



**AGREED MINUTES OF THE MEETING OF THE MARDEN PARISH COUNCIL  
AMENITIES COMMITTEE ON TUESDAY 22<sup>ND</sup> NOVEMBER 2022 HELD AT 7.30PM  
AT THE ALLENS, ALBION ROAD**

**076/22 PRESENT**

Cllrs Barker, Besant, Boswell (in the Chair), Newton, Robertson and Turner. Cllr Adam and the KCC Youth Leader together with the Deputy Clerk were also in attendance.

**077/22 APOLOGIES**

Cllr Stevens had given his apologies.

**078/22 COUNCILLOR INFORMATION**

**Declarations of Interest**

Cllr Boswell declared an interest in item 082/22 (Southons Field) as a resident backing onto the field; Cllrs Newton and Tippen declared an interest in item 91/22 (Memorial Hall) as Trustees of the Marden Memorial Hall.

**Granting of Dispensation**

There were no requests for dispensation

**079/22 APPROVAL OF PREVIOUS AMENITIES COMMITTEE MINUTES**

The minutes of the meeting held on 25<sup>th</sup> October 2022 were agreed and signed as a true record.

**080/22 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING**

The Chairman brought forward the following item for the KCC Youth Leader to update Cllrs.

**081/22 OUTSIDE BODIES REPORTS**

**Youth**

(i) Youth Club and Boxing.

The KCC Youth Leader reported they have been conducting detached work on a Thursday evening which is the evening allocated to Marden. The boxing is going well at the John Banks Hall with quite a few young people showing up. The Youth Club will be starting soon with two hours every week at the John Banks Hall. The KCC Gaming Bus will be brought along. Cllr Besant asked how they are marketing – posters, handouts to youth and word of mouth. The Youth Leader has been in touch with a graffiti artist (upcoming, exhibitions in New York, Paris and Milan) who wants to give back. Looking at the youth shelter. The Youth Leader asked if there were any groups hanging about or any drug paraphernalia. Cllrs said that the youth shelter was clean at the Site Meeting. The Youth Leader will advertise youth club and send across posters and Cllr Besant said it would be good to have some at the BBQ at Marden at Christmas. The Youth Leader will aim to attend the Amenities Committee meeting in February to give a further update.

*The KCC Youth Leader left at 19.43*

**082/22 DEPUTY CLERK REPORT**

The Deputy Clerk had provided a report prior to the meeting informing Cllrs of the following: (a) Playing Field Contractor – The Deputy Clerk has chased the Contractor again for a quote for the wet pour work in the Napoleon Drive play area. (b) Trees – the Caretakers will be moving the plaques to the truss on the trees so they are off the ground, the Clerk is ordering the trees for the Playing Field and is thanking Golden Hill Nurseries for their kind donation. (c) CCTV on the Playing Field – the Clerk has requested help from the Community Protection Team to help move this project along. (d) Community Payback – the Community Payback team are continuing to clear the graveyard but they have the paint and brushes ready for the bollards at the end of

Maidstone Road. (e) Festive Lighting – the Street Lighting Permit has been agreed by Kent Highways and they are due to be installed the end of this week or the beginning of w/c 28<sup>th</sup> November. (f) Public Conveniences – the drains have been flushed and a plumbing contractor will be contacted for a quote for the water refill drinking water taps. The Clerk has contacted the Contractor to fix the floor in the storage area. (g) Gates at Southons Field – the Deputy Clerk is finding out more information about the wooden and metal gates along with posts and installation. Advice will also be sought as to whether these are appropriate. (h) Changing Room Sub-Group Meeting – in order to discuss what will be added to the Marden Parish Council Spring Newsletter, the Sub-Group will meet in January 2023. The Deputy Clerk will arrange. (i) Southons Field Pavilion – the Caretakers have cleared the back of the Pavilion and the Clerks will seek quotes for the repair work. (j) Car Park Consultation – the consultation will close on 30<sup>th</sup> November and the Admin Assistant will tally up the figures and comments. This will be reported at the next Amenities Committee meeting in January 2023.

## **083/22 OPEN SPACE**

### **Playing Field**

#### Play Inspection Reports from MBC and MPC

Reports had been received from MBC for the play area and from MPC for all play areas and equipment. Cllrs noted.

#### Other Playing Field Issues

##### (a) Replacement Play Area Equipment

Cllrs requested that the Deputy Clerk and Admin Assistant seek further information regarding the spinner play equipment. The contractor had been contacted and provided a last minute quote however, the figures did not add up. The Deputy Clerk will add this to the agenda for the Amenities Committee meeting in January with further information and the correct figures.

##### (b) Napoleon Drive Play Equipment Damage

The picnic bench at the Napoleon Drive Under 5s play area had been vandalised. Cllrs requested that the Clerks obtain a crime number for insurance purposes. The parts were removed and it was made safe by the Admin Assistant. Cllrs viewed the piece of equipment at the Amenities Site Meeting on Saturday 19<sup>th</sup> November. It was decided that ideas for a different piece of equipment be sought and with the help from the Admin Assistant, the Deputy Clerk presented Cllrs with some ideas. Cllrs requested the Deputy Clerk to seek comparison quotes on the Dizzy Roundabout.

##### (c) Site Meeting Update.

The Deputy Clerk had typed up the notes on the Playing Field from the Amenities Site Meetings on Thursday 17<sup>th</sup> November and Saturday 19<sup>th</sup> November and shared with Cllrs. Cllrs agreed that the Clerks can purchase a broom and shovel to be stored at the Football Changing Room. It was also agreed that the Clerks seek advice from a plumbing contractor about draining the water down from the Changing Room.

