



If you have any questions etc that you wish to ask regarding this meeting please contact the Clerk on 01622 832305 or email clerk@mardenkent-pc.gov.uk.

Local electors and the press are entitled to listen to Parish Council Meetings but not to take part. An opportunity to speak will be given at the beginning of Council Business in line with MPC's Public Participation Policy [Microsoft Word - Public Participation Policy March 2024 \(mardenkent-pc.gov.uk\)](https://www.mardenkent-pc.gov.uk/microsoft-word-public-participation-policy-march-2024)

TO ALL MEMBERS OF MARDEN PARISH COUNCIL

Dear Councillor

YOU ARE HEREBY SUMMONED TO ATTEND the meeting of Marden Parish Council to be held on Tuesday 11th February 2025 at 7.30pm at The Allens, Albion Road, Marden, Kent.

Alison Hooker

Alison Hooker (Mrs)
Clerk to Marden Parish Council
Tuesday 4th February 2025
01622 832305 / clerk@mardenkent-pc.gov.uk

AGENDA

117/25 PRESENT

Cllrs to inform the Clerk by 5.00pm on the day of the meeting if they will be taking part in the meeting.

118/25 APOLOGIES FOR ABSENCE

To receive apologies for absence.

Cllrs to inform the Clerk by 5.00pm on the day of the meeting if they will not be taking part in the meeting.

119/25 COUNCILLOR INFORMATION

Declaration of Pecuniary and Non-Pecuniary Interests
Changes to Register of Interest
Granting of Dispensation

120/25 MINUTES OF THE PREVIOUS MEETING

To receive and accept as a true record the Minutes of the Parish Council meeting held on 14th January and the Extra Ordinary Full Council meetings on 28th January and 4th February 2025. [Full Council Minutes & Agendas - Marden Parish Council - Marden Parish Council, Marden, Tonbridge \(mardenkent-pc.gov.uk\)](https://www.mardenkent-pc.gov.uk/full-council-minutes-agendas-marden-parish-council)

121/25 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

Members of the public to make themselves known to the meeting as to whether they wish to raise any issue under this item.

The meeting to be adjourned for the following items:

PUBLIC FORUM

Members of the public will be given the opportunity to raise any issue under this item.

EXTERNAL REPORTS - VERBAL

County Councillor Report
Borough Councillors Report

The meeting to be reconvened to discuss item 122/25 onwards.

Office Opening Times:
Mondays, Tuesdays & Fridays 10am - 12 noon
Website: www.mardenkent-pc.gov.uk



122/25 CO-OPTION OF COUNCILLOR

Cllrs to vote to fill vacancy via co-option.

Co-opted Cllr, if appointed, to sign the Declaration of Office before taking part in the rest of the meeting.

123/25 CLERK'S REPORT

To receive and note the Clerk's report.

124/25 PARISH MATTERS**Written Reports received from MBC and KCC****Police Update**Crime Figures

Crime Figures can be found at: [Marden and Yalding | Your area | Kent Police | Kent Police](#)

Other Police Issues**Communication**Newsletter**Marden Flooding/Water**

Cllrs to receive and discuss any updates following letter sent to Southern Water.

Marden Changing Room

Cllrs to receive and discuss any updates from architect.

CemeteryExclusive Right of Burial Certificates

Exclusive Rights of Burial certificates to be signed by Cllrs

Public Conveniences Solar Panel Project

Cllrs to receive and discuss any updates following requests for revised quotes.

Playing Field CCTV

Cllrs to receive and discuss the revised quote for CCTV installation.

Parish Council Documents

Cllrs to consider the following to be ratified at the March Full Council Meeting:

Full Council Policies

[Council Policies and Procedures - Marden Parish Council - Marden Parish Council, Marden, Tonbridge](#)

Full Council Risk Assessments

[Council Risk Assessments - Marden Parish Council - Marden Parish Council, Marden, Tonbridge](#)

Standing Orders

[Standing Orders & Financial Regs - Marden Parish Council - Marden Parish Council, Marden, Tonbridge](#)

Terms of Reference

[Terms of Reference 2024 - Marden Parish Council - Marden Parish Council, Marden, Tonbridge](#)

Marden Neighbourhood Plan Review

Cllrs to receive and accept that proposed changes to the Marden Neighbourhood Plan Review and to agree the consultation dates (proposed from 10th March to 25th April 2025)

Open Morning – Saturday 22nd March 2025

Cllrs to agree set up and content of the open morning.

