



**MINUTES FOR THE MEETING OF THE MARDEN PARISH COUNCIL AMENITIES COMMITTEE HELD ON TUESDAY 27<sup>th</sup> JULY 2021 AT 7.30PM AT THE JOHN BANKS HALL, MARDEN MEMORIAL HALL**

**039/21 PRESENT**

Cllrs Barker, Besant, Boswell (as Chair), Newton, Robertson, Tippen and Turner together with the Deputy Clerk.

**040/21 APOLOGIES**

Cllrs Adam gave his apologies.

**041/21 COUNCILLOR INFORMATION**

**Declarations of Interest**

Cllr Boswell declared an interest in item 045/21 (Southons Field) as a resident backing onto the field; Cllr Newton and Tippen declared an interest in item 053/21 as Trustees of Marden Memorial Hall.

**Granting of Dispensation**

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

**042/21 APPROVAL OF PREVIOUS AMENITIES COMMITTEE MINUTES**

The minutes of the meeting held on 22<sup>nd</sup> June 2021 were agreed and signed as a true record by the Chairman.

**043/21 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING**

There were no members of the public present.

**044/21 DEPUTY CLERK REPORT**

The Deputy Clerk reported that the Clerk had received a response from Redrow with regard to the extension of S106 funds end date and they have agreed to extend the end date as requested. The supplier has been contacted again with respect to the missing piece of outdoor gym equipment and the signage on the Playing Field but a response is yet to be received. The Deputy Clerk will chase again. The new benches and litter bins have been delivered to the contractor's yard. The Deputy Clerk has created a quote request for the installation and other jobs that need doing at the Playing Field. We are waiting to hear with regard to a date this work can commence. The Deputy Clerk is monitoring the playing field pathway and is exploring options to kill the weeds.

The Community Payback team have had some staffing issues and are currently working one week on and one week off. They hope to resolve this soon and get back to weekly visits. The funds have been received for the new Post Office noticeboard and it has been ordered. Once it has been delivered, the Caretaker will install. The bin has now been moved on Morello Path. Maidstone Borough Council are content for us to fix the dog waste bag station on the post on the Playing Field. The Deputy Clerk met with the Community Protection team regarding mobile CCTV on the Library car park to tackle anti-social behaviour and littering near the Scout HQ. They are exploring options and the Deputy Clerk will keep Cllrs updated. This report was circulated to Cllrs prior to the meeting. Cllrs noted.

**045/21 OPEN SPACE****Playing Field**(i) Play Inspection Reports

MPC Inspection Reports received up until 29<sup>th</sup> June 2021 and there were no issues to report. The reports for July 2021 will be reported at the next Amenities Committee meeting. The monthly Maidstone Borough Council inspection reported bolt covers broken on the multiplay unit with net ropes worn to cable to be taped over as well as the top step being loose (we are aware that the contractor has fixed the top step and other issues have been reported to them). Cllrs noted.

(ii) Changing Rooms(a) Legionella Report.

Due to not receiving information, Cllrs Stevens did not attend the meeting to update Cllrs. However, via email, he reported he was still waiting budget costs from the electrical contractor. There had been conflicting verbal reports from plumbing and heating engineers but Cllr Stevens has arranged a site visit with a contractor. Cllr Newton raised a few issues along with Cllr Barker and it was suggested that Cllrs Newton and Barker liaise with Cllr Stevens.

(b) Electrical Report.

Cllr Stevens reported regarding the electrical work above.

(iv) Other Playing Field Issues

Cllr Robertson raised the missing outdoor gym items at the Playing Field. The Deputy Clerk has chased the supplier twice but is yet to receive a response

**Southons Field**(i) Play Trail Inspection Report

The MPC Inspection Reports received up until 29<sup>th</sup> June 2021 and there were no issues to report. The reports for July 2021 will be reported at the next Amenities Committee meeting. Cllrs noted.

(ii) Events on Southons Field

The Deputy Clerk circulated a list of events on Southons Field prior to the meeting. Cllrs noted.

