



**MINUTES OF THE AMENITIES COMMITTEE MEETING HELD ON
23RD AUGUST 2016 IN THE PARISH MEETING ROOM, GOUDHURST ROAD, MARDEN
COMMENCING AT 7.30PM**

- Min No**
- 45/16 **PRESENT:** Cllrs Adam, Boswell, Cowin, Harvey, Newton, Tippen and Turner were present. The Clerk, Community Warden and two representatives of Marden Minors FC (Chris Price and Danny Bird) were also in attendance.
- 46/16 **APOLOGIES :** Apologies were received from Cllr Robertson
- 47/16 **DECLARATIONS OF INTEREST:** Cllr Boswell declared an interest in item 50/16(a)(ii) as a neighbouring resident and item 56/16(f) as Chairman of Marden in Bloom. Cllr Newton declared an interest in item 54/16(a) as Trustee of Marden Memorial Hall.
- GRANTING OF DISPENSATION:** There were no requests for dispensation.
- 48/16 **APPROVAL OF PREVIOUS AMENITIES COMMITTEE MINUTES:** The minutes of the meeting held on 26th July 2016 were agreed and signed as a true record.
- 49/16 **IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING:** Members of Marden Minors FC wished to talk on the changing room and playing field facilities.

It was proposed and agreed that the meeting be adjourned for members of Marden Minors FC to speak.

CP: There are now two men's teams this coming season (Saturday & Sunday) and thanks were expressed as the pitch seems to be the best it has been for ages as it is being cut weekly. The problem of dog fouling seems sporadic and reported the rubbish at far of playing field. The changing rooms are in pretty poor condition and although they are kept clean by the teams there are issues with the showers, condensation and storing of the goalposts. CP had met with the Chairman and Clerk end of last year regarding external storage and put forward some suggestions of fencing/storage.

DB: Expressed his concern that having the facilities below standard the Club is finding it a struggle to get players and to move the club forward.

The Chairman questioned how many players from Marden. CP replied that the Sunday side was a team that had been brought in from outside and had no players from Marden but wanted to encourage players from the area to join. Unfortunately to keep the Club going for future years there is the need to have players from outside the area.

CP is the Chairman and runs both an Under 10s team and the Saturday side but has a few players from the area in both teams.

Cllr Tippen stated that MPC is aware of the problems with the dog fouling but we are unable to enforce however the MBC Dog Warden and Community Warden are aware of the situation- although the idea of having someone check the field every day is a good idea this would incur additional costs which would possibly then incur and increase in charges. MMFC was asked that local players be encouraged to speak to residents with dogs or if owner is known to report direct to the Dog Warden. The Chairman commented that the MPC budget is only small therefore we need to be careful on what we can spend.

Cllr Tippen proposed that MPC should look into the immediate costs of new showers and fans but would want to see MMFC assist with funding the storage.

Parish Office, Goudhurst Road, Marden : 01622 832305

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

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CP said that although he lived outside of the village he was passionate about Marden and putting something back into the community. He is looking to purchase a ride on mower which he would be happy to use to mow the playing field.

CP has been approached by 16-18 year olds looking to play football and trying to encourage them to be part of the club.

MMFC were informed that the litter at the rear is not on Marden Parish Council land and it does not seem to be registered to anyone however the Community Warden is investigating ways in which this can be dealt with. They were also informed that CCTV and wildlife cameras were being discussed later in the meeting for installing at the playing field.

A decision on the proposals would be discussed in the main body of the meeting and both CP and DB were thanked for attending.

20:07 Representatives left the meeting

The meeting was then reconvened for the remainder of the agenda.

50/16 SUB-COMMITTEES REPORTS

(a) Open Space

(i) Playing Field

Play Inspection Reports: The Assistant Clerk had been undertaking the play inspections whilst the village caretaker was on sick leave and she was thanked for doing this. The play equipment from Napoleon Drive was to be added to the form.

Changing Rooms: Any issues raised by MMFC were discussed with the following proposals agreed: Cllr Harvey would look at the problem with the showers and Cllrs Harvey and Turner would look at the possibility of using the roofspace for the storage of the goal posts. They would report back to the football club by the weekend. The Clerk was still awaiting a quote for replacement fascia board and roof tiles.

Other Issues:

Visit from SE Water – 25th August 2016 – The Clerk to meet with SEW Representative to undertake a water fittings survey

CCTV Costings: Quotes received from three companies which had been circulated to Cllrs prior to the meeting. Cllrs Harvey and Turner, when visiting the changing rooms, would look to see the feasibility of two pole mounted cameras on either end of the building. The Clerk was asked to place on Full Council agenda.

Litter: Although the Community Pay Back Team had said they could assist this was not possible until September. A company in Pattenden Lane were interested in helping in a voluntary capacity and the Clerk would contact them direct.

Wildlife Cameras: Cllr Newton reported to the meeting the costings and details of wildlife cameras for the playing field at a cost of approximately £115. PC Marc Pennicott to be contacted for advice regarding location, fitting and best model to be used. Item to be placed on the next Full Council.

Dog Fouling: Raised during the discussion with MMFC. The Dog Warden and Community Warden were aware of the situation.

A site meeting was arranged for 1st October (time to be confirmed)

(ii) Southons Field

Cheque for Gatekeeper (to include payment for public conv. locking) – payment agreed and cheque signed.

Site meeting arranged 1st October (time to be confirmed)

Other issues:

Litter bin: This had been delivered and was awaiting installation by the play trail.

