



**MINUTES OF THE FULL COUNCIL MEETING OF MARDEN PARISH COUNCIL
HELD ON TUESDAY 8TH MARCH 2022 HELD IN THE OLD SCHOOL ROOM,
GOUDHURST ROAD, MARDEN COMMENCING AT 7.30PM**

130/22 PRESENT

Cllrs Adam, Barker, Besant, Gibson, Newton, Robertson, Stevens, Tippen (in the Chair) and Turner. The Clerk, PCSO Nicola Morris and one member of the public were also in attendance.

131/22 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Boswell and Burton. County Cllr Parfitt-Reid had also given her apologies.

132/22 COUNCILLOR INFORMATION

Declarations of Interest

No declarations of interest

Changes to Register of Interest

No changes to Registers of interest

Granting of Dispensation

No granting of dispensation requested.

133/22 MINUTES OF THE PREVIOUS MEETING

Minutes of the Parish Council meeting held on 8th February 2022 were agreed and signed as a true record.

134/22 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

Member of the public wished to speak on item 136/22 (Allotments). The Chairman, with the agreement of Cllrs, agreed to move this item following External Reports.

The meeting was adjourned for the following items:

PUBLIC FORUM

Member of the public did not wish to raise any other issue.

EXTERNAL REPORTS

County Councillor Report

Not in attendance

Borough Councillors Report

Not in attendance

Police Report:

PCSO Nicola Morris gave an update on crime since the last month. There had been 1 burglary; 1 theft; 1 theft from motor vehicle and 1 attempted criminal damage. Several reports of anti-social behaviour had been reported during the half term week and reports of assaults at Marden Train Station which were being investigated by British Transport Police. She was currently covering Coxheath and Hunton as there was no recruiting taking place at the moment; Initiatives ongoing regarding anti-social behaviour planned for Easter holidays; Golding Homes have installed CCTV in several of the blocks of their flats; Looking to work with Youth Worker once the youth club is up and running.

Community Warden Report

Not in attendance.

The meeting was reconvened to discuss item 135/22 onwards.

136/22 PARISH MATTERS

Allotments

Further correspondence received from Redrow regarding car parking. Redrow are still insisting that Marden PC take on the car parking as well as the allotments. Cllrs discussed the background with the member of the public but still remain of the opinion that only the allotments will be considered for transfer. The Clerk was asked to respond to Redrow reiterating our stance of taking on the allotments.

20:00 Member of the public left the meeting.

135/22 CLERK'S REPORT

The report included details of staff annual leave/flexi booked for the next few months; The Clerk had heard back from Golding Homes regarding CCTV for Marden Playing Field and this had been passed to the CCTV company; Tree Management Policy was currently being updated to put before Amenities Committee; Fingerposts (see further in minutes); No response received to date regarding the local needs housing survey; Nat West Mandate still to be signed by a couple of Cllrs before sending to bank; The Clerk was trialling new software which amalgamated all pdf documents into one when sending papers for minutes – Cllrs were happy to receive in this format.

136/22 PARISH MATTERS

Reports from MBC and KCC

The notes of the meeting held on 24th March 2022 had been circulated to Cllrs. The meeting was attended by all three Borough Cllrs, Cllrs Boswell, Burton, Gibson and Tippen together with the Clerk.

Police Update/Report from Police Forum

Crime Figures

See above in Police report.

Other Police Issues

No other police issues raised.

Communication

Newsletter

These have been received from the printers and distributed to volunteers for delivery this week.

Marden Flooding

Nothing to report on flooding.

Cemetery

Exclusive Right of Burial Certificates

No certificates to sign

Climate Change, Biodiversity and Carbon-Neutrality

No information to report

Lifting of Covid Restrictions

Changes to Council/Committee meeting venues

The Amenities Committee meeting had been held at The Allens on 22nd February and all seemed to run ok. Cllrs agreed, on moving forward, that the Full Council and Amenities Committee meetings be held at The Allens from April (March for Amenities Committee). The Planning Committee meetings would continue to be held in the Old School Room with Finance being moved to the Parish Office meeting room.

Marden Parish Council Risk Assessments and Policies

Draft Noticeboard Policy was agreed

Draft Speed Indicator Device Risk Assessment was agreed.

Cllrs agreed all Council and Committee Policies and Risk Assessments excluding the Tree Management Policy/Risk Assessment and the Social Media Policy. Both of these would be

reviewed at the next relevant Committee/Sub-Group meeting. All documents would be uploaded to the website.

Ash Tree at Rookery Path

Reports from a Tree Surgeon received that this needs felling due to being diseased. The Clerk understood that this is covered by a Tree Preservation Order and was obtaining guidance from the Tree Officer at MBC as to whether felling can go ahead without applying for permission. Once advice had been received the Clerk would notify the Cllrs as to the next step.

137/22 COMMITTEE REPORTS

Amenities Committee

Draft Minutes of the Amenities Committee meeting held on 22nd February 2022 had been previously circulated and available on the Parish Council website.

Planning Committee

Draft Minutes of Planning Committee meeting held on 15th February and 1st March 2022 had been previously circulated and available on the Parish Council website.

Finance Committee

There was no Finance Committee meeting held in February.

Conferences/Meetings/Webinars attended

KALC Improving Internal Council Communication – 10th February 2022 – Deputy Clerk attended and would report back to the Communications Sub-Group

MPC Christmas Meeting – 21st February 2022 – notes circulated and would be reported to the next Amenities Committee.

