



**MINUTES OF THE MEETING OF THE MARDEN PARISH COUNCIL AMENITIES COMMITTEE ON TUESDAY 25<sup>TH</sup> JULY 2017 HELD IN THE PARISH OFFICE MEETING ROOM, MEMORIAL HALL, MARDEN COMMENCING AT 7.30pm**

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No

033/17 **PRESENT:** Cllrs Adam, Boswell, Cowin, Newton, Robertson and Tippen. The Clerk was also in attendance.

034/17 **APOLOGIES:** Cllr Harvey gave his apologies.

035/17 **DECLARATIONS OF INTEREST:** Cllr Boswell declared an interest in item 038/17(ii) as owner of property adjacent to the field. Cllrs Newton and Tippen declared an interest in 042/17(a) as Trustees of Marden Memorial Hall.

**GRANTING OF DISPENSATION** *Note: Dispensation was given to Cllrs Newton and Tippen at Full Council on 11<sup>th</sup> July 2017 to take part in discussions on Marden Memorial Hall).*

036/17 **APPROVAL OF PREVIOUS AMENITIES COMMITTEE MINUTES:** The minutes of the meeting held on 27<sup>th</sup> June were agreed and signed as a true record.

037/17 **IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING:** There were no members of the public in attendance.

038/17 **SUB-COMMITTEES REPORTS**

**(a) Open Space**

**(i) Playing Field**

Play Inspection Reports: No major issues report other than the buddy swing was still to have chains fitted and the seesaw was to be repaired and reinstalled. There were a few overhanging branches from an Oak tree which the Clerk would contact a tree surgeon to remove.

Changing Room: Details had been received from Marden Minors FC on their proposals which the Cllrs discussed. The Parish Council has arranged for a plumber to inspect the showers and repair if required and they were in agreement with all other proposals except the building at the back for storage which had been discussed in the past. Cllrs Harvey and Turner had viewed the building and suggested brackets could be installed inside the building to accommodate the goal posts. The Clerk would respond to MMFC to arrange for representatives to meet with Cllrs Harvey and Turner to look at the suggestions.

Napoleon Drive Play Area play area equipment has all been installed and was opened by Cllr Tippen on Tuesday 18<sup>th</sup> July. Cllrs would arrange to meet at the area to discuss options regarding the area of open space around the play equipment.

Other Playing Field issues:

Youth Shelter quotes: Quotes have not yet been received however details of surfacing had been circulated. Cllrs discussed the different suggestions and decided on a concrete base, Cllr Tippen would contact the supplier to ask for additional quote. The Clerk was asked to get quotes for two litter bins, in both metal and wood, to be positioned by the footbridge and the youth shelter.

Following the meeting held with Millwood Homes and several Cllrs Millwood agreed that they would look to see what they can do to clear the ditch at the back of the playing field.

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CLLrs will arrange to meet to discuss further work to the rear boundary of the playing field. CLLrs had arranged to meet with Borough Cllr David Burton on Thursday 3<sup>rd</sup> August at 11am to walk around The Cockpit estate and the playing field regarding litter and the provision of litter bins.

**(ii) Southons Field**

Play Trail Inspection Reports: No issues reported.

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

Notice Board: CLLrs discussed wording, (should include points regarding tree climbing, drones, rabbit holes etc). The Clerk was asked to obtain costings for wooden notice boards and look at rules and byelaws for wording.

Other Southons Field issues:

The Clerk to contact Jones Homes to arrange another meeting to discuss utility provision. There are a couple of trees to plant in the field and these would be undertaken by the caretaker in the Autumn.

There was a production by the Rude Mechanicals on Thursday in Southons Field.

**(iii) Other Open Space**

Open Space Action Plan: The Clerk had updated this in regard to the play area improvements at Napoleon Drive and reported to the CLLrs that Maidstone Borough Council had received the S106 developer contributions for open space from The Parsonage development.

**(iv) Trees**

Tree Inspection Report: The Clerk was contacting other tree companies for quotes on tree audits.

High Street Tree: The Clerk would contact Kent Highways in regard to the replacement tree.

Replacement tree for removed TPO'd Ash tree: This would not be planted until the Autumn and the Clerk was asked to place on the August agenda for further discussion.

Kent Men of Trees: No correspondence had been received regarding this year's competition. The Clerk would contact the charity for further information.

