



**MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 14<sup>TH</sup>**  
**NOVEMBER 2023 AT THE ALLENS, ALBION ROAD, MARDEN COMMENCING AT**  
**7.30PM**

**081/23 PRESENT**

Cllr Adam (late), Besant, Gibson, Newton, Rabot, Robertson, Summersgill, Tippen (in the chair) and Turner were present. The Deputy Clerk was also in attendance.

**082/23 APOLOGIES FOR ABSENCE**

Cllrs Boswell and Stevens gave their apologies. The Clerk was also absent.

In the Clerk's absence the Deputy Clerk took the minutes.

**083/23 COUNCILLOR INFORMATION**

**Declaration of Interest**

Cllr Gibson declared an interest in 087/23 Parish Matters, Allotments as a resident at Highwood Green.

**Changes to Register of Interest**

There were no changes to Cllrs registers of interest.

**Granting of Dispensation**

There were no requests for dispensation.

**084/23 MINUTES OF THE PREVIOUS MEETING**

The Minutes of the Parish Council meeting held on 10<sup>th</sup> October and the EFCM held on 17<sup>th</sup> October 2023 were agreed and signed as true records.

**085/23 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING**

There were no members of the public in attendance.

The meeting was adjourned for the following items:

**PUBLIC FORUM**

No members of the public in attendance.

**EXTERNAL REPORTS**

**County Councillor Report**

Not in attendance.

**Borough Councillors Report**

Not in attendance.

**Community Warden Report**

Not in attendance.

The meeting was reconvened to discuss item 086/23 onwards.

**086/23 CLERK'S REPORT**

Due to the Clerk being off sick no report was available.

**087/23 PARISH MATTERS**

**Reports from MBC and KCC**

**Police Update/Report from Police Forum**

Cllr Rabot reported 28 for Marden in September 2023 (50 for the previous month's in the Marden and Yalding) area. Crime figures can be found on the Kent Police website.

*Cllr Adam arrived at 19.37*

### **Communication**

#### Newsletter

The last edition of the Parish Council newsletter had been delivered and was available on the website.

### **Marden Flooding**

Cllr Tippen reported that the Flood Wardens were out and about a week ago. Maynards Path had been particularly bad. Signs were put out at Plain Road. The most recent rain has not, so far, caused problems. The Wardens are keeping an eye and reporting when it happens.

### **Cemetery**

#### Exclusive Right of Burial Certificates

There were no certificates to be signed.

### **Allotments**

No update had been received.

### **Footway linking Windsor Meadow to The Parsonage**

There was no further update for this as the specification quote had not been received in time for this meeting.

### **Emails/Microsoft 365**

The Finance Committee had proposed to have individual Parish Council emails and Microsoft 365 to access documents and the quote had been circulated to all Cllrs for review. Cllrs were asked to consider whether to proceed with this within this financial year or wait until April 2024 ready for the new Council year. Cllrs agreed the proposal. Cllr Adam recommended that it is written into our policies that this is requirement not an option for Cllrs. Cllrs also agreed to move ahead as soon as possible.

## **088/23 COMMITTEE REPORTS**

### **Amenities Committee**

Draft Minutes of Amenities Committee meeting held 24<sup>th</sup> October 2023 had been previously circulated and available on the Parish Council website – next meeting 28<sup>th</sup> November 2023.

### **Planning Committee**

Draft Minutes of Planning Committee meetings held on 17<sup>th</sup> October and 7<sup>th</sup> November had been previously circulated and available on the Parish Council website – next meeting 21<sup>st</sup> November 2023.

### **Finance Committee**

Draft Minutes of Finance Committee meeting held on 31<sup>st</sup> October had been previously circulated and available on the Parish Council website – next meeting 16<sup>th</sup> January 2024.

### **Conferences/Meetings/Webinars attended**

12<sup>th</sup> October – HR Sub-Committee meeting – Minutes of this meeting had been circulated prior to meeting

12<sup>th</sup> October – Nature Prescribing Meeting – Cllr Boswell had attended but was not present to provide an update.

13<sup>th</sup> October – Site Meetings – reports had been provided to Amenities Committee

13<sup>th</sup> October – Communications Sub-Group – notes had previously been circulated to Cllrs.

13<sup>th</sup> October – Events Sub-Group – It had been agreed to commemorate the 80<sup>th</sup> Anniversary of D-Day by lighting the beacon on 6<sup>th</sup> June 2024 on Southons Field

14<sup>th</sup> October – Site Meetings – reports had been provided to Amenities Committee

17<sup>th</sup> October – Environmental Sub-Group - Cancelled

18<sup>th</sup> October – KCC Rail Summit – Cllr Adam reported the main topics were a presentation about the Westernhanger upgraded station due to a large development and a presentation about the plan for new station at Heathlands should the MBC Local Plan review document be adopted.

19<sup>th</sup> October – NALC Climate Emergency webinar – Cllr Boswell had attended and provided notes to the Environmental Sub-Group

26<sup>th</sup> October – Internal Audit – reported to Finance Committee and at item 090/23 below.

