



**MINUTES OF THE MEETING OF THE MARDEN PARISH COUNCIL AMENITIES COMMITTEE ON TUESDAY 27<sup>TH</sup> JUNE 2017 TO BE HELD IN THE PARISH OFFICE MEETING ROOM, MEMORIAL HALL, MARDEN COMMENCING AT 7.30pm**

Cllr Newton took the chair for the first item on the agenda.

- Min No**
- 017/17 **ELECTION OF CHAIRMAN:** Following the Terms of Reference being viewed and discussed at Full Council on 13<sup>th</sup> June. Cllr Robertson proposed and Cllr Cowin seconded that Cllr Boswell be elected as Chairman of the Amenities Committee for the forthcoming year. All Cllrs in attendance agreed and Cllr accepted the position and took the chair. This would be counted as the third year of Cllr Boswell's term of office.
- 018/17 **ELECTION OF VICE-CHAIRMAN:** Cllr Turner proposed and Cllr Boswell seconded that Cllr Newton be elected as Vice-Chairman of the Amenities Committee for the forthcoming year. All Cllrs in attendance agreed and Cllr accepted the position.
- 019/17 **PRESENT:** Cllrs Adam, Boswell, Cowin, Harvey, Newton, Robertson and Turner. The Clerk and Cllr Brown were also in attendance.
- 020/17 **APOLOGIES:** Cllr Tippen gave her apologies.
- 021/17 **DECLARATIONS OF INTEREST:** Cllr Boswell declared an interest in item 24/17(a)(ii) as owner of a neighbouring property and item 31/17(a) as Chairman of Marden in Bloom. Cllr Newton declared an interest in item 28/17(a) as Trustee of Marden Memorial Hall. Cllrs Adam and Newton declared a pecuniary interest in item 030/17(a) as Members of Marden Heritage Centre.
- GRANTING OF DISPENSATION:** There were no requests for dispensation.
- 022/17 **APPROVAL OF PREVIOUS AMENITIES COMMITTEE MINUTES:** The minutes of the meeting held on 30<sup>th</sup> May were agreed and signed as a true record.
- 023/17 **IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING:** There were no members of the public in attendance.
- 024/17 **SUB-COMMITTEES REPORTS**
- (a) **Open Space**
- (i) **Playing Field**
- Play Inspection Reports: MPC Report noted graffiti on the spin bowl and the ropes on the buddy swing had still not been changed. The Clerk had emailed Park Leisure again today in regard to the replacement ropes on the buddy swing. Changing Room: Email received from MMFC with request to undertake some work. The Clerk had responded asking what was planned so Cllrs could discuss however no further correspondence had been received prior to the meeting. A plumber had looked at the showers but was unsure of the problem and wanted to run them with the immersion heater on. He would contact the Office to arrange for this to be done in the next few weeks.

New gates for the playing field play area – A quote had been received for new gates to playing field play area following the report from the annual Play Inspection. The Clerk would look to see whether the gates could be adjusted before looking to purchase new gates as these were quite expensive.

Other Playing Field issues: The contractor had been instructed to trim Rookery Path, boundaries of the playing field and Napoleon Drive open space, Chestnuts area and around the changing rooms. The youth group will arrange a working party to litter pick at the rear of the playing field during the summer holidays. Wicksteed had almost finished with the installation of the Napoleon Drive Under 5's toddler play area and MPC were proposing to hold an official opening ceremony on 18<sup>th</sup> July at 6.30pm prior to the planning meeting.

**(ii) Southons Field**

Play Trail Inspection Reports: MPC report noted that one of the poles on the zig-zag stilts had movement – Cllr Newton would look to see if he could tighten the bolts.

Cheque for Gatekeeper (to include payment for public conv. locking) – cheque signed.

Other Southons Field issues:

Cllr Newton and the Clerk were thanked for trying to fill in the rabbit holes unfortunately 12 bags of top soil only filled in a few of them.

Damage had occurred to a tree and although a group had been seen at the field they were unable to be identified.

The Clerk was asked to contact Jones Homes regarding the provision of utilities at Southons Field.

**(iii) Other Open Space**

Open Space Action Plan: Additional items raised at last month's Amenities meeting had been added and the document had recirculated.

The Clerk would look into purchasing bat and bird boxes when the caretaker has been recruited.

**(iv) Trees**

Tree Inspection Report: Still waiting for costings for an annual audit.

Replacement tree for removed TPO'd Ash tree - Details of quotes were presented to Cllrs however it was proposed that this would be deferred until July Full Council when the email from Kent Highways would be discussed in regard to the High Street tree.

