



**MINUTES OF THE MEETING OF THE MARDEN PARISH COUNCIL AMENITIES  
COMMITTEE ON TUESDAY 28<sup>TH</sup> MAY 2019 HELD IN THE PARISH OFFICE  
MEETING ROOM, MEMORIAL HALL, MARDEN COMMENCING AT 7.30PM**

Cllr Mannington took the chair for the first two items on the agenda.

**001/19 ELECTION OF CHAIRMAN**

Cllr Boswell proposed and Cllr Jones seconded Cllr Robertson be elected Chairman. Cllr Robertson had indicated to the Clerk that she would be willing to stand again as Chairman if elected and all in attendance agreed.

**002/19 ELECTION OF VICE CHAIRMAN**

Cllr Jones proposed and Cllr Newton seconded that Cllr Boswell be elected Vice-Chairman. Cllr Boswell accepted and all in attendance agreed.

In the absence of the Chairman Cllr Boswell took the chair for the remainder of the meeting.

**003/19 PRESENT**

Cllrs Boswell (in the chair), Jones, Mannington, Newton and Turner were present. The Clerk and Community Warden Mira Martin were also in attendance.

**004/19 APOLOGIES**

Apologies were received from Cllrs Adam, Robertson and Tippen. The Deputy Clerk also gave her apologies.

In the Deputy Clerk's absence the Parish Clerk took the minutes.

**005/19 DECLARATIONS OF INTEREST**

Cllr Jones declared an interest in item 009/19(Playing Field) as resident of a neighbouring property to Marden Playing Field; Cllr Boswell declared an interest in item 009/19(Southons Field) as resident of a neighbouring property to Southons Field; Cllr Newton declared an interest in item 013/19(Marden Memorial Hall) as Trustee on the Marden Memorial Hall Committee.

**006/19 GRANTING OF DISPENSATION**

There were no requests for granting of dispensation.

**007/19 APPROVAL OF PREVIOUS AMENITIES COMMITTEE MINUTES**

The minutes of the meeting held on 26<sup>th</sup> March 2019 were agreed and signed as a true record.

**008/19 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING**

Community Warden did not wish to speak on any item.

**009/19 SUB-COMMITTEES REPORTS**

**Open Space**

**Playing Field**

Play Inspection Reports: MBC and MPC

Reports had been received but no new items of concern reported.

Changing Room

No issues have been raised.

Footpath Update

Completion of the footpath had finished on Wednesday 15<sup>th</sup> May and all seemed in order. Cllr Stevens was thanked for project managing in the Clerk's absence. Cllr Jones reported that a motorised go-kart had been driven round the footpath but other than this it has been very well received by residents.

Adult Gym

Now the footpath had been laid, the decision on the adult gym site needs to be made. Cllr Jones requested that Cllrs consider this equipment to be called "field gym" rather than an adult gym as a vast age range of people will be using it.

Rocking Horse

A quote had been received for a new rocking horse from Wicksteed at a total cost of £8,931.82. This quote was accepted and the Clerk would contact MBC to request this money from S106 contributions held. In respect of the removal of the old horse – Wicksteed is able to do this - and the Clerk had contacted KALC, MPC's Internal Auditor and Insurers to ascertain whether we are permitted to ask for sealed bids over £250 from residents to purchase this from us. Any funds received would be ring fenced to purchase a new defibrillator at the Memorial Hall end of the village.

Buddy Swing Chains

The Clerk had contacted the company in regard to the replacement of the chains. Awaiting installation date.

Site Meeting Date

The Clerk to email out to Cllrs for a suitable date.

Other Playing Field issuesYouth Shelter

Cllr Jones reported some damage to the seating of the youth shelter which the Clerk and Caretaker were aware of. The area around the youth shelter required strimming and the caretaker would be asked to undertake this.

Mowing

the caretaker is struggling to keep both the playing field and Southons Field mowed. It was proposed that the Clerk would speak to the caretaker to ascertain whether more assistance is required from the contractor. It was currently taking the caretaker longer to mow both fields as the grass box was having to be emptied more frequently.

Other

Rookery Path and the Chestnuts area had been strimmed back.

**Southons Field**Play Trail Inspection Report

MPC: Report had been received and no issues raised

Site Meeting Date

The Clerk to email out to Cllrs for a suitable date.

Other Southons Field issuesEvents

Cllrs had been provided with a list of all events on the field.

Benches

Cllr Newton reported that the benches may need to be replaced in the next year or so and the Clerk was asked to place on the Finance Meeting agenda when discussing the budget for 2020/21.

The caretaker to be asked to repair the pothole in the driveway.

