



**MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 13TH MARCH
2018 AT THE ALLENS, ALBION ROAD, MARDEN
COMMENCING AT 7.30PM**

- 143/18 **PRESENT:** Cllrs Adam, Boswell, Brown, Harvey, Jones, Mannington, Newton, Robertson, Tippen and Turner. The Clerk was also in attendance.
- 144/18 **APOLOGIES FOR ABSENCE:** Apologies were received from PCSO Nicola Morris.
- 145/18 **PARISH COUNCILLOR INTERESTS**
(a)REGISTERS OF INTEREST: There were no amendments to the registers of interest.
(b)DECLARATIONS OF INTEREST: Cllr Jones wished to raise anti-social behaviour at the playing field. The Chairman agreed for this to be discussed at item 150/18(b) following the Police report.
(c)GRANTING OF DISPENSATION: There were no requests for dispensation.
(d)
- 146/18 **MINUTES OF THE PREVIOUS MEETING**
Minutes of the Parish Council meeting held on 13th February 2018 were agreed and signed as a true record.
- 147/18 **IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING:** There were no members of the public in attendance.
- 148/18 **CO-OPTION OF PARISH COUNCILLOR:** An application has been received from Tom Stevens which had been circulated to Cllrs and some Cllrs had met with the applicant prior to the meeting as he was unable to attend this Full Council meeting. After discussion Cllrs agreed for Mr Stevens to be co-opted onto the Council for the duration of this Council. The Clerk would contact Mr Stevens to provide all the relevant forms to be signed and information on the Council. The Chairman reported that Cllr Stevens would be interested in being appointed to the Planning Committee and this was agreed.

The meeting was adjourned for the following items:

PUBLIC FORUM

There were no members of the public in attendance.

EXTERNAL REPORTS

Community Warden: Not in attendance

The meeting to be reconvened for the rest of the agenda.

149/18 **MATTERS ARISING FROM PREVIOUS MINUTES (for information only)**

Update from Full Council To Do List which the Chairman went through. Cllr Adam asked if this item could be moved under "Minutes of the Previous Meeting" item for the next agenda and this was agreed.

The Clerk to speak to Kent Highways regarding the pavement protection by the Primary School and to Nu-Venture regarding the early morning school bus.

150/18 **PARISH MATTERS**

- (a) Business Forums' reports. Cllrs were of the opinion that the NRBF had dissolved as the website was not available and could not be found on the internet. The Clerk would contact the Chairman to confirm.
- (b) Police: Updates for Parish Councils / changes to PCSOs: PCSO Nicola Morris remains the PCSO for Marden and Yalding and Sgt Roy Haffenden is now in charge of PCSOs. The next meeting of the Police Liaison Group is on 18th April 2018 and Cllr Turner hoped to attend.

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Mondays, Tuesdays & Fridays 10am - 12 noon

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Crime figures since the last meeting: 1 burglary; 1 attempted burglary; 1 theft; 1 criminal damage and 1 shed broken into.

Crime report: reports of nuisance – the youths were known and parents spoken to by PCSO; reports of disturbance – youths identified and dealt with by Police Officers at the time; nuisance motorbike at Marden Playing Field – male identified and is currently being dealt with; burnt out van found in Plain Road – stolen from Staplehurst; youths with catapults – stopped by Police patrol, catapult seized and parents spoken to.

Cllr Jones reported of his concerns over the motorbikes on the field where the youngsters were riding off-road bikes. The youngsters were under-age and carrying fuel tanks – police were called and one youngster had been spoken to. The Chairman asked for this item to be placed on the Amenities agenda to discuss signage and what could be undertaken to deter the anti-social behaviour. The Clerk would also speak to the PCSO for an update.

- (c) Communication
- (i) Newsletter: Due to the bad weather some newsletters were still to be delivered but hopefully this will be done by the weekend. Marden Neighbourhood Plan Steering Group wished to include a flyer in the next edition. This was agreed and the Parish Council Annual Reports which are usually inserted as a flyer will be condensed into the body of the newsletter.
 - (ii) Social Media & Website: Nothing to report.
- (d) Cemetery – Exclusive Right of Burial Certificates: No ERBs for signature
- (e) Updates from MBC and KCC: Cllr Adam asked if this item could be moved to (a) under Parish Matters for the next agenda and this was agreed. The Chairman and Clerk had held an informal meeting with Borough Councillor Burton regarding an update on the previous MBC meeting. The Chairman briefed Cllrs on the items including information on Stilebridge transfer which is still ongoing; Kent Highways and parking in Pattenden Lane; A229 – a meeting had been held with Kent Highways, MBC and Linton Parish Council. The Clerk would speak with County Councillor Hotson as to why Marden PC was not included in the invite to the meeting and to ask for an update..
- (f) Water/Drainage/Flooding: updates from outside agencies: Update received from the Environment Agency regarding the Middle Medway Flood Resilience Scheme (MMFRS) which had been circulated to Cllrs.
- (g) General Data Protection Regulations / Information Commissioner’s Office Fee / Data Protection Officer contract – The Clerk had read through the NALC Toolkit on GDPR but was waiting for further information from SLCC. A quote had been received from one company offering DPO but was still waiting for several others before presenting to Cllrs.
- (h) ICCM Cemetery Photography Competition closing date 30th June 2018 – Cllrs Boswell and Newton had visited the cemetery on several occasions and taken photographs which would be circulated.
- Not on the agenda: Primary School Mini-Pitch proposals – The Clerk was asked to circulate information to Cllrs and one of the teachers who was leaving this project for Marden had been invited to speak at the Annual Parish Meeting

