



MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 8TH JANUARY 2019 AT THE ALLENS, ALBION ROAD, MARDEN COMMENCING AT 7.30PM

104/19 PRESENT

Cllrs Adam, Boswell, Brown, Harvey, Mannington, Newton, Robertson, Stevens and Turner.
The Clerk and one member of the public were also in attendance.

105/19 APOLOGIES FOR ABSENCE

Cllrs Jones and Tippen gave their apologies.
In the absence of Cllr Tippen Cllr Adam took the chair.

106/19 COUNCILLOR INFORMATION

Changes to Register of Interests

There were no changes to the registers of interest

Declaration of Interests

There were no declarations of interest

Granting of Dispensation

There were no requests for dispensation

The meeting was adjourned for the following:

The Clerk reported the sad news of the passing of Mrs Patti Streek, a previous Parish Councillor for Marden and Collier Street Parish Councils. A minute's silence was held in respect.

The meeting was reconvened for the following items:

107/19 MINUTES OF THE PREVIOUS MEETING

Minutes of the Parish Council meeting held on 11th December 2018 were agreed and signed as a true record.

108/19 MATTERS ARISING FROM PREVIOUS MINUTES (for information only):

Update from Parish To Do List

There were no new items raised which were not covered in the agenda.

109/19 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

One member of the public wishes to speak in the public forum.

The meeting was adjourned for the following items:

PUBLIC FORUM

The MoP asked if there was any further update following the last meeting when anti-social behaviour was discussed. The Clerk reported that Kent Police had been invited to hold a Police Surgery on a Saturday morning and it was hoped a date would be confirmed shortly. The crime figures and anti-social behaviour reports were down on last month but it was too early to see if there were any improvements. The Clerk was asked to obtain crime statistics from British Transport Police and a meeting was also being arranged. The MoP reported of noise nuisance at Windsor Meadows development and the Clerk would contact MBC Environmental Health to see if any reports were forthcoming and would speak to the PCSO for advice.

The MoP left the meeting

EXTERNAL VERBAL REPORTS (if in attendance)

County & Borough Councillors

Not in attendance

Police

Not in attendance

Community Warden

Not in attendance

The meeting was reconvened for the rest of the agenda.

110/19 PARISH MATTERS

Reports from MBC and KCC

Borough Councillor Burton had forward to the Clerk a spreadsheet of the current S106 contributions and this would be checked against the list held in the office and circulated.

Police Update/Report from Police Forum

3 crimes reported since the last meeting: 1 theft of motor vehicle; 1 burglary and 1 theft from motor vehicle. 5 reports of anti-social behaviour had been received.

Communication

Newsletter

Flyer insertion from Marden History Group and Marden Bowls Club A copy of the proposed flyer has been received from Marden History Group – Cllrs were in agreement for this to be included and the Clerk would advise on numbers and insertion into the newsletters. A copy from Marden Bowls Club had not yet been received but will be circulated to Cllrs as soon as it has been received in the office. Date of the litter pick to be agreed at Amenities Committee meeting on 29th January.

Social Media & Website

Nothing to report

Cemetery

Exclusive Right of Burial Certificates

No ERBs to sign

Update regarding Flooding/Water issues

No further updates have been received since the last meeting

Public Convenience Contract

Four companies had quoted for the contract and a report had been prepared by the Clerk. Following a discussion all details were reviewed and questions asked. The Clerk would respond to these and the final decision would be made at the Extraordinary Full Council meeting on 22nd January.

Youth Provision

Cllrs Newton and Tippen had met with a local parent who was interested in setting up further a youth group to be held on two other evenings per week. A request for the Parish Council to assist with funding was received and this was agreed in principle however more detailed costings needed to be made available before committing financially.

111/19 COMMITTEE REPORTS

Amenities Committee

There was no Amenities Committee meeting held in December.

Planning Committee

Draft Minutes of Planning Meetings held on 18th December had been previously circulated and were available on the Parish Council website.

Planning Applications

(response due before the next Planning Committee meeting):

Due to Christmas and New Year break the following applications required discussion and recommendation as the consultation periods expire week ending 11th January.

18/506140/FULL – Fieldgate House, Pattenden Lane

Erection of two storey rear extension revised design from approved application

17/504029/Full (Part retrospective) – Amended plan received Application previously discussed by Cllrs at the Planning meeting on 18th December: Cllrs noted the amended roof design and had no objection to the application.

18/506345/FULL – Meadow Cottage, Goudhurst Road

Proposed demolition of existing lean-to bootroom, garden shed and summer house. Erection of a single storey rear extension to form living area and study: Cllrs recommended refusal based on the proposal would be harmful to the character of the existing dwelling and the openness and character of the surrounding countryside owing to the siting, scale, bulk and design.

18/506422/FULL – 7 Howland Cottages, Howland Road

Demolition of existing detached garage and erection of a new detached garage with the addition of storage at the ground floor and playroom/social space in the roof (Resubmission of 18/505268/FULL): Cllrs raised no objection to the previous application of 18/505268 and on viewing this resubmission noted the roof height had been reduced slightly.

18/506444/FULL – 2 Hillside Cottages, Goudhurst Road

Erection of a two-storey side extension with habitable loft space: Cllrs recommended approval. Although this is a large extension it is well designed and respects the proportions and character of the existing pair or semi-detached cottages.

Finance Committee

There was no Finance Committee meeting held in December.

