



## MINUTES OF THE FULL COUNCIL MEETING HELD ON TUESDAY 8<sup>TH</sup> SEPTEMBER 2015 AT THE ALLENS, ALBION ROAD, MARDEN COMMENCING AT 7.30PM

- 066/15 **PRESENT:** Cllrs Boswell, Childs, Newton, Reed (in the chair), Robertson and Turner. The Assistant Clerk and one member of the public were also in attendance.
- 067/15 **APOLOGIES FOR ABSENCE:** Apologies were received from Cllrs Adam, Brown, Mannington, Tippen and Weir. The Clerk and PCSO Nicola Morris also gave their apologies.
- 068/15 **(a) DECLARATION OF INTEREST:** Cllrs Newton and Reed declared an interest in item 072/15(f) as trustees of Marden Memorial Hall. Cllr Boswell declared an interest in item 075/15(c) as a resident backing on to Southons Field
- (b) COUNCILLORS REGISTER OF INTEREST:** There were no amendments to the registers of interest
- (c) GRANTING OF DISPENSATION:** There were no requests for granting of dispensation on any item on the agenda.
- 069/15 **MINUTES OF THE PREVIOUS MEETING**  
Minutes of the Parish Council meeting held on 11<sup>th</sup> August were agreed and signed as a true record
- 070/15 **IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING:**  
The member of the public did not wish to speak on any item.

The meeting was adjourned for the following items:

### **EXTERNAL REPORTS**

Borough Councillors – no Borough Councillor present

County Councillor – County Councillor not present

Police: Not in attendance but had sent over crime figures via email: 2 crimes in total since last month: 1 theft from motor vehicle and 1 criminal damage. There had been reports of a nuisance bike around the playing field the rider of which had been identified and spoken to. The caravan had now been removed from The Cockpit area. The Community Policing Team (CPT) visit Marden with PCSO Morris; speed checks were carried out along Goudhurst Road; police dogs came to the village and a young person was spoken to regarding drugs, drugs were also found and the persons were being dealt with by the Police and drug referral to the Drugs Intervention Support Programme (DISP).

Community Warden – not in attendance.

The meeting was reconvened for the rest of the agenda.

**071/15 MATTERS ARISING FROM PREVIOUS MINUTES (for information only)**

Parish Council Offsite backup – Cllr Newton has been looking into options available and gave an update on what he has investigated to date.

Breakdown of Newsletter costs provided to resident as requested at last meeting. The Village Club have offered to sponsor the newsletter and have a double-sided insert in every newsletter. This will be used to inform the Parish of the Village Club's past and future event; charitable work and general activities. This is currently offered on a twelve month basis. The Assistant Clerk will obtain costings for a triple fold newsletter, an eight-page newsletter and for the current double fold newsletter with an A4 insert.

**072/15 PARISH MATTERS**

- (a) Local Needs Housing - Nothing to update
- (b) Business Forums  
MBF – Members event was being held on 10<sup>th</sup> September at Hush Heath Winery. Invite had been circulated to Cllrs  
NRBF – Newsletter previously circulated to Cllrs
- (c) Police Forum – next meeting 19<sup>th</sup> November – Cllrs queried where this was being held and the Clerk would be asked to contact Yalding Parish Chairman who was organising it.
- (d) Communication
  - (i) Newsletter – the Autumn edition had been received from the printers and has been distributed for delivery.
  - (ii) Website – Autumn edition of the newsletter had been uploaded.
- (e) Cemetery – Exclusive Right of Burial Certificates - no burials had taken place since the last meeting.
- (f) Marden Memorial Hall Roof update – The Clerk had circulated a report to Cllrs prior to Meeting. A problem had arisen regarding insulation of the main hall roof but this is currently be rectified. Scaffolding had been placed around the whole of the building so that work could continue – timescale is still on to finish at Christmas.
- (g) Napoleon Drive Transfer – Parish Council Solicitors are still waiting to hear back from Taylor Wimpey. The Clerk has been asked to chase from the Parish Council side.
- (h) Public Conveniences – new lease and grant information from MBC – Currently MPC are on a 5-year lease with MBC regarding the public conveniences however MBC wish to bring all leases into line with that of Lenham PC (15-year lease). The Clerk had gone through the new proposed lease and no major changes have been made. The annual payment of £2,500 is proposed to be incorporated into the Parish Services Scheme grant but no guarantee has been given that this will continue for the full 15 years. After discussion Cllrs agreed to accept the changes in the lease term and although there had been no confirmation that the grant would be received for the duration there was a clause included for either party to cease the agreement with a period of notice.
- (i) Assistant Clerk – amended contract signed by Chairman for changes regarding the increase of weekly hours and annual leave entitlement.
- (j) Marden Playing Field Changing Rooms – information and request received from Marden Minors Football Club – Clerk had previously circulated a report to Cllrs which provided details of work MMFC wish to have undertaken in the changing rooms and their action plan for the future of the Club. Cllr Boswell gave an update on the Club's proposals for the future and further enquiries are being made to the Club by Cllr Boswell. The Clerk was asked to ascertain whether ceiling has been fixed and Cllrs requested details be obtained for costings of extractor fans and airbricks. The Clerk would be asked to send a holding response to the Chairman. The Assistant Clerk would also circulate a schedule of games for the Senior Team to Cllrs and place on website.

