



MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 14TH MARCH 2017 AT THE ALLENS, ALBION ROAD, MARDEN COMMENCING AT 7.30PM

- 153/17 **PRESENT:** Cllrs Adam, Boswell, Cowin, Harvey, Mannington, Newton, Robertson, Tippen and Turner. The Clerk and were also in attendance
- 154/17 **APOLOGIES FOR ABSENCE:** Apologies were received from Cllrs Brown and Childs. PCSO Nicola Morris also gave her apologies.
- 155/17 **(a) AMENDMENTS TO COUNCILLOR REGISTERS OF INTEREST:** There were no amendments to the registers of interest.
(b) DECLARATIONS OF INTEREST: There were no declarations of interest
(c) GRANTING OF DISPENSATION: There were no requests for dispensation.
- 156/17 **MINUTES OF THE PREVIOUS MEETING**
 Minutes of the Parish Council meeting held on 14th February 2017 were agreed and signed as a true record.
- 157/17 **IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING:** There were no members of the public in attendance.

The meeting was adjourned for the following items:

PUBLIC FORUM

No members of the public in attendance.

EXTERNAL REPORTS

Borough Councillors – no Borough Councillor in attendance

County Councillor – not present but an update report had been received on funding made available by the County Councillor during 2016 which had been circulated to Cllrs prior to the meeting.

Police – not in attendance but an email had been received detailing number of crime committed during the last month: 3 crimes committed: 1 theft of machinery, 1 theft from motor vehicle and 1 vehicle interference. Other incidents reported include persons smoking cannabis in recreation ground and youths in new build empty property of which the management company are aware.

19:40 Cllr Adam arrived at the meeting

Community Warden – not in attendance

The meeting was reconvened for the rest of the agenda.

- 158/17 **MATTERS ARISING FROM PREVIOUS MINUTES (for information only)**
 To Do List update. The latest version had been circulated to Cllrs prior to meeting

159/17 **PARISH MATTERS**

- (a) Business Forums
 MBF – An event for Members is being held at the West End Tavern on 23rd March. David Burton was assisting with the Litter Pick on the 18th and providing his van for collection of rubbish
 NRBF – No report from NRBF
- (b) Police Forum – next meeting 24th May 2017: Cllr Turner hoping to attend.
- (c) Communication
 (i) Newsletter: next newsletter due May 2017
 (ii) Website: Details had been circulated to Cllrs regarding the possibility of obtaining a .gov website. There would be a cost which was agreed and the Clerk was instructed to proceed. The Clerk was asked to circulate some suggestions of a website name and email.

- (d) Cemetery – Exclusive Right of Burial Certificates: two certificates were signed
- (e) Parish Council Action Plan – The Clerk had updated the plan with those items completed for 2016/17
Open Spaces Action Plan (new) - The Chairman had asked the Assistant Clerk to produce an action plan for open space provision/allocation of S106 monies. This had been circulated to Cllrs prior to the meeting. Cllrs agreed to the actions listed and the item would be added to Amenities Agenda.
- (h) MPC Byelaws – The final document together with the required statement and report had been circulated to Cllrs prior to meeting. The Cllrs agreed for the Clerk to submit to the Secretary of State for approval in regard to producing amended byelaws for Marden Playing Field (including Napoleon Drive) and Southons Field.
- (i) MPC Consultation on Under 5's play area. The public consultation was held on 27th February and the Assistant Clerk had provided details of comments received. Cllrs Tippen, Boswell and Robertson had met to discuss the outcome and proposed a play equipment provider. Cllr Boswell reported to the meeting following the consultation that the proposal of using Wicksteed as the provider was recommended to Full Council. The Assistant Clerk would confirm with MBC regarding the quote and S106 funding and once agreement had been made Wicksteed would be contacted.