7<sup>th</sup> November – Marden Neighbourhood Plan meeting with MBC – Cllr Besant reported that the amendments currently proposed may be too much and warrant MNP going to inspection. Marden's Neighbourhood Plan review is the first in the Borough to get through to this stage. Clarification was requested as to what constitutes a major or minor modification. Cllr Tippen would send across MPC notes to MBC.

7<sup>th</sup> November – MBC Cluster Meeting – Cllr Tippen attended the meeting and reported back to Cllrs.

7<sup>th</sup> November – Assets of Community Value meeting- it had been proposed to submit an application for West End Tavern.

9<sup>th</sup> November – Highways Improvement Plan meeting – reported at item 091/23

9<sup>th</sup> November – Community Forum Call – Cllr Tippen updated the meeting.

10<sup>th</sup> November – Memorial Safety training – attended by Cllr Newton and Deputy Clerk and details would be provided to the next Amenities Committee.

13<sup>th</sup> November – Communications Sub-Group – notes circulated to all Cllrs.

13<sup>th</sup> November – Southeastern Stakeholder Meeting – Cllr Adam had attended the meeting and reported back to the Council. Cllrs agreed to set up another meeting with Southeastern/Network Rail in the New Year.

14<sup>th</sup> November – Changing Rooms meeting – Cllrs met and discussed the plans. It was proposed that Cllr Besant send suggested amendments to the architect.

#### **Conferences/Meetings/Webinars/Events forthcoming**

16<sup>th</sup> November – Memorial Hall Trustees meeting – cancelled due to Clerk's illness.

21<sup>st</sup> November – Environmental Sub-Group meeting

25<sup>th</sup> November – Emergency Planning Sub-Group – Cllr Turner and Cllr Rabot would attend this meeting and organise a mutually convenient time.

27<sup>th</sup> November – KALC Area Committee meeting

1<sup>st</sup> December – Marden at Christmas set up

2<sup>nd</sup> December – Marden at Christmas

4<sup>th</sup> December – KALC Parish Liaison Meeting

### **089/23 CORRESPONDENCE**

Marden Parish Church Magazine – November edition.

Clerks & Councils Direct.

KALC News – November edition.

All the above were noted by Cllrs.

### **090/23 FINANCE**

#### **Bank Statements:**

Due to the Clerk being off sick these will be provided to Cllrs after the meeting.

#### **Payments for Approval**

##### Electronic Payments

The following invoices were submitted for payment:

Graham Carey – Grounds Maintenance - £522.00

Paul Waring – Mowing P/F and Southons Field October 2023 - £364.20

Community Heartbeat – Defibrillator Battery - £267.00

ICCM – 2 x Attendance for Management of Memorial Course - £360.00

Stanleys of Marden – Diesel/Unleaded/DIY Items - £215.69

Cloudy IT – User Support and Microsoft Rentals – £106.56

Total: £1,835.45

Cllrs agreed payments and Cllrs Turner and Newton would authorise on Unity.

#### **Other Finance**

##### Internal Auditor – Interim report

Report received and put before Finance Committee at its meeting on 31<sup>st</sup> October.

Cllrs considered and accepted report.

For information

Employee pay scales for 2023/24 received – The Chairman provided details and the relevant back pay would be included in the November salaries.

**091/23 HIGHWAYS AND PUBLIC TRANSPORT**

**Highways**

Highways Improvement Plan

Results of recent consultations of Single Yellow Lines (SYL) in Goudhurst Road and Double Yellow Lines (DYL) in Albion Road had been circulated. A report, from the meeting held last week, was provided to all in attendance. For Goudhurst Road, Cllrs agreed that it should be 10.30am till 11.00am. For double yellow lines on Albion Road, Cllrs agreed.

It was proposed and agreed by all present that the findings of this informal consultation be forwarded to Kent Highways for consideration of a public consultation for both Goudhurst Road and Albion Road.

HIP Priorities 2024

Cllrs Boswell and Tippen met to discuss this and reviewed the top five priorities and the overall plan. Cllrs agreed to add to the HIP: raised block paving for the High Street, speeding issues near the village entrance in Goudhurst Road and Albion Road footway. Cllr Tippen also raised that some kerbs need to be dropped. Cllrs discussed and agreed to give the kerbs more consideration after the single and double yellow top five priorities had been completed. Cllrs agreed to leave the top five priorities as they are and will discuss once some have been delivered.

Consultation

Kent Cycling and Walking Infrastructure Plan - Public Consultation – closing date 10<sup>th</sup> January 2024. Cllrs agreed to defer to the December Full Council. Cllrs Adam and Rabot will look at the consultation.

Admiral Way

Cllrs noted that Admiral Way be closed for up to 5 days from Monday 20<sup>th</sup> November.

**Public Transport**

Update from Ticket Office Closure Consultation

Confirmation received from Southeastern stating that the above consultation had been withdrawn.

There being no further business the meeting was closed at 21.05.

Signed:

Cllr Kate Tippen, Chairman, Marden Parish Council

Date: 12<sup>th</sup> December 2023 / 01622 832305 / [clerk@mardenkent-pc.gov.uk](mailto:clerk@mardenkent-pc.gov.uk)