



Minutes agreed at the meeting on 15th December 2020 – to be signed at the first face to face meeting of the Council

MINUTES OF THE MEETING OF MARDEN PARISH COUNCIL ON 8TH DECEMBER 2020 HELD VIRTUALLY AT 7.30PM

380/20 PRESENT:

Cllrs Adam, Barker, Boswell, Jones, Mannington (in the Chair), Newton, Robertson and Tippen were in attendance. The Clerk and 6 members of the public were also present.

381/20 APOLOGIES:

Cllrs Brown, Stevens and Turner had given their apologies.

382/20 APPROVAL OF PREVIOUS MINUTES:

The minutes of the meeting held on 24th November 2020 were agreed and would be signed at the first available face to face meeting of the Council.

383/20 CLLR INFORMATION

Declarations of Interest

Cllr Boswell declared an interest in item 391/20 (Southons Field) as neighbouring resident

Cllr Jones declared an interest in item 391/20 (Playing Field) as neighbouring resident

Changes to Cllrs Register of Interest

There were no changes to Cllrs Registers of Interest

Granting of Dispensation

There were no requests for dispensation on any item on this agenda

384/20 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

Two members wished to speak on Local Plan Review

The meeting was adjourned for the following item:

385/20 PUBLIC FORUM

No members of the public raised anything under this item.

The meeting was reconvened to discuss item 386/20 onwards.

386/20 FINANCE

Invoices for Payment

Stanleys Garage – vehicle fuel - £96.22

Marden Memorial Hall – office rent - £295.00

Pitney Bowes – Franking Machine rental - £15.54

G Carey – grounds maintenance - £424.00

RJP Cleaning – public convenience cleaning - £635.00

Wright Landscapes – hedge cutting - £420.00

Mr D Bishop – installation of Christmas trees - £840.00

Paul Waring – mowing of Southons Field - £181.20

Alison Hooker – Clerk expenses - £319.95

Envirocure Ltd – Legionella Risk Assessments - £330.00

Kerry Underdown – office cleaning - £50.00
 Ian Jones – Southons Field and public Conv. Locking - £200.00
 Employees & HMRC – December salaries/PAYE & NIC - £6,232.45
 Total £10,039.36

The above invoices had been scanned and circulated to Cllrs prior to the meeting. All were agreed to be paid and Cllrs Boswell and Mannington would authorise on Unity.

Other

Finance Meeting held on 1st December 2020

The draft minutes of this meeting had been circulated to Cllrs. Cllrs reviewed the draft budget and would meet against once the tax base had been received from MBC. The aim is to keep the precept the same if possible. Some time had been spent on the four-year plan and the allocation of funds in the capital budget. Cllr Adam and the Clerk needed to do some work on the four-year plan to ensure the graphs were aligned and easy to view. Cllr Boswell suggested a separate worksheet be created for Capital Expenditure on the Income and Expenditure spreadsheet.

County Councillor Grant

Cllr Tippen asked the Clerk to speak to the Food bank to see if any funding was required. Cllrs were also asked to review the Highway Improvement Plan to see if there is anything that is a quick fix for any funding. Cllr Newton also raised that there were no “bend” signs at the corner in Thorn Road. All Cllrs supported this suggestion.

387/20 HIGHWAYS

Flooding

The Clerk had received a number of emails from residents following the recent flooding in November and December. The information and photographs had been amalgamated into one document and circulated to Cllrs prior to the meeting.

Cllr Tippen had spent a lot of the day on 4th December with a very concerned resident regarding the flooding from the drain in the footpath from Maynards to Goudhurst Road. A contact with the Environment Agency was now known if this occurs again.

The Clerk was asked to contact Helen Grant again in regard to Southern Water and two of the pumping stations which were being overwhelmed during the heavy rainfall.

The Clerk was asked to retrieve all plans of new developments for Cllrs to view in more detail regarding drainage systems.

The flooding document would be sent to Max Tant at KCC and to ask for an update on the Marden Surface Water Management Plan as there does not seem to be any reduction in flooding following the adoption of this plan.

Cllr Adam proposed that once the Local Plan Review had been discussed and a response sent then Cllrs need to turn their attention to sewage issues within the parish.

Cllr Adam asked if there were any other photographs regarding Copper Lane area available and the Clerk would contact the resident who had sent in the original photos.

388/20 PLANNING

Planning applications with Marden Parish

20/505389/FULL – 1 Spring Grove Cottages, Goudhurst Road

Erection of a part single storey, part two storey rear extension

20.08 Member of the public arrived at the meeting

After discussion of this application in regard to the previous application 19/501778 Cllrs raised no objection.

20/505398/SUB – Spencer’s Field (Vicarage Field), Goudhurst Road

Submission of details pursuant to Condition 12 (external meter cupboards) in relation to 17/505395/FULL

Noted

20/505515/SUB – Spencer’s Field (Vicarage Field), Goudhurst Road

Submission of details to discharge Condition 17 (Verification Report – Surface Water Drainage) Subject to 17/505396/FULL

Noted. Cllrs were in agreement that this was a very detailed report.

Planning applications outside Marden Parish

No applications received outside of Marden Parish

MBC Planning Decisions:

20/504096/FULL – Lodge Farm, Goudhurst Road – Granted

20/505131/AGRIC – Great Cheveney Farm, Goudhurst Road – prior approval is not required

MBC Local Plan Update:

MBC Webinar

Report from Cllr Tippen had been circulated to Cllrs regarding the MBC webinar on Local Plan consultation held on 1st December.

