



**MINUTES OF THE MEETING OF THE MARDEN PARISH COUNCIL AMENITIES COMMITTEE ON TUESDAY 28<sup>TH</sup> MAY 2024 HELD AT 7.30PM AT THE ALLENS, ALBION ROAD**

Cllr Gibson took the chair for the first item of the agenda.

**001/24 ELECTION OF CHAIRMAN**

Due to no nominations being received Cllrs unanimously agreed for an additional year to be added to the Chairmanship in accordance with page 3 (3) of the Terms of Reference.

Following this Cllr Besant proposed, and Cllr Turner seconded, that Cllr Boswell be elected Chairman for the forthcoming Council year. All Cllrs were in favour. Cllr Boswell accepted the role of Chairman but stated that it would be for one more year only and took over the remainder of the meeting.

**002/24 ELECTION OF VICE CHAIRMAN**

Cllrs decided to defer the election of the Vice Chairman to the next Amenities Committee Meeting in June.

**003/24 PRESENT**

Cllrs Besant, Boswell, Gibson, Newton, Summersgill and Turner. The Deputy Clerk was also in attendance.

**004/24 APOLOGIES**

Cllrs Rabot and Tippen gave their apologies for this meeting.

**005/24 COUNCILLOR INFORMATION**

**Declarations of Interest**

Cllr Boswell declared an interest in item 009/24 (Southons Field) as a resident backing onto the field; Cllr Newton declared an interest in item 016/24 (Memorial Hall) as Chairman of Trustees of Marden Memorial Hall. Cllr Turner also declared an interest in 016/24 (Memorial Hall) as the new Marden Parish Council representative as Trustee of the Marden Memorial Hall.

**Granting of Dispensation**

There were no requests for dispensation.

**006/24 APPROVAL OF PREVIOUS AMENITIES COMMITTEE MINUTES**

The minutes of the meeting held on 23<sup>rd</sup> April 2024 were agreed and signed as a true record.

**007/24 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING**

There were no members of the public in attendance.

**008/24 DEPUTY CLERK REPORT**

The report was submitted to Cllrs prior to the meeting. The memorial bench has been purchased by a resident in keeping with the other benches and we have been informed that this will be installed in the Napoleon Drive area by their building on 29<sup>th</sup> August. The Deputy Clerk met with the Community Payback Team to go through the jobs required. We have yet to hear back from MBC with their response to our noticeboard grant application for the Playing Field. The goal posts for Southons Field have been delivered and the Clerks will put together one on the field and the other will be stored. The toilet roll dispenser that had been vandalised in the Gents toilet has been replaced. The standpipe at the Cemetery has been

installed to assist with the watering of the trees. The Clerk has chased Golding Homes again with regard to the CCTV being installed at the Playing Field. Cllrs noted.

#### **009/24 OPEN SPACE**

##### **Playing Field**

###### Play Inspection Reports from MPC

The reports for the Playing Field Play Area, Napoleon Drive Play Area, the Sports Wall and the Outdoor Gym Equipment had been received from the Caretaker for MPC. There were no issues to report. Cllrs noted.

###### Football Changing Rooms

Following the meeting held on Tuesday 7<sup>th</sup> May, Cllr Boswell updated Cllrs on the results of the consultation. The majority of responses were favourable and there were some recommendations of security and lighting. The notes of the meeting were circulated previously to Cllrs. Cllr Besant is putting the plans together for the next Full Council meeting in July.

##### **Southons Field**

###### Play Trail Inspection Report from MPC

The reports for the Play Trail and Swings had been received from the Caretaker for MPC with no new issues to report. Cllrs noted.

###### Southons Field Event Dates

The dates of events to be held on Southons Field had been circulated to Cllrs prior to the meeting. Cllrs noted.

##### **Other Open Space**

###### Site Meeting Dates

Following the Amenities Site Meetings in April, it was suggested that both meetings take place in the week. Cllrs discussed and decided that both meetings will take place on a week day. The Cemetery and Southons Field Site Meeting will take place on a Thursday morning and the Public Conveniences and Playing Field Site Meeting will take place on a Friday morning starting at 9.00am on both days.

##### **Trees**

###### Monthly Tree Inspections

The Caretakers had completed their monthly tree inspections and there were no issues to report. Cllrs noted.

#### **010/24 CEMETERY**

There were no issues to report for this meeting.

#### **011/24 ALLOTMENTS**

There were no issues to report for this meeting.

#### **012/24 PUBLIC TOILETS AND CAR PARK**

##### **Public Toilets**

There were no issues to report for this meeting.

##### **Car Park**

There were no issues to report for this meeting.

#### **013/24 ENVIRONMENTAL SUB-GROUP**

The Environment Sub-Group met on 30<sup>th</sup> April 2024 and the notes were circulated prior to the meeting. Cllrs noted.

#### **014/24 CORRESPONDENCE**

There was no correspondence received for this meeting.

#### **015/24 HEALTH AND WELLBEING**

There were no issues to report for this meeting.

**016/24 OUTSIDE BODIES REPORTS****Memorial Hall**

There was nothing to report with regard to Memorial Hall since the last Amenities Committee meeting.

**Village Events**

CLr Boswell asked Cllrs whether they could volunteer their time at the 80<sup>th</sup> Anniversary D-Day event on Southons Field on the evening of Thursday 6<sup>th</sup> June and to let the Clerk know of their availability.

**Marden Summer Playscheme**

Playscheme is to run from Monday 22<sup>nd</sup> July to Friday 2<sup>nd</sup> August. The Scout HQ has been confirmed for this year's venue with Jen Ward agreeing to manage again. Staffing is in place to enable us to have 48 children per day (limited due to space available in the Scout HQ if raining). The timetable is currently being planned and this year, we are looking to have bookings available via Microsoft 365 (as well as hard copies) from Monday 3<sup>rd</sup> June. Cllrs noted.

**017/24 OUTSTANDING ISSUES**Outstanding Issues List

The Deputy Clerk had circulated the amended Outstanding Issues List. Cllrs noted.

**018/24 OTHER AMENITIES ISSUES FOR DECISION****Windsor Meadow/Parsonage Footpath**

Following contact from a resident regarding accessibility, the Caretaker had installed a temporary measure. The Clerks have contacted a contractor with regard to getting a quote for a permanent solution. Cllrs noted.

**Rookery Path Gates/Fence**

The maintenance company for Rookery Court had called the Parish Office and had left a message with regard to the Parish Council taking over the repairs of the gate and fence by the entrance despite the maintenance company being responsible. The Clerk has contacted the company asking for their request to be put in an email before it could be added to an agenda. An email was not received in time for Cllrs to discuss at this meeting.

**019/24 INVOICES FOR PAYMENT**

The following invoices were submitted for payment:

Castle Water – Water supply for Changing Rooms - £7.28

Viking – Toilet Rolls - £93.56

Alison Hooker – Travel (Staplehurst to Ashford) Emergency Planning Training - £11.59

P&F Cleaning – Public Convenience Cleaning - £725.00

Paul Waring – Contract Mowing - £192.56

A J Gallagher – Insurance - £3,012.76

Total: £4,043.15

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

There being no further business, the meeting closed at 20.24.

Date:

Signed:

CLr Boswell

Chairman, Amenities Committee

Marden Parish Council, Parish Office, Goudhurst Road, Marden, Kent, TN12 9JX

T: 01622 832305 / 07940 241333

E: [deputyclerk@mardenkent-pc.gov.uk](mailto:deputyclerk@mardenkent-pc.gov.uk)

W: [mardenkent-pc.gov.uk](http://mardenkent-pc.gov.uk)