



MINUTES FOR THE MEETING OF THE MARDEN PARISH COUNCIL AMENITIES COMMITTEE ON TUESDAY 28TH SEPTEMBER 2021 HELD AT 7.30PM IN THE OLD SCHOOL ROOM, MARDEN MEMORIAL HALL

075/21 PRESENT

Cllrs Adam, Barker, Besant, Boswell (in the Chair), Newton, Robertson, Tippen and Turner were present. The Deputy Clerk was also in attendance.

076/21 APOLOGIES

There were no apologies.

077/21 COUNCILLOR INFORMATION

Declarations of Interest

Cllr Boswell declared an interest in item 081/21 (Southons Field) as a resident backing onto the field; Cllr Newton and Tippen declared an interest in item 088/21 as Trustees of Marden Memorial Hall.

Granting of Dispensation

There were no requests for dispensation of any item on this agenda.

078/21 APPROVAL OF PREVIOUS AMENITIES COMMITTEE MINUTES

The minutes of the meeting held on 24th August 2021 were agreed and signed as a true record by the Chairman.

079/21 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

There were no members of the public present.

080/21 DEPUTY CLERK REPORT

The Deputy Clerk reported that contact had been made again with the contractor regarding a number of works outstanding on the Playing Field which included installation of the new benches, litter bins, outstanding piece of outdoor gym equipment and signage. It is hoped an installation will be known soon but the Deputy Clerk will continue to chase. The Post Office Noticeboard has been passed to the Caretaker for installation. We have yet to hear back from the Community Protection team about mobile CCTV at the Library car park. The Deputy Clerk will continue to chase, however, in the meantime, will pass their contact details onto the Marden Scouts should any further issues arise. The Clerk has received a response back from the landowner of the permissive Cemetery Pathway stating they wish to permanently close the middle gate of the pathway.

The new signage for Southons Field gate, Public Toilets and Napoleon Drive play area will be installed shortly. The Deputy Clerk will be installing the signage inside the Public Toilets thanking the contractor for the continued high standard of cleaning shortly. The Clerk is awaiting further quotes for the mowing comparisons and it is hoped to have information for Cllrs at the Amenities Committee meeting in October. The contractor has completed the moss removal work at the Public Toilets which included replacing broken tiles. An update was also given on the work of the Community Payment team. This report was circulated to Cllrs prior to the meeting. Cllrs noted.

081/21 OPEN SPACE**Playing Field**(i) Play Inspection Reports

MPC Inspection Reports had been received up until 9th September 2021 and there were a few issues to report still on bolt covers and the Deputy Clerk is still yet to hear from the Contractor regarding these issues. The report from Maidstone Borough Council dated 11th August 2021 reported a bolt cover missing from Spinner Dish, bolt covers broken on multiplay unit and the top step is loose and top of Proludic spinning seesaw bolts are loose. These issues have been reported to the Contractor and we are awaiting a date of works. Deputy Clerk to continue to chase Contractor. Cllrs noted.

(ii) Changing Rooms(a) Legionella Report(b) Electrical Report

Both of the above were discussed by Cllrs as one item. Following the Football Club giving notice that they can no longer use the field due to a change in FA regulations, Cllrs decided to not continue with investigating these issues for the time being and to carry out works to drain down the water tank and the two immersion tanks. Cllrs are due to meet with Football Club representatives to discuss their issues on Saturday 6th November and to agree a future plan.

(iv) Other Playing Field Issues

Cllr Boswell raised the issue of CCTV. The Clerk has continued to try to contact the Contractor and will report back at the next Amenities meeting.

Southons Field(i) Play Trail Inspection Report

The MPC Inspection Report had been received up until 9th September 2021 and some of the logs of the play trail needed to be tightened. The Caretaker has since carried out this work. Cllrs noted.

(ii) Events on Southons Field

There has been one further booking of the field on 24th October and the hirer is content for residents to also use the field.

(iii) Other Southons Field Issues(a) Bowls Club Future Car Parking

Cllrs discussed the parking of cars on Southons Field and the safety of families with young children. Cllrs would like the Deputy Clerk to write to the Bowls Club expressing their concern and send them a revised list of conditions for agreement. The Clerk will draft the amendments and circulate to Councillors.

(b) Drone Usage

Cllrs discussed the recent drone footage taken at an event in Southons Field. Cllrs requested that drone usage is made clear to any Hirer of Southons under the Hire Agreement. The documents will be amended and circulated to Councillors prior to the next Amenities meeting.

Other Open Space(i) Open Space Action Plan

As there was no change to this report, it was not circulated to Cllrs prior to the meeting.

Trees(i) Tree Charter Day on 27th November 2021 Update

Cllr Boswell updated Cllrs on the plans for the Tree Charter event taking place on 27th November 2021. Developers and management companies have been approached for authorisation on the areas of where planting is taking place. Responses have been received albeit one last management company. A meeting was taking place on Wednesday 29th September with village groups/organisations and how they could be involved.

(ii) Tree Policy for Future Works

Cllrs discussed and agreed for a separate meeting to review the existing Tree Policy and make suggested amendments for Cllrs recommendation at the next Amenities Committee meeting.

(iii) Quotes for tree work

The Clerk had been contacted by several residents regarding trees close to Rookery Path and the Playing Field. A quote and advice had been received by one tree surgeon. One of the trees is not under a Tree Protection Order and the Clerk asked whether Cllrs would like a separate quote for this. Cllrs would like the Clerk to obtain a quote for all the tree work at the same time.

