



MINUTES OF THE MEETING OF THE MARDEN PARISH COUNCIL AMENITIES COMMITTEE ON TUESDAY 22ND MARCH 2022 HELD AT 7.30PM AT THE ALLENS, ALBION ROAD, MARDEN

165/22 PRESENT

Cllrs Adam, Besant, Boswell (as Chairman), Gibson, Newton, Robertson and Turner were present. The Deputy Clerk was also in attendance.

166/22 APOLOGIES

Cllrs Barker and Tippen gave their apologies.

167/22 COUNCILLOR INFORMATION

Declarations of Interest

Cllr Boswell declared an interest in item 171/22 (Southons Field) as a resident backing onto the field; Cllr Newton declared an interest in item 178/22 as a Trustee of Marden Memorial Hall.

Granting of Dispensation

There were no requests for dispensation of any item on this agenda.

168/22 APPROVAL OF PREVIOUS AMENITIES COMMITTEE MINUTES

The minutes of the meeting held on 22nd February 2022 were agreed and signed as a true record by Cllr Boswell as Chairman.

169/22 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

There were no members of the public present.

170/22 DEPUTY CLERK REPORT

The Deputy Clerk had circulated the report prior to the meeting to Cllrs. The contractor had been contacted again regarding the outstanding jobs on the playing field and the Deputy Clerk was hoping to meet with him soon. The Clerk has continually tried to contact the developer regarding the tree at the bottom of the playing field regarding tree work but has yet to reach them. The Clerk is waiting to hear back from the CCTV company to get in contact with Golding Homes. The Deputy Clerk is meeting the Community Payback team on Thursday 31st March to discuss further jobs for the team. The Clerks visited Lucks Way and decided that it was best to leave this area until the Autumn as bird nesting season is beginning. The jobs we are looking at are clearing the side of library (the other side in order for us to access our water meter and with permission of KCC), painting the bell bollards on Maidstone Road corner and litter picking around the car park areas (Marden library, Chantry Road and Maynards) if these do not get cleared at our Village Litter Pick on 2nd April. The push mower has been purchased and delivered to the Caretaker. The ride on mower has been sold. The Tree Warden has been contacted and is happy to conduct a basic twice yearly tree inspection of trees on Parish Council land and generally in the parish. He will report any issues to us in a form that the Clerks have created and passed to him. Any missing tiles from the Public Toilets have been fixed by the Caretaker.

171/22 OPEN SPACE**Playing Field****(i) Play Inspection Reports from MBC and MPC**

The Deputy Clerk had received the MPC reports up until 22nd March 2022. There were no new issues on the MPC play inspection reports. The monthly play inspection report from MBC raised the same issues which the Contractor is looking at fixing. New, more detailed inspection forms have been created for the Caretaker to complete.

(ii) Changing Rooms.

A meeting has been arranged for Tuesday 29th March. Cllrs noted.

(iv) Other Playing Field Issues

There had been an email received from the Marden Minors Football Club (MMFC) requesting whether the Parish Council could arrange the grass cutting and painting the lines (MMFC to provide the line machine and paint) for an additional fee. Cllrs discussed and agreed that the Council should not undertake the line painting. Grass cutting is already undertaken by MPC.

Southons Field**(i) Play Trail Inspection Report from MPC.**

The Deputy Clerk reported there was no issues to report on the play trail and swings.

(ii) Events on Southons Field.

The events on Southons Field were circulated prior to the meeting. Cllrs noted.

(iii) Other Southons Field Issues

Cllr Boswell reported that she had met along with the Deputy Clerk, the representative from Jones Homes for Appledown Grange. Cllrs discussed the access gate and the possibility of the land being privately owned. Cllrs requested the Deputy Clerk to seek confirmation from Land Registry and the developer whether the land is in fact private.

Other Open Space**(i) Open Space Action Plan.**

The Open Space Action Plan had been updated and circulated prior to the meeting. Cllrs noted.

Trees

(i) Tree Planting on Playing Field – Cllr Besant informed Cllrs that a number of the trees along Rookery Path and Recreation Ground have been removed over the last few years and he was looking at replacing these with established trees to continue to the line of trees. Cllrs agreed for Cllr Besant to research further what was required and come up with a plan. Cllr Besant would liaise with the Deputy Clerk with how many and what type of indigenous tree would be required in order to obtain a quote. Cllr Adam proposed this figure be taken to the Finance Committee.

(ii) Tree Management Policy and Risk Assessment. The Clerk had amended the policy and risk assessment with changes discussed at the last meeting to tree inspection this had previously been circulated to Cllrs. The volunteer Tree Warden had agreed to undertake a six monthly visual check. Cllr Adam asked that the policy be slightly amended to include volunteer involvement. Cllrs agreed and the Deputy Clerk would liaise with the Clerk to revise the policy.

