



**MINUTES OF THE AMENITIES COMMITTEE MEETING HELD ON  
22<sup>ND</sup> NOVEMBER 2016 IN THE PARISH MEETING ROOM, GOUDHURST ROAD,  
MARDEN COMMENCING AT 7.30PM**

- Min No**
- 87/16 **PRESENT:** Cllrs Boswell, Cowin, Harvey, Newton, Robertson, and Tippen. The Assistant Clerk was also in attendance.
- 88/16 **APOLOGIES:** Apologies were received from Cllr Adam. The Clerk also gave her apologies and in her absence the Assistant Clerk took the minutes.
- 89/16 **DECLARATIONS OF INTEREST:** Cllr Boswell declared an interest in item 92/16(a)(ii) as neighbouring resident to Southons Field and 99/16(a) as a member of Marden in Bloom. Cllr Newton declared an interest in item 96/16(a) as a Trustee of Marden Memorial Hall
- GRANTING OF DISPENSATION:** There were no requests for dispensation.
- 90/16 **APPROVAL OF PREVIOUS AMENITIES COMMITTEE MINUTES:** The minutes of the meeting held on 25<sup>th</sup> October 2016 were agreed and signed as a true record.
- 91/16 **IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING:** There were no members of the public in attendance.
- 92/16 **SUB-COMMITTEES REPORTS**
- (a) **Open Space**
- (i) **Playing Field**
- Play Inspection Reports: The monthly reports had been received and the annual inspection was due to be undertaken this month. The Assistant Clerk to ask the Clerk if she knows when this will be done. Cllrs Boswell, Tippen and the Assistant Clerk met with the representative of Park Leisure regarding the Buddy Swing and the Basket Swing Ropes.
- Changing Rooms: The CCTV has been installed and Cllrs requested that the Clerk get the damage to the roof and fascia board repaired.
- Play Area Quotes: Cllrs Boswell and Tippen along with the Assistant Clerk have met with four suppliers and two quotes had been received to date.
- Sports Wall: At the last site meeting a resident approached several Cllrs regarding the sports wall – The Clerk had found details of a possible way that the current equipment could be adapted if feasible. Cllr Newton will investigate the adaptation.
- Not on agenda:*
- Update from CCTV installation – The Clerk had emailed QTEC who had completed the installation on 18<sup>th</sup> November. Training would be given to the Clerk and PCSO Nicola Morris on 29<sup>th</sup> November 2016. Cllrs requested the Clerk gives them a briefing on how the CCTV operates, after her training.
- (ii) **Southons Field**
- Play Trail Inspection Reports: The monthly report had been received and the annual inspection is due this month. The Village Caretaker reported that some bolts become loose and he tightens them up, as necessary. However, he does not feel it is necessary to contact Playdale, the supplier.

Cheque for Gatekeeper: (to include payment for public conv. locking). The payment was agreed and the cheque signed.

Southons Field Entrance: L J Marsh, the contractors who undertook the work, have been contacted regarding parts of the drive puddling following the laying of the new surface. Cllr Boswell reported that there is now puddling all the way down the drive. Cllrs requested that the Clerk chase L J Marsh to rectify this, as a matter of urgency.

**(iii) Other Open Space**

The Clerk had added a new Agenda item for Trees as there were a large amount of work on trees within the parish. There were no other open space issues to report.

**(iv) Trees**

Tree Inspection Report: The Caretaker had provided the monthly tree reports. He also tries to check the trees when there are high winds.

Tree in High Street: The invoice had been received from Kent Highways and once this had been paid a date would be agreed for the work on the tree pit to commence. Cllrs signed the cheque but wished it to be noted that the invoice had been issued and paid in advance of the work being completed.

Parish Council Owned Trees: The trees in The Chestnut area have been felled. The TPO application has been submitted to MBC and the work on the trees in Rookery Path and Playing Field are due to take place early December.

Tree Audits: The Clerk has received emails from other Parish Councils regarding external tree inspections, who undertakes them and the frequency. However, Cllrs agree to continue with the Village Caretaker monitoring the trees, as he has sufficient knowledge to identify any problems. Also the Kent Men of Trees do a walk around once a year.

Tree Warden: Whilst this item was not on the agenda, Cllr Boswell mentioned she had been approached by the Chairman of the Walking Group to enquire about the possibility of having a Tree Warden in the Parish and several members of the group would be happy to assist if they were given training. It was agreed to place a piece in the next Newsletter to see if there were any parishioners who would be interested in undertaking this role.