**Other Open Space**Open Space Action Plan

Circulated to the Cllrs prior to the meeting – noted.

**Trees**Tree work

No further updates received. The Clerk would speak with the contractor working with the caretakers to ascertain whether he can undertake any work required.

Kent Men of Trees Competition

Cllrs decided to enter the competition for this year.

**Cemetery**Cemetery mapping on Pear Technology

This was nearly completed and the database information had been sent to Pear Technology for combining with the mapping system. Cllr Newton would assist the Clerk/Deputy Clerk to photographing the headstones when required.

Site Meeting Date

The Clerk to email out to Cllrs for a suitable date.

Cemetery issues

No other issues reported

**010/19 PUBLIC TOILETS & CAR PARK****Public Convenience issues**

The ladies and gents signage needs to be made more clear. The electricity supplier has been changed and the tariff has been reduced. The Clerk was still waiting to hear back from the water company regarding a visit from the inspector to view the correct meter.

**Car Park Issues**

No other issues reported

Site Meeting Date

The Clerk to email out to Cllrs for a suitable date.

**011/19 CORRESPONDENCE**

No correspondence received since last meeting

**012/19 ACTION GROUP REPORTS****Stilebridge**

Cllrs to arrange to visit the site following the publication of the next newsletter

**Play Scheme**

The Clerk and Deputy Clerk had met with the manager and the arrangements for this year's scheme was going well. All staff were in place and the Clerk was undertaking the necessary DBS checks. The theme this year is Circus Bazaar and the timetable would be available later on in the week. Registration forms would be available from 3<sup>rd</sup> June.

**Village Events**

The Deputy Clerk had circulated a list of suggestions for the Marden Parish Council stand at Marden BIG Musical Picnic on 8<sup>th</sup> June. Cllrs were happy to go with this and several were able to assist on the day.

**013/19 OUTSIDE BODIES REPORTS****Memorial Hall**

Next meeting due on 10<sup>th</sup> June. Some damage had been done to the lighting in the John Banks Hall following the Friday youth club. Cllr Newton, as Chairman of the Hall Committee, was speaking to the youth leader regarding covering the costs of repairs.

**Youth**

Update. The Friday night youth club had been suspended due to issues and had not yet been resumed. The Children's Centre and Kent Youth have commenced the Junior Club on a Wednesday afternoon which is being well attended.

*9.00pm – The Community Warden left the meeting*

**014/19 OUTSTANDING ISSUES****Update from To Do list**

Majority of issues had been discussed within the meeting. Cllr Boswell raised the ongoing item of the fingerpost refurbishment. The problem area was the post at Bunches Lake junction however it was agreed for the Clerk to retrieve the previous quote and look at

whether the two posts at Plain Road and High Street would be completed first. The Clerk would contact Cllr Hotson regarding funding support.

#### **015/19 FURTHER ISSUES FOR DECISION**

##### **Highwood Green Allotments**

Redrow were due to put a piece in the newsletter regarding someone/organisation coming forward to manage the allotments.

##### **Marden Parish Council Amenities Policies**

The Clerk had read through the policies for the Amenities committee for Memorial Safety, Hiring Policy for Southons Field and Marden Playing Field and Southons Field Beacon. Several minor amendments were raised and agreed. Cllrs also agreed to continue with the Amenities Meetings bi-monthly for the next council year.

##### **MBC Planning Committee**

30<sup>th</sup> May 2019 19/500271/FULL Oakhurst, Stilebridge Lane due to go to Committee. Cllr Mannington agreed to attend and would prepare the report to be read out based on MPC's decision to refuse. This would be circulated to Cllrs prior to the MBC meeting.

#### **016/19 FURTHER ISSUES FOR DISCUSSION/INFORMATION**

##### **Litter pick**

2019 was very successful and it was agreed to set a provisional date for 2020 - the 21<sup>st</sup> March was agreed and this would be reported in the Autumn newsletter.

#### **017/19 INVOICES FOR PAYMENT:**

##### **Electronic Payments**

The following invoices were submitted for payment

Alison Hooker: Travel, photo frame, mobile phone case £134.99

Rachel Gillis-Coates: Hotel for training course £73.74

SLCC: Charles Arnold Baker 11<sup>th</sup> Edition £108.79

Pitney Bowes: Franking Machine Rental £15.54

Marden Memorial Hall: MPC Hall Hire £100.00

RJP Cleaning: Public Convenience cleaning and supplies £645.00

Total: £1,078.06

Cllrs Mannington and Newton would authorise the payments on Unity.

There being no further business the meeting closed at 21.40pm

Date: 23<sup>rd</sup> July 2019

Signed:

Cllr Anne Boswell

Chairman, Amenities Committee

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