



## MINUTES OF THE FULL COUNCIL MEETING HELD ON TUESDAY 11<sup>TH</sup> AUGUST 2015 AT THE ALLENS, ALBION ROAD, MARDEN COMMENCING AT 7.30PM

- 055/15 **PRESENT:** Cllrs Adam, Mannington, Newton, Reed, Robertson, Tippen, Turner and Weir. The Clerk, Assistant Clerk and one member of the public were also in attendance.
- 056/15 **APOLOGIES FOR ABSENCE:** Apologies were received from Cllrs Boswell and Brown. PCSO Nicola Morris and Community Warden Mira Martin had also given their apologies.
- 057/15 (a) **DECLARATION OF INTEREST:** There were no declarations of interest  
 (b) **COUNCILLORS REGISTER OF INTEREST:** There were no amendments to any of the registers of interest.  
 (c) **GRANTING OF DISPENSATION:** There were no requests for granting of dispensation.
- 058/15 **MINUTES OF THE PREVIOUS MEETING**  
 Minutes of the Parish Council meeting held on 14<sup>th</sup> July and the Extraordinary Parish Council meeting held on 21<sup>st</sup> July were agreed and signed as true records.
- 059/15 **IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING:** Member of the public did not wish to speak on any item.

The meeting was adjourned for the following items:

### EXTERNAL REPORTS

Borough Councillors – not present

County Councillor – not present

Police: Not in attendance but an email had been received regarding the crime figures for the last month: 2 – 1 criminal damage and 1 burglary other than dwelling. An operation was undertaken in the area to tackle rural crime and anti-social behaviour with PCs, Special Constables and PCSOs being involved. One arrest was made, one person was dealt with for drug possession and numerous suspicious vehicles were stocked and checked to ensure they were all in order and advice was given. Due to the success of this further operations will be undertaken on a regular basis throughout the year; Officers attended an afternoon at play scheme.

19:36 Cllr Turner arrived at the meeting

Community Warden – No in attendance but an email had been received detailing some of the work that had been undertaken recently including working with Trading Standards/scam victims, reporting untaxed vehicles, anti-social behaviour at the playing field.

The meeting was reconvened for the rest of the agenda.

### 060/15 **MATTERS ARISING FROM PREVIOUS MINUTES (for information only)**

Allen & Maplesden Charity – Parish Council representatives – A response received from the Chairman of Allen & Maplesden Charity outlining the Trustee structure. The current Parish Council representatives were Anne Cox, Ian Ballard, Ian Newton and Robert Day. It was proposed that the four Parish Council representatives would be elected at the same time as Parish Council elections (ie 2016).

Parish Office, Goudhurst Road, Marden : 01622 832305  
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Parish Office opening times:

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**061/15 PARISH MATTERS**

- (a) Local Needs Housing – The appeal has been heard for the Maidstone Road application and was dismissed by the Planning Inspectorate. The Parish Council was waiting to hear what action Golding Homes are going to take.
- (b) Business Forums  
MBF – Committee meetings are being held regularly.  
NRBF – Newsletter had been circulated and breakfast meetings are continuing on a regular basis.
- (c) Police Forum – Next meeting is 20<sup>th</sup> August at Maidstone Police Station.
- (d) Communication
  - (i) Newsletter – Cllr Boswell had circulated the first draft and Cllr Tippen suggested a few amendments. The Clerk would re circulate with the amendments. It is due to go to print at the end of August.
  - (ii) Website – Cllr Newton informed the Clerk that there was a problem regarding accessing the minute papers on the website. This would be looked into.
- (e) Cemetery – Exclusive Right of Burial Certificate: There were no certificates for signature.
- (f) Marden Memorial Hall Roof update scaffolding has been erected over the main hall and the roofers commenced work this week. Unfortunately, due to the main hall roof structure, it would not be possible to put in insulation and it had been proposed by the contractors that this could be done at a later stage from inside the building. Hall Trustees had been updated and they had raised the question whether it was necessary to insulate the rest of the roof and to insulate the loft space internally instead. This was currently being discussed with the contractors.
- (g) Napoleon Drive Transfer – a further email had been received from the Parish Council solicitors who were still awaiting the Land Registry Compliant Plan from Taylor Wimpey.
- (h) Parish Council documents – off site back up facilities Cllrs to consider options available regarding off site computer back ups. The Clerk was asked to provide a report on all three companies and report to the Finance meeting for discussion and recommendation.
- (i) CCTV - the camera for Marden car park has been delivered and unfortunately the software was unable to be downloaded by the Community Safety Unit onto their computers. The company had therefore been contacted to provide a replacement. The Clerk had met with a representative of CSU and discussed the options for the playing field and several contacts of CCTV providers have been given to the Clerk to obtain further information.
- (j) Marden Primary School – Report from Joint Transportation Board and article in KM 31<sup>st</sup> July 2015 – report was heard at the JTB meeting and noted.
- (k) Opening of new Play Trail – a successful opening event was held on 30<sup>th</sup> July with a lot of children and parents attending.
- (l) MPC Succession Plan - The Clerk had been asked to update the Office Succession Plan and this has been circulated to Councillors. A copy would also be kept on the notice board in the parish office.