Staffing

Cllrs to receive an update from the HR Sub-Committee meeting held on 3rd February.

125/25 COMMITTEE REPORTS**Amenities Committee**

Cllrs to note the Minutes of the Amenities Committee meeting held on 28th January.

Office Opening Times:

Mondays, Tuesdays & Fridays 10am - 12 noon

Website: www.mardenkent-pc.gov.uk



[Amenities Committee Minutes & Agendas - Marden Parish Council - Marden Parish Council, Marden, Tonbridge](#)

Planning Committee

Cllrs to note the Minutes of Planning Committee meeting held on 4th February.

[Planning Committee Minutes & Agendas - Marden Parish Council - Marden Parish Council, Marden, Tonbridge \(mardenkent-pc.gov.uk\)](#)

Finance Committee

Cllrs to note the Minutes of the Finance Committee meeting held on 21st January.

[Finance Committee Minutes & Agendas - Marden Parish Council - Marden Parish Council, Marden, Tonbridge](#)

Committee Structure

Following the resignation of Cllr Dobinson a vacancy has arisen on all Committees (Amenities, Finance and Planning). Cllrs to consider appointing a Cllr onto these until to the May 2025 Annual Parish Meeting.

Conferences/Meetings/Webinars attended

Environmental Workshop (office staff) – 16th January

Memorial Hall Trustees meeting – 20th January

KALC Chairs Networking Forum – 27th January 2024

Website Publishing Webinar – 30th January

Communications Meeting – 3rd February

HR Sub-Committee – 3rd February

Website Accessibility Webinar – 5th February

Burial Law – 6th February

Village Events/Christmas meeting – 10th February

Conferences/Meetings/Webinars/Events forthcoming

Website Tips Webinar – 12th February

KALC Area Committee – 24th February

KALC Cllr webinar – 17th March

Open Morning – 22nd March

Litter Pick – 29th March

Resilience Planning meeting – to be arranged

Community Assets meeting – to be arranged

126/25 CORRESPONDENCE

Metal Detecting on Parish Owned Land

Cllrs to consider a request received to undertake metal detecting.

MPC Correspondence Log

Cllrs to receive office correspondence log for January

[Correspondence Log - Marden Parish Council - Marden Parish Council, Marden, Tonbridge \(mardenkent-pc.gov.uk\)](#)

Cllrs to receive and note the following correspondence:

Marden Parish Church Magazine

KALC Newsletter

The Clerk magazine

127/25 FINANCE

Bank Statements:

The Clerk to provide details at the meeting.

Payments for Approval

Invoices due to payment to be submitted to the meeting.

Office Opening Times:

Mondays, Tuesdays & Fridays 10am - 12 noon

Website: www.mardenkent-pc.gov.uk



Request for Funding

Cllrs to discuss the request from Marden Memorial Hall for funding towards a defibrillator at the hall.

Internal Audit

Cllrs to receive and acknowledge the receipt of the Interim Internal Audit for 2024/25.

Cllrs to receive and note the contract for the Internal Audit from 1st April 2025 to 31st March 2028 with Mulberry Internal Auditors.

Rookery Path

Update received regarding Rookery Path land.

128/25 HIGHWAYS AND PUBLIC TRANSPORT**Highways**Highways Improvement Plan

Cllrs to receive and discuss the information from Kent Highways regarding the Single Yellow Lines in Goudhurst Road and Double Yellow Lines in Albion Road.

Cllrs to receive and discuss the information from Kent Highways regarding the Pattenden Lane/West End junction proposals.

Cllrs to consider next HIP priorities to put before KCC

Fingerposts

Cllrs to consider response from Kent Highways regarding materials for finger post refurbishment.

Other

Cllrs to consider the accident concerns at West End/Goudhurst Road bend.

Cllrs to receive and note information from Kent Highways regarding additional signage in Pattenden Lane

Public Transport

Any updates will be provided at the meeting