



**MINUTES OF THE FULL COUNCIL MEETING OF MARDEN PARISH COUNCIL ON
TUESDAY 9TH NOVEMBER 2021 HELD IN THE OLD SCHOOL ROOM,
GOUDHURST ROAD, MARDEN COMMENCING AT 7.30PM**

076/21 PRESENT

Cllrs Barker, Besant, Boswell, Gibson, Newton, Robertson, Tippen (in the Chair) and Turner were in attendance. The Clerk and one member of the public were also present.

077/21 APOLOGIES FOR ABSENCE

Cllrs Adam, Burton and Stevens had given their apologies. Borough Cllr Claudine Russell and PCSO Nicola Morris had also sent their apologies.

078/21 COUNCILLOR INFORMATION

Declaration of Interest

No declarations of interest

Changes to Registers of Interest

No changes to Cllrs Registers of Interest

Granting of Dispensation

No requests for dispensation

079/21 MINUTES OF THE PREVIOUS MEETING

Minutes of the Parish Council meeting held on 12th October 2021 were agreed and signed as a true record.

080/21 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

Member of the public did not wish to speak on any item but wished to raise an item under Public Forum.

The meeting was adjourned for the following items:

PUBLIC FORUM

Member of the public expressed his thanks on the parish newsletter and the item included regarding public footpaths and the Country Code.

EXTERNAL REPORTS

County Councillor Report

Not in attendance

Borough Councillors Report

Not in attendance – see item 082/21 for written report

Police Report

Not in attendance – see item 082/21 for written report

Community Warden Report

Not in attendance but sent a written report outlining what has been done recently which included visiting groups and organisations; attending Community Protection surgeries; supporting Golding Homes/Houses for People and supporting residents with various problems; undertaking welfare checks and visits following referrals from other agencies; arranged a meeting with the new youth worker and will liaise with the Parish Council following this. The Children's Centre is holding a Christmas party on 15th December and will be helping at this.

Chairman's Initials.....

19.35 Cllr Newton arrived at the meeting

The meeting was reconvened to discuss item 081/21 onwards.

081/21 CLERK'S REPORT

The Clerk had circulated her report which provided details of staff annual leave/ flexi booked, meeting dates to end of December, update on Fingerposts and CCTV and Marden at Christmas dates and times.

19.40 Member of the public left the meeting.

082/21 PARISH MATTERS

Reports from MBC and KCC

Borough Cllr Claudine Russell had sent a written report in her absence which gave details on the Local Plan Review and the consultation period, Ward Cluster 6 meeting held recently but was awaiting minutes of this meeting; A date was still awaited as to when the Chainhurst Chicken Farm/Reed Court Farm planning application would be heard at Committee; S106/CiL was being looked into by Cllr Russell and the Clerk; An event was being held tomorrow (10th November) on safety and had tickets available if anyone wished to attend.

Police Update/Report from Police Forum

Crime Figures

Crime Figures had been sent by PCSO Nicola Morris for August to October:

August: 2 crimes – 1 attempted criminal damage and 1 theft

September: 1 crime – robbery

October: 7 crimes – 1 theft, 1 attempted theft, 1 theft of motor vehicle, 1 criminal damage and 3 burglary.

The Police had received a number of calls about off road bikes and Staplehurst PCSO had identified one male and dealing with this. PCSO Morris will provide information regarding the stealing of parcels on doorsteps to put on social media.

Other Police Issues

PCSO Nicola Morris has returned from sick leave and is slowly returning to full duties. The Clerk is arranging a meeting with her as soon as she is back to full duties.

Communication

Newsletter

These have been received back from the printers and have been distributed to all households.

Update from Communications Sub-Group Meeting held on 25th October 2021

Notes of the meeting had been circulated to Cllrs prior to the meeting.

Marden Flooding

Flood Road Closure Scheme

The Chairman updated Cllrs following a meeting held with Kent Highways where it was agreed that Marden would be included in the flooding road closures. Cllrs agreed to be part of the scheme and for signs to be stored at Southons Field in the interim until permanent storage is found with Flood Wardens. Cllr Tippen will draw up the procedures and the roads to be covered are Plain Road (both ends), Sheephurst Lane (Goudhurst Road end), Green Lane (Hunton Road end) and Hunton Road (Chainhurst).

Other Flooding

Unfortunately, following heavy rainfall last week the Maynards/Cockpit drain flooded again. This has been reported by a resident and Cllr Tippen but it seems as though it was not flushed out when it should have been last year. A reference number had been given which should be given when reporting in the future.

Cemetery

Exclusive Right of Burial Certificates

No certificates to sign.

Chairman's Initials.....

Climate Change, Biodiversity and Carbon-Neutrality

Environment Bill is making progress within Government and will have an impact on planning and development.

Cllr Boswell will work on a report on climate change and biodiversity to be submitted to KALC following a request for case studies from parishes.

Marden Dementia Group Update

Living Memories unfortunately don't really now have the resources to organise their sessions so will piggyback on other village events eg the Village Café. The Community Warden is working with the Dementia Group on looking at setting up a dementia garden around the village. A Dementia Awareness planter has been provided by Marden in Bloom and placed at the library area.

083/21 COMMITTEE REPORTS

Amenities Committee

Draft Minutes of the Amenities Meeting held on 26th October had been previously circulated and available on the Parish Council website.

