



MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 13TH JANUARY 2026 AT THE ALLENS, ALBION ROAD, MARDEN COMMENCING AT 7.30PM

Marden Parish Council operates under General Power of Competence since adopted on 7th May 2024. Minute Reference 012/24.

097/26 PRESENT

Cllrs Adam, Boswell, Dobinson, Gibson, Griffiths, Newton, Rabot (in the chair), Summersgill, Tippen and Turner were in attendance. The Clerk and Borough Cllrs Couch and Russell were also present.

098/26 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Goda.

099/26 COUNCILLOR INFORMATION

Declaration of Pecuniary and Non-Pecuniary Interests

There were no declarations of interest

Changes to Register of Interest

There were no changes to Cllrs registers of interest

Granting of Dispensation

There were no requests for dispensation.

100/26 MINUTES OF THE PREVIOUS MEETING

Cllrs received, and accepted, as a true record the Minutes of the Parish Council meeting held on 9th December 2025. The Chairman duly signed the minutes as a true record.

101/26 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

No members of the public were in attendance.

The meeting was adjourned for the following:

PUBLIC FORUM

No members of the public in attendance.

EXTERNAL VERBAL REPORTS (if in attendance)

County Councillor Report – not in attendance.

Borough Councillors Report – written reports had been sent in.

Landscape Character Assessment consultation has been extended to 20th January.

Other MBC consultations currently running are Violence Against Women and Girls Youth Survey and Violence Against Women and Girls (closing date for both 25th January).

The Clerk was asked to publicise these on social media.

Police – not in attendance

The meeting was reconvened to discuss item 102/26 onwards.

102/26 CLERK'S REPORT

To receive and note the Clerk's report which included meetings for the next month and updates on outstanding issues.

19:37 Cllr Turner arrived at the meeting.

103/26 PARISH MATTERS

Reports from MBC and KCC

Cllrs received and noted the written reports from Borough Councillors

Police Update/Report from Police Forum

Crime Figures

Cllr Rabot provided a report on recent crime figures.

Other Police Matters

Police Surgery – arranged for Wednesday 4th February 2026 at Marden Village Club from 5pm to 6pm. This would be advertised on social media and notice boards.

19:41 Cllr Summersgill arrived at the meeting.

Communication

Newsletter

Cllr Boswell was currently drafting the Spring edition.

Marden Flooding

Flood alerts had been received last week for the Rivers Teise and Beult. Plain Road was badly affected.

Cllr Summersgill was asked to take to the Upper Medway Internal Drainage Board the issues at Plain Road.

Infrastructure Spend Plan (ISP)

No new requests had been received for consideration for inclusion into this document. However, Cllr Tippen asked Cllrs to consider adding hard surfaced pathways on Windsor Meadow from the PROW footbridge.

Changing Rooms Refurbishment

Cllr Griffiths reported that the current changing rooms was on a standard concrete foundation and photos had been sent to the architect. Building Regulations are due to be submitted following the architect finalising the technical drawings. Tenders would then be requested and placed on Government's Contract Finder.

Public Conveniences – Solar Panels

Cllrs received information from solicitors in regard to a question raised at the previous meeting. This had been answered and Cllrs were happy with the response. The Clerk had contacted three more companies for quotes and these would be submitted to Amenities Committee to discuss.

Allotments

Although the Clerk had chased Redrow again there was no update received.

Marden PC IT Policy

The Clerk had raised a couple of points on this document which need clarifying with other MP policies. Therefore, Cllrs agreed to pass to the next

Communications Sub-Group meeting to go through the policy and make recommendations.

Resilience Planning Sub-Group

Due to the water shortages in Marden and surrounding areas today the Clerk had been at Staplehurst assisting with the water station and handing out water supplies to all residents.

Cllrs had received a report from Cllr Rabot on the Cluster Parish Resilience Group workshop held in December and Cllrs agreed to work together with Staplehurst Emergency Help Team regarding volunteers, obtaining resources and discussions about best practice.

Once the current water issue had been resolved a meeting would be arranged.

Cllrs also requested that MPC's Resilience Plan be viewed to ensure that incidents like this week's water outage were included.

A desk top exercise was due to take place over the next couple of months.

Asset Transfer Working Group

A brief update from the meeting held on 12th January was given and the Clerk would send the notes and spreadsheet from this meeting.

The next step would be the Working Group to visit assets to ensure they are in the right location on the maps and then look at costings/risks involved before submitting a further report on the proposed way forward.

