



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

- 164/17 **PRESENT:** Cllrs Adam, Boswell, Brown, Childs, Cowin, Harvey, Mannington, Newton, Robertson, Tippen and Turner. The Clerk and one member of the public were also in attendance
- 165/17 **APOLOGIES FOR ABSENCE:** Cllr Cowin and PCSO Nicola Morris had given their apologies.
- 166/17 **(a) AMENDMENTS TO COUNCILLOR REGISTERS OF INTEREST** Cllr Childs amended his register of interest.
(b) DECLARATIONS OF INTEREST: Cllr Boswell declared a pecuniary interest in items 170/17(c)(i) and 170/17(l) as Chairman of Marden in Bloom.
(c) GRANTING OF DISPENSATION: There were no requests for granting of dispensation.
- 167/17 **MINUTES OF THE PREVIOUS MEETING**
Minutes of the Parish Council meeting held on 14th March 2017 were agreed and signed as a true record.
- 168/17 **IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING:** Member of the public was in attendance for item 171/17(b) Planning application for Crowhurst & Tompsett. The Chairman, with Cllrs agreement, would move this item to be heard following External Reports.

The meeting was adjourned for the following items:

PUBLIC FORUM

The member of the public did not wish to raise any other item.

EXTERNAL REPORTS

Borough Councillors – not in attendance

County Councillor present – not in attendance

Police: PCSO had given her apologies but had sent over an email listing the crime record of the past month: 10 crimes committed this month – 4 burglary other than dwelling; 3 criminal damage; and 3 theft. Other incidents reported include a vehicle seized which is linked to various crimes in rural areas; report of youths seen with bongs smoking drugs and report of vehicle parked with occupants smoking cannabis. There is some rural policing operations taking place this month.

Community Warden – not in attendance

The meeting was reconvened for the rest of the agenda.

19:40 Cllr Boswell arrived

As agreed the following item was moved:

171/17 Planning Application:

(b) 17/501563/FULL – Crowhurst & Tompsett Stores, High Street

Erection of a new access ramp and steps to entrance

The applicant was in attendance and provided Cllrs with information regarding the proposed width of the pavement following installation of the ramp which would be 1.8m which is the same width as the pavement outside the previous post office location. After viewing the application and hearing the comments of the applicant Cllrs recommended approval.

19:44 Member of public left meeting.

Parish Office, Goudhurst Road, Marden : 01622 832305

mardenpc@btconnect.com / www.mardenpc.kentparishes.gov.uk

Parish Office opening times:

Mondays, Tuesdays & Fridays: 10am to 12noon

169/17 MATTERS ARISING FROM PREVIOUS MINUTES (for information only)

To Do List update – the list had been circulated to Cllrs prior to the meeting and all outstanding issues would be discussed during the meeting.

170/17 PARISH MATTERS

- (a) MBF: Newsletter circulated and the AGM was to be held on 27th April at West End Tavern
NRBF: Nothing to report
- (b) Police Forum – next meeting 24th May 2017
- (c) Communication
 - (i) Newsletter: Cllr Boswell gave an update of what is proposed to be included in the next edition.
Cllr Boswell left the meeting whilst the next item was discussed:
 A request for flyer inserts in next edition of the Newsletter: - Requests had been received from Marden Scouts and Marden in Bloom. Cllrs agreed for both to be included but agreed that the Marden in Bloom flyer should only be double sided A5.
The Chairman proposed the discuss item 170/17(c) whilst Cllr Boswell was still out of the meeting – this was agreed.
 Request from Marden in Bloom – The watering of planters: This item had been agreed in principle at Amenities Committee but the Clerk had been asked to speak to the caretakers to confirm they were happy to water 4 planters. The Clerk reported to Cllrs that they were in agreement to water two in the High Street, one in Maidstone Road and one in Chantry Road. Cllrs therefore confirmed that the four planters mentioned would be watered by Marden Parish Council.
Cllr Boswell returned to the meeting
 - (ii) Website: New website: The application has been submitted for new website domain name (www.mardenkent-pc.gov.uk) The Clerk had already uploaded the majority of information on the new website but this cannot go live until confirmation received on new name. The Clerk would contact the website provider to see if a temporary website could be set up if new domain had been agreed by the time the annual accounts needed to be published.
- (d) Cemetery – Exclusive Right of Burial Certificates: No ERBs to sign
- (e) Parish Council Action Plan updated version circulated to Cllrs. The Clerk was asked to add in Year 4 the provision of an electric van when reviewing the van leasing agreement.
- (h) Maidstone Borough Local Plan – modifications consultation had briefly been discussed at the last Planning Committee meeting. Comments from Cllrs which relate to Marden are (1) The 2nd retail designation area at Church Green is not noted on any documentation however this is in the emerging Marden Neighbourhood Plan; (2) Highwood Green although developed with 110 dwellings is not acknowledged in the document; (3) the two economic areas are not included in Policy DM21 – this does not accord with SP9.
- (i) Purchase of shed at Southons Field – It was agreed in principle at Amenities Committee to look at smaller shed and prices available for Cllrs to view. The Clerk would look at installation costs and email the cubic capacity to MBC to check whether planning permission is required.
- (j) Leasing of Parish Council van - Further details regarding the comparison of petrol to diesel had been circulated and after discussion it was proposed, and agreed, to lease a petrol van although the waiting time was 12 weeks. The Clerk was also asked to add an item in the S106 document and Neighbourhood Plan regarding leasing electric vehicles and electric charging points in the village. The Clerk would also look at costings for installing a tow bar and roof rack.
- (k) Relocation of Kent Air Ambulance Service - An item had appeared in the Kent Messenger on 30th March 2017 stating that the Kent Air Ambulance is planning to move from Marden to Rochester. Cllrs were disappointed that this was happening but understood the reasons why.
- (l) Marden in Bloom – discussed at item 170/17(c) above.