172/22 CEMETERY**Other Cemetery Issues****(i) Cemetery Pathway Signage.**

Cllr Boswell reported that we had received a response from the landowner with his agreement to the installation and wording of a wooden finger post sign. Cllrs noted and agreed to look at the position of this at the Amenities Site Meeting in April and agreed to the word “Cemetery” engraved on the wood. Cllrs agreed for the Deputy Clerk to order the sign following the Site Meeting.

(ii) 35 Year Service. Cllrs discussed and agreed to purchase an appropriate gift to commemorate the Caretaker’s 35 Year Service.

(iii) ICCM Journal Spring 2022 Edition. Cllr Boswell raised an article about leaving mowing of the boundaries in the Spring at the Cemetery for wildlife purposes. Cllrs would discuss this at the next Amenities Site Meeting at the Cemetery.

173/22 PUBLIC TOILETS AND CAR PARK

Public Toilet Issues

Cllr Adam raised an issue that was reported at the last Full Council regarding the toilet door. The Deputy Clerk would discuss with the Clerk to get an update.

Car Park Issues

Cllr Besant raised that the Marden Library car park had been increasingly busy follow the return to commuting in Marden.

174/22 CLIMATE, SUSTAINABILITY AND BIODIVERSITY

Cllr Boswell had raised at the December Full Council meeting that a Sustainability Sub-Group be set up at the Annual Parish Council meeting. Cllr Adam suggested the Sustainability Plan should also play a part in the Marden Neighbourhood Plan.

175/22 CORRESPONDENCE

There was no correspondence.

176/22 HEALTH AND WELLBEING

Cllr Boswell and the Deputy Clerk attended a KALC Health and Wellbeing Conference on 22nd March. Cllr Boswell updated Cllrs on certain sessions and had taken notes. There were some fantastic initiatives to think about. The Deputy Clerk would circulate the notes to all Cllrs.

177/22 ACTION GROUPS REPORTS

Village Events

(i) Christmas Lights.

There is another meeting with a supplier and a Village Events Sub-Group meeting on Friday 25th March. Minutes from these would be circulated to Cllrs.

(ii) Village Litter Pick

This will be discussed further at the Village Events Sub-Group on Friday 25th March. The Clerk had made preparations with regard to equipment. The Deputy Clerk had shared with Marden Primary Academy to circulate to parents. Marden Scout Group had also asked their parents and carers to take part. The Deputy Clerk will advertise further to residents.

178/22 OUTSIDE BODIES REPORTS

Memorial Hall.

Cllr Newton reported that following the storm, some roof tiles had been damaged and these had now been replaced. The new chairs had been delivered today and the old ones had been purchased to be sold at auction. The work to the new storage space being created for the Parish Council and repairs to the pre-school toilets were being planned for August 2022. It was also hoped to have the main hall painted in the summer holidays.

179/22 OUTSTANDING ISSUES

Update from To Do List.

The list has not been updated and a new to do list for the Caretaker will be created following the Amenities Site Meetings.

180/22 FURTHER ISSUES FOR DECISION

There were no issues for decision.

181/22 FURTHER ISSUES FOR DISCUSSION/INFORMATION

- (i) Amenities Terms of Reference. Cllrs discussed and agreed the Terms of Reference. The Village Litter Pick Terms of Reference will now be under the Village Events Sub-Group Terms of Reference. Cllrs agreed.
- (ii) Memorial Hall Parish Council Representative. Cllrs discussed and requested the Deputy Clerk discuss with the Clerk regarding whether the Terms of Reference need changing or whether Cllr Tippen and Cllr Newton can report to Amenities. Cllr Stevens currently conducting work for Memorial Hall but does not sit on the Amenities Committee. Cllr Adam suggested the Deputy Clerk speak to the Clerk regarding this.
- (iii) Future Youth Facilities in Marden. The Deputy Clerk had received an email update from the KCC Youth Worker. They had booked the John Banks Hall and were look to start sessions from the week of 21st March. Cllrs discussed and agreed that the hire of the John Banks Hall would be paid for by Marden Parish Council as in previous times.

182/22 INVOICES FOR PAYMENT**Electronic Payments**

Kent County Supplies	Photocopier rental and charges	£470.10
Alison Hooker (Homeleigh)	Corrugated roofing for cemetery shed	£527.00
TOTAL		£997.10

Details had been circulated to Cllrs prior to the meeting. All invoices were agreed and Cllrs Newton and Turner would authorise on Unity.

There being no further business, the meeting closed at 21.01.

Date:

Signed:

Cllr Anne Boswell Chairman, Amenities Committee

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