151/18 COMMITTEE REPORTS

- (a) **Amenities Committee** – The February Amenities Meeting was cancelled due to bad weather. Litter pick was also cancelled due to weather and it was proposed that it would be held in the Autumn. The site meetings for the Cemetery, Southons Field, Public Conveniences and Playing Field were due to be held on 7th April. The Sub-Group were due to meet next week to discuss the playing field consultation.
- (b) **Planning Committee** - Minutes of the Planning Meeting held on 20th February and 6th March had been previously circulated. It was a short meeting on 6th March so the response from MBC on the Marden Neighbourhood Plan was discussed with a workshop held on 10th March. A further workshop was due to be held on 24th March with an open day for the NP planned for 14th July in the John Banks Hall.
- (c) **Finance Committee** – There had been no Finance meeting held in February. The next Finance meeting is to be held on 20th March to discuss the 5 year financial plan and capital

expenditure.

(d) **HR Sub-Committee** – No HR Sub-Committee meeting held in February

(e) **Other Conferences/Meetings attended:**

5th February – KALC Area Committee – Minutes circulated

5th March – Update meeting with Borough Councillor David Burton- The Chairman had given an update earlier in the meeting.

(f) **Conferences/Meetings for the coming months:**

17th March – meeting with Cllrs at Marden Cricket & Hockey Sports Ground

21st March – SLCC Conference Cllrs Boswell and Tippen and the Clerk attending

24th March – Neighbourhood Plan workshop

27th March – SLCC AGM – the Clerk hoping to attend

28th March – KALC Encryption Training – Clerk attending

8th May – Annual Parish Meeting

15th May – Annual Parish Council Meeting

Other KALC conferences/training circulated to Cllrs

152/18 CORRESPONDENCE

(a) Marden Parish Church Magazine - noted

(b) KALC Parish News - noted

(c) Email from resident re footpath along Maidstone Road – for information

(d) Clerks & Councils Direct – noted

(e) South East Water Consultation – The Clerk was asked to add this to the May agenda and it would also be raised at the APM on 8th May.

(f) Not on the agenda: Copy letter from Marden Medical Centre to UK Power Networks regarding loss of power. This was discussed and understood that the problem had been resolved. The Chairman would report back to the PRG AGM on Thursday.

153/18 FINANCE

(a) Balances as at 13th March 2018:

Nat West Reserve Account: £43,673.24 Current Account: £0.00

Unity Bank: £39,607.18 / Santander: £38,455.91 / NS&I: £17,965.59

(b) Invoices for Approval:

Cheque Payments:

Chq No.	Payee	Details	Amount
2773	Cash	Office cleaning & supplies	63.99
	Inland Revenue	February PAYE/NIC	1,291.24
		TOTAL	£1,355.23

Invoice agreed and cheque signed by three Cllrs.

Electronic Payments:

Payee	Details	Amount
Maidstone BC	Cemetery refuse collection	54.17
Rams Hill	Ride on mower service	310.80
Pitney Bowes	Underpaid invoice	5.00
Business Stream	Water – public convenience	634.52
Memorial Hall	Office rent, refuse, hall hire	473.00
Stanleys Garage	Petrol and maintenance misc	127.81
Postage by Phone	Franking Machine top up	100.00
Ecocleen	Public Convenience cleaning	572.50
SLCC Enterprises	SLCC Conference x 3	123.00
Citizens Advice	Outreach session	50.00
KCC	Litter pickers and copier paper	185.94
Viking	Misc. supplies	336.75
	TOTAL	2,973.75

Invoices agreed and Cllrs Mannington and Newton would authorise payment.

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154/18 **HIGHWAYS AND PUBLIC TRANSPORT**(a) **Highways**

Proposed Speed Indicator Device (SID) in Goudhurst Road details circulated to Cllrs. Cllrs agreed in principle for the proposal provided by Kent Highways. The Clerk was asked to speak with Kent Highways to liaise with the Parish Council in regard to locations.

Speeding in Howland Road – Email received from resident emailed to Cllrs – for information
Update on Chainhurst Speed Restriction received from Kent Highways – for information
Other:

Kent Highways Engineer is looking at proposals for road safety outside of the Primary School. The Clerk would make contact to arrange a meeting to discuss these.

Several road closures, restrictions and roadworks were reported.

Gullies to be reported: opposite Vestry Hall, West End Tavern

(b) **Public Transport**

Update from South Eastern: potholes had been repaired but the white lining has still not been undertaken. The drain/gullies were still blocked and the Clerk was asked to chase Network Rail regarding the fencing and other issues raised at previous meetings.

Train cancellation week commencing 26th February and emergency timetable. The Clerk had contacted Chris Vinson regarding the closure of Marden station during the snow. The Cllrs agreed to write to South Eastern, Helen Grant and other agencies in regard to this. Cllr Adam would draft a letter and circulate. The Clerk to put a post on Facebook indicating this.

There being no further business the meeting closed at 21.17pm

Signed:

Date: 10th April 2018

Chairman, Marden Parish Council