



MINUTES OF THE MEETING OF THE MARDEN PARISH COUNCIL AMENITIES COMMITTEE ON TUESDAY 29TH MAY 2018 HELD IN THE PARISH OFFICE MEETING ROOM, MEMORIAL HALL, MARDEN COMMENCING AT 7.30pm

Cllr Boswell took the first two items on the agenda for the election of the Chairman

- Min No**
- 001/18 **ELECTION OF CHAIRMAN:** Cllr Boswell proposed and Cllr Harvey seconded that Cllr Robertson be elected Chairman for the forthcoming year. Cllr Robertson had put herself forward for the position and had stated that she would agree to take the Chair if elected.
- 002/18 **ELECTION OF VICE-CHAIRMAN:** Cllr Jones proposed and Cllr Adam seconded that Cllr Boswell be elected Vice-Chairman for the forthcoming year.

In the absence of Cllr Robertson Cllr Boswell too the chair for the remainder of the meeting.

- 003/18 **PRESENT:** Cllrs Adam, Boswell, Harvey and Jones were present. The Clerk was also in attendance.
- 004/18 **APOLOGIES:** Apologies were received from Cllrs Newton, Robertson, Tippen and Turner.
- 005/18 **COUNCILLOR DETAILS**
- (a) **Declarations of Interest:** Cllr Boswell declared an interest in item 008/18(a)(ii) as a neighbour to Southons Field. Cllr Jones declared an interest in item 008/18(a)(i) as neighbour to the Playing Field.
- (b) **Granting of Dispensation** There was no request for granting of dispensation.
- 006/18 **APPROVAL OF PREVIOUS AMENITIES COMMITTEE MINUTES:** The minutes of the meeting held on 24th April 2018 were agreed and signed as a true record.
- 007/18 **IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING:** There were no members of the public in attendance.

008/18 **SUB-COMMITTEES REPORTS**

(a) **Open Space**

(i) **Playing Field**

Play Inspection Reports for play area and Napoleon Drive play area: MBC & MPC. No other issues had been raised other than the crack in the wetpour which the caretaker was due to repair shortly.

Changing Room: issues raised by caretaker/Marden Minors FC. The caretaker was checking the shower heads and would report back to the Clerk with any issues.

MMFC had arranged a match for this coming Saturday against a French team and the caretaker was due to mow the pitch later in the week weather permitting.

Youth Shelter: A resident had raised concerns over the positioning of the youth shelter and the Clerk had responded informing of the information being in recent editions of the newsletter and the public consultation in February resulting in no negative feedback. Graffiti had been sprayed on the shelter which the caretaker had removed. Cllrs agreed that the caretaker should look to remove fortnightly unless there was anything abusive/racial when it would be removed immediately. Cllr Jones also requested that the rocking horse be looked at as a matter of urgency in regard to stopping it rocking/making a noise.

S106 proposed purchases and quotes: The Clerk is obtaining quotes for the litter

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bins and replacement bench and this would be circulated to Cllrs.

Other Playing Field issues: Cllrs agreed that the purchased litter bin would be installed between the youth shelter and footpath between the two ponds.

Some further anti-social behaviour regarding motorbikes were on the field yesterday although this had not been reported to 101 the Clerk would speak with the PCSO.

Cllr Adam asked if another CCTV camera could be fitted to the existing pole facing the back of the field along with cameras at the far end – The Clerk would contact the CCTV Company for further information.

(ii) Southons Field

Play Trail Inspection Report: MPC – no outstanding issues.

Other Southons Field issues: Cllrs were asked to consider putting a compost bin by the shed now that the caretaker was using a grass box on the mower.

(iii) Other Open Space

Open Space Action Plan – this had been updated and circulated to Cllrs. It was understood that the sports wall had been ordered and this would be clarified on the Assistant Clerk's return. The adult gym quote was accepted but installation put on hold under the footpath had been agreed. The Clerk had had to enter details on the Contract Finder .gov website as quotes received were over £25,000. Several companies had been in contact so packs were being put together regarding the work required.

(iv) Trees

Tree Inspection Report - quotes being obtained for tree work outlined in the recent tree audit for work to commence later in the year.

