



**MINUTES OF THE FULL COUNCIL MEETING OF MARDEN PARISH COUNCIL ON  
TUESDAY 11<sup>TH</sup> JANUARY 2022 HELD IN THE OLD SCHOOL ROOM, GOUDHURST  
ROAD, MARDEN COMMENCING AT 7.30PM**

**104/22 PRESENT**

Cllrs Adam (late), Barker, Besant, Boswell, Gibson, Newton, Robertson, Tippen and Turner were present. The Clerk was also in attendance.

**105/22 APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Burton, Stevens, Borough Councillor Claudine Russell and County Councillor Lottie Parfitt-Reid.

**106/22 COUNCILLOR INFORMATION**

**Changes to Registers of Interest**

No changes to register of interests

**Declarations of Interest**

Cllrs Newton and Tippen declared an interest in item 110/22 (Memorial Hall) as Trustees of the Management Committee.

**Granting of Dispensation**

There was no granting of dispensation requested.

**107/22 MINUTES OF THE PREVIOUS MEETING**

Minutes of the Parish Council meeting held on 14<sup>th</sup> December 2021 were agreed and signed as a true record.

**108/22 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING**

There were no members of the public in attendance.

The meeting was adjourned for the following items:

**PUBLIC FORUM**

There were no members of the public in attendance.

**EXTERNAL REPORTS**

**County Councillor Report**

Not in attendance

**Borough Councillors Report**

Not in attendance

**Police Report**

Not in attendance

**Community Warden Report**

Not in attendance

The meeting was reconvened to discuss item 109/22 onwards.

**109/22 CLERK'S REPORT**

There were no updates to report to the meeting.

**110/22 PARISH MATTERS****Reports from MBC and KCC**Meeting with County Cllr Lottie Parfitt-Reid held on 10<sup>th</sup> January

Notes of the meeting had been circulated. A form had been received regarding the £500 grant for works next to the library. This had been completed by the Clerk and returned today.

Meeting with Borough Cllr Claudine Russell

The Clerk was due to meet with Borough Cllr Russell on the 18<sup>th</sup> to discuss the Open Space S106 contributions.

Cllr Russell, in her absence, had forwarded a report to the meeting which gave details of a meeting held with the CIL/S106 officer at MBC (update will be discussed with the Clerk on 18<sup>th</sup> January); No further information received on the Reed Court Farm planning application; MBC has put forward a recommended number of Cllrs to the Boundary Commission (a reduction from 55 to 48); MBC are seeking ways across the borough to provide 1000 new affordable houses to help those most at need of housing (this will not be in addition to the numbers in the local plan review); Ward Cluster meeting planned for early April; MBC Cllrs have been given a tool to assist with viewing the active enforcement cases.

*7.35pm Cllr Adam arrived at the meeting*

**Police Update/Report from Police Forum**Crime Figures

No crime figures received

Other Police Issues

Cllrs raised concerns over trial bikes across some of the fields behind the new estates.

Advised to report to 101 and the Clerk would speak with the PCSO.

**Communication**

Meeting of the Sub-Group to be held on 24<sup>th</sup> January 2022

Newsletter due end of February – dates were circulated for the next three editions of the newsletter. It was agreed that the print number be increased to include all the proposed dwellings on the new developments.

Cllr Boswell asked Cllrs for agreement to have an insert into the next newsletter of an updated list of the important community contact details. This was agreed and would be printed by the office staff.

**Marden Flooding**

The Maynards sewer had flooded slightly in the heavy rain over Christmas but no other flooding issues had been reported.

**Cemetery**Exclusive Right of Burial Certificates

Cllrs signed ERB Certificates for new burials and interment of ashes

**Climate Change, Biodiversity and Carbon-Neutrality**

Cllr Boswell proposed that a Sub-Group be set up at the Annual Parish Council Meeting to take this forward.

**KALC Community Award Scheme (closing date 14<sup>th</sup> February 2022)**

Cllrs were asked to submit suggested names to the Clerk prior to the end of January.

**Marden PC Additional Storage**

A report had been submitted to Cllrs prior to the meeting as the office staff were finding it difficult to store all documents etc in the current storage space provided. Cllrs agreed in principle for the Clerk to approach the Memorial Hall Trustees to ascertain if there is any space available within the hall.

**Keep Britain Tidy – 25<sup>th</sup> March 2022 to 10<sup>th</sup> April 2022**

The Deputy Clerk has been approached by Marden Scouts for a date for the Spring Litter Pick. Cllrs agreed to undertake the Marden Spring Litter Pick on 2<sup>nd</sup> April. This can now start to be advertised and register with Keep Britain Tidy.

### **Marden Parish Council Risk Assessments and Policies**

Committees were to review their specific risk assessments and policies to be put before March Full Council (8<sup>th</sup> March) for adoption. Full Council risk assessments and policies will be on the February Full Council agenda. Cllrs are requested to read through all documents prior to the meeting and send the Clerk any suggested amendments before 8<sup>th</sup> February.

