



MINUTES AGREED AT MEETING HELD ON 22ND SEPTEMBER 2020 BUT NOT SIGNED

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

281/20 PRESENT:

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

282/20 APOLOGIES:

Apologies received from Cllr Brown and PCSO Nicola Morris.

283/20 APPROVAL OF PREVIOUS MINUTES:

Cllrs agreed to amend item 275/20 (MPC's Plan of Action) to detail questions raised by a resident following by MPC's response.

Approval of the minutes of the Council meeting held on 11th August 2020 were then agreed but will be signed at the next meeting when the Full Council convenes in person.

284/20 PARISH COUNCILLOR DETAILS

Declarations of Interest

Cllr Boswell declared an interest in item 287/20 as neighbour of Southons Field

Cllr Jones declared an interest in item 282/20 as neighbour of Marden Playing Field

Changes to Cllrs Register of Interest

There were no changes to Registers of Interest

Granting of Dispensation

There were no requests for dispensation

285/20 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

Member of the public, although not in attendance, raised questions on item 291/20 (Fingerposts) and item 292/20 (Water Supply in Battle Lane). These would be addressed at the relevant item.

Member of the public, in attendance, did not wish to speak but asked that Cllrs allow the meeting to be recorded. This was agreed and the Clerk allowed access to record until Part II of the meeting.

The meeting was adjourned for the following items

PUBLIC FORUM

Member of the public did not wish to raise any questions.

EXTERNAL REPORTS

The following to provide verbal reports if in attendance

County Councillor

Not in attendance

Borough Councillors

Not in attendance. Cllrs asked the Clerk to arrange a further meeting with Borough Councillors.

PCSO

Although not in attendance PCSO Morris had sent over the crime report: 6 in total since the last meeting: 5 criminal damage and 1 robbery. She was working with the Housing Associations on some of the issues and the robbery was under investigation. 6 reports of anti-social behaviour had been received; One 14 year old had been arrested in possession of catapult and stones; Quarantine visits and phone calls had been conducted.

Community Warden

Not in attendance. The Clerk had been in correspondence with the Warden who was beginning to return to working in Marden. Unfortunately, the library had still not opened to allow her to use as a hub so access would be given to the Parish Office toilet and kitchen facilities for her use.

The meeting was reconvened to discuss items 286/20 onwards.

286/20 CLERK'S REPORT

Report sent to Cllrs prior to the meeting. The report included staff annual leave, website accessibility and Southons Field pavilion tidy.

287/20 AMENITIES**Southons Field**

Pavilion has been tidied up with shelving installed. Shed roof has been re-felted and new signage has been installed. Contractor was continuing to mow on a regular basis and the caretakers were working through their to do list.

Playing Field

Legionella Risk Assessment for Changing Rooms - Undertaken on 1st September – the risk assessment had been circulated prior to the meeting. Overall assessment is low but several actions are required. Cllrs need to go through the list to ascertain the way forward.

Money has been received for S106 expenditure – the Deputy Clerk will be asked to place the order for the litter bins and benches.

The Clerk had met with the CCTV contractor on site. Golding Homes had given permission to erect cameras onto one of their properties overlooking the field. The Clerk would contact Golding Homes to enter into an agreement and Cllr Tippen asked if the camera could be installed with infra-red and if so how much more would this cost.

Cemetery

Notice board delivered and had been installed. The Clerk and Deputy Clerk would print off new notices.

The Clerk was asked to visit the Cemetery as several dog walkers were using the grassed area at the front of the cemetery to cut through to the gate rather than the pathway.

Other Updates:

Legionella Risk Assessment for Public Conveniences - undertaken on 1st September. Overall the assessment is low.

Allotments

The site specification has been sent to Redrow. An Allotment Society has been set up with a Chairman, Secretary and Treasurer and are looking to joining the National Allotment Society. The Clerk was contacting other Parish Councils who are in the same position as Marden PC in regard to owning the allotment site but having an Allotment Society running the plots.

288/20 PLANNING**Planning Applications**

20/503233/FULL – Kariliam, Stanley Road

Demolition of existing garage. Erection of a front porch and detached garage with office above

19.54 Cllr Barker arrived at the meeting

In principle Cllrs raised no objection but the size and scale to the existing house and where it is predominantly placed was felt by Cllrs to be overlarge. Cllrs would also want this to be ancillary to the main dwelling and reassurance that the existing vegetation boundary is maintained.

Cllr Adam also requested the Clerk contact the PROW Officer at KCC stating that KM276 is coincidental with Stanley Road and is already maintained as KCC Highways and the Definitive Map needs to be amended to show this.

20/503822/FULL – Great Thorn Farm, Marden Thorn

Section 73 – Application for Removal of Condition 4 (occupation of the dwelling in connection with the commercial livery) pursuant to application MA/04/1728 for – An outline application for the erection of a single dwelling house to be used on conjunction with the existing livery yard as shown on drawing number(s) unnumbered received on 02/09/04 and as amended by additional document(s) being agent letter received on 30/11/04.

