



MINUTES AGREED AT MEETING HELD ON 27TH OCTOBER 2020 BUT NOT SIGNED

MINUTES OF THE MEETING OF MARDEN PARISH COUNCIL ON 13TH OCTOBER 2020 HELD VIRTUALLY AT 7.30PM

315/20 PRESENT:

Cllrs Adam, Boswell, Jones, Mannington (in the Chair), Newton, Robertson, Stevens and Tippet. The Clerk, Deputy Clerk and 10 members of the public were also in attendance.

316/20 APOLOGIES:

Apologies were received from Cllrs Brown and Turner. Cllr Barker had provided the Clerk with his apologies during the course of the meeting.

317/20 APPROVAL OF PREVIOUS MINUTES:

The minutes of the meetings of 22nd September and 29th September were agreed as a true record and would be signed at the first available face to face meeting of the Council.

318/20 CLLR INFORMATION

Declarations of Interest

Cllr Boswell – declared an interest in item 323/20 as resident neighbouring Southons Field

Cllr Jones – declared an interest in item 323/20 a resident neighbouring Marden Playing Field

Changes to Cllrs Register of Interest

Cllr Adam had a minor change to his employer's name in his Register of Interest

Granting of Dispensation

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

Formal acceptance by Cllrs of Cllr Brown's non-attendance at meetings

Under the Local Government Act 1972 s.85 Cllr Brown had submitted her apologies for her extended absence since 28th April 2020 and these had been circulated to Cllrs prior to the meeting. It was resolved that Cllr Brown's apologies for the past six months be accepted and approved and that she remains as a Parish Councillor.

319/20 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

Members of the public wished to speak under item 324/20 – Fridays Ltd.

The meeting was adjourned for the following items

320/20 PUBLIC FORUM

No members of the public wished to raise anything under this item.

321/20 EXTERNAL REPORTS

County Councillor

Not in attendance

Borough Councillors

Not in attendance

PCSO

Not in attendance

Community Warden
Not in attendance

The meeting was reconvened to discuss items 322/20 onwards.

322/20 CLERK'S REPORT

The Clerk had circulated her report to Cllrs for the last two weeks which included staff annual leave, Deputy Clerk's virtual attendance at the National Conference, information being made available on notice boards and return to work (discussed at item 328/20).

323/20 AMENITIES

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

The benches had been delivered and caretakers were due to start erecting them in the coming weeks. The Clerk was discussing with the caretaker as to the best way to fix them to the ground.

Allotments

The Parish Council was still waiting to hear from Redrow and following this the rules and regulations would be drafted.

Southons Field

Quotes for additional play equipment

It was proposed, and agreed, that this would be deferred until at least November.

Playing Field

The caretaker had reported that cannisters had been found on the field again. The Clerk would report to the PCSO.

Christmas 2020

Christmas Event

The Christmas Sub-Committee had met earlier today, and the notes had been circulated to all Cllrs. Reluctantly it was agreed that the usual Marden at Christmas would not go ahead in the current pandemic. It was therefore agreed for Father Christmas to walk around the village with his elves to offer children sweets on 5th December together with an elf trail taking place around the village centre during December. The Deputy Clerk would provide a route for both and details advertised in the newsletter. It was also proposed that a window/garden decorating competition be held during December and voting would take place via Facebook/Email/Letter to MPC. A prize would be offered to the winner.

Christmas Lighting

The Christmas Sub-Committee had discussed the purchase of festive lights to be erected onto 15 street columns and are very mindful of what funding is available. However, it was felt that in the current pandemic the Full Council be asked to consider their proposal of purchasing lighting to the value of £6,000. This would be a one-off cost, as the lighting would be re used in subsequent years, to be raised from the Christmas Budget, County Councillor Hotson and budget unspent from Play Scheme 2020.

Cllr Adam accepted the principle but felt the cost should be lower to which Cllr Jones agreed. Cllr Newton requested additional information regarding the lighting and ongoing costs which was answered by Cllr Tippen.

The Chairman put this to the vote of Cllrs: 1 abstain; 1 refuse and 6 agreed.

