



**MINUTES OF THE AMENITIES COMMITTEE MEETING HELD ON
28TH JULY 2015 IN THE PARISH MEETING ROOM, GOUDHURST ROAD, MARDEN
COMMENCING AT 7.30PM**

Min
No

- 017/15 **PRESENT:** Cllrs Boswell, Brown, Reed, Robertson and Turner. The Clerk was also in attendance.
Cllr Adam arrived during the course of the meeting.
- 018/15 **APOLOGIES:** Apologies received from Cllrs Tippen and Weir
- 019/15 **DECLARATIONS OF INTEREST:** Cllr Boswell declared an interest in item 022/15(a)(ii) as a resident overlooking Southons Field and Cllr Reed declared an interest in item 026/15(a) as a Trustee of Marden Memorial Hall.
The Clerk, although not in a voting capacity, declared an interest in item 022/15(a)(i) regarding repointing of the changing rooms as her son worked for one of the companies who had submitted a quote.
- GRANTING OF DISPENSATION:** There were no requests for granting of dispensation.
- 020/15 **APPROVAL OF PREVIOUS AMENITIES COMMITTEE MINUTES:** The minutes of the meeting held on 23rd June 2015 were agreed and signed as a true record.
- 021/15 **IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING:** There were no members of the public in attendance.
- 022/15 **SUB-COMMITTEES REPORTS**
(a) **Open Space**
(i) **Playing Field**
Play Inspection Reports – Monthly reports had been received from MBC and the village caretaker. Bolts loose on one of the pieces of equipment and the Clerk was asked to speak to the caretaker and to contact Park Leisure regarding this together with obtaining quotes for concrete edging and additional wet pour. An email had been received from a parent with concerns over the spacing of the steps on the climbing frame – it was understood that this equipment was for over 4's but the Clerk would confirm with Park Leisure and arranging signage or arrange to add more steps if necessary.
Changing Rooms - Repointing – *This had been deferred from the July Full Council meeting.* Three quotes had been received and the Clerk had provided the financial budget. Cllrs viewed all three quotes and the budget and Cllr Weir had provided a report on the condition of the building. Following a discussion, Cllrs agreed to accept the quote from Yew Tree Construction.
Request from Marden Minors FC regarding repairs had been received prior to the last Amenities meeting and the Clerk had been asked to retrieve previous correspondence regarding the requested works. Following reading through what was required, the Clerk was asked to contact the Football Clerk to ascertain what labour they could provide and when this could be available etc. Once this information was received the Parish Council agreed to supply materials. The Clerk would inform the football club that the windows would be bricked up rather than replacing with Georgian wired windows as requested.

Other:

S106 Site meeting: Notes of the meeting held at Marden Playing Field on 27th July had been previously circulated. The two work experience pupils had started to put together a proposal and this would be obtained for the next Amenities meeting.

Water Leak: A large water leak had been reported at the Playing Field adjacent to the footpath by the changing rooms. As it was on Marden Parish Council land, the Clerk had arranged for repair and this was undertaken on Friday 24th July. The invoice had been received for payment.

(ii) Southons Field

Cheque for Gatekeeper (to include payment for public conv. locking) Chq No. 5246 – Ian Jones - £200.00

Play Trail – this had now been completed and the official opening was arranged for Thursday 30th July at 3pm.

Cllrs proposed to purchase a wooden litter bin to put in close proximity to the play trail and move two of the picnic benches across. The Clerk would look into purchasing a wooden sign with similar wording to the playing field.

Other issues: Roof is leaking in the pavilion and the village caretaker had been asked to repair before the play scheme equipment was returned to storage.

(iii) Other Open Space

Napoleon Drive: Transfer update – information had been received from the Parish Council's solicitor stating that the draft transfer had been received from Taylor Wimpey. The solicitors were now in the process of making any relevant amendments.

Tree Inspection Reports: Reports were viewed and there were a couple of trees which needed attention or monitoring and this was being undertaken by the caretaker.

Other issues:

The Kent Men of Trees Competition judges were due to visit on 31st July. Cllr Boswell, Mike Lutener and Robin Judd were arranging to meet with them.

(b) Cemetery

New section plotting: Following the site meeting held on 23rd June, a draft plan and notes had been circulated. The work experience pupils had started to measure and plot the area and this information would be obtained and reported back to the next Amenities meeting. The Clerk to ascertain whether area needs to be consecrated.

