



**MINUTES OF THE FULL COUNCIL MEETING OF MARDEN PARISH COUNCIL ON
TUESDAY 13th JULY 2021 HELD IN THE JOHN BANKS HALL, GOUDHURST ROAD
COMMENCING AT 7.30PM**

032/21 PRESENT

Cllrs Adam, Barker, Besant, Boswell, Burton, Newton, Stevens, Tippen and Turner were present. The Clerk, Borough Councillor Russell and one member of the public were also in attendance.

033/21 APOLOGIES FOR ABSENCE

Cllr Robertson and County Cllr Parfitt-Reid had given their apologies.

The Clerk requested that when Cllrs gave their apologies prior to the meeting of Full Council or a Committee to which they were appointed to the reason should also be given. This would not be published but would be kept on file to refer to if the 6-month rule applied.

034/21 COUNCILLOR INFORMATION

Changes to Registers of Interest

There were no changes to Cllrs registers of interest.

Declaration of Interest

Cllr Boswell declared an interest as Chairman of Marden in Bloom at item 041/21 (Welcome Back Grant) and would leave the meeting when this was discussed.

Granting of Dispensation

There were no requests for dispensation.

035/21 MINUTES OF THE PREVIOUS MEETING

Minutes of the Parish Council meeting held on 8th June 2021 were agreed and signed as a true record.

036/21 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

No member of the public wished to speak on any item.

The meeting was adjourned for the following items:

PUBLIC FORUM

Borough Cllr Russell updated the meeting:

There had been a £1.2m underspend in the last financial year due to some projects/work not being able to be undertaken due to the pandemic. Some money has been transferred to the SPI Committee for projects.

The review of the Local Plan has been delayed by three months – the existing plan will still be valid but the land supply will be delayed.

If the Parish Council has any concerns or issue in regard to Golding Homes these should be raised with by Cllr Dan Rose at MBC who is gathering all information.

MBC has a career service tomorrow regarding CV writing etc.

19th-30th MBC has a free career training course for new businesses wishing to set up following the pandemic.

Elmer (the elephant) trail is running in Maidstone Town Centre.

Copper Lane – MBC had visited but did not think the construction of the track was any different since the last visit. Cllr Russell will chase as to what action is being taken.

Chairman's Initials KT

The meeting was reconvened to discuss item 037/21 onwards.

037/21 CLERK'S REPORT

No report had been submitted as all items were being discussed within the meeting.

038/21 PARISH MATTERS

Reports from MBC and KCC

The Chairman requested that a meeting be arranged with County Cllr Parfitt-Reid to discuss all KCC issues within the Parish including library and Children's Centre re-opening.

Police Update/Report from Police Forum

Crime Figures

PCSO Nicola Morris had not been able to submit the crime figures for the past month. Once these had been received they would be circulated to Cllrs and reported at the next meeting.

Other Police Issues

No Police issues were raised.

Marden PCSO

The Parish Council had received notification via Borough Cllr Russell that PCSO Nicola Morris is due to move from Marden on 2nd August. Emails to Inspector Kent had been sent by the Clerk and Yalding Parish Council outlining both Parishes concerns and a response received stating the reasons behind the decision. PCSO Neil Denny will be the new PCSO from 2nd August. The Clerk would arrange to meet with PCSO Denny as soon after the 2nd as possible.

Communication

The newsletter had been printed and other than Rookery Court and Stilebridge site all had been delivered.

Marden Assets of Community Value

Confirmation received regarding The Unicorn PH being accepted as an ACV by Maidstone Borough Council. The Clerk to circulate the updated ACV list which had been revised by the Working Group.

Marden Flooding

A response had received from KCC regarding MPC's flood report. Circulated to Cllrs prior to meeting. This will be raised with County Cllr Parfitt-Reid to discuss KCC's response.

Parish Council Policies

Open Spaces and Social Media Policies

These policies had been updated and agreed by Amenities Committee and Communication Sub-Group and had been circulated to Cllrs prior to the meeting.

A couple of amendments were made to both Policies and once these were agreed Cllrs adopted.

Cemetery

Exclusive Right of Burial Certificates

Cllrs signed ERB Certificates for new burials and interment of ashes

Marden Summer Play Scheme

The Clerk confirmed that the Summer Play Scheme would be held at Marden Primary Academy and that the situation regarding the toilets had been resolved. All staff were now in place and DBS checks were currently being undertaken. The Clerk reported on events taking place and Cllrs were encouraged to call in and see what the play scheme involved and what the children had been doing during the two weeks.

039/21 COMMITTEE REPORTS

Committee Structure

Appointment of New Cllrs on Committees/Sub-Committees

Cllrs proposed and agreed that Cllr Besant be appointed to the Amenities Committee and Cllr Burton to the HR Sub-Committee for the Council year 2021/2022.

Chairman's Initials KT

Community Events Working Group

The Deputy Clerk had submitted a report to Cllrs proposing a new Working Group. This Group would consist mainly of resident volunteers with the Deputy Clerk and one or two Parish Cllrs being appointed. The Group would be responsible for arranging events which were not hosted by the Parish Council. Concern was raised that the Deputy Clerk's time for this Group should only be as an advisory role. Cllr Boswell was appointed onto this Working Group.

It was agreed that if no volunteers came forward to help on the Group then it would not continue.

The Clerk and Deputy Clerk would draw up draft terms of reference and policies for this Group and circulate to Cllrs.

Amenities Committee

Draft Minutes of the Amenities Meeting held on 22nd June had been previously circulated and were available on the Parish Council website. Cllr Boswell reminded Cllrs of litter pick on 16th October.