160/17 COMMITTEE REPORTS

- (a) **Amenities Committee** – Minutes of the Amenities Meeting held on 28th February had previously been circulated – report from Chairman of Amenities: Site meetings to be held on 25th March.
- (b) **Planning Committee** - Minutes of Planning Meetings held on 21st February and 7th March had previously been circulated – report from Vice-Chairman of Planning
- (c) **Finance Committee** – There had been no Finance meeting since the last Full Council meeting
- (d) **Other Conferences/Meetings attended:**
 - 15th February – Meeting with Millwood Developers: notes had been circulated
 - 18th February – KALC event – Energy & Renewable Power: Cllrs Brown and Turner attended – Cllr Turner gave a report and proposed that later in the year he proposed that MPC look at the Parish Council sustainability procedure.
 - 21st February – MPC Christmas meeting: notes previously circulated
 - 22nd/23rd/24th February – Annual SLCC Conference: notes previously circulated
 - 23rd February – Meeting with Jones Developers: Cllr Tippen had circulated notes from this meeting and briefed Full Council of what was discussed. Street names for the three roads on this development was raised and the names suggested were from doctors/head teachers based on comments from the Full Council meeting on 11th October 2016. Cllrs proposed and agreed that Ross Road, Ramsden Way, Roberts Close be provided to Jones Developers.
 - 27th February – Play equipment consultation – discussed at item 159/17(i) above
 - 28th February – KALC event – Delivering Effective Partnership Working: notes previously circulated
 - 28th February – Meeting with Kent Highways representatives: notes previously circulated
 - 9th March – KALC event – Rural Affairs Conference - Cllr Boswell and the Clerk attended. Cllr Boswell provided a report to the meeting.
- (e) **Conferences/Meetings for the coming months:**
 - 18th March – Village litter pick
 - 22nd March – KALC Area Committee meeting: Cllr Mannington attending
 - 30th March – KALC Preparing for Audit training - the Clerk attending
 - 18th April - Annual Parish Meeting 2017 – reports had been requested from village organisations and the Parish Council Chairman along with the Chairmen of Planning and Amenities to provide reports to the Assistant Clerk for inclusion in the Annual Reports.
 - 9th May - Annual Parish Council Meeting 2017

161/17 CORRESPONDENCE

- (a) South East Water Choice – changes to service provider. Service providers can now provide clean and waste water from April 2017. The Clerk was asked to look into this.
- (b) Clerks & Councils Direct - for information
- (c) Parish News - for information and previously circulated to Cllrs
- (d) Marden Post Office – local public consultation decision had been received. The current Post Office services will cease on 23rd March and Crowhurst & Tompsetts will open as a post office service on 24th March.
- (e) Marden Parish Church Magazine - for information
- (f) KALC – NALC Chief Executive Bulletin - noted
- (g) Pear Technology – update to Land Registry layer additional/new layers to purchase. The Clerk was asked to contact Pear Technology to see if this was an update of what the Parish Council already had. If it was an update Cllrs wished the new layers to be purchased.
- (h) The Clerk magazine - for information

162/17 FINANCE

- (a) Balances as at 1st March 2017
Post Office £17,881.33: Santander Account £50,007.80
Nat West Account: £75,660.64
Unity Trust Bank: £500.00
- (b) Payments for Approval (list available at meeting) – Invoices were agreed and cheques signed.
- (c) Bank Reconciliation for February: circulated to Cllrs prior to the meeting.
- (d) Grant request from Kent Surrey Sussex Air Ambulance grant letter requesting £250 towards the ongoing costs of providing life-saving service in the Parish. Cllrs agreed to donate £250 and a cheque was duly signed.
- (e) Unity Bank – Cllrs had been provide with a report written by the Clerk and after discussion Cllrs proposed that delegated powers be given to the Clerk, as Responsible Finance Officer, to administer how the account is operated.

163/17 HIGHWAYS AND PUBLIC TRANSPORT

- a) **Highways**
Highways Issues – Traffic Calming and other highways issues
Other Highways Issues
 - (i) Confirmation received of the soft landscaping transfer of maintenance to MPC to take over soft landscaping maintenance from April 2017
 - (ii) HGV Signage: The Chairman requested Cllrs consider a letter be sent to Kent Highways for possible HGV signage in the village. This was agreed and the Clerk was asked to contact Kent Highways for advice on what can be done to improve the situation.
 - (iii) The Clerk was asked to contact Kent Highways over the validity of Road Traffic Orders which had recently been circulated as there were no dates published for start of works.
- (b) **Public Transport**
Marden Station
Improve Rail and Bus Services and Facilities
Update from South Eastern following the meeting in July 2016 still waiting for update – The Clerk to write to David Statham, Chief Executive Rail summit to be held at County Hall on 15th May – Cllr Adam hoped to attend

There being no further business the Chairman the meeting closed at 9.12pm

Signed: Date: 11th April 2017
Chairman, Marden Parish Council