



**AGREED MINUTES OF THE MEETING OF THE MARDEN PARISH COUNCIL
AMENITIES COMMITTEE ON TUESDAY 28TH MARCH 2023 HELD AT 7.30PM AT
THE ALLENS, ALBION ROAD**

134/23 PRESENT

Cllrs Besant, Boswell (in the Chair), Newton, Robertson and Turner. Cllr Adam and the Deputy Clerk were also in attendance.

135/23 APOLOGIES

Cllrs Barker, Stevens and Tippen gave their apologies for this meeting.

136/23 COUNCILLOR INFORMATION

Declarations of Interest

Cllr Boswell declared an interest in item 140/23 (Southons Field) as a resident backing onto the field; Cllr Newton declared an interest in item 129/23 (Memorial Hall) as Trustee of the Marden Memorial Hall.

Granting of Dispensation

There were no requests for dispensation.

137/23 APPROVAL OF PREVIOUS AMENITIES COMMITTEE MINUTES

The minutes of the meeting held on 28th February 2023 were agreed and signed as a true record.

138/23 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

There were no members of the public in attendance.

139/23 DEPUTY CLERK REPORT

The report was submitted to Cllrs prior to the meeting. Whilst there is nothing further to update at this time, the Clerk is still in contact with the insurance company and is taking our claim forward with regard to the Napoleon Drive play table. The picnic benches agreed for Southons Field will be ordered at the beginning of April within the next financial year. The Clerk is still waiting for an update for the CCTV on the Playing Field. The Community Payback team has been contacted and when the Deputy Clerk gets a response, they will arrange for suitable date to start the painting of the bollards at the end of Maidstone Road. The Contractor will begin mowing at the beginning of April when the weather is hopefully a lot drier as the machinery he uses is very heavy on the ground. The Clerks have amended the Tree Inspection Reports and have split these between the Caretakers in the areas they tend to. These will be completed monthly and given back to the Deputy Clerk will add a new agenda item to minute any results of the inspections for our records. The Clerks have also devised a form for Memorial Safety Checks. There are approximately 1,000 graves to check and these will be worked on in stages. The Clerk is in correspondence with the insurers to check if there is anything else we should be doing.

140/23 OPEN SPACE

Playing Field

Play Inspection Reports from MBC and MPC.

Reports had been received from the Caretaker for MPC and MBC with no new issues to report.

Other Playing Field Issues

Proposal to rename Marden Playing Field

Cllr Besant proposed an idea of renaming the Marden Playing Field to King Charles III Playing Field. Cllrs agreed in principle for the Deputy Clerk and Cllr Besant to research on how to do this and for the relevant permission to be sought. This will be brought back to the next meeting of the Amenities Committee in April.

Napoleon Drive Wet Pour

The Deputy Clerk shared with Cllrs another quote that had been received by a Play Equipment Contractor for removing the tree root and reinstating the wet pour. Cllrs discussed and agreed for the Deputy Clerk to contact M&M, the contractor of the original quote, to accept and commence work.

Playing Field Replacement Equipment

The Deputy Clerk provided Cllrs with another comparison quote for the Flymobile from a Play Equipment Contractor who had visited the site. Cllrs discussed and agreed that the original quote received from Wicksteed be taken to Finance Committee for discussion and agreement.

Southons Field

Play Trail Inspection Report from MPC

The Report had been received from the Caretaker for MPC with no new issues to report.

Events on Southons Field

The list of events had been circulated to Cllrs prior to this meeting. Cllrs noted.

Other Southons Field Issues

Entrance Gates on Southons Field

The Deputy Clerk circulated a report on options for replacing the entrance gates on Southons Field. Cllrs discussed and requested that the Deputy Clerk seek quotes for wooden double gates, including fixings and posts with installation with local companies who can install and to come back to the April Amenities Committee meeting with examples and costings.

Memorial Examples for Trees in Southons

The Deputy Clerk provided examples of memorial plaques for Cllrs to review. Cllrs discussed and requested the Deputy Clerk create the wording in sentence form and seek quotes from local engravers to bring back to the April Amenities Committee meeting.

Other

Cllr Boswell requested that the football goals on Southons Field be put on the next agenda and that the Deputy Clerk look at what is in the Pavilion and provide examples of robust goals.

Other Open Space

Open Space Action Plan

There were no new updates to report.

Trees

Kent Plan Tree Initiative

The Deputy Clerk had circulated an email received from the Kent Men of Trees regarding a Kent tree planting initiative. Cllrs discussed and agreed to go ahead to apply for the initiative and to initially apply for the Cemetery extension land. Cllrs also requested to ask when the next visit would be from the Kent Men of Trees to inspect the trees in Marden.

Tree Planting Reports

Cllr Boswell thanked Cllr Besant for his work with the planting of the trees.

Update from 11th March

Cllrs Besant, Boswell and Tippen had planted the tree to commemorate Her Majesty, Queen Elizabeth II on Southons Field. Cllr Boswell requested that the company who provided the tree be thanked for this kind donation.

Update from 18th March

Cllr Besant with the Police Cadets and Supervisor planted some hedging applied for from the Conservation Trust on the Playing Field.