**(b) Cemetery**

South and South East In Bloom Entry - The Clerk had briefly gone through the application to enter Marden Cemetery into this competition and is awaiting confirmation from Cllrs before undertaking any more work. Cllrs agreed to enter the competition on the proviso that this does not result in any extra work for the Cemetery Caretaker.

The composting of the new bed has been completed by Cllr Tippen and Mr. Tippen. Cllr Tippen has requested that the Assistant Clerk purchase two new dog signs. The Assistant Clerk to investigate signs that are more resistant to sun-bleaching.

93/16

**PUBLIC TOILETS**

**(a)** Anti-social behaviour: No reports have been received

**(b)** Cleaning: No issues raised

**(c)** Maintenance: The Clerk had tried to obtain new cistern/flush levers for the village caretaker to install but to no avail so a plumber has been contacted. Cllrs requested that the Assistant Clerk ask the plumber to check the cisterniser, which has been reported to be running constantly

94/16

**CORRESPONDENCE**

Letter received from young resident regarding condition of the play equipment. Cllr Boswell read out the letter which raised concerns over the amount of graffiti on the equipment. Cllr Tippen asked that the Clerk/Assistant Clerk investigate graffiti cleaning. The Assistant Clerk to contact Park Leisure regarding removal of graffiti.

95/16 **ACTION GROUP REPORTS**

- (a) **Stilebridge:** Update Email received from Borough Councillor Blackmore stating that the takeover by KCC from MBC is imminent
- (b) **Christmas:** Timetable - The Assistant Clerk had sent out the timetable of events to Cllrs for them to advise when they would be available to help.

96/16 **OUTSIDE BODIES REPORTS**

- (a) **Memorial Hall:** Meetings held on 10<sup>th</sup> October. Cllr Newton reported that the Play Group Trustee had resigned. The Theatre Group have had an AGM and Cllr Newton will ask who will be their Trustee.
- (b) **Youth:** It is understood that a new Youth Leader has been employed for Marden but to date the Clerk has not received confirmation of this. Cllrs requested the Clerk contact Anna Fisk from the Children's Centre for the contact details of the new youth leader and, once received, arrange an update meeting.

97/16 **OUTSTANDING ISSUES**

- (a) Update from Action list: Cllr Boswell requested that the Clerk update the Action List following the meeting.

98/16 **FURTHER ISSUES FOR DECISION**

- (a) Litter bins – Napoleon Drive and Play Areas: An email has been received from MBC regarding the new co-mingled bin at Napoleon Drive. Cllrs requested that the bin that has been placed at the Napoleon Drive end of Morello Path be moved to the playing field end of Morello Path. The Assistant Clerk is to ask the Clerk to check the original emails to see if this had been requested on paper. An email has been received from a resident regarding parish litter bins. Cllrs noted the correspondence and response from The Clerk
- (b) Update from Borough Councillor meetings: The Clerk has emailed Borough Councillors for updates and awaiting a report and has not received a reply apart from the Stilebridge transfer.

99/16 **FURTHER ISSUES FOR DISCUSSION/INFORMATION**

- (a) Bench at Marden Library – Money had been raised by the village following the death of Ken Rhodes and this was being held by the Parish Council. Marden in Bloom would like to replace/resite the bench outside the library and Cllrs were asked if they had an issue with this. Cllr Tippen proposed that the original bench be removed and a new bench be sited there.  
Cllr Tippen requested that the Clerk contact the Fire Fighters to see if they can help in removing the bench etc. before the other works could be undertaken.

100/16 **INVOICES/CHEQUES TO BE SIGNED:**

The following invoices were agreed and the cheques signed:

Chq No. 005549 : Ian Jones : £200.00 : Locking/unlocking Southons Field & Public Conveniences  
Chq No. 005550 : R Underdown : £250.00 : Electrical testing on all Christmas trees and lights  
Chq No. 005551 : Rams Hill Ltd : £389.00 (VAT £65.25) : New trailer  
Chq No. 005552 : Kent County Council : £250.00 : Construction of tree pit in Marden High Street

*Other Matters raised by Cllrs but not on agenda:*

Sovereigns Road sign has disappeared and is partly obscured by the bin  
Cllrs requested that the clerk contact MBC about rubbish outside shops  
Cllr Harvey has had complaints about train commuters parking all the way up Chantry Road and Sutton Court, parking on the single line and on the pavement.

There being no further business the meeting closed at 21.20 pm

Signed: ..... Date:

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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 close of Council Business