(a) Bowls Club Marquee Size

Following the last Committee meeting, Cllrs requested that the Deputy Clerk find out the size of the marquee. The Deputy Clerk informed Cllrs it is 6m by 3m. Cllrs agreed they were content for the Bowls Club to use their marquee if required.

(iii) Other Southons Field Issues(a) Main Gate

Cllrs discussed the report from Finance Committee regarding replacing the gates at Southons Field. A resident had written to the Council regarding anti-social behaviour and residents using the field after it is closed and them climbing over the gates if they are locked. Cllrs discussed the options suggested by the Clerk which were (1) replacing like for like, (2) replace with metal gates the same height and (3) replace with high metal/wooden gates. Cllrs asked the Clerk and Deputy Clerk to research quotes for options (2) and (3) for the next Amenities Committee meeting.

(b) Litter Bin for Southons Field

The Clerks had received an email from a resident regarding litter on the field. The resident asked Cllrs to discuss the option of getting another litter bin near the entrance. Cllrs discussed and agreed for the Deputy Clerk to get quotes for the next Amenities Committee meeting.

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

The Open Space Action Plan had been updated and circulated by email prior to the meeting. Cllrs noted. Cllr Tippen requested that the Fingerposts be taken off the Amenities Open Space Action Plan as this was now on Full Council.

(ii) New Ride On Mower

Cllrs to discuss report from Finance Committee regarding purchase of new ride on mower. The Clerks had been in contact with various Parish Councils for advice. The Deputy Clerk provided Cllrs with a report of two options - either purchasing a ride on mower for our Caretaker to use or using an outside contractor to mow both Southons Field and the Playing Field on a regular basis with their own equipment. Cllrs discussed and asked the Deputy Clerk and Clerk to provide Cllrs with a comparison of costs at the next meeting between the two options for Cllrs to discuss.

(ii) Play Inspection Reports

As a result of the Play Inspection training, the Clerk had created new play inspection reports for the Caretaker. These were circulated prior to the meeting and Cllrs viewed hard copies at the meeting. Cllrs agreed these were good documents and were happy for the Caretaker to use going forward from the beginning of August 2021.

**Trees**

(i) Tree Audit Report and Quote

The report and quote from the contractor was circulated prior to the meeting. Cllrs discussed the report and asked the Deputy Clerk to seek two further quotes for the work. Cllr Boswell suggested that the old cherry tree in Southons Field could be cut down rather than the branch removed as this tree is the last remaining cherry tree so it could be used as a play trunk by the play trail. Cllrs agreed. The Deputy Clerk would seek further quotes for the next meeting.

(ii) Tree Charter

Cllr Boswell had circulated a report on the planned Tree Charter event in November as well as other tree planting initiatives in the village. Cllr Boswell reported that the planting of the Roots of Remembrance tree, the memorial tree for the Duke of Edinburgh as well as taking part in the Queen's Tree Canopy could be included in this event. Cllrs discussed and agreed with Cllr Boswell's plans. It was suggested that a separate Tree Meeting be set up with interested Cllrs to discuss this further and report back to the next Amenities Committee meeting with further plans. Cllr Tippen raised that a cherry tree could replace the cherry tree being felled in Southons Field.

(iii) Tree Wardens

A resident had expressed an interest in becoming a Tree Warden for Marden and had been invited to the meeting. Unfortunately, they were unable to attend but plan to attend the next meeting.

**046/21 CEMETERY**

**Cemetery Gates**

The gates and fencing are showing signs of wear and rust and work is needed to restore these. Cllrs discussed and requested the Deputy Clerk approach contractors to conduct a site visit in order to give approximate quotes to see what refurbishment work was needed for budgeting purposes for the financial year of 2022/23.

**Soil Waste Quotes**

At a previous meeting Cllrs had asked the Deputy Clerk to get two further quotes in addition to the one received by the usual contractor. The two companies approached were unable to provide a quote. The first contractor due to vehicle access and the second contractor due to lack of HGV drivers. Cllrs were satisfied the Deputy Clerk had strived to obtain quotes and were content for the Deputy Clerk to use the usual contractor at a cost of £3,000.