171/17 COMMITTEE REPORTS

- (a) **Amenities Committee** – Minutes of the Amenities Meeting held on 28th March had previously been circulated – report from Chairman of Amenities: Cllr Boswell thanked Cllr Newton for taking on the mowing of playing field and Southons Field whilst the village caretaker was off sick. Further to previous meetings it was minuted that Wicksteed were the preferred providers of the Under 5's play area at Napoleon Drive and should be installed in May. The Clerk confirmed that MBC had released the funding from Highwood Green S106 contributions.
- (b) **Planning Committee** - Minutes of Planning Meetings held on 4th April had previously been circulated – report from Chairman of Planning. Letter received from MBC requesting confirmation of street names for Appledown Grange. This was agreed as Ramsden Way and Roberts Close as only two names were required.
Planning Application:
 17/501563/FULL – Crowhurst & Tompsett Stores, High Street
 Discussed at beginning of meeting.
- (c) **Finance Committee** – There had been no Finance meeting since the last Full Council meeting
- (d) **Other Conferences/Meetings/events attended:**
 18th March – Village litter pick: Thanks were expressed to everyone who participated. Some areas of flytipping had been reported to MBC and MBC should be made aware of how much this has increased. Thanks were given to Cllr Boswell, the Clerk and Assistant Clerk for the work involved.
 22nd March – KALC Area Committee meeting – Cllr Mannington attended and gave a brief report. A copy of the minutes had been circulated to Cllrs.
 30th March – KALC Preparing for Audit training – The Clerk attended and notes had been circulated of this workshop.
- (e) **Conferences/Meetings for the coming months:**
 18th April - Annual Parish Meeting 2017
 27th April – MPC Chairman's meeting with Borough Councillors
 4th May – Internal Auditor
 9th May - Annual Parish Council Meeting 2017
 11th May – Marden Children's Centre networking lunch
 15th May – 9th Rail Summit

172/17 CORRESPONDENCE

- (a) Kent Air Ambulance – letter of thanks – Noted
- (b) NALC – Chief Executive's monthly bulletin previously circulated to Cllrs - Noted
- (c) Marden Parish Magazine – April edition - Noted
- (d) KALC – New/updated Legal Topic Notes previously circulated to Cllrs - Noted

173/17 FINANCE

- (a) Balances as at 22nd March 2017
Post Office £17,881.33: Santander Account £50,007.80
Nat West Account: £69,566.76
Unity Trust Bank: £500.00
- (b) Payments for Approval (list available at meeting): MBC have stopped accepting cheques and the Clerk would contact MBC regarding payment for Changing Room Rates and refuse collection informing them that payment will be made electronically but there may be a few weeks before this is made.
- (c) Bank Reconciliation for March sent prior to meeting. The end of year figures would be circulated to Cllrs shortly.
- (d) Statement of Internal Control 2016/17. This had been circulated to Cllrs prior to the meeting. There were no issues raised from this document so it was agreed that the Chairman and Responsible Financial Officer sign.
- (e) Unity Bank – transfer of funds breakdown of expenditure via cheques for 2016/17 financial year had been circulated to Cllrs. The Clerk proposed that £85,000 is transferred to Unity

- Bank for electronic banking during 2017/18 financial year.
- (f) Transfer of funds from capital to revenue account for 2016/17 capital expenditure List of all capital expenditure totalling £11,667.87 during 2017/18 circulated to Cllrs. Agreement for this amount to be transferred from Santander account (capital) to Nat West (revenue).
- (g) Other: MBC PSS form – Only 50% of the payment was received in 2016/17 so the Clerk has contacted MBC for further information. Until this is received the form will not be completed.

174/17 **HIGHWAYS AND PUBLIC TRANSPORT**

a) **Highways**

Highways Issues – Traffic Calming and other highways issues

Other Highways Issues

- (i) Call to Curb Pavement Parking circulated by Cllr Adam to other cllrs on 29/03/17: Cllr Adam had contact Derby City Council regarding dealing with pavement parking and was waiting for a reply.
- (ii) PROW Order for KM260 KCC PROW Order and Map for the diverted part of the PROW: Noted
- (iii) speed limits in Plain Road/Albion Road/Thorne Road : The Clerk had met with Kent Highways regarding Stanley Farms development and the proposed Traffic Regulation Order for extension of 30mph. This was due to go out for reconsultation shortly as the length of the restriction had been extended.

(b) **Public Transport**

Marden Station

Improve Rail and Bus Services and Facilities

Update from South Eastern following the meeting in July 2016 – A letter had been received from Southeastern providing an email address to send list of issues. The Clerk had sent a copy of the meeting notes and was awaiting a reply.

South Eastern Railways – Rail Franchise consultation – defer until May meeting.

Network Rail Kent Route Study – consultation -defer to May meeting.

Southeastern January 2018 timetable changes: Cllr Adam had circulated proposed response and these were agreed by Cllrs. The Clerk was asked to respond before the closing date.

Other:

Kate Kershaw has been representing Marden on the Joint Parishes Flood Group and Cllr Tippen gave a report on the current situation. Andy Grey of the Environment Agency was attending the APM to provide information on the proposals being put forward by the EA for properties prone to flooding.

There being no further business the Chairman the meeting closed at 9.30pm

Signed: Date: 9th May 2017
Chairman, Marden Parish Council