Tree Warden: Cllr Boswell had contacted the resident who was interested and the Hadlow Tree Warden but no response has been received. The Clerk would speak with the Hadlow Tree Warden to arrange a walk around when the new caretaker was in post.

**(b) Cemetery**

South & South East in Bloom Competition: Judging took place on 6<sup>th</sup> July and Cllr Boswell walked around with the judges along with Ian Jones. Ian Jones was praised for the well-kept cemetery. Some suggestions were made and Cllr Boswell brought these to the attention of CLLrs especially the cremated remains area.

Memorial Safety documents: Cllr Newton reported to the meeting details from the documents.

Notes from this will be circulated to all CLLrs to review the draft policy which the Clerk had put together. As this was a complex issue CLLrs were asked to look at all the paperwork and the outcome would be discussed at the next Amenities agenda.

Draft Policy on Memorial Safety: circulated prior to the meeting. See above item.

Other Cemetery issues:

CLLrs to meet at the cemetery to work on the cremated remains section and the new section on Saturday 23<sup>rd</sup> September at 9.30am.

**039/17 PUBLIC TOILETS & CAR PARK**

**(a)** Public Convenience issues: A plumber has been instructed to replace the cisternmiser. The Clerk was asked to obtain quotes for new metal doors.

**(b)** Car Park Issues: Email received back from MBC regarding barrier in that it would remain as

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was not a safety issue. The Clerk had responded to ask whether MBC would keep it locked.

**040/17 CORRESPONDENCE**

No correspondence received since the last meeting

**041/17 ACTION GROUP REPORTS**

**(a) Stilebridge:** No further update from either MBC or KCC

**(b) Play Scheme:** The Clerk reported that this year's scheme was being well attended and wished to thank Cllrs Cowin and Tippen for the help on setting up on Sunday. A trip to the Rare Breeds was taking place tomorrow with 43 children. Other activities were planned throughout the two weeks including a visit from Animal Encounters and giant tortoises and an inflatable assault course on Thursday of the second week. Parents, grandparents etc were invited to go along on Friday 28<sup>th</sup> from 3pm to view what the children had been doing this first week and the children were putting on an end of scheme show on Wednesday 2<sup>nd</sup> August in the afternoon for everyone. Unfortunately the condition of the Scout HQ was not satisfactory and staff had to clean prior to moving any of their equipment/supplies in.

**042/17 OUTSIDE BODIES REPORTS**

**(a) Memorial Hall:** Quotes are still being obtained as it was proving more difficult to find companies to fit fire doors than first thought. It was hoped quotes would be obtained shortly.

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

**043/17 OUTSTANDING ISSUES**

**(a)** Update from To Do list circulated to Cllrs. Cllr Boswell briefly went through the outstanding issues which were currently being actioned.

**044/17 FURTHER ISSUES FOR DECISION**

Cllrs asked that the Southons Field hiring policy be added to the next Amenities agenda.

**045/17 FURTHER ISSUES FOR DISCUSSION/INFORMATION**

The Clerk was looking into a larger shed at Southons and asked that if the current mower shed could be dismantled easily could Cllrs consider it being moved to the other side of the pavilion to store equipment in. Currently the metal container is being used but this causes problems as needs three people to open the lid plus unsure of the safety issue of the lid possibly closing quickly.

Cllr Adam asked what was happening in regard to the broken fence at Rookery Path. The Clerk had contacted the management company of Rookery Court as it was understood to be in their ownership. Still awaiting a reply.

Cllr Adam was concerned about the comment by Millwood Homes in regard to rescinding on the £20k donation. The Clerk was asked to put this item on August's Full council Meeting.

**046/17 INVOICES/CHEQUES TO BE SIGNED:**

Chq no. 5712 – Mrs Davis - £38.00 – Play Scheme refund

Chq no. 5713 – 1<sup>st</sup> Choice Inflatables - £334.80 – Play Scheme inflatable assault course

Chq no. 5714 – Hams Travel - £365.00 – Play Scheme coach travel to Rare Breeds

Chq no. 5715 – Canterbury Oast Trust - £308.00 – Play Scheme Rare Breeds entry

Chq no. 5716 – Cash - £250.00 – Play Scheme petty cash

Chq no. 5717 – South East Water - £290.30 – Public Convenience water supply

There being no further business the meeting closed at 9.21pm

Signed: .....

Date: 22<sup>nd</sup> August 2017

Chairman, Amenities Committee

Marden Parish Council

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