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**BRIEFING NOTE  
FULL COUNCIL MEETING 13<sup>TH</sup> NOVEMBER 2018**

1. 082/18 **PRESENT**
2. 083/18 **APOLOGIES FOR ABSENCE:** Clerk gave her apologies prior to the meeting – The Assistant Clerk will therefore be in attendance to take minutes.
3. 084/18 **COUNCILLOR INFORMATION:**
  - (a) **Changes to Register of Interests**
  - (b) **Declaration of Interests**
  - (c) **Granting of Dispensation**
4. 085/18 **MINUTES OF THE PREVIOUS MEETING**

Minutes of the Parish Council meeting held on 9<sup>th</sup> October 2018 to be agreed and signed as a true record.

5. 086/18 **MATTERS ARISING FROM PREVIOUS MINUTES (for information only):**  
Update from Parish To Do List
6. 087/18 **IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING:**

The meeting to be adjourned for the following items:

**PUBLIC FORUM**

The Chairman will invite members of the public who are in attendance to ask questions or make statements. The public must not take part at any other times

**EXTERNAL VERBAL REPORTS** (if in attendance)

County & Borough Councillors

Police

Community Warden

The meeting to be reconvened for the rest of the agenda.

7. 088/18 **PARISH MATTERS**
  - (a) Reports from MBC and KCC
  - (b) Police Update/Report from Police Forum
  - (c) Communication
    - (i) Newsletter **should be delivered by the 10<sup>th</sup>/11<sup>th</sup> November**
    - (ii) Social Media & Website
  - (d) Cemetery – Exclusive Right of Burial Certificates **one certificate to sign**
  - (e) Update regarding Flooding/Water issues **no new updates received**
  - (f) Youth Update **notes circulated to Cllrs following meeting with Youth Worker**
  - (g) Amendment to Standing Orders **small amendments to be made – circulated to Cllrs prior to meeting.**
8. 089/18 **COMMITTEE REPORTS**
  - (a) **Amenities Committee** – There was no Amenities meeting held in October.
  - (b) **Planning Committee** - Minutes of Planning Meetings held on 16<sup>th</sup> October and

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6<sup>th</sup> November had been previously circulated and were available on the Parish Council website.

- (c) **Finance Committee** – Minutes of the Finance Meeting held on 23<sup>rd</sup> October had been previously circulated and were available on the Parish Council website.  
**Further Finance meeting to be held on 20<sup>th</sup> November to start discussions on budget and precept.**

- (d) **Other Conferences/Meetings attended:**  
Marden Neighbourhood Plan Meetings – 10<sup>th</sup>, 15<sup>th</sup> and 22<sup>nd</sup> October **Cllr Turner to provide update**  
MPC HR Sub-Committee Meeting – 15<sup>th</sup> October **draft minutes circulated to Cllrs and available on website**  
KALC Finance Conference – 18<sup>th</sup> October **Clerk attended and report given to Finance meeting.**  
Youth Meeting – 22<sup>nd</sup> October **notes circulated to Cllrs – item to be discussed at 088/18(f) above**  
MBC/KCC Meeting re Parking Restrictions – 24<sup>th</sup> October **Notes circulated to Cllrs and item to be discussed at 092/18(a) later in the meeting.**  
Kent Highways Parish Seminar – 2<sup>nd</sup> November **attended by Cllr Boswell and the Clerk – notes circulated to Cllrs prior to the meeting**  
WW1 Commemoration – 11<sup>th</sup> November 2018 **Cllr Tippen to provide update**

- (f) **Conferences/Meetings for the coming months:**  
Kent Highways Meeting (location of SIDS) – 22<sup>nd</sup> November  
MBC S106/Open Space Meeting – 23<sup>rd</sup> November  
Marden Memorial Hall Management Committee – 26<sup>th</sup> November 2018  
Marden at Christmas 7<sup>th</sup> and 8<sup>th</sup> December  
ICCM Exclusive Right of Burial Training – 11<sup>th</sup> December – Vinters Park Crematorium  
KALC Chairman Training – 13<sup>th</sup> December - East Malling

**9. 090/18 CORRESPONDENCE**

- (a) Marden Parish Church Magazine **for information**  
(b) Response from MBC re S106 complaint **circulated to Cllrs prior to meeting**  
(c) Loose Neighbourhood Plan – Regulation 16 consultation  
<https://www.maidstone.gov.uk/home/news-and-events/loose-neighbourhood-development-plan>

**10. 091/18 FINANCE**

- (a) Bank Statements will be available at the meeting.  
(b) Payments for Approval (list available at meeting)  
(c) Transfer of funds from NS&I to Santander **proposed at Finance Committee meeting – Cllrs to agree and sign letter.**  
(d) Invoice to provide plants for cycle planter and trough in High Street **Cllrs to agree payment**  
(e) Donation to Royal British Legion for large poppies **further poppies have been given to the Parish Council – Cllrs to agree donation and cheque to be signed.**  
(f) Cheque for Christmas Petty Cash (donations/supplies etc) **agreement for cheque to be cashed for Christmas expenditure for Morris/Sword dancing, cash & carry and other supplies**

**11. 092/18 HIGHWAYS AND PUBLIC TRANSPORT**

- a) **Highways**  
Parking Restrictions – proposed changes **copy of proposals from MBC circulated to Cllrs**  
KCC – TRO Funding / location of restrictions & DYL / consultations **Email received**

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from Kent Highways regarding consultation with residents and agreement of locations

Update of Developer highways contributions details received from Kent Highways  
Provision of Kent Highways salt bags Cllrs to consider whether Marden wishes to receive a salt bag for the winter. Previously been stored at the Memorial Hall.

KCC Publication: New Highways Works Request Information Pack available at the meeting

Copy letter regarding Public Right of Way KM250 – details not officially received from Kent County Council at time of publishing the agenda

(b)

**Public Transport**

Meetings – meetings to be arranged with Network Rail and South Eastern.