**(b) Cemetery**

South & South East in Bloom Competition: The presentation document had been prepared by Cllr Boswell and had been circulated to Cllrs prior to the meeting. As this competition was entered by Marden Parish Council this was a public document and would be published on the Parish Council website.

ICCM Publication - noted

Email from resident regarding cremated remains section previously circulated to Cllrs - Marden in Bloom members had put down compost in this area but this would need digging over in the Autumn and replanted with netting as a protective measure.

Cemetery issues: Cllr Newton erected the two dog signs and had ordered new signs for dog walkers on the footpath and vehicles sign on the main gate.

Cllr Newton was still discussing the unsafe memorial policy and would report back at the next meeting.

**025/17 PUBLIC TOILETS & CAR PARK**

- (a)** Public Convenience issues: the plumber had visited the gents and looked at the  
**(b)** cisterniser sensor. Details of alternatives would be sent to the Assistant Clerk to be

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office opening times: Mondays, Tuesdays, Fridays 10am to 12noon

circulated to Cllrs.

Car Park Issues:

Car Park Barrier - The Clerk had contacted MBC regarding removal of this barrier as could no longer be closed. A reply had been received back from MBC stating that an inspection would be carried out to ascertain its condition and if it was deemed not safe it would be removed.

Paving slabs to the side of the library are dangerous and the Clerk was asked to contact Kent Libraries for investigation.

**026/17 CORRESPONDENCE**

No correspondence received since the last meeting

**027/17 ACTION GROUP REPORTS**

- (a) Stilebridge:** Update No further information as yet from MBC regarding the transfer.
- (b) Play Scheme:** Update – Jordan Manley, the manager, had hoped to attend but would be in London at time of the meeting therefore she had sent a report outlining the plans of this year's scheme. Cllrs thought that there was a lot of good activities planned and thanked Jordan for her work.

**028/17 OUTSIDE BODIES REPORTS**

- (a) Memorial Hall:** Update from Fire Risk Assessment report - The preliminary report had been put before Cllrs at Full Council but no quotes had yet been received.
- (b) Youth:** Cllr Harvey was thanked for attending a session following the last meeting. The youth club was now being held during the school holidays as funding for staff had been approved by KCC. Natalie had asked the Clerk for funding and was completing a funding request form. It was hoped that this would be returned in time to present to the next Full Council meeting.

**029/17 OUTSTANDING ISSUES**

- (a)** Update from To Do list – reviewed by Cllrs.

**030/17 FURTHER ISSUES FOR DECISION**

- (a)** *20:25 Cllrs Adam and Newton left the meeting whilst this item was discussed.*  
Request for donation from "What Marden Does Best" for the event held on 17<sup>th</sup> June 2017. After a long discussion Cllrs were very appreciative of what the group had done on the day and how much was raised however they felt that they could not agree to this donation as it goes against the Grant policy with the group charging entrance fee.  
*20:33 Cllrs Adam and Newton returned to the meeting*
- (b)** Ramp for mower - It had been suggested that to aid cleaning and maintenance of the mower ramps would be purchased. Cllrs viewed what ramps were on offer and it was proposed that a maximum of £100 could be spent. Cllr Newton agreed to look into these and purchase the correct one for the mower.

**031/17 FURTHER ISSUES FOR DISCUSSION/INFORMATION**

- (a)** Marden History Group/Marden in Bloom joint working at Marden Library. A report outlining what the two groups were planning in regard to projects in this area including a sculpture and/or information board was given to Cllrs but this was for information only.
- (b)** Bridgehurst Wood informal footpath – Several emails had been received with concerns of this area being blocked for walkers. Cllrs had viewed the content of the emails however could not comment any further as was not on the definitive map. The Clerk would contact all those who had emailed informing them if they wished further information they could speak to the Footpath Group.  
Other: bench at Marden library. Details had been obtained regarding gas mains pipes in the area however it was noted by the Clerk there were additional pipes leading from the High Street to the Library which were not outlined on the plan from SGN. The Clerk was waiting for a further telephone call to discuss this further before any work could be

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undertaken.

032/17 **INVOICES/CHEQUES TO BE SIGNED:**  
Chq No. 5699 - £500.00 – Play Scheme Petty Cash

There being no further business the meeting closed at 8.51pm

Signed: .....  
Chairman, Amenities Committee  
Marden Parish Council

Date: 25<sup>th</sup> July 2017

Agreed 25th July 2017