### **Village Celebrations Sub-Group – Meeting held on 11<sup>th</sup> January 2022**

Sub-Group met earlier today to discuss village Christmas lights and put together a recommendation for budgeting purposes to Full Council. A report had been circulated to Cllrs which stated that Cllrs were disappointed with the lights provided. The Deputy Clerk had been in contact with the company who had agreed to take back the lights and only charge for the commando sockets which can be used for future lighting and, if required, by the Police for mobile CCTV cameras. After discussion Cllr Turner proposed, Cllr Besant seconded and all Cllrs agreed that £5,000 be put into the Christmas lights budget for 2022/23.

## **111/22 COMMITTEE REPORTS**

### **Amenities Committee**

There was no Amenities Committee meeting held in December.

An Extra Ordinary Full Council meeting will be called prior to the Amenities Committee meeting on 25<sup>th</sup> January to ratify the budget and precept for 2022/2023.

### **Planning Committee**

Draft Minutes of Planning Meetings held on 21<sup>st</sup> December and 4<sup>th</sup> January had been previously circulated and available on the Parish Council website.

### **Finance Committee**

There was no Finance Committee meeting held in December.

Next Finance Committee meeting will be held on 18<sup>th</sup> January to finalise the budget and precept for 2022/2023.

### **Conferences/Meetings/Webinars attended**

MBC Planning Training – Design and Sustainability – 10<sup>th</sup> January 2022 – MPC not in attendance

### **Conferences/Meetings/Webinars/Events forthcoming**

Marden Neighbourhood Plan meeting – 22<sup>nd</sup> January 2022: All Cllrs invited to attend

Communications Sub-Group – 24<sup>th</sup> January 2022

KALC Appraisal Skills Workshop – 27<sup>th</sup> January 2022: Cllr Tippen to attend

MBC Planning Training – Ecology to Include Biodiversity – 7<sup>th</sup> February 2022: Cllr Boswell to attend

KALC Training workshops – The Clerk had emailed out details of future workshops and training sessions including Dynamic Cllr training which Cllr Besant will attend.

### **Future Meeting Dates**

The Clerk had circulated a list of all known meetings dates until the end of April. This would be updated as and when new meetings were arranged.

## **112/22 CORRESPONDENCE**

### **KALC News – November/December 2021**

Circulated to Cllrs prior to meeting – for information

### **Marden Parish Church Magazine – January 2022 edition**

Available at the meeting – for information

## **113/22 FINANCE**

### **Bank Statements:**

#### Revenue Accounts

Nat West (31<sup>st</sup> December 2021) - £47,389.60 (Cllrs were informed that a cheque, signed last week to Wicksteed Leisure for £17,935.20 had still to be cashed from this account)

Unity (11<sup>th</sup> January 2022) - £36,738.22

#### Capital Account

Santander £6<sup>th</sup> December 2021) - £71,585.26

## **Payments for Approval**

### Electronic Payments

Involve – Donation (agreed at meeting on 14<sup>th</sup> December 2021) - £100.00

KALC – Dynamic Cllr workshop - £60.00

Alison Hooker – Survey subscription and meeting refreshments - £95.05

TOTAL: £255.05

Cllrs agreed payments and Cllrs Boswell and Tippen would authorise on Unity.

### **Other**

#### Funding for work to side of Marden Library

County Cllr Parfitt-Reid had agreed to donate £500 towards the cost of this work and the Clerk had completed and returned the application form today. Cllrs agreed to defer to Finance Committee for funding the remainder of the work.

#### KCC – Contain Outbreak Management Fund (closing date 31<sup>st</sup> January 2022)

The Clerk had submitted a report to Cllrs prior to the meeting of expenditure incurred by Marden PC in regard to Covid-19. Cllrs agreed to submit the application form.

#### Pitney Bowes Direct Debit

A monthly payment of £15.54 (including VAT) is made monthly via bank transfer for the rental of the franking machine. Cllrs agreed to put this onto a direct debit payment.

## **114/22 HIGHWAYS AND PUBLIC TRANSPORT**

### **Highways**

#### Highways Improvement Plan

The Admin Assistant was currently downloading all the survey results following payment for one month's subscription. Once this had been analysed the information would be circulated and the Highways Improvement Plan document would be updated.

#### Fingerpost Signs

Company has been contacted who may be able to assist with some of the work. Cllr Turner informed the Clerk what dates he was available to meet and a site visit would be arranged accordingly.

#### Other Highways Issues

Village Gateway request for Chainhurst

An email had been received from residents asking Cllrs to consider village gateway and road markings in Chainhurst. Cllrs agreed to add to the Highways Improvement Plan for future discussion of prioritising work following the document being updated.

### **Public Transport**

No Cannon Street services at the moment and unsure when this will be reinstated.

There being no further business the meeting closed at 8.34pm

Date: 8<sup>th</sup> February 2022

Signed:

Cllr Kate Tippen, Chairman  
Marden Parish Council  
Parish Office, Goudhurst Road  
Marden

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