

Deputy Clerk's Report

By Rachel Gillis-Coates for the Amenities Committee meeting on 28th May 2024

1. Actions and updates from the last Amenities Committee meeting on 23rd April 2024.
 - a. **Bench at Napoleon Drive.** The resident has purchased the bench (along the same installed in the Playing Field) and this will be installed by their builder on 28th August 2024. The Clerks have requested a copy of the public liability insurance certificate of the building for our records.
 - b. **Community Payback Team.** I met with the Community Payback Team Co-ordinators on Thursday 16th May. They have added the tidy up and clearing of Rookery Path, the painting of the Marden play area gates, the litter pick of the High Street and the cleaning of two Marden in Bloom planters (located outside the Library and Stanley's of Marden) to their list of jobs. I will be providing them with red Hammerite paint and brushes for the gates).
 - c. **Playing Field Noticeboard.** We have yet to hear from MBC with regard to the grant. The Clerk has chased our Borough Councillors for an update.
 - d. **Goal Posts.** The goal posts have arrived and have been stored in the Pavilion. The Clerk and the Caretaker will put one up this week and the other will stay in storage.
 - e. **Toilet Roll Dispenser.** The toilet roll dispenser has been delivered and installed into the Gents public toilet.
 - f. **Standpipe at the Cemetery.** Following the quote received, the work has been planned to install the standpipe at the Marden Cemetery. We should receive notice of its completion shortly.
 - g. **Playing Field CCTV.** The Clerk has emailed Golding Homes for a further update on any actions.

Notes of Meeting held on Tuesday 7th May 2024 commencing at 1.00pm to discuss the Changing Rooms consultation results

PRESENT

Cllrs Besant, Boswell and Tippen. The Clerk and Deputy Clerk were also in attendance.

APOLOGIES

Cllr Rabot

PHASE I

Following the delegation from Amenities Committee on 23rd April 2024 Cllrs met to discuss the consultation results which had previously been circulated to Cllrs.

The majority of the responses were favourable and several had suggested some recommendations regarding times of opening and security.

Cllrs therefore recommended that Cllr Besant put together a draft planning submission/statement to be put before June's Full Council meeting.

Details to be considered included:

- External lighting
 - On a timer not sensor lighting
- Time Restrictions
 - Possibly dusk but no later than 8pm Summer / 4pm Winter
 - Conditioned as part of the planning application
- Hardstanding to be laid at the front of the building
- Look at additional CCTV/security

Cllr Turner to be asked to look at foundations/drainage system prior to the application being submitted.

The Clerk provided Cllr Besant land registry maps and old planning application papers for reference.

Any personal information (ie names/addresses) on the results of the consultation would be redacted.

Southons Field Events 2024

May 25th: Marden Motor Club: all day (open to the public)

June 6th: Beacon Lighting: open to the public

June 21st: Rude Mechanicals: all day (ticketed event - closed to the public approx. 5pm)

June 30th: Child's birthday party: 11am to 3pm (open to the public)

July 29th: Bowls Parking: 12noon to 7pm

August 3rd: Bowls Parking: 12noon to 7pm

August 22nd: Parkwood Theatre: all day (ticketed event – closed to the public approx. 5pm)

September 1st: Bowls Parking: 8am to 7pm



**NOTES OF ENVIRONMENTAL SUB-GROUP MEETING HELD ON TUESDAY 30TH
APRIL 2024 AT 6.00PM IN THE PARISH OFFICE, MARDEN MEMORIAL HALL,
GOUDHURST ROAD, MARDEN**

50. Present:

Cllrs Matt Besant, Anne Boswell, Adrian Rabot, Mike Summersgill, Andy Turner. Also in attendance: Cllr Richard Ash, Staplehurst and Silvia Ferrero.

51. Apologies:

Cllr Ian Newton gave his apologies.

52. Notes from Environmental Sub-Group held on Tuesday 20th February 2024

The notes of the meeting on 20th February 2024 were agreed.