141/23 CEMETERY

Scattering of Ashes Memorial Stone

The Deputy Clerk had circulated an example of a memorial slab/stone for Cllrs to view. Cllrs discussed and decided that there will be 1m area dug around the tree and that the Caretaker will be shown at the Site Meeting in April. A memorial slab would be purchased with “In Memoriam” and Cllr Boswell would investigate purchasing wildflowers for them to be planted around the tree.

ICCM Spring Edition 2023

The Deputy Clerk had circulated a link to the recent edition for Cllrs to review. A hard copy was also brought to the meeting. Cllrs noted. Cllr Turner pointed out an article on a Ashes register and the Clerk would investigate further.

It was requested by Cllrs that the Memorial Safety Checks be added to the next Amenities agenda.

142/23 ALLOTMENTS

There were no further updates for this meeting.

143/23 PUBLIC TOILETS AND CAR PARK

Public Toilet Issues

There were no issues for discussion for this item.

Car Park Issues

At the last Amenities Committee meeting, Cllr Adam raised the request that the Clerks contact MBC about remarking the lines in the Library car park and that a general tidy up be conducted. Cllrs also requested that MBC be contacted with the results of the Car Park Survey. The Deputy Clerk had contacted the Operations Manager for the Library car park and a response was whilst MBC was pleased there were no changes to the parking restrictions, it was decided that there was no need for the lines to be repainted following an inspection in November 2022. However, the Cllrs would look at the Amenities Site Meeting in April and report back any feedback.

144/23 ENVIRONMENTAL SUB-GROUP

Water Bottle Refill Station

The Deputy Clerk had approached various companies for quotes for installing a drinking water tap in the Public Toilets. There had been issues with regard to the type of tap and location. Cllrs discussed and requested that the Deputy Clerk seek a final quote of the original water fill station proposal plus installation costs. The Cllrs also asked the Deputy Clerk to approach MBC to ascertain whether it would be possible to fix on the wall. The costings including installation and hopefully a response from MBC would be brought back for discussion at the Amenities Committee meeting in April.

Environmental Sub-Group Update

Draft Estate Management Plan

Cllr Boswell updated Cllrs on the proposal to looking at the mowing plan on our open space. Cllr Boswell and Cllr Besant would meet to look at creating a plan to bring to Cllrs at the next Amenities Committee meeting.

145/23 CORRESPONDENCE

There was no correspondence received for this meeting.

146/23 HEALTH AND WELLBEING

Friendly Bench Initiative

Cllr Boswell raised this initiative with Cllrs especially given the recent information about the increased awareness of loneliness. Which benches should be used would be discussed at the Site Meetings in April. It was decided a more robust sign be used and that the Deputy Clerk would research and come back with examples at the next meeting.

147/23 ACTION GROUPS REPORTS

Village Events

King's Coronation – Monday 8th May 2023

The Deputy Clerk updated Cllrs with recent preparations, informed Cllrs that the event will run between 12.00pm and 5.00pm and asked that as many attend to help on the day. Stallholders have already been booked and the entertainment has been arranged. The Deputy Clerk reported to Cllrs that Marden Parish Council had been unsuccessful in their grant application of the National Lottery Community Fund for the event.

Village Litter Pick – Saturday 11th March 2023

The feedback from the Litter Pick was positive and a good amount of volunteers attended.

148/23 OUTSIDE BODIES REPORTS**Memorial Hall**

Cllrs Newton informed Cllrs that things are running smoothly and there were no further issues to report.

Youth

The Marden Youth Club continues in John Banks Hall. Cllr Tippen had circulated an email update prior to the meeting informing Cllrs that numbers have increased and that the Boxing will be starting back up again soon.

149/23 OUTSTANDING ISSUES/CARETAKERS TO DO LIST**Updated Caretaker's To Do List for March 2023**

A few additions had been made to the Caretaker's To Do List in March which had been completed. This will be updated again following the Amenities Site Meetings in April.

150/23 FURTHER ISSUES FOR DECISION

There were no issues for decision for this meeting.

151/23 FURTHER ISSUES FOR DISCUSSION/INFORMATION**Litter Bin Survey**

Following an email received from a resident regarding litter bins, the Clerks propose to do a Litter Bin Survey of the village to ascertain any areas which are in need of litter bins.

152/23 INVOICES FOR PAYMENT

Pitney Bowes (Postage) - £416.00
 Business Stream (Toilets – Waste Water) - £68.57
 Gallaghers Insurers (Motor Insurance) - £661.17
 Alison Hooker (Litter Pick Refreshments) - £23.80
 Memorial Hall (3 x Invoices for Hall Hire) - £700.35
 RJP Window Cleaning (Toilet Cleaning) - £665.00
 Total: £2,534.89

All invoices were agreed and Cllrs Newton and Turner would authorise on Unity.

The Chairman then read out the following statement:

I PROPOSE THAT PURSUANT TO PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960, THE PUBLIC BE EXCLUDED FROM THE MEETING BECAUSE OF THE CONFIDENTIAL NATURE OF THE FOLLOWING BUSINESS TO BE TRANSACTED:

153/23– CONTINGENCY PLANNING

Following a proposal received from Cllrs discussed contingency planning for the parish. Cllrs agreed that this would be added to the next Amenities agenda as a confidential item for consideration.

There being no further business, the meeting closed at 21.15.

Date:

Signed:

Cllr Anne Boswell Chairman, Amenities Committee
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