



MINUTES OF THE AMENITIES COMMITTEE MEETING HELD ON
22ND MARCH 2016 IN THE PARISH MEETING ROOM, GOUDHURST ROAD, MARDEN
COMMENCING AT 7.30PM

- Min
No
- 116/16 PRESENT: Cllrs Boswell (Chair), Brown, Reed, Robertson, Tippen and Turner were present.
Cllrs Adam, Cowin and the Assistant Clerk were also in attendance.
- 117/16 APOLOGIES: The Clerk had given her apologies prior to the meeting
- 118/16 DECLARATIONS OF INTEREST: Cllr Boswell declared an interest in item 121/16(a)(ii) as neighbour to Southons Field. Cllr Reed declared an interest in item 125/16(a) as Trustee of Marden Memorial Hall.
- GRANTING OF DISPENSATION: There were no requests for dispensation.
- 119/16 APPROVAL OF PREVIOUS AMENITIES COMMITTEE MINUTES: The minutes of the meeting held on 23rd February 2016 were agreed and signed as a true record.
- 120/16 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING: There were no items involving public speaking.
- 121/16 SUB-COMMITTEES REPORTS
- (i) Playing Field
- Play Inspection Reports: Reports had been received from MBC and the Village Caretaker for February. The Clerk is to contact the manufacturer regarding the Spin Dish and Wave Swing Seat, as mentioned on the reports from MBC and the Village Caretaker
- Changing Rooms: As the representative from MMFC did not attend this item has been postponed until the next meeting. Cllr Brown requested to know the balance of funds remaining from the Rookery Court donation and how much was remaining in the MPC budget for the playing field.
- Other issues: Anti-Social Behaviour: Cllr Boswell and the Clerk had a meeting with the Rookery Court Management and Kent Police regarding crime prevention measures and the possibility of installing a CCTV Commando Socket. The Management Company agreed to write to residents to phone 101 if there are any problems, and asking whether they are in agreement for CCTV fittings to be fixed to the external wall overlooking the play area. The manager at Rookery Court as also asked to look into the cost of electrical installation. The Clerk is to find out how much it costs to install a commando socket for the next meeting.
- Dog Fouling: Cllr Brown requested that the Dog Warden be contacted again with regards to the dog fouling on the playing field. The hand-made dog-fouling notice pinned to the tree needs to be removed, and MBC to be approached about erecting a more suitable 'official' sign.
- (ii) Southons Field
- Cheque for Gatekeeper (to include payment for public conv. locking) was signed Access Road – Easement/Right of Way - The Clerk currently looking into this and was speaking to a previous resident.
- Premises Licence application - The application had been submitted to the Licencing Authority on 14th March and notices had been published around the field, on notice boards and in the Kent Messenger. An item had also been put onto the Parish Website.

Other issues: Cllr Boswell commented that Southons Field is looking good and Colin Judge, the groundsman, is doing a great job.

(iii) Other Open Space

Napoleon Drive:

Transfer Completion – The Clerk had heard back from the Solicitors and the transfer was completed on 4th March. The documentation was currently with Land Registry for details to be added.

Maintenance - Once confirmation has been received that all the documentation was in place to state that the Parish Council owned the area of open space Cllrs requested that the Village Caretaker be asked to estimate how much time would be needed for the grounds maintenance. In the meantime Cllrs agreed to carry on with the outside contractor.

Cllr Adam suggested making the gap between the playing field and Napoleon Drive Play Area larger (if necessary) in order to get the ride-on mower through. He also mentioned that the litter bin is broken and requested that this is fixed.

Cllr Adam also requested a resolution be raised at the Annual Parish Council Meeting incorporating Napoleon Drive into the playing field.

Tree Inspection Reports – received from the Village Caretaker and noted.

Ownership of Rookery Path – The Clerk currently looking into this and would report back as soon as information was to hand.

Tree in High Street– A meeting had been arranged for 13th April for the Parish Council to meet with Kent Highways regarding the tree in the High Street. Cllrs Boswell and Reed would attend and Roger Butler of Golden Hill Nurseries has also agreed to attend. Cllr Adam requested that the tree in the High Street be included in the Tree Inspection Report. A replacement tree needs to be purchased for Rookery Path

Other issues: Litter Bins - The litter bin has not been installed outside the library and the litter bin opposite West End Stores still needs to be moved. Cllrs asked that the Clerk contact MBC as people are dumping bags of rubbish in the library car park.