KALC Chairmanship Webinar – 26th February 2022. Cllr Tippen attended. Once the presentation papers had been received this would be circulated to all Committee Chairmen. Meeting with Jones Homes representatives (Appledown Grange) – 7th March 2022. Notes had been circulated and Jones Homes had agreed to install a 1m Chestnut fence along the boundary of Southons Field and the woodland together with a gate in the fencing between Southons Field and Roberts Close. Cllrs agreed that this would be a pedestrian gate and would remain locked unless in an emergency or if an event held on the field. Residents would be informed.

KALC Working with Local Media to Engage Your Community – 3rd March 2022 – Deputy Clerk attended and would report back to the Communications Sub-Group

KALC Quarterly Parish Liaison Meeting – 7th March – Cllr Tippen attended and gave an update to the meeting.

MBC Planning Training – Trees and Heritage – 7th March 2022 – Cllr Boswell attended.

Conferences/Meetings/Webinars/Events forthcoming

Communications Sub-Group – 25th March 2022

HR Sub-Committee – 28th March 2022

KALC Committee Meeting – 28th March 2022

Marden Community Forum – 31st March 2022

Village Litter Pick – 2nd April 2022

Marden Annual Parish Meeting – 5th April 2022 – Cllrs were informed this had now been moved to the Congregational Chapel.

Open Spaces Site Meetings – 22nd and 23rd April 2022

MBC Ward Cluster Meeting – 12th April 2022

138/22 CORRESPONDENCE

Local Government Boundary Commission Review – Maidstone - consultation (closing date 4th April 2022).

MBC had put together a paper which included the current Marden/Yalding ward along with Hunton and Linton and this had been circulated to Cllrs. Cllrs Burton and Tippen had drafted a report following the discussion at the previous Full Council meeting which had been circulated to all Cllrs prior to the meeting. This document proposed Marden, Collier Street and Hunton being a ward with 2 Borough Cllrs. Cllrs agreed on this report which would be submitted to the Boundary Commission.

South East Water Consultation (closing date 14th March 2022)
 Cllrs noted this consultation but did not wish to comment further.
Marden Parish Church Magazine
 March edition
Other correspondence received for noting only (not on agenda)
 The Clerk magazine
 The Clerks and Councils Direct magazine
 KALC newsletter which had been circulated to Cllrs.

139/22 FINANCE

Bank Statements:

Revenue Accounts

Nat West £19,183.58

Unity Account: £23,136.74

Capital Accounts:

Santander Account: £71,585.26 (6th December 2021)

The Chairman proposed to discuss the next item prior to agreement of payments. Cllrs were in agreement.

Other

National Joint Council for Local Government Services – Pay Agreement for 2021/22

Details of the pay increase had finally been received which were due to be backdated to April 2021. Cllrs agreed that all office staff receive the backdated payments in the March salary and also agreed that the ground staff had the same percentage increase, again backdated to April 2021.

Payments for Approval

Electronic Payments

Invoices due to payment were submitted to the meeting as follows:

Graham Carey – grounds maintenance - £300.00

Marden Memorial Hall – office cleaning - £43.35

Viking – Office supplies - £22.02

Digital Nomads – annual subscription for emails and .gov domain - £155.96

Rams Hill Ltd – new mower - £1,140.00

Employees – March Salaries - £6,328.19

All invoices were agreed and Cllrs Newton and Stevens would authorise on Unity.

140/22 HIGHWAYS AND PUBLIC TRANSPORT

Highways

Highways Improvement Plan

Information had been received from Kent Highways which had been circulated to Cllrs. Cllr Tippen had updated the HIP document accordingly and informed Cllrs of the details received:
 Bus Stop at The Taj to be moved to Church Hill opposite Medical Centre;
 Albion Road/High Street junction – Kent Highways had viewed the location but reported that nothing can be done to provide a pedestrian island in the centre of the junction due to the turning circle for larger vehicles. However, they had agreed to extend the double yellow lines 10m beyond the junction towards the layby in front of the chemist area;
 Dropped kerbs – Kent Highways had agreed to fund the dropped kerb at the school entrance and this had already been marked up;
 Goudhurst Road single yellow lines, Kent Highways agreed this was feasible and will send a plan to enable Marden PC to notify impacted residents.
 Cllr Tippen also reported that gateways to the entrance to Chainhurst has been added to the plan along with a gateway in Maidstone Road.

Proposed Double Yellow Lines

A plan had been submitted to Marden PC by Kent Highways of the locations of double yellow lines in Pattenden Lane. Cllrs discussed these and, following a vote of 7 for and 1 abstain, it was agreed that this should proceed to consultation as concern had been raised in the past regarding pedestrian safety, access to properties due to parked cars and unsafe parking. However, it was raised that there could be an increase in speeding.

Fingerpost Signs

The Clerk had chased for a quote. This had still not been received. Cllr Turner agreed to contact the company for information.

Other Highways Issues

Cllr Besant asked about the trees encroaching on the road in several locations in Sheephurst Lane. Cllr Tippen reported that this had recently been cleared by Kent Highways other than where the power line had come down.

Public Transport

Cllr Adam requested that a site meeting be arranged with the Station Manager and Network Rail. The Clerk would arrange and report back. An item would be added to the agenda for each meeting for reporting.

There being no further business the meeting closed at 8.50pm

Date: 12th April 2022

Signed: *Cllr Kate Tippen*

Cllr Kate Tippen, Chairman
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