



**MINUTES AGREED AT MEETING HELD ON 28<sup>TH</sup> JULY 2020 BUT NOT SIGNED**

**MINUTES OF THE MEETING OF MARDEN PARISH COUNCIL HELD ON 14<sup>TH</sup> JULY 2020 COMMENCING AT 7.30PM**

**Due to the Coronavirus outbreak all Parish Council meetings will be held remotely via Zoom virtual conferencing until further notice.**

**232/20 PRESENT**

Cllrs Adam, Boswell, Jones, Mannington (in the Chair), Newton, Robertson, Stevens, Tippen and Turner were present. The Clerk and one member of the public were also in attendance.

**233/20 APOLOGIES**

Apologies were received from Cllrs Barker and Brown and PCSO Nicola Morris

**234/20 APPROVAL OF PREVIOUS MINUTES**

The Minutes of the Meeting held on 23<sup>rd</sup> June 2020 were agreed as a true record. They would be signed at the next available meeting when the Full Council convenes in person.

**235/20 COUNCILLORS INFORMATION**

**Registers of Interest**

Cllr Mannington informed the meeting held on 23<sup>rd</sup> June 2020 that she had been elected as President of the Weald of Kent Ploughing Match. However, on viewing the register of interest this was not required to be declared.

**Declarations of Interest**

Cllr Boswell declared an interest in item 238/20 as neighbour of Southons Field. Cllr Jones declared an interest in item 238/20 as a neighbour of Marden Playing Field

**Granting of Dispensation**

No requests for dispensation were made

**236/20 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING**

Member of the public did not wish to comment on any item

The Chairman to adjourn the meeting for the next two items:

**PUBLIC FORUM**

The member of the public did not wish to raise anything under this item

**EXTERNAL REPORTS**

**County Councillor**

Not in attendance

**Borough Councillors**

Not in attendance

**Police**

In PCSO Nicola Morris' absence the Clerk had been provided with the crime report for the previous month. This included 6 crimes: 4 x theft; 1 theft of motor vehicle and 1 burglary. Several anti-social behaviour reports had been received including groups of youths being abusive in the playing field and youths in areas causing issues with gas cannisters, patrols have been in the area and CCTV viewed.

Other information - All pubs have been visited regarding re-opening with advice and support given; cannabis warning issue; Police officers deployed to Marden resulting in vehicle seizure

for no insurance, helicopter deployed due to manner of driving; Police dogs continue to be deployed to the area.

Residents encouraged to report as it helps to put extra resources into the parish

**Community Warden**

Not in attendance

The Chairman reconvened the meeting for the remainder of the agenda

**237/20 CLERK'S REPORT**

The Clerk had circulated a copy of the monthly report to Cllrs prior to the meeting but included legionella testing being undertaken on 16<sup>th</sup> July, staff annual leave and details of play areas/public conveniences being opened beginning of July.

**238/20 AMENITIES**

**Update on any open space issues (Southons Field, Playing Field or Cemetery)**

An updated to do list had been provided to both caretakers with a date for the work to be undertaken given on some items.

**Re-opening of play areas/play trail and public conveniences**

Government guidelines were that the play areas could be reopened on 4<sup>th</sup> July 2020.

However, as risk assessments, inspections and signage were required this was deferred. The play areas and play trail were officially reopened on Thursday 9<sup>th</sup> July. The toilets, following a deep clean, signage and risk assessments, were opened on Monday 6<sup>th</sup> July.

**Playing Field Issues including youth shelter reports from residents**

Cllrs agreed that it was unacceptable to have a member of staff clean up the youth shelter on a daily basis following the amount of rubbish that is being left. It was proposed that the caretaker be asked to keep a record of how long each litter pick takes in and around the youth shelter together with providing photos of the rubbish. A further proposal was to erect signage in the youth shelter about using the bins, drug use etc and add information on social media. The PCSO to be asked for sources of information to add to the signage and the Deputy Clerk would design and arrange to put this up once printed. The Clerk to speak to the caretakers regarding moving the litter bins to nearer the footpath and youth shelter and gave an update on CCTV to Cllrs. Cllrs asked that steps be taken to have the additional camera previously authorised to be installed as soon as possible.