023/15 PUBLIC TOILETS

- (a)** Anti-social behaviour – no internal vandalism has taken place since the closing the toilets at
 - (b)** 6pm.
 - (c)** Cleaning - no issues have been raised
 - (d)** CCTV – It is understood that the camera was dispatched on 27th July.
- Other issues: Formal lease has been received and needs to be signed by the Chairman and Vice-Chairman in front of a witness.

024/15 CORRESPONDENCE

There had been no correspondence received

025/15 ACTION GROUP REPORTS

- (a)** **Stilebridge:** Update - one plot has had no electricity for a few weeks and after intervention by the Parish Council KCC have now installed a generator. Further site meeting to be arranged when the next newsletter has been printed.
- (b)** **Play Scheme 2015:** The Clerk had provided a report from the first two days of Play Scheme – Registration was going really well and a further member of staff has had to be employed. The first day saw 40 children attending and today there were 54 children. Tomorrow they have a trip to Tonbridge Park and further activities include visits to Southons Field and Playing Field, visits from Kent Fire Brigade and Kent Police, a bouncy assault course and disco. The

children will perform a Circus show to all parents and carers on Wednesday next week.

026/15 OUTSIDE BODIES REPORTS

Memorial Hall: Scaffolders started on site yesterday and work will commence on the main hall roof as soon as this has been completed. Work will take approximately 22 weeks and this will be broken down into three phases. The transfer of money from the Public Works Loan Board was due to be in the Parish Council's account on 27th July. Full details of the loan and the dates of payments had been received.

Youth: Nothing to report

027/15 OUTSTANDING ISSUES

(a) Update from Action list: majority of items were covered within the agenda.

028/15 FURTHER ISSUES FOR DECISION

Donation for the late Ken Rhodes - The Clerk is holding the remainder of the donation money raised following the death of Ken Rhodes. Cllrs have been asked for suggestions regarding the use of this money (i.e. bench/planter) and positioning. It was proposed that the "Marden In Bloom" group consider the best location for this and Cllr Boswell would liaise between the group and the Parish Council.

Highwood Green – management of allotments. An email had been received from Redrow requesting the Parish Council consider the management of allotments. This had been discussed before at Parish Council meetings and Cllrs agreed that Marden Parish Council would not consider taking on the allotments.

S106 contributions Cllr Weir had viewed the deed of agreement for Highwood Green and had circulated his comments. Cllr Weir was thanked for the work put into this report.

9.10pm – Cllr Adam arrived

029/15 FURTHER ISSUES FOR DISCUSSION

Parish Office computer backup facilities - Visit from Microshade and contacted Databarracks for costings – this item would be deferred to the next Full Council meeting.

Pear Technology - several Cllrs, Clerk, Assistant Clerk and members of Neighbourhood Plan group undertook training on the new Pear Technology mapping system

Marden In Bloom – Cllrs Boswell briefed the meeting that there were several residents interested and a meeting will be arranged in the Autumn with the South East in Bloom representative to discuss ideas/projects.

MBC - Change of parking restriction times and additional waiting bays. An Order has been published regarding the changing of parking restriction times at the top of the village to be 10.30am to 11.00am, double yellow lines outside the Post Office and 4 hour waiting bays in the parking area outside the Chemist, Bakers etc. – Cllrs noted the details included in the order. Residents had the opportunity to comment and the closing date was Monday 10th August.

030/15 MAIDSTONE PLANNING COMMITTEE

Meeting on 30th July – items listed on the Agenda relevant to Marden Parish

MA/13/1585 – Land at Stanley Farms, Plain Road, Marden

This application was due to be heard again at the Planning Committee for alterations to S106/CiL agreements. It was agreed that the letter previously sent to Cllr Burton regarding this site would be copied to all the MBC Committee members and the Clerk to contact Cllr Mannington to see if she is able to attend the meeting. It was proposed that the report given to the Committee would be bullet points from the letter.

031/15 INVOICES/CHEQUES TO BE SIGNED:

The following invoices were agreed and payments made:

Chq 5247 – Southern Water – public convenience waste water - £465.51

Chq 5248 – Yew Tree Construction & Landscaping Ltd – repair works to ceiling of changing rooms - £288.00 (VAT £48.00)

Chq 5249 – Field Water Installations – repair to water leak - £431.42 (VAT £71.90)

There being no further business the meeting closed at 9.40pm

Signed:

Chairman

Amenities Committee

Marden Parish Council

Date: Tuesday 25th August 2015