53. Action List from Environmental Sub-Group

The Clerk has updated this document and AB will run through with the Clerk and Admin Assistant.

**54. Action Points taken to Amenities Committee on 23rd April 2024:
Earth Charter Project**

Cllrs gave their endorsement at Amenities on 23 April to take the project forward but keep it simple. It was agreed to hold a brainstorming session on Monday 3rd June at 6pm in Marden Village Club. Map out where we are and what we can do going forward and tie in with a few principles of the Earth Charter.

Engagement with current/prospective MPs – Hope for the Future:

<https://www.hftf.org.uk/write-to-your-mp> - and <https://www.theyworkforyou.com/>

Climate & Ecology Bill

It was agreed at Amenities on 23rd April to send one letter to existing/prospective MPs, but keep it simple, short and relevant to Marden issues. Also to include step-free access at Marden Station and why this would boost sustainable travel – more people could travel by train such as disabled/buggy users etc.

55. Parish Councils Environment Network (PCEN) Meeting 20 March 2024

MS chaired and AB and MB attended – notes circulated. This is a good way to share good practice.

56. Carbon Literacy Training and Carbon Literacy Action Day 14th November

AB, AR & MS Carbon Literate accredited. MS/AR gave an update on their training and felt it was a good exchange of information across Maidstone Borough Parish Councillors. Those carbon accredited now have an ambassadorial role to promote and put into practice carbon issues in the Parish. It was felt that newly elected Borough Councillors should undertake the training and also MPC Councillors.

It was felt that the **Carbon Literacy Action Day on 14th November**, which coincides with COP29 in Azerbaijan, was not relevant to MPC, but SF will look at possibly attending and feedback.

57. Next NALC Climate Emergency Network Session – Thursday 9th May

AB unable to attend but the notes should still be forwarded.

58. Hedgerow Management Policy

At January Amenities Committee it was proposed that we have a separate Hedgerow Management Policy and agreed to keep the Tree Management Policy as it is. AB has started to draft a policy and it was suggested it be called Hedgerow and Borders Policy. Cllrs expressed how important hedgerows are in the parish and the following points were discussed:

- Develop a MPC Hedgerows and Borders Policy and how we maintain/improve them going forward. To be taken to Amenities and ratified at Full Council.
- Link the policy into the Marden Neighbourhood Plan as well as the Tree Management Policy.
- Use Pear Technology to map the parish hedgerows by using layers – look at the ancient hedgerow links on MagicMap.
- Take a parish-wide approach by linking in with the local farming network/Farmers Cluster/Marden Wildlife to work together to protect and enhance the hedgerows in Marden and surrounding parishes. Look at linking up hedgerow gaps both on MPC land and the parish as a whole.
- Offer free hedgerow saplings via MPC's existing suppliers.
- This could be an opportunity for both Marden and Staplehurst parishes to work together via RA.

59. Solar Panels on the Roof of the Public Toilets

Quote circulated to Cllrs from the Little Green Energy Company to install 5 solar panels to provide 2,280kWh of electricity for the year during sunlight hours at an installation cost including scaffolding of £4,990 to help towards the cost of Marden Library's electricity. MB mentioned there could be local companies who could be approached to help fund and burnish their social credentials.

60. Making Space for Nature Project

AB gave an update on this project and the Clerk/AB have mapped the MPC open spaces and some of its wildlife, trees etc on the MS4N mapping system to help develop Kent's local nature recovery strategy.

61. Ponds

Cllrs discussed ponds in the parish which could be restored such as the ponds at the back of Marden Playing Field (owned by Millwood and Redrow) and the pond at the back of the Cemetery. MS, who is a pond warden, explained that if the ponds are restored by the Medway Valley Countryside Partnership, then they would need fencing off, but there could be funding available centrally re Great Crested Newts. Data is held by Natural England on GCNs and co-ordinates go into a register.

62. Thermal Imaging Camera

Look at the loss of heat from dwellings such as the Memorial Hall and MPC changing rooms.

