



MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 9TH AUGUST 2022 AT THE ALLENS, ALBION ROAD, MARDEN COMMENCING AT 7.30PM

046/22 PRESENT

Cllrs Barker, Boswell, Burton, Gibson, Newton, Robertson, Stevens, Tippen (in the Chair) and Turner were present. The Clerk was also in attendance.
Borough Cllr Russell arrived during the course of the meeting.
Cllr Adam absent.

047/22 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Besant, County Cllr Parfitt-Reid and PCSO Nicola Morris.

048/22 COUNCILLOR INFORMATION

Declaration of Interest

There were no declarations of interest

Changes to Register of Interest

There were no changes to Cllrs Registers of Interest

Granting of Dispensation

There were no requests for granting of dispensation

049/22 MINUTES OF THE PREVIOUS MEETING

The Minutes of the Parish Council meeting held on 12th July 2022 were agreed and signed as a true record.

050/22 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

No member of the public was in attendance.

The meeting was adjourned for the following items:

PUBLIC FORUM

EXTERNAL REPORTS

County Councillor Report

Not in attendance

Borough Councillors Report

Report given when Borough Cllr Russell arrived at the meeting. See report following Boundary Review item of 052/22

Police Report

Not in attendance – crime figures were reported under Item 052/22

Community Warden Report

Not in attendance

The meeting was reconvened to discuss item 051/22 onwards.

051/22 CLERK'S REPORT

The Clerk had submitted her report to Cllrs prior to the meeting which included staff annual leave/sickness; a proposed meeting on 16th August with Borough Cllr Russell to discuss S106 monies; and playscheme – for which a separate report had been submitted with financial income and expenditure for item 052/22.

052/22 PARISH MATTERS**Reports from MBC and KCC**

Not in attendance. The Clerk reported that she had approached County Cllr Parfitt-Reid for a grant application towards play scheme.

19:33 Cllr Newton arrived at the meeting

Police Update/Report from Police ForumCrime Figures

The following had been reported since the last meeting:

1 theft of bike; 1 criminal damage and 1 arson attack.

Several anti-social behaviour reports had also been received including the setting off of fireworks and fires being started in areas around the parish.

Maidstone Task Force

The Task Force had visited Marden Summer Play Scheme on Wednesday 27th July for an emergency services morning and on Thursday 4th August to join children on the inflatable assault course. They had also been in attendance at the Children's Centre event at Southons Field on 1st August.

Other Police Issues

No other police issues raised.

CommunicationNewsletter

The summer edition of the newsletter had been delivered to all households and was available on the website.

The next edition is due to go to print on 21st October.

Marden Flooding

Nothing to report. Cllr Tippen needed to allocate signage to flood wardens.

CemeteryExclusive Right of Burial Certificates

No new certificates required signature.

Allotments

The Clerk had contacted Redrow following the last full council meeting but was still waiting for a response.

A meeting was held with the Marden Allotment Society to update them on the current situation and explain why the process was taking so long. Members of the Allotment Society in attendance understood and offered to help where they could. The draft specification was also viewed and updated in readiness to send to Redrow once the transfer agreement had been reached.

Summer Play Scheme

The Clerk had circulated a report on this year's Summer Play Scheme. Another successful scheme albeit with a couple of issues prior and during the scheme but this did not affect the enjoyment of the children. Unfortunately, this is the last year that the manager can take on the role and the Clerk is in the process of looking at options available for 2023 onwards. A report would be submitted to the Finance budget meeting to discuss further.

19:41 Borough Cllr Russell arrived at the meeting

Boundary Review

Marden Parish responded at the initial consultation for Marden, Collier Street and Hunton to be one ward, although would have preferred Marden being one ward on its own but knew this would not be feasible. However, the Boundary Review was proposing that Marden would be incorporated with Yalding, Collier Street, Nettlestead and Hunton. Cllrs noted the content but did not wish to make further comment.

The meeting was adjourned for Borough Cllr Russell to give her report:

Borough Councillor Report

Cllr Russell reported that she is now the Lead Member for Leisure and Arts and is doing a presentation tomorrow to MBC and looking to improve leisure facilities across the borough. There has been some resolution with Redrow regarding security fencing between Goudhurst Road residents and Vicarage Fields.

It is still unknown as to when Chainhurst Chicken Farm application was due to go to MBC Planning Committee.

MBC are putting a lot of activities on within the town centre during the summer holidays.

The meeting was reconvened to discuss the rest of the agenda items.

Kent Draft Code of Conduct

The Maidstone area Committee of KALC had sent out the draft Kent Code of Conduct. The Clerk had circulated both this document and the original 2012 document highlighting the changes proposed. Cllrs were recommended to read both documents and understand the content. However, no comments were raised to be sent back to KALC.

MPC Communication Strategy

The above document had been drafted by the Communications Sub-Group for Full Council information. Cllrs noted the content and agreed for this to be uploaded to the website.

Remembrance Day - Laying a Wreath

The Vicar had approached the Clerk asking whether Marden Parish Council would consider the laying of a wreath at the Remembrance Day Service on 13th November. Cllrs agreed and asked the Clerk to source a suitable wreath for this.