Noted

20/503888/FULL – Willows, Howland Road

Erection of single storey front and rear extensions

No objection

MBC Planning Decisions:

20/502658/FULL – Reeves Barn, Wanshurst Green Farm, Battle Lane – Refused

20/502691/PNR – Hopper Huts, Beech Farm, Sheephurst Lane – Prior Approval Not Required

20/502833/SUB – Thorn Oast, Marden Thorn – Approved

Appeals

20.10 The Deputy Clerk arrived at the meeting

20/501583/FULL - Khernfields Farmhouse, Tilden Lane, Marden

Erection of a detached garage with home office above

Noted

MBC Local Plan Update

Forthcoming MBC Strategic Planning and Infrastructure meetings

The SPI Meeting held this evening was now to discuss normal business and to review the Local Plan Timetable in view of the publication of the Government's White Paper on Planning. Cllrs were recommended to view this meeting via YouTube to provide them with information regarding any changes to the timetable and consultations. The next meeting of SPI was due on 22nd September and the Clerk was asked to monitor the MBC's website the week prior and circulate agenda and papers when received.

Other Planning Issues to report

Government White Paper on Planning – Cllrs to read prior to discussing at meetings due to be held on 13th and 26th October. Cllr Tippen was due to attend a KALC webinar on this at which CPRE will be in attendance. The Deputy Clerk had circulated a link of a statement from the Housing Minister to Cllrs.

289/20 UPDATE ON ANY MEETINGS HELD / DUE TO BE HELD

8th September – HR Sub-Committee

The Clerk and Deputy Clerk had put forward proposals for returning to work in the Parish Office. The Clerk would speak with Cllr Newton regarding wiring and would obtain quotes for some work to be undertaken in regard to screening for visitors.

11th September – 10am to 1pm – KALC Webinar – Government White Paper – Cllr Tippen attending.

11th September – 12noon – Meeting with County Councillor Hotson

290/20 FINANCE

Invoices for Payment

Previously circulated to Cllrs prior to the meeting

Electronic Payments

Ian Jones – Southons Field/Public Conv locking £200.00
 P&P Signs – Southons Field signage and installation £444.00
 PKF Littlejohn – External Audit £720.00
 Stanleys – Mower and vehicle fuel £111.50
 Gates Hut Ltd – New benches for Southons Field £1,684.00
 Marden Memorial Hall – Office Rent £295.00
 Kerry Underdown – Office Cleaning £50.00
 Graham Carey – Grounds Maintenance £486.00
 Employees – September salaries and back pay following increase to salary £6,337.21
 Total: £10,327.71

Annual Governance & Accountability Return (AGAR)Return of External Audit for 2019/20

Previously circulated to Cllrs and Cllrs noted content. The Clerk would arrange to place the information on notice boards and website.

291/20 HIGHWAYS & PUBLIC TRANSPORT**Fingerpost Signage**

The resident had requested information on the refurbishment of fingerpost signs around the parish. Cllrs had originally obtained quotes for repainting but needed more information as it was felt that full refurbishment would be more cost effective. The item was placed on the Highways Improvement Plan to liaise with Kent Highways regarding obtaining funds, assistance etc. Cllr Turner was due to provide a report shortly based on information he had obtained from other parishes who had refurbished cast iron signs recently. It was also proposed to look into what could be done to the signs at Underlyn Lane/Stilebridge Lane junction and at the end of Park Road.

The resident also requested that MPC liaise with Kent Highways regarding the barrier at Howland Road/Battle Lane/Park Road junction. Cllrs agreed that this should be raised as a safety issue for this area. Cllrs also agreed that Kent Highways be asked to look at the signage on the approach roads.

Temporary traffic regulation orders / notices

Cllr Adam had requested that this item be placed on the agenda as he wished to ask Cllrs to consider raising the following with County Councillor Hotson and Kent Highways: (a) the traffic orders that are being received by the Clerk do not always provide enough notice to advertise road closures/road works etc, with some using temporary traffic orders to allow quick closure; (b) although contractors, when having to close roads, try to open the roads up overnight for vehicles the road closed signs are not removed resulting in drivers trying to access through the road works during the day resulting in them having to turn around, sometimes dangerously; (c) some diversions put in place do not give the correct information or provide restrictions (ie Pattenden Lane railway bridge).

Cllrs asked to raise these with County Councillor Hotson.

Not on AgendaChurch Farm Corner

Work had already been undertaken by KCC Highways with the aim of alerting drivers of the bend. Normally a Stage 4 road safety audit would be undertaken after 12 months. Cllr Hotson to be asked to provide agreement that this will be done and a report sent to Marden PC and the resident.

292/20 OTHER PARISH MATTERS:**For Decision**Employee Pay Increases

Details of NALC's pay increases for admin staff and increase for caretakers discussed at HR Sub-Committee. Proposals circulated to Cllrs prior to meeting. Cllrs agreed for the increases and back pay to be made.

For Discussion / InformationWater supply in Battle Lane

Resident has been in contact with South East Water regarding a reliable permanent water supply to Wanshurst Green area. Resident has approached the Parish Council to give some weight to assist residents. Cllrs agreed to contact South East Water and seek assurance that there is plan in hand to resolve this issue, what is planned and when as it has been going on a long time and is unresolved.

Youth Club

Email had been received from Youth Worker (YMCA) in regard the Marden's Youth Club stating that the Youth Club would not returning. Cllrs to raise with County Councillor Hotson.

Marden Primary School – Academy

Email received and circulated informing the Parish Council that Marden Primary School has become an academy with Leigh Academies Trust as from 1st September 2020. It is understood that the Academy will be better placed to obtain the S106 funding from KCC.

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:

293/20 ENFORCEMENT**Agreement of Previous Confidential Meeting**

Minutes of previous meeting deferred

New/Reported Alleged Enforcement

Correspondence had been received by the Clerk regarding alleged enforcement. Cllr Turner to speak with MBC.

MBC Update on Enforcement

No updates received.

Signed

Date

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The next meeting of the Full Council will be held on 22nd September 2020