MBC Regulation 18b consultation

Cllrs had already submitted a very detailed response on both sites in the consultation document and for site 309 (North of Marden).

Cllrs raised several concerns of the content on other parts of the document and agreed that all the document should be reviewed and commented on not just sites 295 and 314.

In regard to the Sustainability Appraisal Cllr Tippen updated the meeting of the comments raised at the MBC webinar on the 1st December. A response on this will be discussed at next week’s meeting in more detail.

Cllr Tippen reported that some of the Further Actions from Marden Neighbourhood Plan had been addressed but there were still some outstanding.

Action:

Cllr Tippen would update the responses on sites 295 and 314.

Cllr Adam would review the other policies in the document

Cllr Mannington would draft the covering letter.

All other Cllrs were asked to view the document and send comments to the relevant Cllr.

The Clerk to obtain further photographs of Copper Lane/Albion Road area

Other Planning Issues to report

Cllr Adam had produced a document of graphs when the Neighbourhood Plan was being drafted. Cllr Adam would look as to whether it could be updated to incorporate into the Local Plan Review consultation response.

389/20 CLERK’S REPORT

The Clerk had circulated her report which included staff leave, flood warden training and photos of Father Christmas Tour on 5th December.

390/20 OTHER PARISH MATTERS

For Decision

Future Parish Council Meetings

The Clerk proposed that Cllrs consider reverting to monthly Council and Committee (virtual) meetings. Cllrs agreed that this should commence in February 2021 as January would be taken up with budget/precept meetings. Therefore, from 2nd February the following format would be followed:

1st Tuesday – Planning

2nd Tuesday – Full Council (to include planning if needed)

3rd Tuesday – Planning

4th Tuesday – Amenities

Communication Meeting

Update from Communication Meeting held on 4th December. The Deputy Clerk had circulated draft minutes of this meeting to Cllrs. Cllrs discussed possibly moving to 4 newsletters a year but it was agreed to continue with 3. Cllr videos were also discussed and the Deputy Clerk would look into this in more detail.

E-newsletter

The Deputy Clerk had circulated a draft e-newsletter and had undertaken free training. All Cllrs would be used to trial this before it goes live in January 2021. This would be a weekly newsletter and would mirror majority of items that were on social media. It would also be used for urgent items which needs to be sent out quickly.

For Discussion / Information

There were no other items to be discussed

391/20 AMENITIES

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

Allotments

Allotment Sub-Committee to meet in January to discuss items raised at the last meeting

Southons Field

Cllrs discussed field closure over Christmas break. It was agreed to continue to close the field on Christmas Day, Boxing Day and New Years Day.

At the last meeting ground anchors were discussed to secure the new benches. Cllrs Barker and Newton were due to meet to discuss. Although they had not met Cllr Newton had investigated costings and this would be discussed further at the first Amenities Committee meeting in February.

Playing Field

No update had been received regarding CCTV. The Clerk would chase for a response.

Christmas 2020

Father Christmas' visit on 5th December.

A good turnout from residents at all the stops. Thanks were expressed to all involved and to P&P Signs for the design of Santa's sleigh.

Elf Hunt and Festive Window/Garden.

A clue sheet was available for families to walk around the village to find the 10 elves hidden. Several families have already taken part and commented that it was an enjoyable walk to find the elves. 25 houses and businesses have shown an interest in taking part in the Festive Window/Garden competition. The Deputy Clerk was due to take photos, put on social media and produce a map. Residents can vote for their favourite via social media.

Other

Lights had been placed on trees at the library and The Allens as access wasn't permitted to erect the Christmas tree inside the library. Cllr Barker was very impressed and said that they were very effective.

392/20 UPDATE ON ANY MEETINGS/OTHER HELD / DUE TO BE HELD

All meetings will be virtual unless stated otherwise

25th November – Assets of Community Value meeting: Cllrs Boswell and Turner along with the Clerk met to discuss a nomination application to MBC for assets of community value in the parish. An ACV Steering Group meeting will be arranged in January to agree the documents before submission to Full Council for agreement. The Steering Group was asked to consider an application for Stilebridge public house.

1st December – MBC/Parish Council Local Plan meeting (see item 388/20)

1st to 22nd December – Marden village front garden/window competition

1st to 22nd December – MBC Local Plan Consultation

4th December – Communications Meeting (see item 390/20)

5th December – Father Christmas visit to Marden

15th December – Full Council / Local Plan
 16th December – Flood Warden Meeting
 22nd December – Full Council

Other

Cllr Tippen reported on Flood Warden training. A resident had come forward to be Lead Flood Warden and at the meeting on 16th December a flood plan would start to be drafted and the responsibilities of all Flood Wardens.

Cllr Tippen received the Community Award for 2019 and would arrange to visit the recipients to hand it over.

I PROPOSE THAT PURSUANT TO PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960, THE PUBLIC BE EXCLUDED FROM THE MEETING BECAUSE OF THE CONFIDENTIAL NATURE OF THE FOLLOWING BUSINESS TO BE TRANSACTED:

393/20 ENFORCEMENT

There were no enforcement issues

There being no further business the meeting closed at 9.16pm

Signed

Date

Cllr Lesley Mannington

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The next meeting of the Full Council will be held on 15th December 2020