Amendments to Terms and Conditions: Cllr Adam proposed, and agreed by all present, that the Parish Council would not allow the flying of aircraft (to include drones and model aircraft) on any of their land.

(iii) Other Open Space

Tree Inspection Reports: These had not been undertaken due to the caretaker being off sick however Cllr Boswell had met with a judge from the Kent Men of Trees who had

walked around the village with ideas of what should and should not be done to the trees that are on our land. The tree that had come down in the playing field needs to have the branches taken off but it was proposed that it would remain in situ for natural seating.

Tree in High Street: It had been agreed at Full Council to cover the cost of the work being undertaken with Kent Highways assisting with the digging of the pit and providing the new tree. Golden Hill Nursery would donate a replacement tree for the smaller London Plane which would be replanted at Southons Field.

Other issues:

The Cockpit Play Area: Borough Councillor Burton was lobbying his fellow Cllrs regarding the importance of retaining the play area. A further meeting planned for 28th October. Cllr Tippen had invited the manager of Marden Children's Centre to the next Amenities meeting to discuss her proposals for Marden.

Tree Walk and assessment from Hadlow Tree and Pond Warden: Cllr Boswell was meeting the representative on 20th September

(b) Cemetery

Other issues:

Waste Collection Renewal of Agreement with Biffa: Three quotes had been obtained and these had been circulated to Cllrs. It was agreed that the Biffa contract would be withdrawn and MBC be given the contract.

New pamphlet for Rules and Regulations and Fees: Cllr Newton had draft an A5 booklet and the Clerk was asked to review the rules and regulations and send to all on the Cemetery Sub-Committee for viewing.

Site Meeting – 1st October 2016 (time to be confirmed).

It was proposed to meet at the Cemetery on Monday 26th September at 4pm to start to plot the new section.

51/16

PUBLIC TOILETS

(a) Anti-social behaviour – nothing reported

(b) Cleaning: No issues reported however there was a problem with the cisterniser and a plumber was looking at costings for this to be replaced.

(c) Other issues:

Site meeting – 1st October 2016 (time to be confirmed)

52/16

CORRESPONDENCE

No correspondence received

53/16

ACTION GROUP REPORTS

(a) **Stilebridge:** Information was still waited regarding the transfer to KCC.

(b) **Play Scheme:** Thanks were expressed to all the staff, the Clerk for setting up the play scheme and to Cllr Cowin for helping on a day to day basis. The two weeks were well attended and there were positive responses from the feedback forms already received.

54/16

OUTSIDE BODIES REPORTS

(a) **Memorial Hall:** Advice visit by Kent Fire & Rescue: Cllr Turner arranged for a visit regarding Fire and H&S Risk Assessments which was attended by Cllr Newton. No major concerns however there were some areas that required attention including several of the fire doors, fire alarms and training of manual fire equipment. A letter has been sent to the Hall Trustees and a response was awaited.

(b) **Youth:** Nothing to report.

55/16

OUTSTANDING ISSUES

(a) Update from Action list: This had previously been circulated to Cllrs.

56/16

FURTHER ISSUES FOR DECISION

- (a) Franking quotes: The Assistant Clerk had obtained quotes regarding franking options available and these had previously been circulated to Cllrs. After looking at the costings Cllrs agreed to trial the Pitney Bowes franking machine for 12 months.
- (b) Wooden Fingerpost sign: Rolvenden Parish Council had been contacted regarding renovation of wooden fingerpost sign and theirs had cost £300 with installation also being £300 (although should have been £1000). Kent Highways had been asked if they could recommend any companies or assist with the installation.
- (c) S106 contributions: An email had been received from MBC Legal Department which was quite detailed. The Clerk had circulated and breakdown of S106 contributions and it was agreed for a sub-group to meet to discuss proposals for the Napoleon Drive play area. Cllrs Boswell, Cowin, Harvey and Tippen would meet initially along with the Assistant Clerk. Cllr Adam would be interested in any adult gym proposals. The Assistant Clerk to be asked to retrieve any paperwork/quotes received on this area and to have play equipment brochures available. This meeting was proposed for 26th September at 2pm in the parish office.
- (d) Purchase of embossing seal – Quotes had been received from Shaws for a seal with wording and one with logo and wording. However these were felt to be too expensive for the amount of times this seal would be used. The Clerk was asked to purchase one with just wording at a lower cost.
- (e) Marden in Bloom: Cllr Boswell had reported to Full Council the future proposals and requested the Parish Council consider a request for a donation. The Clerk had forwarded a grant application form to the Committee for this and Cllrs wished this to be placed on Full Council. The MiB wish to plant up more planters and a request would be forthcoming to the MPC for additional watering of these – again this would be placed on Full Council once received.
- (f) Ride on Mower – update on condition: There was an issue with the mower which Rams Hill were hoping to discuss with the village caretaker shortly.

57/16

FURTHER ISSUES FOR DISCUSSION/INFORMATION

Items raised at the meeting for action by the Clerk:

- Car parking sign within the car park – still incorrectly worded
- Recycling sign opposite the car park entrance to be removed
- Car park sign opposite The Cottage to be moved
- Lucks Way open space still not being maintained

58/16

INVOICES/CHEQUES TO BE SIGNED:

- 005488: Pear Technology: Support and Software Update: £240.00 (VAT £40.00)
- 005489: Rams Hill: Purchase of new petrol mower: £429.00 (VAT £72.50)
- 005450: Marden Scout Group: Hire of Scout HQ: £250.00

There being no further business the meeting closed at 9.25pm

Signed:.....

Date: 27th September 2016

Chairman, Marden Parish Council Amenities Committee