053/22 COMMITTEE REPORTS

Amenities Committee

Draft Minutes of the Amenities Committee meeting held on 26th July 2022 had been previously circulated and were available on the Parish Council website. The Amenities meeting to be held this month had been cancelled.

Planning Committee

Draft Minutes of Planning Committee meetings held on 19th July and 2nd August 2022 had been previously circulated and were available on the Parish Council website. The Clerk reported that no new applications had been received therefore next week's meeting had been cancelled.

Finance Committee

No Finance Committee meeting held in July

Conferences/Meetings/Webinars attended

Communications Sub-Group – 25th July. Notes of the meeting had previously been circulated.

Allotments Meeting – 25th July. Discussed under item 052/22 (Allotments)

Summer Play Scheme 25th July to 5th August. Discussed under item 052/22 (Play Scheme)

Changing Rooms Sub-Group meeting – 26th July. Notes of the meeting had previously been circulated. A consultation would be held in October providing residents the opportunity to comment on the future of this building.

Meet the Clerks – 28th July. The Clerk provided a verbal update on Meet the Clerks held in July. Unfortunately, no residents attended so it was proposed that this month's Meet the Clerks would be cancelled due to holidays. The next Meet the Clerks would be held in September but would only be for one hour instead of two.

Climate, Sustainability and Biodiversity Sub-Group – 2nd August. Notes had previously been circulated. An invite had been received from Hunton Parish Council on behalf of their Environment Group asking if Marden Parish Council wished to attend a meeting being attended by MBC Environment Officer on 15th August. The next meeting is due on 20th September where the MBC Environment Officer will be asked to attend.

The Clerk asked if Cllrs could consider calling MPC's Sub-Group "Environmental Sub-Group". Cllrs agreed for this to be changed.

Youth Meeting (virtual) – 3rd August. Cllrs Boswell and Tippen attended and gave a verbal report to the meeting. Lenham and Staplehurst PCs were also in attendance. The Youth Officer is hoping to start at the Memorial Hall again in September and some Cllrs were going to visit Staplehurst Youth Centre to look at the set up.

PlayPlace meeting – 8th August. The Clerk had attended Staplehurst Play Scheme which was being run by an independent company. It was run along the same lines as Marden's but would take a lot of the workload off the Clerks. The Clerks would still be involved regarding booking the venue and advertising, but registration and payments would be arranged by the company. The Clerk would provide a full report to Finance budget meeting to discuss further.

Village Events Sub-Group site meeting – 8th August. The meeting was held to look at what additional street columns could be used for this Christmas.

Not on agenda

Cllr Stevens reported the work being undertaken on the refurbishment of the pre-school toilets and Parish Council new storage area at the Memorial Hall. Although there have been a couple of issues these have been addressed and work was progressing well.

KALC Area Committee AGM held on 25th July – Minutes had been circulated.

Conferences/Meetings/Webinars/Events forthcoming

Meeting with MBC Planners – 16th August

The Clerk reported that she would be sending an updated meetings list out to Cllrs shortly.

054/22 CORRESPONDENCE

Marden Parish Church Magazine - noted

KALC News - noted

MBC Parish Newsletter. This also contained information from the Monitoring Officer - noted

055/22 FINANCE

Bank Statements:

Revenue Accounts

August Bank Statement not yet received for Nat West

Nat West: £83,548.53

Unity: £63,787.68

Capital Account

Santander: £71,597.64

Other Financial Issues

Payments for Approval

Electronic Payments

The following invoices were put before Cllrs for agreement:

Kent County Supplies – photocopier rental - £113.74

Viking – Play scheme supplies - £51.56

Viking – gazebos - £165.58

HMRC – Employees PAYE/NIC & Employers NIC - £2,553.95

Graham Carey – grounds maintenance - £492.00

Alison Hooker – Play Scheme supplies, Van service/MOT, Miscellaneous - £578.04

Castle Water – Public Conveniences water supply - £8.15

Leigh Academy Trust – Hire of school for play scheme - £250.00

Total: £4,213.02

Cllrs agreed invoices and Cllrs Boswell and Stevens would authorise on Unity.

The Clerk reported a further payment made between meetings of £6,356.44 for Play Scheme Salaries.

056/22 HIGHWAYS AND PUBLIC TRANSPORT**Highways**Highways Improvement Plan

It was proposed that Cllrs Boswell, Turner and Tippen and the Clerk would meet to review the document.

Fingerpost Signs

Cllr Turner provided an update at the meeting following discussing with the contractor. The wooden fingerpost had been installed at Sheephurst Lane crossroads and the cast iron fingers would be installed shortly to the Plain Road and Battle Lane posts. The contractor had had difficulty removing the fingers from the High Street post but would review these before making a decision as to what can be done. Quotes were being received for the painting of the posts in situ.

Other Highways Issues

Cllrs were meeting the MBC Parking Officers on 18th August to discuss car parking and village parking.

Public Transport

Buses are back to about 80% usage pre-covid but only really busy during school times. A meeting date was still to be arranged with South Eastern.

There being no further business the meeting closed at 21.14pm

Date: 13th September 2022

Signed:

Cllr Kate Tippen, Chairman
Marden Parish Council
Parish Office, Goudhurst Road
Marden

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