



**MINUTES OF THE AMENITIES COMMITTEE MEETING HELD ON
28TH MARCH 2017 IN THE PARISH MEETING ROOM, GOUDHURST ROAD, MARDEN
COMMENCING AT 7.30PM**

- Min No**
- 129/17 **PRESENT:** Cllrs Adam, Boswell, Harvey, Newton and Robertson. The Clerk was also in attendance.
- 130/17 **APOLOGIES:** Apologies were received from Cllrs Cowin, Tippen and Turner.
- 131/17 **DECLARATIONS OF INTEREST:** Cllr Boswell declared an interest in item 134/17(a)(ii) as property adjoins the field. Cllr Boswell also declared a pecuniary interest in item 140/17(iii) as Chairman of Marden in Bloom – she would leave the meeting when this item was discussed. Cllr Newton declared an interest in item 138/17 as a Trustee of Marden Memorial Hall.
- GRANTING OF DISPENSATION:** There were no requests for dispensation.
- 132/17 **APPROVAL OF PREVIOUS AMENITIES COMMITTEE MINUTES:** The minutes of the meeting held on 28th February 2017 were agreed and signed as a true record.
- 133/17 **IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING:** There were no members of the public in attendance.
- 134/17 **SUB-COMMITTEES REPORTS**
(a) **Open Space**
(i) **Playing Field**
Play Inspection Reports: The monthly report had been received from Maidstone Borough Council. The seesaw had been made secure and the fencing would be monitored. The reports from the village caretaker had not been received. The annual inspection report had stated that the buddy (rope) swing should be a certain distance from the ground and this would be reported to Park Leisure when they replace the ropes with chains.
Changing Rooms: Nothing to report
Grounds maintenance: All work at the far end of the field had been completed and general maintenance was continuing.
Rocking Horse & Other Play Equipment: The Clerk was in contact with a company to look at possibilities for stopping the horse from rocking in the ground. Other play equipment was discussed at (i) above.
Report from site meeting – 25th March: The notes from the site meeting had been circulated and the Chairman briefed those Cllrs who were not in attendance on Saturday. The Clerk would contact Kent Highways in regard to a bollard/gate being placed in the centre of Morello Path alternatively it was suggested that the MBC litterbin could be moved to act as a barrier.
(ii) **Southons Field**
Play Trail Inspection Reports: the reports had not been received from the village caretaker.
Cheque for Gatekeeper (to include payment for public conv. locking): Cheque was signed
Family Fun Day – 17th June 2017: A brief update was given on the proposals of the

fun day which would be advertised by the organisers in the lead up to the event. The Clerk had met with two of them and discussed risk assessments etc and would arrange to meet again nearer the time.

Report from site meeting – 25th March: The notes from the site meeting had been circulated and the Chairman briefed those Cllrs who were not in attendance on Saturday. MPC had been given some Hawthorn saplings which would be placed along the boundary of the field and it was agreed that any left over could be placed at the cemetery.

Mower shed/storage: The Memorial Hall Trustees have given MPC permission to park the lease van at the hall (one of the reserved places) and to install a bollard therefore a smaller shed was required at Southons Field. The maximum size was agreed and final details will be obtained by the Clerk and circulated to Cllrs.

Theatre Event: A new date had proposed for 27th July and the Clerk had met with one of the organisers to obtain the details and to provide them with the terms and conditions of the field. Details of times would be confirmed shortly.

(iii) Other Open Space

Open Space Action Plan: Circulated to Cllrs and would be updated when items were completed or new items added.

S106 contribution document from MBC had been previously circulated. The Clerk to contact MBC for clarification on monies due to Marden.

(iv) Trees

Tree Inspection Report: The report had not been received from the village caretaker.

Tree in High Street: Awaiting final details from Kent Highways.

