



**MINUTES OF THE AMENITIES COMMITTEE MEETING HELD ON  
27<sup>TH</sup> SEPTEMBER 2016 IN THE PARISH MEETING ROOM, GOUDHURST ROAD,  
MARDEN COMMENCING AT 7.30PM**

- Min No**
- 59/16 **PRESENT:** Cllrs Boswell (in the Chair), Cowin, Harvey, Newton, Robertson and Tippen. The Clerk was also in attendance.
- 60/16 **APOLOGIES:** Cllr Richard Adam and Anna Fisk (Children's Centre) gave their apologies
- 61/16 **DECLARATIONS OF INTEREST:** Cllr Boswell declared an interest in item 64/16(a) as a neighbour to Southons Field and items 70/16(b) and 71/16(c) as Chairman of Marden in Bloom; Cllr Newton declared an interest in item 68/16 as Trustee of Marden Memorial Hall.
- GRANTING OF DISPENSATION:** There were no declarations of interest.
- 62/16 **APPROVAL OF PREVIOUS AMENITIES COMMITTEE MINUTES:** The minutes of the meeting held on 23<sup>rd</sup> August 2016 were agreed and signed as a true record.
- 63/16 **IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING:** There were no members of the public in attendance.
- 64/16 **SUB-COMMITTEES REPORTS**  
(a) **Open Space**  
(i) **Playing Field**  
**Play Inspection Reports:** Reports had been received from MBC and MPC Caretaker. Issues raised included a split in the metal on the see-saw and the ropes on the "buddy" swing. This will be monitored and viewed at the Site Meeting.  
**Changing Rooms:** The roof repairs were due to take place on Thursday of this week. A plumber had visited the changing rooms and cleaned out the three existing shower heads and fitted a new one on the fourth shower. There seemed to be a problem with the pump not switching off when the showers were turned off however the plumber had spoken to the pump manufacturer and there was no concern. The Clerk was arranging the electrics to be checked for the annual inspection and at the same time would ask advice regarding extractor fans. The Clerk was also asked to contact a builder regarding providing storage for the goalposts.  
**Site Meeting:** 1<sup>st</sup> October at 10.45am – an agenda had been circulated to all Cllrs.  
**Wildlife Camera meeting:** Cllrs Boswell and Newton together with the Clerk met with PC Marc Pennicott to discuss location/feasibility. PC Pennicott, after viewing the site and discussing the options, felt that this type of camera would not be ideal and it was therefore agreed by Cllrs that this option would not be pursued. PC Pennicott did provide information on another type of camera which may be something to look into. The Clerk was asked to invite Millwood Developers to an informal meeting to discuss items relating to the site in general and to include the ditch area.  
**Play Area entrances:** The contractor who had undertaken the tarmac work had

suggested to the Clerk that the best option would be to extend the tarmac footpath into the entrance for approx. 1.5/2 metres. The Clerk was asked to go back to the contractor for costings.

**Napoleon Drive Sub-Group:** Cllrs Tippen and Boswell along with the Asst Clerk met to discuss new equipment for the site and meetings with play equipment companies would be arranged for end of October – Notes from this meeting would be circulated. A tentative date for the public consultation would be the end of January/beginning of February. The money to be used for the equipment would be from the Highwood Green S106 developer contribution. Any leftover funds would be considered for an adult gym on the area of open space and a second youth shelter in the playing field.

**Other:** A resident from Rookery Court had spoken to Cllr Tippen regarding the vibration of the sports wall. It was proposed that Cllrs would look at the bolts at the Site Meeting.

**(ii) Southons Field**

**Play Trail Inspection Reports:** Report from MPC Caretaker. Some of the bolts had become loose but these had been tightened by the Caretaker.

**Cheque for Gatekeeper:** (to include payment for public conv. locking) – signed

**Site Meeting:** 1<sup>st</sup> October at 9.45am

**Southons Field entrance:** A similar response to the play area entrances had been received but to use the same surfacing as Southons Field drive – The contractor would be contacted for costings.

**(iii) Other Open Space**

**Tree Inspection Reports:** Received from MPC Caretaker. There was one tree of concern in Rookery Path and the Clerk would speak to a tree surgeon regarding this. It was also thought that this tree was on Taylor Wimpey land and the Clerk was asked to view the plans and contact the management company if necessary.

**Tree in High Street** – The dead tree had been cut down by Kent Highways and the Clerk was in correspondence with them regarding a date to extend the tree pits and remove the other tree.

**Tree Walk and assessment:** Cllr Boswell met with the Hadlow Tree and Pond Warden on 20<sup>th</sup> September and gave a report to the meeting. Notes would be circulated to Cllrs shortly.