### **Southons Field**

#### Play Trail Inspection Report from MPC

Reports received by MPC for the play trail and the swings. There were no issues to report. Cllrs noted.

#### Other Southons Field Issues

##### (a) Marden Wildlife QR Code

Marden Wildlife Group had requested that a QR Code be installed in Southons Field and Cllr Boswell had drafted information and circulated to Cllrs which was agreed. Cllrs requested that the Marden Wildlife group make suggestions to Cllrs about where they wish to position it.

##### (a) Site Meeting Update

The Deputy Clerk had circulated the notes on Southons Field from the Amenities Site Meeting and shared with Cllrs. Cllrs noted.

### **Other Open Space**

#### Open Space Action Plan

The Open Space Action Plan had been updated and shared with Cllrs prior to the meeting. Cllrs noted. Cllrs requested the Deputy Clerk seek some quotes for the Southons Field driveway for future works.

#### Hedging next to Rookery Court

Cllr Besant asked who is responsible for the hedging next to Rookery Court which has been severely cut back. The Deputy Clerk would find out from the Clerk where the boundary is.

### **Trees**

#### Tree Planting

Cllr Boswell informed Cllrs that the Tree Planting at the Playing Field will take place on Saturday 21<sup>st</sup> January. Cllr Boswell and Besant will meet on Saturday 7<sup>th</sup> January to mark out where the trees will be positioned. Cllrs discussed and asked the Clerks to market this event with residents and invite the Vicar to bless the trees. The Deputy Clerk will source a plaque for HM the Queen's Memorial Oak tree.

### **084/22 CEMETERY**

#### Cemetery Sub-Committee Meeting

Cllrs on the Cemetery Sub-Committee met on Monday 21<sup>st</sup> November. Notes of this meeting will be circulated shortly. Cllr Tippen gave a brief update to other Cllrs regarding the headstone only graves, scattering of ashes were discussed and Cllrs agreed to the suggestion that one tree be dug around for the ashes and a slab engraved "In Memoriam". The fees increase was discussed and proposed at this meeting and would be taken to the Finance Committee for agreement.

#### Other Cemetery Issues

The wooden footpath sign and post is currently in the office. Cllr Besant agreed to work with the Caretakers to install. A date will be arranged for January 2023.

### **085/22 ALLOTMENTS**

There had been no further updates received for this meeting.

### **086/22 PUBLIC TOILETS AND CAR PARK**

#### **Public Toilet Issues**

##### (i) Asbestos Report

The Clerk had received the Asbestos Report that Maidstone Borough Council had arranged. This had been circulated to Cllrs prior to the meeting and there were no issues to report. Cllrs noted.

#### **Car Park Issues**

The consultation on the car park was still ongoing and would end at the end of November. Cllr Adam would like the Clerks to look at the invoices for the Library Pathway work in order to take the figures for the extension of the pathway to the Finance Committee meeting on 29<sup>th</sup> November.

### **087/22 ENVIRONMENTAL SUB-GROUP**

#### **Environmental Group Update**

Cllr Boswell had asked the Admin Assistant to look at an Offsetting Events Emissions template and drafting a local climate action plan template for the next meeting on 6<sup>th</sup> December prior to the Planning Committee meeting. Cllrs noted.

### **088/22 CORRESPONDENCE**

##### (i) Email received from Borough Councillors regarding The Cockpit play area.

The email had been circulated to Cllrs prior to the meeting. Cllrs were pleased that this area was being refurbished and noted the email.

### **089/22 HEALTH AND WELLBEING**

##### (i) Warm Hub Update

Cllr Boswell reported that the Warm Hub information had gone out in the Marden Parish Council Autumn newsletter. John Haddow from the Patient Participation Group will be visiting them all and will be reporting back at the next Community Forum call on Thursday 15<sup>th</sup> December.

##### (ii) Weight Loss and Loneliness Case Studies.

An email about this had been circulated prior to Cllrs. Cllr Boswell and Tippen would discuss this further with the Community Forum.

**090/22 ACTION GROUPS REPORTS****Village Events**

(i) Marden at Christmas 2022

The Clerks and Admin Assistant had been preparing more for Marden at Christmas. The Deputy Clerk explained the timings and produced the rota and asked Cllrs when and where they would be able to help. The Festive Lighting Trail and Letter to Father Christmas had also been marketed. Street signs were going up shortly and the Clerks would put leaflets in the café and various shops to raise awareness.

(ii) Festive Lighting

The Deputy Clerk reported that the Street Lighting Permit had been approved by Kent Highways. There was one issue with a lamp post but this was an extra one. The Contractor will begin the installation towards the end of this week or the beginning of next week in time for Marden at Christmas.

**091/22 OUTSIDE BODIES REPORTS****Memorial Hall**

Cllr Newton reported that a drain that was quite dangerous has now been fixed.

**092/22 OUTSTANDING ISSUES**

The Caretaker's To Do List is being completed currently following the Amenities Site Meetings. The Deputy Clerk will circulate this once finalised.

**093/22 FURTHER ISSUES FOR DECISION**

There were no issues to report for decision.

**094/22 FURTHER ISSUES FOR DISCUSSION/INFORMATION**

(i) Footpath between The Parsonage and Windsor Meadow

Cllr Besant requested that the above item be added to the agenda. Cllr Besant asked Cllrs whether the Council could lobby Millwood and other landowners about joining the pathways together. A number of residents use this pathway, especially those with young children and prams. This would connect footpaths and would join up the different areas. Cllrs agreed for the Clerks to approach Millwood and asked that the correct boundaries be researched.

**095/22 INVOICES FOR PAYMENT**

There were no invoices for this meeting.

There being no further business, the meeting closed at 20.49.

Date:

Signed:

Cllr Anne Boswell Chairman, Amenities Committee

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