KALC Community Award 2026

Cllrs considered the nominees for this year's award which the Clerk had circulated prior to the meeting. As this was confidential until the award was presented only number (1) and (2) would be used for voting purposes. All Cllrs were given the opportunity to read through the nominations again following which the Chairman put to the vote.

This was undertaken by a show of hands as follows:

Nomination 1: 2 votes

Nomination 2: 8 votes

The Clerk would work with Cllr Tippen to put the wording together to be submitted to KALC for the certificate to be made ready for presentation.

Meeting with Katie Lam MP

The meeting was now arranged for 9am on 30th January. A visit to the primary academy would be made prior to attending the parish office.

Cllr Rabot agreed to draft an introduction which would be circulated to all Cllrs to provide questions to be raised.

20.31 Borough Cllr Couch left the meeting

Meet the Cllrs

The next Meet The Cllrs was arranged for Saturday 31st January 2026 11am to 12noon – Cllr Rabot and the Clerk would attend.

Future (bi-monthly) dates to be circulated to Cllrs for volunteers to attend.

The Clerk hoped to be able to attend majority of the sessions along with one Cllr.

Marden Neighbourhood Plan – Regulation 14 Consultation

Cllrs noted the consultation period agreed at Planning Committee meeting and date of open morning (7th March). The six week consultation period would run from 2nd March to 10th April.

Cllrs discussed other items to be included for open morning and Cllr Tippen had arranged with SECAM to attend to undertake defib/CPR awareness. It was also suggested to have stands for Resilience Planning; volunteering; Speedwatch. If Cllrs had any other suggestions they were to let the Clerk know.

Byelaws

Cllrs confirmed documentation was complete and the Clerk would now submit the application.

Full Council Action Log

Cllrs noted the action log for Full Council.

104/26 COMMITTEE REPORTS

Amenities Committee

No meeting had been held in December. Previous minutes can be found on the website.

Planning Committee

Cllrs noted the Minutes of Planning Committee meeting held on 16th December and 6th January which had been previously circulated and available on the Parish Council website.

Finance Committee

No Finance Committee meeting was held in December. Previous minutes can be found on the website.

Conferences/Meetings/Webinars/Other attended

Those in attendance updated the meeting on the following:

Meeting with South Eastern – 9th January – to be discussed at item 107/25
Asset Transfer Working Group – 12th January – discussed at item 103/25

Conferences/Meetings/Webinars/Events forthcoming

Memorial Hall Trustees meeting – 19th January

Community Forum – 22nd January

KALC Area Committee meeting – 26th January

Visit from Katie Lam – 30th January

Meet the Councillors – 31st January

Police Surgery – 4th February

Village Events Sub-Group meeting – 12th February

Communications Sub-Group meeting – 12th February

Environmental Sub-Group meeting – 17th February

105/26 CORRESPONDENCE

Cllrs noted the following items:

Marden Parish Council Office Correspondence Log – December

Marden Parish Church Magazine

KALC Newsletter

Clerk/Council publications

106/26 FINANCE

Bank Statements:

Unfortunately, as the Clerk had been at the Staplehurst water station all day the up-to-date bank statement figures were not available. These would be presented to the Finance Committee meeting next week.

Payments for Approval

Invoices for Payment

As above. Any outstanding invoices for payment would be put before the Finance Committee.

Nat West Bank Mandate

Cllrs gave approval for the Clerk to update the Nat West Bank mandate for amendments/additions as the previous application had not been actioned.

Internal Audit

Cllrs had received the interim internal audit report and notes from Clerk. These were noted and acknowledged. Any recommendations would be actioned by the Clerk and reported back to Council.

107/26 HIGHWAYS AND PUBLIC TRANSPORT

Highways

Highways Improvement Plan (HIP)

Nothing to add as no Working Group meeting had been held.

Other Highways Issues

Cllrs received an answer to the previous meeting query regarding Sheephurst Lane river bridge repairs. Cllr Adam would draft a response which would be circulated to Cllrs prior to sending back to Kent Highways.

Speedwatch

Dates would be published shortly.

Public Transport

Meeting with Southeastern – Cllrs received the notes of the meeting held on 9th January. These had been sent to the Southeastern representative and hopefully answers would be received in the next couple of months.

There being no further business the meeting was closed at 20.53pm

Cllr Adrian Rabot

Chairman

Date: 10th February 2026

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