HR Sub-Committee

Draft Minutes of the HR Meeting held on 17th December had been previously circulated and were available on the Parish Council website. A report from the Confidential HR Sub-Committee meeting was provided to all Cllrs prior to the meeting.

Other Conferences/Meetings attended

KALC Chairman Training – 13th December - East Malling attended by Cllrs Boswell, Robertson, Stevens, Tippen and Turner.

Borough Cllr meeting – 18th December – Parish Office attended by Cllrs Boswell, Newton and Tippen together with the Clerk – notes had previously been circulated to Cllrs.

MBC Parking Officers – 3rd December – Parish Office Cllr Tippen attended and a report had been circulated to Cllrs prior to the meeting. This would be discussed at item 114/19(a).

Conferences/Meetings for the coming months

Marden Open Spaces with MBC Leisure Officer and B/Cllr Burton – 10th January - Parish Office Police Bike Marking – 12th January – John Banks Hall

Operation London Bridge – 17th January – Parish Office Cllr Robertson, The Clerk, Revd Duguid and Penny Day (History Group) to attend

MBC – CIL Training – 20th February – Maidstone Town Hall Cllr Tippen to attend

Police Surgery – tbc – John Banks Hall

Parish Councils Liaison Group Meeting – tbc

A list of all meetings including MPC meetings for the next 3 months was circulated to Cllrs prior to the meeting. This would be updated as and when new meetings were arranged.

112/19 CORRESPONDENCE**KCC Consultation on Libraries, Registration and Archives strategy – closing date 29th January 2019**

Cllrs had been sent the consultation document and completed the survey which the Clerk would send before the closing date. The link to the consultation would be placed on the website and Facebook page.

KALC Parish News – December 2018

For information

Marden Parish Church Magazine

For information

Clerks and Councils Direct
for information

113/19 FINANCE

Bank Statements

As at:

22nd October: Santander (Capital Account): £33,341.84

30th November: NS&I (Capital Account): £18,083.28*

2nd January: Nat West Reserve Account (Reserve Account): £19,270.08
Nat West Current Account (Reserve Account): £0.00

8th January: Unity Bank (Reserve Account): £57,975.99

Unfortunately, the cheque could not be banked over the counter at Santander nor had it been signed so it was still held in the Parish Office until a response had been received regarding the signatures.

Payments for Approval

Electronic Payments

East Peckham Silver Band – Marden at Christmas £100.00

Marden Memorial Hall – Office rent/youth club and MPC hall hire £584.00

HMRC – PAYE/NIC £1,454.28

HMRC – PAYE/NIC £1,241.11

Play Inspection Company – Annual Play Inspections £234.00

Pitney Bowes – Franking Machine Rental £15.54

Stanleys Garage – Van fuel/Christmas supplies £70.61

Ian Jones – Southons Field locking £200.00

Total: £3,839.54

Invoices agreed and Cllrs Mannington and Stevens and would authorise payments.

Extraordinary Full Council

Meeting called on 22nd January to discuss, propose and agree the Budget and Precept for 2019/20

Interim Internal Auditor Visit – 21st February 2019.

The Clerk would be in attendance.

Salary Payments

Nat West now make payments the first working day after the selected date for payment therefore if the salary pay date falls on a Saturday (or a bank holiday) it will not be paid until the following Monday. Cllrs agreed to cancel Nat West Mandate and pay salaries via Unity online banking. A list of salary pay dates was made available.

114/19 HIGHWAYS AND PUBLIC TRANSPORT

Highways

Extension of temporary closure of PROW KM281 and KM283

This public right of way leads through Windsor Meadow has been extended for a further six months by the Secretary of State for Transport until 17th July 2019 - Noted

Rights of Way Improvement Plan

The revised Improvement Plan has been adopted by Kent County Council and is available on their website - noted

Kent Highways Improvement Plan/Action Plan includes the proposed single and double yellow lines in the village along with School Keep Clean lines and bell bollards at High Street/Maidstone Road junction. The Clerk was asked to contact Kent Highways to ascertain the cost of the bollards.

Installation of bollards at High Street/Maidstone Road junction

Included in above item

Speed Indicator Device (SID) Scheme for Marden

Following a meeting with KCC representatives three locations had been identified for the SID Scheme to be installed. These three locations, Howland Road, Thorn Road and Goudhurst

Road, were agreed by Cllrs and the Clerk would make contact with Kent Highways to go ahead. Letters would be sent to neighbouring properties to inform them of this.

Marden Parking Restrictions

Update from Meeting held on 3rd January with MBC Parking Officers was given by Cllr Tippen via a report circulated prior to the meeting. Cllrs agreed the recommendations given and an item would be placed in the next Parish Council newsletter regarding the proposals.

Other Highways issues

There were no other highways issues.

Public Transport

Meetings

The South Eastern Stakeholder Engagement Manager is liaising with other representatives to agree a date to meet at Marden Station

Response from South Eastern regarding Timetable consultation

In regard to the “missing train stop” Cllr Adam would draft a response back to South Eastern.

Other issues raised by Cllrs:

KALC Community Award Scheme: A name was put forward by Cllr Brown and details would be forwarded to KALC for presentation at the Annual Parish Council Meeting.

There being no further business the meeting closed at 9.40pm

Date: 12th February 2019

Signed:

Cllr Kate Tippen

Marden Parish Council Chairman

Marden Parish Council

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