324/20 PLANNING

Planning applications with Marden Parish

20/504096/FULL – Lodge Farm, Goudhurst Road

Demolition of existing agricultural barn and erection of 1 detached dwelling to be built to Passivhaus standards

Cllr Tippen reported that the applicant had not shown conformity with the Marden Neighbourhood Plan and as it would have expected that planners refer to this when submitting an application. Cllr Tippen also felt that there should be feedback from the PROW

Officer as KM282 crosses the site. Cllrs wished for fuller details to be received before any recommendation is made.

Cllr Adam reported to the meeting that this site already had a prior approval application.

20/504268/FULL – 27 Roundel Way

Conversion of garage into home office with removal of garage door with insertion of window.

Creation of 1 additional parking space (part retrospective)

Cllr Adam reported that there has been a parking issue for a long period of time as the garage not been used to park a car. However, there is a proposal to widen the drive to add an additional parking space. Recommended approval on the provision that a second parking space is made.

20/504274/TPOA - 4 Lime Close

TPO application to re-pollard one common Lime to previous points

No objection

20/504315/NMAMD – 1 Colenso Villas, Goudhurst Road

Non-material amendment: Change of the proposed dormer window material from metal cladding to tiles (original application 20/501498/FULL)

Noted

20/504410/FULL – Roughlands Farm, Goudhurst Road

Erection of single storey side extension

It was noted that the PROW Officer had been contacted although the PROW was not close to the proposed extension. Cllrs raised no objection.

Planning applications outside Marden Parish

20/504386/FULL – The Orchard Place, Benover Road, Yalding

Change of use of the land for the siting of 3 static caravans and 3 touring caravans for Gypsy/Traveller occupation (revised scheme to 18/506342/FULL)

Noted

MBC Planning Decisions:

Pond Cottage, Maidstone Road - Refused

MBC Local Plan Update:

Working Group met on 3rd and 6th October to discuss MPC's response to Maidstone Borough Council. Draft responses had been circulated to Cllrs.

The final submission needs to be put before Full Council in two weeks' time and a further working group would be arranged for Tuesday 20th October to make final draft amendments to all the documents. Members of the public would be able to attend the meeting where the draft would be freely available to be viewed. Cllrs will make it clear on the 20th and 27th October what is being discussed and will take on board any comments sent to the Clerk from members of the public. Once the draft has been finalised on all the sites, they will be available on the MPC website.

A meeting with Borough Councillor Burton had been rearranged and would now be on 29th October. Cllrs agreed to look at when amendments could be made at the earliest opportunity following this meeting in regard to the deadline for submitting a response to SPI and to lobby members.

Other Planning Issues to report

Fridays Ltd

Proposal to create the Wealden Wood Free Range Farm on land at Reed Court, between Chainhurst and Hunton (*planning application not yet submitted to MBC*)

The meeting was made aware that as this was not a planning application Cllrs could not make any recommendations but to use this as an informative meeting.

Applicant is proposing to submit an application in the later part of this year.

Cllr Adam: If application goes ahead there is an opportunity to improve the facilities (PROWs) to the public. It was reported by a resident that PROW could be diverted / closed. The agent reported that it is not ideal that PROWs pass through locations where chickens are kept but will try to find a solution and possibly introduce a river-side walk.

A letter drop has been made to residents in Chainhurst and Hunton and meetings have been arranged with local residents over the next few days. However, it was noted that residents on the north of the River Beult had not been contacted.

Residents raised concerns over lorry movements – Agent reported on vehicle numbers in the region of 6 HGV to collect eggs, 6 HGVs to deliver feed and tractor/trailer vehicle movements over each week. Every 15 months there will be a staggered changeover period when there will be 10/12 HGVs to take away birds, which will be followed by cleaning and then a further 10/12 HGVs to deliver more birds.

The route reported to be taken by HGVs would be south of the site towards the A229 and through Staplehurst to Cranbrook

Members of the Parish Council, along with residents, reported original notification was for a forest and future possibility of a chicken farm. Positive engagement was held in September 2019 and visits were made to Friday's Cranbrook site.

Areas of concern raised by residents include: no information on timescale; PROW (map published on website indicates the point where a PROW enters the site is to be diverted and walkers would need to walk along the main road). However, on talking to a representative of Friday, it was stated that this was not the case. Other concerns related to the access roads into the site, one of which is close to the rear of Reed Court Cottages; local flooding and lorries – no information is to what would happen when the site flooded and the possible impact / number of lorries; what is the timescale/build period. Main worry is that not enough information/detail available at the current time.