**062/15 COMMITTEE REPORTS**

- (a) **Amenities Committee** – Minutes of the Amenities Committee Meeting held on 28<sup>th</sup> July had been previously circulated.
- (b) **Planning Committee** - Minutes of Planning Meetings held on 21<sup>st</sup> July and 4<sup>th</sup> August had been previously circulated.
- (c) **Other Conferences/Meetings attended:**
  - 17<sup>th</sup> July – Pear Technology Training Cllrs Adam, Boswell, Brown, Tippen and Turner together with the Clerk, Assistant Clerk and representatives of the Neighbourhood Plan Group had attended the training.
  - 21<sup>st</sup> July – Food Hygiene Course Cllr Reed and the Clerk had attended this training – Cllrs Boswell and Brown have been booked into a similar training course in September.
  - 24<sup>th</sup> July – Cllr Conference – cancelled due to Operation Stack

**063/15 CORRESPONDENCE**

- (a) Marden Parish Church – August edition – for information
- (b) Whitehead Monckton – Digital archiving information – for information

**064/15 FINANCE**

- (a) Balances as at 29<sup>th</sup> July 2015  
**Post Office £17,642.22: Santander Account £37,707.45**  
**Nat West Account: £435,989.84**
- (b) Payments for Approval – invoices were viewed, agreed and cheques signed for payment.
- (c) Finance Committee – Minutes of meeting held on 6<sup>th</sup> July were agreed and signed as a true record.
- (d) Parish Council banking arrangements – The Clerk had obtained information from other Parish Councils and a report had previously been circulated. Cllrs agreed to look into Unity Bank and asked the Clerk to start viewing the application form. The Clerk was also asked to investigate the comment made by another Parish Clerk regarding bank charges.
- (e) Public Works Loan information – Funds were now in the Parish Council bank account and a breakdown of repayments had been received. The first payment was due in January 2016 of £9,118.96 with identical payments being made every six months thereafter.

**065/15 HIGHWAYS AND PUBLIC TRANSPORT**

- (a) **Highways**  
 Highways Issues – Traffic Calming and other highways issues  
**Other Highways Issues**
- (i) Letter from resident regarding Marden Traffic Issues: The Clerk was asked to respond to resident and to provide the relevant contact details at Maidstone Borough Council.
- (ii) Email from resident regarding Maidstone Road Resurfacing: Cllrs noted the content and the Clerk informed them that this had been passed to Kent Highways.
- (iii) KCC – Proposed extinguishment of PRWO KM275 (from Moatlands Farm, Howland Road to Park Road) – Cllrs were against this proposal and agreed that Cllr Adam provide a response and circulate.
- (iv) Other: Cllr Newton had reported to Kent Highways regarding the vegetation along the PROW to the north of South Road.
- (b) **Public Transport: Marden Station/Improve Rail and Bus Services and Facilities**  
 A meeting was held with Mike Gibson on 13<sup>th</sup> July to which Cllrs Adam and Reed together with the Assistant Clerk attended. Several issues were raised and a response was awaited. It was reported that an information screen had been installed on the down platform and a new ticket machine had also been installed.  
 Cllr Adam raised concern over the amount of litter being thrown over the fencing by train travellers into the adjoining field and the Clerk was asked to report this the next time in correspondence with South Eastern.  
 Information had been received regarding changes to December 2015 timetable – The Clerk was asked to reiterate the Parish Council's previous letter regarding timetable charges

There being no further business the meeting closed at 21.32pm

**PUBLIC FORUM**

The Chairman closed the meeting and invited the member of the public to speak. Items raised included:

- (1) Newsletter: asked for breakdown of printing costs and whether the newsletter could be sponsored.
- (2) Highways issues: noticed DYL outside Chantry Place and Haffenden Close but not in places where felt more appropriate
- (3) Resurfacing of Maidstone Road: as a company along the road experienced no problem with the work being undertaken
- (4) Traffic issues are a concern
- (5) Marden Village Club had been awarded Best Village Club in Maidstone and Kent by CAMRA and had now been placed in the National Awards.

Signed: .....

Date: 8<sup>th</sup> September 2015

Chairman, Marden Parish Council

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