082/21 CEMETERY

Cemetery Parking Signage

Cllrs discussed the idea of having signage at the Cemetery car parking area due to some cars parking that were not using the Cemetery. The Deputy Clerk will draft some wording and design and send around to Cllrs for approval.

ICCM Journal Articles

Cllr Boswell raised an article in the journal regarding a new law book for the Clerks. Cllrs agreed for the purchase of the book. Cllr Boswell also raised the subject of scattering of ashes and the possibility of a separate garden area. Cllrs decided to look at possible areas at the Site Meeting in November 2021.

Grave in new section

The Clerk had drafted a letter for Cllrs to review regarding the grave in Section 4 (new section) which was not adhering to the Cemetery Rules and Regulations. Cllrs agreed the wording of the letter and were content for it to be sent.

Other Cemetery Issues

Cllr Barker had investigated the soil waste area at the Cemetery and had measured 25 cubic metres had accumulated over 5 years. Upon received advice from a contractor, Cllr Barker estimated a grab load for a suitable vehicle to remove the waste costing £270 per grab per year. Cllrs agreed for this estimate to be put to the Finance Committee for budgeting purposes as well as looking at whether the soil be removed every year or every couple of years.

083/21 PUBLIC TOILETS AND CAR PARK

Public Toilet Issues

There were no issues to report.

Car Park Issues

(i) Side of Library – Quotes for Work

Cllr Tippen, Boswell and the Deputy Clerk had met with KCC and Kent Libraries at a site meeting at the Library. KCC were content for Parish Council to obtain quotes for the work and requested a map with the plan of works be sent to them for a licence to be created. The Deputy Clerk had strived to obtain three quotes. Two quotes had been received, however, Cllrs would like the Deputy Clerk to seek a third quote for the next Full Council meeting.

084/21 CLIMATE, SUSTAINABILITY AND BIODIVERSITY

There were no issues to report.

085/21 CORRESPONDENCE

There was no correspondence received for this meeting.

086/21 HEALTH AND WELLBEING

There were no issues to report.

087/21 ACTION GROUPS REPORTS

Stilebridge

(i) Review agenda item

Cllrs are happy for this agenda item to be removed and only added should any issues arise.

Village Events

(i) Report from Village Celebrations Working Group on Open Morning, Marden at Christmas and Queen's Platinum Jubilee

The Deputy Clerk updated Cllrs on the dates for Marden at Christmas and the preparation date of Friday 3rd December at the Marden Memorial Hall. Feedback from the Open Morning would be discussed at the Full Council meeting. There were no further updates on the Queen's Platinum Jubilee.

(ii) Update on Community Events Working Group

The Deputy Clerk had met with the resident interested in helping with the Community Events Working Group. A date in November for an informal meeting will be set and residents will be asked to join. The Deputy Clerk will report at the Amenities Committee meeting following the informal meeting.

21.09: Cllr Adam left the meeting

088/21 OUTSIDE BODIES REPORTS

Memorial Hall

Cllrs Newton and Tippen reported that all was going well. Cllrs requested that the Trustees of Marden Memorial Hall investigate getting wi-fi in the hall. Cllr Turner raised the issue of making the disabled toilet more accessible. Cllr Turner and Tippen would meet separately regarding this issue.

Youth

The Deputy Clerk had received a response from the KCC Youth Worker stating they would be meeting shortly to discuss changing the day and times they come out. They hope to have more news for the Parish Council soon.

089/21 OUTSTANDING ISSUES

The Meeting Actions To do List had been circulated to Cllrs prior to the meeting. Cllrs noted.

090/21 FURTHER ISSUES FOR DECISION

Winter Planting Grant

(i) Remaining Grant Funds – Side of Library

Cllrs Boswell and Tippen discussed planting of this area and the ongoing maintenance. Cllr Tippen suggested that it could be a job for one of the village caretaker. Cllrs agreed that the cost for the plants will be £320 and ringfenced for this purpose from the remaining Winter Planting Grant.

(ii) Species of Trees for Southons Field

Cllr Boswell had obtained a quote for a 12 foot Alder tree for £60.00 for the Roots of Remembrance of tree. For the Duke of Edinburgh memorial tree, there was a quote for a 12 foot Crab Apple for £120. Cllrs agreed these choices of tree and the prices. Cllrs agreed the total cost of £180 of the trees would be ringfenced from the remaining Winter Planting Grant.

091/21 FURTHER ISSUES FOR DISCUSSION/INFORMATION

The Deputy Clerk informed Cllrs of the change of venue for the Amenities Committee meeting on Tuesday 26th October 2021. This meeting will take place in the meeting room at the Marden Congregational Chapel.

02/21 INVOICES FOR PAYMENT

Electronic Payments

RJP Window Cleaning	Public Toilet Cleaning - August	£635.00
RJP Window Cleaning	Public Toilet Cleaning - September	£635.00
Pitney Bowes	Franking Machine Rental	£15.54
Viking	Office supplies	£153.18
KALC	Training – Finance Conference	£60.00
Alison Hooker	Meeting refreshments/eye test	£55.16

SLCC	Memorial Safety Training	£36.00
TOTAL		£1,589.88

The Deputy Clerk informed Cllrs of the amounts and payees. All invoices were agreed and Cllrs Boswell and Newton would authorise on Unity.

There being no further business, the meeting closed at 21.25.

Date: 26th October 2021

Signed: *Anne Boswell*

Cllr Anne Boswell Chairman, Amenities Committee

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