- (k) Parish Audits – litter bins and street name plates – A meeting had been held with MPC and MBC regarding litter bin replacements, the minutes of which had previously circulated to Cllrs, MBC has provisionally agreed to replace 6 bins but asked that MPC contribute 50% of costs – approximately £650.00. MBC would continue to maintain and empty all litter bins in the parish. After discussion Cllrs agreed to this proposal and the Clerk would notified MBC to proceed with the provision of the bins.
- (l) Clothing bank at Marden Car Park - This item was discussed at the litter bin meeting as clothes were overflowing from the bank and bags had been left around the base. As emptying of the clothing bank was not often enough MBC proposed that the bank be removed and they would look into doing this.
- (m) Local Council Award Scheme – reaccreditation. The “free year” of Foundation level expired in January and the Clerk had recently registered for reaccreditation at “Quality” level with NALC and MPC needed to submit their details to KALC before 1<sup>st</sup> November. There were a couple of items that needed clarification but the Clerk was confident that these could be dealt with.
- (n) CCTV – Car Park update and Playing Field - Still awaiting confirmation of CCTV camera for car park and for quote regarding playing field options.
- (o) MBC Planning Committee Meeting – 10<sup>th</sup> September. No items on the agenda were relevant to Marden Parish. Minutes of the meeting held on 20<sup>th</sup> August had been published with details of S106 agreements for Stanley Farms development.
- (p) Removal of soil from Marden Cemetery quotes had been received from several companies and these were discussed at the August Amenities Meeting. Cllrs agreed to circulate by emails any other quotes that are received as work needed to be completed as soon as possible due to the conditions of the ground. A further quote was received from R M Vidler Commercial Plant Ltd for £2,750 and this was accepted.

#### 073/15 **COMMITTEE REPORTS**

- (a) **Amenities Committee** – Minutes of the Amenities Committee Meeting held on 25<sup>th</sup> August had been previously circulated.
- (b) **Planning Committee** - Minutes of Planning Meetings held on 18<sup>th</sup> August and 1<sup>st</sup> September had been previously circulated.
- (c) **Other Conferences/Meetings attended:**  
28<sup>th</sup> August – meeting with MBC regarding Litter bins
- (d) **Conferences/Meetings for the coming months:**  
Date to be confirmed – Meeting with Redrow representatives  
11<sup>th</sup> September – Rural Speeding Working Group Cllr Childs to attend  
14<sup>th</sup> September – Food Hygiene Training Cllrs Boswell & Brown attending  
15<sup>th</sup> September – Hall Meeting Cllr Newton to attend  
18<sup>th</sup> September – Community Land Trusts & Rural Affordable Housing Cllrs Boswell, Mannington and the Clerk to attend.  
19<sup>th</sup> September – Parish site meetings All Cllrs on sub-committees to attend  
21<sup>st</sup> September – Meeting with Millwood Homes – Cllrs Mannington and Reed together with the Clerk to attend  
23<sup>rd</sup> September – SLCC Social Media Training Clerk to attend  
23<sup>rd</sup> September – KALC/PCC/Chief Constable/SECamb Event Cllrs Childs attending  
6<sup>th</sup> October – SLCC Branch meeting The Clerk hoping to attend  
12<sup>th</sup> October – Southeastern Stakeholder Forum Cllr Adam to attend  
20<sup>th</sup> October – Marden at Christmas meeting All interested parties to attend  
22<sup>nd</sup> October – KALC Finance Conference The Clerk and Assistant Clerk to attend

**074/15 CORRESPONDENCE**

- (a) Letter from Marden History Group and Heritage Centre – regarding defibrillator invite to Parish Cllrs to attend an event at Kent Air Ambulance on 16<sup>th</sup> September
- (b) KALC – Parish News – for information
- (c) Marden Business Forum – invite to Members Event on 10<sup>th</sup> September
- (d) Marden Parish Church magazine – for information
- (e) Clerks & Councils Direct – for information

**075/15 FINANCE**

- (a) Balances as at 26<sup>th</sup> August 2015  
**Post Office £17,642.22: Santander Account £37,707.45**  
**Nat West Account: £417,321.91**
- (b) Payments for Approval – invoices and list of payments circulated along with the cheques for signature. These were duly agreed and signed.
- (c) Purchase of wooden litter bin and signage for Southons Field - The Assistant Clerk had obtained some costings for a litter bin and was contacting companies regarding the signage but was not being very successful. Cllr Newton offered to build a wooden litter bin and a notice board for the signage. This was accepted by Cllrs and the Assistant Clerk was asked to source a metal galvanised bin to place inside.
- (d) Letter from Nat West – FSCS protection limit changes – limit for MPC accounts reduced to £75,000 per bank (not account) – for information

**076/15 HIGHWAYS AND PUBLIC TRANSPORT**

- a) **Highways**  
 Highways Issues – Traffic Calming and other highways issues  
**Other Highways Issues**  
 Request received asking MPC to consider/discuss provision of a road crossing in Marden High Street and Cllr Childs had been approached to bring this item to full council. Cllr Childs circulated a report to all Cllrs. Cllrs propose looking at the provisional crossing site on 19<sup>th</sup> September during the site meetings  
 Parking issues – Maynards/The Cockpit area: response from MBC following residents email. The Clerk had contacted MBC following a Facebook message and MBC are monitoring the situation.  
 Proposed parking restrictions – copy letter sent by local shop owner – letter is in regard to the waiting restrictions in the “layby” by the chemist, bakers etc. No information received from MBC (closing date was 10<sup>th</sup> August).
- (b) **Public Transport**  
 Marden Station  
 Improve Rail and Bus Services and Facilities

There being no further business the meeting closed at 9.5 pm

Signed: .....  
 Chairman, Marden Parish Council

Date: 13<sup>th</sup> October 2015