(b) Cemetery

ICCM Photography Competition – no other photos had received other than those from Cllrs Boswell and Newton. Cllrs agreed to choose a photograph for the competition at the Full Council meeting.

Date for Cemetery Sub-Committee to meet: Items to be discussed include: review Cemetery Rules; Cemetery of the Year Awards; To consider purchase of bird bath, or similar, and any other purchases relevant to the cemetery. The Clerk to email Cllrs Boswell, Newton, Robertson, Tippen and Turner to arrange a convenient date and time. Other Cemetery issues – there were no other cemetery issues raised.

009/18 PUBLIC TOILETS & CAR PARK

- (a)** Public Convenience issues: The cleaner had contacted the Clerk stating that she was cleaning the toilets seven days a week although reported that the toilet roll holders were broken and the urinal was not flushing – the caretaker would be asked to investigate.
- (b)** Football Counter for toilets – this had now been purchased and it was agreed to be placed in the ladies and gents on alternate months if easy to fit.
- (c)** Car Park Issues: MBC to be asked to tidy up the car park prior to the South & South East in Bloom judging

010/18 CORRESPONDENCE

There had been no correspondence received since the last meeting relevant to Amenities.

011/18 ACTION GROUP REPORTS

- (a) Stilebridge:** No further information had been received regarding the transfer of this site.
- (b) Play Scheme:** Staffing was almost completed with a junior play leader still to be recruited if possible. The trip to Rare Breeds had been booked for the first Wednesday with Animal Encounters for the following week. Registration forms would be available from next Monday.

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012/18 OUTSIDE BODIES REPORTS

Memorial Hall: Meeting held on 30th April 2018. Internal fire doors had been installed and some snagging issues had been identified which were now being rectified. Quotes were being obtained for the fire alarm system and problems with drainage had been reported to Full Council on 15th May.

Youth: A meeting had been arranged with PCSO Nicola Morris and representatives of the housing associations on 7th June.

013/18 OUTSTANDING ISSUES

- (a) Update from To Do list – this had been circulated to Cllrs prior to the meeting and the Vice-Chairman read through the outstanding issues.
The tree in the High Street had finally been planted.

014/18 FURTHER ISSUES FOR DECISION

- (a) Beacon for WW1 Tribute. Cllr Boswell was asked to provide the Clerk with the dimensions of the telegraph pole so that the beacon could be ordered. The source of the pole was from a resident of the village and it was agreed that if possible the pole should be untreated but if this was not possible then one that had been treated would be used. A deadline of the end of September was given.
- (b) Bench at library: Cllrs agreed the wording and was asked that a ladder be engraved along with a bike instead of a bucket. Once confirmation of this had been received the order would be placed. A local contractor had offered to remove the existing bench and he would be contacted as soon as a delivery date was known.

015/18 FURTHER ISSUES FOR DISCUSSION/INFORMATION

- (a) Section 106 contributions & money outstanding – this was discussed under item 008/18(a)(iii).

016/18 INVOICES FOR PAYMENT:

- (a) Bank Transfer to be agreed for Ian Jones (locking of Southons Field and public conv.) and other invoices to be authorised.

Invoices for Approval:

Electronic Payments:

Payee	Details	Amount
Kent County Council	Contribution to TRO – Chainhurst	£1,030.00
Rams Hill Ltd	Purchase of mower and grass box	£1,171.00
Ian Jones	Locking Southons Field/Public Conveniences	£200.00
Came & Company	MPC Annual Insurance	£2,003.67
Artisan Developments	Internal Fire Doors – Memorial Hall	£6,120.00
Viking	Office, Newsletter and Play Scheme supplies	£56.92
	TOTAL	£9,551.59

Invoices agreed and electronic banking authorisation would be made by Cllrs Boswell and Jones.

Cllrs were reminded that following the decision agreed at the Annual Parish Council Meeting on 15th May 2018 the Amenities Committee would meet bi-monthly.

There being no further business the meeting closed at 20.40pm

Signed:
Chairman, Amenities Committee
Marden Parish Council

Date: 24th July 2018