Parish Council owned trees: The decision notice for TPO application had been received but only the work on the 5 Ash trees and 1 Oak was permitted. Cllrs were made aware of the appeal procedure but felt that at the current time the crown reduction on the Ash trees would be put on hold.

(b) Cemetery

New Area – drainage and preparation of borders. The Clerk had spoken to the local gravedigger who was due to make some test holes regarding the drainage. Cllr Boswell and the Clerk were due to meet at the cemetery on Friday to discuss the borders.

ICCM Publication – Cllr Boswell had seen an advertisement for photographs of cemeteries to be entered into a competition. Cllr Newton took the details and would look to see what photographs he had and whether he could take some more.

New rules and regulations booklet: Cllr Newton had produced a colour document for the rules and regulations, which also included fees and interment/memorial forms. This had been sent to all Funeral Directors and Stonemasons for use from 1st April 2017.

Report from site meeting – 25th March: The notes from the site meeting had been circulated and the Chairman briefed those Cllrs who were not in attendance on Saturday.

135/18 PUBLIC TOILETS

(a) Anti-social behaviour

(b) Other issues: The ladies external door lock had broken and a locksmith had been called. This had now been repaired.

(c) Report from site meeting – 25th March: The notes from the site meeting had been circulated and the Chairman briefed those Cllrs who were not in attendance on Saturday.

136/17 CORRESPONDENCE

No correspondence received

137/17 ACTION GROUP REPORTS

- (a) Stilebridge:** No further update as the transfer was due to take place from 1st April.
- (b) Litter pick:** Saturday 18th March 2017. The Assistant Clerk would be asked to send out thanks to all those who registered via email and to place on Facebook. A letter would also be sent to Cllr Burton for his help on the day. Anne would put a thank you in the newsletter.
- (c) Play Scheme:** The Clerk had started looking at staffing for this year.

138/17 OUTSIDE BODIES REPORTS

Memorial Hall: AGM and Committee Meeting held on 13th March and minutes were provided at the meeting. Cllr Tippen had been co-opted onto the Committee to provide assistance with the employment of a Facilities Manager for the hall. Pre-school had experienced some antisocial behaviour in their garden and this had been reported to 101. Cllr Newton would ask the Trustees to discuss CCTV at their next meeting on 10th April.

Youth: Nothing to report.

139/17 OUTSTANDING ISSUES

- (a)** Update from Action list: Up to date list had been circulated to Cllrs but most of the items had been covered in these minutes.

140/17 FURTHER ISSUES FOR DECISION

- (a)** Van parking: As mentioned in item 134/17(a)(ii) MPC had been given permission to park the van at the Memorial Hall. The caretaker was aware of this and had been told that no tools must be left in the vehicle overnight.
- (b)** Waste Water/Water suppliers: Changes had been made to water suppliers in that there was now competition of providers. It was agreed that MPC would remain with the current suppliers and view the bills before making a decision of transferring to another company.
- (c)** *8.55pm: Cllr Boswell left the meeting*
Marden in Bloom – request re. watering planters and inserting a flyer in the next Newsletter. The Clerk informed Cllrs that the item on the newsletter would be deferred to Full Council as another request from a village organisation had also been received. Cllrs discussed the issue of watering the planters as these had now increased. It was agreed in principle that watering of four would be undertaken however the Clerk would ask the caretakers whether this was possible to fit in with their working hours. Once a response had been received this would be discussed at full council.
9.05pm: Cllr Boswell returned to the meeting

141/17 FURTHER ISSUES FOR DISCUSSION/INFORMATION

The car park sign had been replaced and Cllrs agreed that this now could be understood as to when parking was permitted. Cllrs asked the Clerk to contact MBC to remove the barrier as this was no longer used.

142/17 INVOICES/CHEQUES TO BE SIGNED:

End of year invoices were agreed and cheques signed.

There being no further business the meeting closed at 9.11pm

Signed:.....
Chairman, Amenities Committee
Marden Parish Council

Date: 25th April 2017