**Annual Play Inspections for Play Areas and Play Trail:** To be undertaken in November on the play trail at Southons Field and the two play areas at the playing field at a cost of £187.50.

**Tree work:** Quotes had been received for tree work at Rookery Path and Playing Field Cllrs agreed to accept both quotes from Wrights Landscapes.

**(b) Cemetery**

**Plotting of new cremated remains and burial section:** Cllrs Boswell and Tippen along with the Clerk had met at the Cemetery on the 26<sup>th</sup> September and white lined the new areas. The Clerk would speak to the Cemetery Caretaker to dig small sections out so that the markings are not lost if it rains.

**Meeting:** To be arranged with Cemetery Sub-Committee to discuss fees for 2017/18 and rules and regulations. This was agreed with the Sub-Committee for Monday 10<sup>th</sup> October at 10am. The Clerk would send out all the relevant paperwork prior to the meeting.

**ICCM Publication:** Autumn edition for information - noted

**Site Meeting** – 1<sup>st</sup> October at 9am

**Marden in Bloom** The South East in Bloom judges suggested entering Marden Cemetery in South East in Bloom for 2017.

## 65/16 PUBLIC TOILETS

- (a) **Anti-social behaviour:** Nothing to report
- (b) **Cleaning:** Nothing to report
- (c) **Site meeting:** 1<sup>st</sup> October at 10.30am

## 66/16 CORRESPONDENCE

No correspondence received

## 67/16 ACTION GROUP REPORTS

- (a) **Stilebridge:** Update: The Clerk had emailed KCC for further information regarding transfer but had not received a reply before the meeting.
- (b) **Play Scheme:** The financial reports had been sent back to MBC and the second instalment of the grant was expected shortly.
- (c) **Christmas:** The meeting was due to be held on 18<sup>th</sup> October prior to Planning Committee meeting at 6.30pm

## 68/16 OUTSIDE BODIES REPORTS

**Memorial Hall:** Meetings had been held on 1<sup>st</sup> and 19<sup>th</sup> September and the minutes had been circulated. Trustees are looking to employ a Health and Safety person who is H&S trained and an offer of help with reviewing the Fire Regulations has been received and accepted. A full H&S and Fire RA was undertaken five years ago by NFU Insurers. This would be gone through in detail and actions taken. Trustees are also obtaining quotes for new fire doors and an extension to the fire alarm system. The Trustees would be asked to report on the findings of the Risk Assessments to the Parish Council and to pass on any quotes which would then be viewed by Cllrs. The Parish Council would also wish to see evidence that daily/weekly/monthly checks are being undertaken. The Clerk was asked to look into the constitution and speak to Geoff Burr to look at the content.

**Youth:** The Clerk was asked to speak to the Youth Worker for an update.

## 69/16 OUTSTANDING ISSUES

- (a) **Update from Action list:** The updated action list had been circulated to Cllrs prior to the meeting.

## 70/16 FURTHER ISSUES FOR DECISION

- (a) **Land Registry details:** for land south of Marden Playing Field: The Clerk had obtained details regarding the area of land and it was noted that it was unregistered. No further action regarding registration would be undertaken for the timebeing.
- (b) **Marden in Bloom financial request:** A letter had been received from Marden in Bloom requesting a donation. The Clerk had sent a grant application form to the Committee but this had not yet been returned.

## 71/16 FURTHER ISSUES FOR DISCUSSION/INFORMATION

- (a) **SE Water inspection:** on Parish Council water supplies. The Clerk had met with SE Water representative who reported that all water supplies at Changing Rooms, Toilets and Cemetery met the current legislation
- (b) **Wooden Fingerposts** Kent Highways have been asked if they could help with the refurbishment/repair of the wooden fingerpost at the junction of Goudhurst Road and Sheephurst Lane. A response was still awaited.
- (c) **Marden in Bloom Award:** Cllr Boswell was pleased to announce that Marden in Bloom had been awarded a Silver Award for 2016. Cllrs congratulated the Group for this achievement.

### **Other:**

Marden in Bloom are holding a "Hoedown" on 15<sup>th</sup> October at the Memorial Hall

Cllr Boswell had been contacted by The Downs Mail regarding The Cockpit and was advised that any requests from newspapers for Parish Council information should be directed to the Clerk.

72/16 **INVOICES/CHEQUES TO BE SIGNED:**

Chq No. 5506 - L J Marsh & Son Ltd : £8180.58 (£6,817.15 + VAT £1,363.43) –  
resurfacing of footpaths and Southons Field drive.

There being no further business the meeting closed at 9.55pm

Signed:..... Date: 25<sup>th</sup> October 2016  
Chairman, Marden Parish Council Amenities Committee

Agreed 25th October 2016