**047/21 ALLOTMENTS**

Cllr Tippen did not have an update as no further information had been received from Redrow at the time of the meeting.

**048/21 PUBLIC TOILETS AND CAR PARK****Public Toilet Issues**(i) Moss Removal Quote of Roof

Cllrs agreed the quote and to wait for the work to be done by the usual contractor.

**Car Park Issues**

There were no car park issues to report.

**049/21 CLIMATE, SUSTAINABILITY AND BIODIVERSITY**

Cllr Tippen reported that she had attended a recent KALC meeting where it was mentioned councils would need to consider Climate, Sustainability and Biodiversity initiatives and how the Parish Council try to embed this within their decision making. Cllrs agreed this be added to next Full Council agenda for discussion.

**050/21 CORRESPONDENCE****Southons Field Boundary**

Email received from resident regarding information obtained from the Management Company. Cllr discussed and agreed for the Deputy Clerk to contact Jones Homes to request an update on the boundary fence. Cllrs also asked the Deputy Clerk respond to the resident accordingly.

**Grant Request from Marden Children's Centre**

The Clerks were aware of an imminent grant request towards the event at The Cockpit on 18<sup>th</sup> August. However, information was not received in time for the meeting for Cllrs to discuss.

**051/21 HEALTH AND WELLBEING**

There were no Health and Wellbeing issues to report.

**052/21 ACTION GROUPS REPORTS****Stilebridge**

Cllrs Tippen and Boswell had delivered the Parish newsletters but there were no issues to report.

**Village Events**(i) Tree Planting Event in Autumn

This item was discussed at item 045/21 Trees (ii).

**053/21 OUTSIDE BODIES REPORTS****Memorial Hall**

Cllr Newton had no issues to report on the Memorial Hall.

**Youth**(i) Update from KCC

The Deputy Clerk had contacted the KCC Youth Worker for an update. They had been out on a number of Thursdays but had not seen many young people. Some staff have left and they are now in the throws of recruitment. The plan is to be fully staffed by September when they plan to be sending out a team once a week. However, Summer will be tricky for the team.

Cllrs noted.

**Marden Play Scheme 2021**(i) Update

The Clerk submitted, and the Deputy Clerk read out, a report regarding the current Playscheme. The children seem to be enjoying the activities and the second week is now fully booked. The use of the school is new this year and it is taking some adjustment to adapt to the change of venue. The Clerks will talk with the Manager and staff who have attended Playscheme when it was at Scout HQ for their feedback and comparison. Cllrs noted.

**054/21 OUTSTANDING ISSUES****Update from To Do List**

The Meeting Actions To do List had been circulated prior to the meeting. Cllrs noted. The Deputy Clerk updated Cllrs on the Caretaker's To Do List. This will be amended and given to the Caretaker at the beginning of August along with the new Play Inspection Report.

**055/21 FURTHER ISSUES FOR DECISION****Winter Planting Grant**

Cllrs discussed the remaining £500 from MBC Winter Planting grant. Cllrs asked the Deputy Clerk to find out what the criteria is for winter planting. Cllrs proposed the money be spent on the planting on the side of the library, or if possible, the trees for the Tree Charter event in November.

**056/21 FURTHER ISSUES FOR DISCUSSION/INFORMATION**

Cllr Boswell read out a thank you letter from a resident who had hired Southons Field for their wedding and was very pleased with the venue.

**057/21 INVOICES FOR PAYMENT****Electronic Payments**

Paul Waring	Southons Field Mowing	£184.80
Rams Hill Mowers	Ride-on Mower Repairs	£66.00
RJP Window Cleaning	Public Convenience Cleaning	£635.00
Curious Newt Ltd	Playscheme T-Shirts	£119.88
Jordan Manley	Playscheme Supplies	£156.19
Alison Hooker	Subscriptions/Playscheme Supplies	£461.27
Ashley Sandsmith	Playscheme Refund	£108.00
<b>TOTAL</b>		<b>£1,731.14</b>

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

There being no further business, the meeting closed at 21.24.

Date:

Signed:

Cllr Anne Boswell Chairman, Amenities Committee

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