Diversions of PROW can be temporarily changed during any development. However, to move permanently would take longer.

Government White Paper

Consultation ends 29th October

Cllrs asked for this to be placed on the 27th October agenda and any Cllr who is able to draft a response to submit this to Cllrs prior to the meeting.

325/20 UPDATE ON ANY MEETINGS HELD / DUE TO BE HELD

25th September – Communications Sub-Committee – circulated to Cllrs

1st October – KALC Area Committee - circulated to Cllrs

12th – 16th October – SLCC National Conference (virtual) – Deputy Clerk attending

13th October – Christmas Sub-Committee – circulated to Cllrs and discussed earlier in the meeting.

13th October – Data Protection Webinar – The Clerk had this recorded and would listen in at a later date.

14th October – KALC Finance Conference – The Clerk to attend

22nd October – Meeting with Borough Councillors. This had now been rescheduled to 29th October.

326/20 FINANCE

Bank Statements

Reserve Accounts

Nat West (as at 1st October 2020) £33,327.38

Unity Bank (as at 13th October 2020) £97,311.97

Capital Account

Santander (as at 20th July 2020) £47,077.62

Invoices for Payment

Electronic Payments

Viking – Public Conv/Office supplies £70.72
 RJP Window Cleaning – Public Conv. Cleaning £665.00
 Stanleys Garage – vehicle/mower fuel & misc supplies £70.23
 Marden Memorial Hall – Office Rent £295.00
 Kerry Underdown – office cleaning £40.00
 Graham Carey – grounds maintenance £546.00
 Ian Jones – Public Conv/Southons Field locking/unlocking £200.00
 KALC – Virtual Finance Conference £60.00
 Viking – Office supplies £19.07
 Viking – Office supplies £83.66
 HMRC – PAYE/NIC £2,131.71

The above invoices had been circulated to Cllrs prior to the meeting. Payments were agreed and Cllrs Boswell and Tippen would authorise payments.

October staff salaries had been authorised by all Cllrs via email on 7th October - £6,337.21

20.45 Cllr Adam left the meeting

Other

Diffuser Tubes

Cllrs to consider payment for a further year

Traffic volume is almost back to pre-pandemic numbers and Cllrs agreed to contribute for a further year.

Funding Request

From MPOG for a Professional Reg.18b and Reg. 19 response (MBC Preferred Options)
 Proposed to defer to the Finance Committee when the budget would be looked at in more detail.

Clerk's SLCC Membership

Cllrs to consider renewing annual subscription. Cllrs agreed for payment to be made.

327/20 HIGHWAYS

Temporary Traffic Orders/Notices

Further information had been received from Kent Highways in regard to road closure of Sheephurst Lane which provided very poor and unchecked diversion routes. The Clerk would provide details of this and other issues to County Councillor Hotson.

Diversion Order of PROW KM281

Noted

328/20 OTHER PARISH MATTERS:

For Decision

Office working

Although the Clerk and Deputy Clerk were still working from home, they asked Cllrs to consider whether they could return, individually, to opening the office twice a week to allow members of the public to visit. The Clerk would draft a risk assessment and circulate to Cllrs for agreement.

Maidstone Borough Council/Parish Councils Parish Charter

Cllrs agreed to defer until November

MPC Newsletter

First draft had been circulated to Cllrs and the Deputy Clerk would start to edit it following tonight's meeting

Virtual Meeting Policy

Cllrs to consider amendments made to this Policy by the Clerk

Cllrs agreed amendments. Once changes had been made the policy would be uploaded to the website.

MPC Communication

The Deputy Clerk had circulated some slides from recent training and one of the things to help improve communication was the introduction of e-newsletters which run alongside our website. Cllrs agreed for Deputy Clerk to investigate this and report back.

For Discussion / Information

There were no further items for discussion

The Chairman read out the following statement:

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:

9.00pm Members of public left the meeting

329/20 ENFORCEMENT

Agreement of Previous Confidential Meeting

New/Reported Alleged Enforcement

MBC Update on Enforcement

There was nothing to report on this item

330/20 LETTER FROM RESIDENT

Cllrs discussed the content and viewed the legal documents. Following this Cllrs agreed that permission could not be granted in line with the details from the covenant.

There being no further business the meeting closed at 9.15pm

Signed

Date

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The next meeting of the Full Council will be held on 27th October 2020