63. Action plan for Climate Emergency

Extend Flood Warden scheme to include Heatwave Wardens – this is not currently in the Kent Resilience Forum.

64. MBC Climate Change & Biodiversity March Newsletter

There was nothing relevant to include in the Summer Newsletter.

65. NALC Draft Biodiversity Net Gain document

It was felt that the spreadsheet the Government had compiled for BNG is not accurate and it will be a lot of work for the Planning Officers to undertake. MBC have a new Landscape Officer.

66. Carbon Footprinting Tool

Already undertaken this exercise which showed Marden's footprint to be high and above Maidstone's which is higher than the national average. This is partly as a rural community we are a consumer rich area e.g. residents rely on shipping/delivery of goods. SF explained that the calculation of Carbon Footprint tools is subjective and doesn't rely on the same criteria.

67. Retrofitting

Cllr Besant has asked a resident to provide an article for the newsletter. We could look at getting a group of volunteers together e.g. local builders to explore the benefits and speak to the Little Green Energy Company.

68. Great Big Green Week – 8-16 June

It is too late now to arrange anything but to explore what we could do in 2025. SF suggested we should choose a theme and work around the theme. This could be a good way of engaging with village organisations and businesses on their environmental and biodiversity plans.

69. Date of Next Meeting

Tuesday 2nd July at 6pm in Marden Parish Office.

70. Item to discuss at next meeting:

- The Great Collaboration

Summer Play Scheme 2024
Report to Amenities Committee – 28th May 2024

Play scheme is to run from Monday 22nd July to Friday 2nd August with set up over the weekend of 20th or 21st July.

The Scout HQ has been confirmed for this year's play scheme 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) but we are looking to see if a large strong gazebo could be purchased to have at the side of the building - we could increase the daily intake although this would mean employing another member of staff for each additional 6 children. I am currently speaking with Jen to see if this could be an option if she is aware of any more people willing to work the two weeks.

The timetable is currently being planned and this should be available by the end of May ready for registration.

This year we are looking to have bookings available via Microsoft 365 (as well as hard copies) with an initial form giving details of child's name, date of birth, school and parents name/contacts. Once this is received, we will ensure that the child meets the criteria set in the Registration Policy and then contact the parent to submit additional info such as medical, GP and collection details along with the fee payable.

All Cllrs are welcome to pop along during the two weeks.

AMENITIES OUTSTANDING ISSUES LIST

Action No.	Minute Item No	Action	Allocated to	Status	Date Completed
A1/23		Chase Golding Homes regarding the CCTV on the Playing Field.	Alison Hooker	Ali emailed 8/2/24. Still awaiting a response from Golding Homes. Chased again 26/2/24. No further update as at 24/5/24	
A2/23		Cllr Besant will make contact with the Caretakers with regard to installing the Cemetery Signage just after Christmas.	Matt Besant	Still awaiting contact for installation with Caretakers.Cllr Tippen and the Deputy Clerk would deliver to the Cemetery shed for installation.	
	80/23	Standpipe installation at Marden Cemetery	Alison Hooker	Met Plumber on site on 12/2/24. Admin Assistant has sought quotes to take to April Amenities Committee Meeting. Quote obtained by Cllr Newton and agreed. Contractor to install shortly and awaiting notice of completion of works.	
	80/23	Bollards at the Cemetery	Rachel Gillis-Coates	The memorial has been installed and the Clerks are speaking with a supplier to supply.	

	130/24	Noticeboard for Marden Playing Field	Rachel Gillis-Coates	The Clerks have contacted MBC regarding a grant. Quote from the company used before was used for the amount. Awaiting a response.	
	130/24	Football Goals on Southons Field	Rachel Gillis-Coates	The Deputy Clerk has ordered the new goalposts and we are awaiting delivery. Delivered w/c 6 May. Now in storage at Southons Field Pavilion. One will be installed in the field and the other will stay in storage.	