed to run it again this year. The theme this year will be "Mad Scientist".

103/20 OUTSTANDING ISSUES**Update from To Do list**

Cllrs noted.

104/20 FURTHER ISSUES FOR DECISION**Finger Post Signage**

Following the last Amenities Committee meeting, the Deputy Clerk had advertised the work on the Council's social media. We had an interested contractor who has emailed their findings along with a quote. Cllrs requested that the Deputy Clerk sought a further quote and that they will discuss this at the next Amenities Committee meeting.

Parish Office Signage

Cllrs agreed the quote and agreed that work can commence. Cllr Tippen also asked that the Deputy Clerk create a more welcoming sign to go on the door to the office that opens into the meeting room.

Maidstone Borough Council Planning Committee – 27th January 2020

Monks Lake, Staplehurst Road is on the agenda to be discussed. Cllrs agreed that there was no reason for MPC representatives to attend the meeting.

105/20 FURTHER ISSUES FOR DISCUSSION/INFORMATION**Chat Bench**

There had been a letter from a resident about creating a "Chat Bench" and requested Cllrs' approval to put a temporary sign on the Ken Rhodes bench outside the Marden Library. Cllrs agreed.

Health and Wellbeing

The Clerk requested that a "Health and Wellbeing" agenda item be created. Cllrs agreed that this would be added to the Amenities Committee meeting agenda.

106/20 INVOICES FOR PAYMENT:

The following invoices were submitted for payment:

Electronic Payments

Paddock Wood TC – Legionella Training £108.00

KALC – Planning Conference x 3 £216.00

KALC – Local Council Award Reaccreditation £216.00

Postage by Phone – Postage £100.00

Total: £640.00

Cllrs agreed that all invoices be paid. Cllrs Tippen and Newton would authorise the payments on Unity.

Cheque Payment

Wicksteed – Rocking Horse and installation £10,718.18

There being no further business the meeting closed at 21.34pm

Date:

Signed:

Cllr Anne Boswell

Chairman, Amenities Committee

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