**Changing Room cleaning**

The Clerk was requested to obtain quotes for a deep clean and report back to Cllrs for a decision.

**Southons Field Pavilion – storage**

The Clerk had circulated a report regarding possible storage solutions at the pavilion to aid access etc. Cllrs agreed for a maximum of £300 be allocated for the purchase of storage facilities.

**Southons Field boundaries**

Emails and reports had been received regarding the boundary between Southons Field and Appledown Grange -

Cllrs agreed, in regard to the boundary with Appledown Grange, to plant fairly mature hedging of a prickly nature. The Clerk was also asked to contact Jones Homes regarding a meeting to discuss the boundary and the development.

Email received from resident regarding large Beech hedge which requires attention - The Clerk was asked to obtain a quote and report back to Cllrs.

**Benches to Southons Field**

The Deputy Clerk had circulated quotes for benches. After discussion it was agreed that the large Excalibur disabled access table at £299 would be purchased along with the Cambridge Rounded 8-seater picnic table at £360. However, on looking at the website it was found that the Cambridge was out of stock – The Deputy Clerk was asked to contact the company to see if this would be available soon but if not it was agreed that the Excalibur 8-seater picnic table be considered.

### **Other Amenities Issues to report**

Cllr Jones reported that the sports wall was reverberating. The company who were due to install the outdoor gym would be asked to repair.

## **239/20 PLANNING**

### **Planning Applications**

#### **20/502091/FULL – Land Adjacent to Summer Hill Oast, Battle Lane**

Change of use of land to residential garden and erection of a detached double garage  
The Clerk was asked to contact MBC for clarification as to why details of a proposed barn application had been submitted on the website and what was the location and layout of the proposed access which has not been shown on any drawing.

#### **20/502590/FULL – Whitehurst, Dairy Lane**

Conversion and extension of existing outbuildings into storage area and self-contained unit to provide ancillary residential accommodation (part retrospective revised scheme to 19/506422/FULL)

No objection

#### **20/502602/FULL – Mile Bush Farm, St Anns Green Lane**

Erection of a single storey extension to existing outbuilding  
No objection provided that the proposal is ancillary to the main dwelling.

#### **20/502603/LBC – Mile Bush Farm, St Anns Green Lane**

Listed building consent for the erection of a single storey extension to existing outbuilding  
No objection provided that the proposal is ancillary to the main dwelling.

#### **20/502658/FULL – Reeves Barn at Wanshurst Green Farm, Battle Lane**

Minor material amendment to applications 19/505202/FULL and 19/505203/LBC for conversion of a historic oak framed barn to a residential dwelling – with amendments in window materials and double sliding door to be a triple sliding door.

No objection

#### **20/502691/PNR – Hoppers Hut, Beech Farm, Sheephurst Lane**

Prior notification for the change of use of agricultural building to a flexible use falling within Class B1 (Business). For its prior approval to Transport and Highways impacts of the development; noise impacts of the development; contamination risks on the site and flooding risks on the site

Noted

#### **20/502833/SUB – Thorn Oast, Marden Thorn**

Submission of details pursuant to conditions 3 (details of materials) and 4 (joinery details) of application 20/500008/FULL

Noted

### **MBC Planning Decisions**

20/500485/FULL – Station House, Church Green – Granted (CIL Liable)

20/501035/HEDGE – Land South of Marden Road, Staplehurst – Local Planning Authority has decided to issue a hedgerow retention notice

20/502125/FULL – Beech Barn, Sheephurst Lane – Granted

20/502152/LBC – Beech Barn, Sheephurst Lane – withdrawn

20/502144/PNEXT – Khernfields Farmhouse, Tilden Lane – prior approval is not required