Planning Committee

Draft Minutes of Planning Meetings held on 15th June and 6th July had been previously circulated and were available on the Parish Council website.

Finance Committee

Draft Minutes of Finance Meeting held on 29th June had been previously circulated and were available on the Parish Council website.

Conferences/Meetings/Webinars attended (all meetings virtual unless otherwise stated)

21st June – Assets of Community Value Working Group – discussed earlier in the meeting

24th June – Meeting with Borough Councillors – update given at the meeting which included Local Plan information, Library and Children's Centre re-opening, PCSO changes, S106 update and highways issues.

28th June – Allotments Sub-Group – 2nd draft had been circulated to Sub-Group and a holding response received from Redrow. The Clerk was requested to add as an item on the next Amenities agenda.

6th July – Communications Sub-Group – The Group had discussed social media uptake and videoing the Council. The Chairman agreed to provide a video advertising the open day on 25th September.

8th July – Meeting at Reed Court Farm – Cllrs Boswell and Tippen along with Borough Cllrs had undertaken a tour of the site with residents. This would be discussed at Planning Committee next week.

8th July – Community Engagement Forum – Cllr Boswell updated the meeting. The Forum includes representatives from the Children's Centre, Marden Parish Church, Medical Centre and Parish Council. Cllrs Boswell and Tippen attended.

Conferences/Meetings/Webinars forthcoming

31st July – Emergency Planning Meeting – to be held via Zoom. The Clerk to send out invites to all interested parties.

040/21 CORRESPONDENCE

Boundary Commission Review

The proposal is that Marden will be included in the Weald constituency. The constituency would not have any large towns within it and would cover parishes and small towns. Cllrs see this as a much better proposal than what has been issued before. Cllrs support this review as it provides a rural MP who could focus on rural Kent.

MBC - Affordable Housing Survey

Previously circulated to Cllrs. The Chairman went through the survey with Cllrs answering the questions. The Clerk would submit the response to MBC.

Chairman's Initials KT

KCC – Reconnect: Kent Children and Young People Programme

Details previously circulated to Cllrs – Noted. The Chairman informed the meeting of an event at The Cockpit on 18th August being run by the Children's Centre.

KALC News – May 2021 and June 2021

For information - noted

The Clerk Magazine

For information - noted

041/21 FINANCE**Bank Statements:**Revenue Accounts:

Nat West as at 3rd June 2021 - £22,892.83

Unity Bank as at 13th July 2021 - £140,581.41

Capital Account:

Santander (bank statement) £47,088.33. (Transfer from Unity in May 2021 brings total to £71,579.55 but awaiting statement)

Payments for ApprovalElectronic Payments

Alison Hooker (Nottingham County Council) – DBS Check for Play Scheme staff x 2 - £99.20

1st Choice Inflatables – inflatable assault course for play scheme - £426.00

Amazing Animal Encounters – animal visit for play scheme - £200.00

GF Electrics – changing rooms electricity work - £165.00

Total: £890.20

Cllrs agreed payment and Cllrs Newton and Stevens would authorise on Unity.

Cheque Payment

Smarden Local History Society – donation and work undertaken for scanning of Parish Council minutes - £100.00

OtherParish Council Van Lease

The van lease is due to expire the end of July and information had been received from leasing company. It was agreed that the Parish Council would continue on an informal lease agreement paying the same monthly payment for the current time. The Clerk would contact the leasing company to ascertain if there was a time limit to this and would report back to the next Finance Committee meeting to discuss further.

Changes to Bank Mandates

Forms for changes to Unity Bank were made available to sign at the meeting. Three existing signatories signed the declaration and the four new Cllrs (Cllrs Barker, Besant, Burton and Gibson) signed to complete the application. The Clerk would submit these to Unity to set up as authorised signatories.

The Clerk needed to visit Nat West to ascertain the current list of Cllrs on the mandate before any changes were made.

Quotes Received for Tree Works

Three quotes had been received for work at the Playing Field/Napoleon Drive. After discussion Cllrs agreed to accept the quote from Tree Cycle Tree Care. The Clerk would contact the company to arrange when the work could be completed.

Cllr Boswell left the meeting whilst the following item was discussed

Chairman's Initials KT

Welcome Back Grant

Donation Request from Marden in Bloom

Cllrs agreed, after receiving the request, to donate £500 of the Welcome Back Grant to Marden in Bloom for Winter planting. It was proposed that the Amenities Committee would discuss how the remainder of the grant would be spent.

Cllr Boswell returned to the meeting

042/21 HIGHWAYS AND PUBLIC TRANSPORT**Highways**Highways Improvement Plan

Cllrs met on 29th June to review and update this document. The revised document had been circulated to Cllrs prior to the meeting and the Clerk and sent to Jennie Watson at Kent Highways.

Fingerpost Signs

Cllr Turner had circulated his report earlier today but several Cllrs had not had chance to read the document. It was proposed that this would be added to the Planning agenda for next week to discuss.

Other Highways Issues

Cllr Barker reported that an HGV had turned from Albion Road into Howland Road and damaged the surface of the road by the farm shop. This had been reported to Kent Highways. The Clerk would contact Kent Highways to request that the zebra crossing sign outside the estate agent in the High Street be removed.

Public Transport

The Clerk to pressure South Eastern to get the train timetable back to pre-pandemic levels including middle of the day and weekends together destinations including Cannon Street and on the down line towards Canterbury.

The Clerk to speak with South East Water to ascertain whether the signage had been put up in the car park and if the buses had had a trial of turning in the car park.

There being no further business the meeting closed at 9.27pm

Date: 10th August 2021

Signed: *Kate Tippen*

Cllr Kate Tippen, Chairman

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