



MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 11TH JULY 2017 AT THE ALLENS, ALBION ROAD, MARDEN COMMENCING AT 7.30PM

- 032/17 **PRESENT:** Cllrs Cowin, Mannington, Newton, Robertson and Tippen (Chair) were present. The Assistant Clerk was also in attendance.
Cllr Adam and PSCO Nicola Morris arrived during the course of the meeting.
- 033/17 **APOLOGIES FOR ABSENCE:** Cllrs Boswell, Brown, Childs, Harvey, Turner and the Clerk gave their apologies. The Community Warden also presented her apologies
- 034/17 **COUNCILLORS INTEREST:**
(a) **REGISTERS OF INTEREST:** There were no amendments to the Registers of Interest
(b) **DECLARATIONS OF INTEREST:** Cllrs Newton & Tippen declared an interest for item 038/17 as Trustees of Marden Memorial Hall.
(c) **GRANTING OF DISPENSATION:** Cllrs Newton & Tippen had requested, in writing to the Parish Clerk, a dispensation for voting and all discussions of the Memorial Hall as Trustees with no pecuniary interest. Cllrs voted unanimously to allow this at Full Council or any other Meeting for a period of 4 years.
- 035/17 **MINUTES OF THE PREVIOUS MEETING**
The minutes of the Parish Council meeting held on 13th June 2017 were agreed and signed as a true record.
- 036/17 **IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING:** There were no members of the public in attendance.
7.35 pm – PSCO Nicola Morris arrived at the meeting

The meeting was adjourned for following items.

PUBLIC FORUM

No member of the public in attendance.

EXTERNAL REPORTS

Borough Councillors– there were no Borough Councillors present

The County Councillor was not present

Police: Crime figures since 13th June - 4 burglaries; 1 attempted criminal damage; 1 criminal damage and 1 theft. There has been some reports of a homeless male, although no further sightings have been made. Reports of anti-social behaviour in the village have also been received along with a report of drawing pins scattered on the road at the Station and suspicious persons seen around the development sites. Investigation was ongoing following a drug arrest.

Community Warden was not present

The meeting was reconvened for the rest of the agenda.

- 037/17 **MATTERS ARISING FROM PREVIOUS MINUTES (for information only)**
The monthly to do list from previous meetings had been circulated to Cllrs prior to this meeting.

038/17 PARISH MATTERS

- (a) Local Needs Housing: No further update had been received.

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- (b) Business Forums:
MBF – Monthly newsletters were received via email.
NRBF – No report received.
- (c) Police Forum & Updates: No information received.
- (d) Communication
 - (i) Newsletter – amendments to Newsletter Policy – This had been circulated prior to the meeting and Cllrs agreed for this amendment to be made.
 - (ii) Website – Nothing to report.

7.50 pm Cllr Adam arrived at the meeting

- (e) Cemetery:
 - (i) Exclusive Right of Burial Certificates – one certificate signed.
 - (ii) Mis-positioned memorial stone – An email had been received in the Parish Office with concerns over the wrong position of a memorial stone. This had been rectified prior to the meeting.
- (f) Marden Memorial Hall – report on costings for work to be undertaken following Fire Risk Assessment – this report was not forthcoming and the item would be deferred until the next available meeting.
- (g) Byelaws – these have been amended following DCLG recommendations. Cllrs agreed the amended Byelaws. The Clerk would be asked to submit the new proposals and Cllr Adam offered to help if required.
- (h) Marden Parking Consultation update – Cllr. Tippen proposed that a Sub-Committee be set up and asked for volunteers. Cllrs Tippen, Cowin & Newton volunteered and Cllr Adam was willing to advise. The Clerk would be asked to recirculate the original parking survey report.
- (i) Marden High Street trees - the stump has been removed and the new area has been created and filled with top soil. Cllr Tippen requested a response be sent to Mr Butler and will discuss this with the Clerk and be reported to Amenities.

039/17 **COMMITTEE REPORTS**

- (a) **Amenities Committee** – Minutes of the Amenities meeting held on 27th June had been previously circulated. The swing ropes for the buddy swing had not yet arrived and the see saw has not been replaced. The wet pour has started to split in the Playing Field play area.
- (b) **Planning Committee** – Minutes of Planning Meeting held on 20th June and 4th July had been previously circulated. Cllr Tippen requested that all Cllrs read and comment on the draft Neighbourhood Plan. Cllrs wish to thank Cllr Brown for all her hard work on the Neighbourhood Plan.
- (c) **Finance Committee** – There had been no Finance Meeting since the May Full Council meeting
- (d) **Other Conferences/Meetings attended:** No other meetings had been attended since the last full council meeting.
- (e) **Conferences/Meetings for the coming months:**
 - 8th July – KALC Councillors' Conference – Downswood
 - 17th July – Meeting with Borough Councillors. Cllr Tippen asked for any questions other Cllrs wished to raise.
 - 18th July meeting with Millwood. Cllrs Tippen & Robertson are attending
 - 18th July – KALC IT Workshop – Lenham
 - 21st July – Meeting with County Cllr Hotson. Cllrs. Tippen & Mannington to attend
 - 14th September – KALC Clerks' Conference – Canterbury

040/17 **CORRESPONDENCE**

- (a) Marden Parish Church Magazine – July edition: noted
- (b) NALC – Chief Executive Bulletin: noted

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- (c) MBC Consultations including:
 (i) Residents consultation: Cllr Tippen encouraged residents to go on line and respond to this consultation.
 (ii) Parish Services Consultation – awaiting further details

041/17 FINANCE

- (a) Balances as at 11th July 2017

Revenue Accounts:

Nat West Business Reserve Account: £116,140.38

Nat West Current Account: £0.00

Unity Bank Account: £84,963.70

Santander Account: £38,339.93

NS&I Account: £17,881.33

- (b) Invoices for Approval:
 Invoices for cheque payments were circulated and cheques signed.
- (c) Financial Risk Assessment – amendments made to regarding £85,000 maximum limit per bank. Cllrs agreed amendments and adopted the revised Risk Assessment.
- (d) Grant Funding Request – Marden Youth Club – A request had been received for a grant of £600 however after discussion Cllrs agreed to grant £250.00 to the Youth Club now and will review again nearer to the end of the financial year.

042/17 HIGHWAYS AND PUBLIC TRANSPORT

- a) **Highways**

Response from County Councillor Hotson re Chainhurst Speed limits: Cllr Hotson has requested further costings for extending the restriction area and would be in contact with the residents and the Parish Council once these are too hand.

HGV signage for Gravel Pit Lane: Due to problems experienced by residents with HGVs trying to obtain access to Pattenden Lane via Gravel Pit Kent Highways are arranging for signage to be erected.

- (b) **Public Transport**

Update from South Eastern following the meeting in July 2016 – there has been no response.

Cllr Adam reported that a repair to a step has not been carried out very well.

Update from Stakeholder Forum on 19th June 2017 was circulated to Cllrs

South Eastern Timetable changes May 2018 to December 2018 consultation: Cllr Adam will contact the Clerk with information regarding the missing morning and evening trains to enable a response to be made.

There being no further business the meeting closed at 8.50 pm

Signed:
 Chairman, Marden Parish Council

Date: 8th August 2017