Cllrs Boswell and Robertson met with the Clerk and Deputy Clerk to review the Tree Policy and speaking to contractors regarding work from the tree audit. The Clerk and Deputy Clerk would update the policy and circulate to Cllrs prior to the next Amenities meeting.

Site meetings took place on Friday and Saturday last week.

Planning Committee

Draft Minutes of Planning Meetings held on 19th October and 2nd November had been previously circulated and available on the Parish Council website.

Planning Committee had started on the response to Regulation 19 Local Plan Review.

Finance Committee

No Finance meeting held. The next meeting will be held on 30th November to start drafting the budget for 2021/22.

Conferences/Meetings/Webinars attended

16th October – Village Litter Pick. Good attendance and several roads were litter picked. Cllr Boswell proposed that another litter pick be undertaken in March 2022.

18th October – SLCC Memorial Safety Training – The Deputy Clerk had attended and details of the content of this training were available for Cllrs to view. The Clerk would liaise with the Deputy Clerk to look as to whether MPC's policy needed updating.

19th October – SLCC Committees, Sub-Committees and Working Group Training – The Deputy Clerk had attended and details were available to view. The Deputy Clerk would meet with the Clerk to ensure that all Committees etc were covered by Terms of Reference.

20th October – Rail Summit – Cllr Adam attended

20th October – KALC Finance Conference – Cllr Tippen attended and documents had been circulated to Cllrs.

25th October – Village Events Sub-Group / Communications Sub-Group minutes had been circulated to Cllrs

26th October – KCC Youth Meeting - reported to Amenities Committee.

26th October – SLCC Graphic Design (Canva) Training -The Deputy Clerk had attended and had passed information to the Admin Assistant to allow her to familiarise herself with the software.

2nd November- Internal Auditor – undertaken and a report had been circulated. This would be added to the next Full Council agenda for discussion.

2nd November – SLCC Operating Events Training – The Deputy Clerk had attended and information was available to Cllrs. Details had been discussed regarding Christmas events and making these CoVid secure.

Chairman's Initials....

2nd November – Marketing, Branding and Communication Training – The Deputy Clerk had attended and received information which would be reported to the next Communications meeting.

8th November – MBC Planning Training (Permitted Developments and Prior Notifications) – Cllrs Tippen and Turner attended and gave a background of what was discussed. The Clerk was asked to contact MBC to thank their members of staff for putting on the training.

Conferences/Meetings/Webinars/Events forthcoming

13th November – KALC AGM – no MPC representative to attend

27th November – Tree Charter Day – All Cllrs welcome

084/21 CORRESPONDENCE

No correspondence had been received.

085/21 FINANCE

Bank Statements:

Revenue Accounts

Nat West: £43,756.01 (3rd November 2021)

Unity: £56,345.37 (9th November 2021)

Capital Accounts

Santander: £71,583.45 (6th September 2021)

Payments for Approval

Electronic Payments

The following invoices were submitted to Cllrs for agreement:

Graham Carey: Grounds Maintenance £468.00

Memorial Hall: Hall hire, Office rent and refuse: £461.25

Kerry Underdown: office cleaning £50.00

Ian Jones: Southons Field/Public Convenience locking and unlocking £200.00

Auditing Solutions Ltd: Interim internal audit: £420.00

Stanleys Garage: fuel and miscellaneous: £177.95

Cheque Payment

T Standen: preparation of ashes plot (Beaney): £45.00

Cllrs agreed all payments and Cllrs Boswell and Turner signed the cheque and would authorise payments on Unity,

Other

Nat West Bank Mandate

The Clerk would chase Nat West again to receive the mandate form to change signatories.

086/21 HIGHWAYS AND PUBLIC TRANSPORT

Highways

Highways Improvement Plan

A survey had been put on social media by the Admin Assistant and latest results were positive with over 100 responses being received. The Admin Assistant would look at downloading the first 100 as further responses couldn't currently be viewed until this was done. The software package used was free but was only for a basic survey. Cllrs felt that paying an annual subscription would not be beneficial as not many surveys would be undertaken to justify the cost. Paper copies of the responses received at the Open Day would be analysed by the Admin Assistant and put into a spreadsheet to be circulated to Cllrs after the closing date of 30th November.

Fingerpost Signs

The Clerk had contacted the company used by Yalding and East Peckham Parish Councils in regard to the wooden fingerpost. Cllr Besant had passed the Clerk contact details of a company in Maidstone who may be able to assist with other contractors to help with these. Contact had been made and the specifications sent.

Chairman's Initials.....

Public Rights of Way

An application had been made to KCC by a landowner to deposit a map and statement on some PROW within the parish. This was in regard to usage of public rights of way and those footpaths that have been used but are not classed as PROWs. Cllrs noted this application as there is no means of objection to this statement.

Other Highways Issues

The Speed Indicator Device had been installed in Goudhurst Road. Thanks to Cllr Newton and the caretaker for attending the training. Software is to be installed on to the Parish Council computer so that data can be downloaded, and it was agreed to move within the 8-week maximum period. The next location would be Howland Road week commencing 13th December.

Public Transport

It was reported that the train timetable is not back to pre-CoVid times. The Clerk would speak to Cllr Adam to ascertain what trains are missing.

There being no further business the meeting closed at 9.01pm

Date: 14th December 2021

Signed:

Cllr Kate Tippen, Chairman

Marden Parish Council

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Marden

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