### **Other Planning Issues to report**

Cllr Tippen attended the virtual meeting of KALC Parish Liaison Meeting and reported that it will be October when documents will be published for the public consultation on the next round of the Local Plan. However, it was understood that the evidence documents could possibly be published in readiness for the September Strategic Planning and Infrastructure Meeting. Housing targets for 2023/24 are currently being reviewed but it seems there may be pressure on Government to reconsider new housing targets. MBC wrote to Cabinet Member and a meeting was due to be held with Government to push on how targets are being put together.

**240/20 OTHER MEETINGS HELD / DUE TO BE HELD**

29<sup>th</sup> June – Cllr Mannington attended the virtual KALC Area Committee meeting. Minutes had been circulated to Cllrs.

20<sup>th</sup> July 2020 – meeting with Jennie Watson (Kent Highways) at Marden Parish Office to discuss MPC's Highways Improvement Plan.

27<sup>th</sup> July 2020 – meeting with Borough Councillor David Burton

**241/20 FINANCE****Bank Statements:**Revenue Accounts

Nat West – as at 3<sup>rd</sup> June 2020 £15,975.74

Unity – as at 14<sup>th</sup> July £98,154.47

Capital Account

Santander - as at 27<sup>th</sup> March 2020 £47,006.69

**Invoices for Payment**Electronic Payments

Stanleys Garage – Fuel and cemetery miscellaneous £87.82

Memorial Hall – Office rent £295.00

Noticeboard Company – Cemetery notice board £1,288.78

RJP Cleaning – Public Conv. cleaning £635.00

Viking – Miscellaneous supplies £197.94

Viking – Cleaning supplies £21.55

Kent County Council – Toilet rolls £31.32

Kent County Supplies – Photocopier Rental £126.64

Kent Playing Field Association – Annual subscription £20.00

Hop Press – Newsletter printing £885.00

Graham Carey – grounds maintenance £839.00

Total: £4,427.95

Invoices were approved and Cllrs Boswell and Stevens would authorise.

Other Payments

Salaries and HMRC payments for July totalling £6,275.97 had been agreed and authorised on 9<sup>th</sup> July.

**Financial Risk Assessment**

The Clerk had made some amendments to reflect temporary banking details during CoVid-19 restrictions.

**242/20 HIGHWAYS****Highways Improvement Plan**

The content was agreed by Cllrs and the Clerk was asked to forward to Jennie Watson prior to Monday's meeting along with action plans and priority criteria.

**243/20 OTHER URGENT PARISH MATTERS****For Decision**Local Council Award Scheme Reaccreditation

MPC had received reaccreditation for a further 4 years.

Marden Parish Council's adoption of General Power of Competence

The Clerk agreed that MPC meet the criteria and are eligible for GPC for a further year.

Neighbourhood Planning Survey

Cllr Turner had responded in his capacity as Chairman of Marden Neighbourhood Plan. It was agreed that the Council would respond and Cllr Turner proposed to circulate his comments.

**For Discussion / Information**New Model Code of Conduct Consultation

Cllrs to read document prior to next meeting on 28<sup>th</sup> July

Other

Thanks were expressed to Cllr Boswell and the Deputy Clerk regarding the latest edition of the newsletter.

Cllr Boswell asked if Cllrs could consider a litter pick in the Autumn – The Clerk to add to the next agenda.

The Clerk reported that she had received an email from the External Auditor with a query on the carried over figure on page 5 of the AGAR for 2019/20. On reviewing the accounts this was a typing error that unfortunately was not picked up before it was sent. The Clerk requested that the Council acknowledge this error and Cllrs agreed for the amendment to be made and the Chairman would be sent the document for initialling.

There being no further business the meeting closed at 9.08pm

Date:

Signed:

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The next meeting of the Full Council will be held on 28<sup>th</sup> July 2020