(b) Cemetery

New section: Working group was cancelled on 12th March and Cllrs agreed to meet one evening or Saturday morning in the summer.

Other Issues: Consecrated Ground: Cllrs queried the drawing of the consecrated ground. The Map is dated 1931 and the letter states the highlighted ground was consecrated in 1983. As this is one of the oldest sections of the Cemetery Cllrs felt that this information is incorrect. The Clerk is to contact Canterbury Cathedral Archives & Library to obtain the correct map. Cllrs also agreed the fee should not be paid until the correct map/records of other consecrations is received.

122/16 PUBLIC TOILETS

(a) Anti-social behaviour: No reports have been received.

(b) Cleaning: No comment

(c) CCTV – The Clerk had emailed the Solicitors to ask whether a response had been received and was awaiting a reply.

(d) Other issues: Recycling Bank: The recycling bank in the car park had been removed and the Clerk was in contact with MBC to mark out additional parking bays.

Lights: The outside lights are on in the afternoon. The Clerk is to investigate the cause and possibly source a new timer with a battery so the clock is not knocked out by power cuts.

123/16 CORRESPONDENCE

No correspondence has been received other than what is being discussed on other items within this agenda

124/16 ACTION GROUP REPORTS

- (a) Stilebridge: The newsletters need to be delivered to Stilebridge and Cllrs Boswell and Cowin agreed to visit the site to distribute these.
The Clerk is to investigate who the current contact is within the Stilebridge Management Committee regarding outstanding issues.
- (b) Play Scheme: The Clerk is due to meet with the new manager on 4th April to discuss the 2016 scheme and invite along to the June or July Amenities meeting.
- (c) Annual Litter Pick Update from 5th March. Cllr Boswell reported that all went well and wished to thank all those who participated.

125/16 OUTSIDE BODIES REPORTS

- (a) Memorial Hall: Update from AGM held on 8th March - The draft minutes of the Committee meeting held after the AGM were available at the meeting for Cllrs to read. New tenants had moved into the residential flat and no problems have arisen from this.
- (b) Youth: An additional youth worker had been employed meaning that four members of staff are now available to work on Wednesday evenings. Unfortunately the Friday sessions which had been talked about recently were not able to take place due to lack of staffing.

126/16 OUTSTANDING ISSUES

- (a) Update from Action list. The list had been circulated prior to the meeting and Cllr Boswell will give the amended updated list to the Clerk.

127/16 FURTHER ISSUES FOR DECISION

Marden History Group – Village Stocks A meeting was held on 7th March with members of the History Group, MBC Conservation Officer and several Parish Cllrs. An email had been received from Marden Parochial Church Council (PCC) explaining there were several obstacles to overcome in respect of the refurbishment of the Stocks and believe a Faculty would be needed for any change. Cllrs queried whether a Faculty could replace or override the need for Listed Building Consent. Cllrs requested that the Clerk contact Mike Parkinson, Conservation Officer for MBC to enquire if the stocks were moved would they still be listed.

Mower Insurance Renewal – Cllrs discussed and agreed that the annual premium be paid. A cheque for payment was therefore signed.

Direct Debit for Office Alarm System - A monthly charge of £10 due for ongoing support/maintenance was signed by three Cllrs.

Direct Debit for Sage Accounting - Agreement to commence with Sage from April 2016 had previously been agreed but payment for the software is monthly therefore a direct debit needed to be set up for this payment. The Direct Debit had not been completed and, in order not to delay this agreement, two Cllrs signed it and Cllr Adam will be the third signatory when he meets the Clerk on Saturday, once the form has been completed.

128/16 FURTHER ISSUES FOR DISCUSSION/INFORMATION

Open Space Byelaws: Paperwork to be reviewed following finalising of Napoleon Drive play area transfer. The paperwork was available at the meeting and Cllr Adam took the file to check the Byelaws.

129/16 INVOICES/CHEQUES TO BE SIGNED:

No further cheques for signing.

There being no further business the meeting closed at 9.00 pm

Signed:

Date: 26th April 2016

Chairman, Marden Parish Council Amenities Committee

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