



## **MINUTES OF THE FULL COUNCIL MEETING HELD ON TUESDAY 14<sup>TH</sup> FEBRUARY 2023 AT THE ALLENS, ALBION ROAD, MARDEN COMMENCING AT 7.30PM**

### **120/23 PRESENT**

Cllrs Adam, Barker, Boswell, Burton, Gibson, Newton, Robertson, Stevens, Tippen (in the Chair) and Turner were present. The Clerk and Borough Cllr Russell were also in attendance.

### **121/23 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Besant, County Cllr Parfitt-Reid and PCSO Nicola Morris.

### **122/23 COUNCILLOR INFORMATION**

#### **Declaration of Interest**

There were no declarations of interest.

#### **Changes to Register of Interest**

Cllr Burton needed to amend his Register of Interest and would provide the relevant form to the Clerk to submit to MBC.

#### **Granting of Dispensation**

There were no requests for dispensation.

### **123/23 MINUTES OF THE PREVIOUS MEETING**

Minutes of the Parish Council meeting held on 10<sup>th</sup> January and the Extra Ordinary Full Council meeting held on 24<sup>th</sup> January were agreed and signed as true records.

### **124/23 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING**

No members of the public were in attendance.

The meeting was adjourned for the following items:

### **PUBLIC FORUM**

No member of the public was in attendance.

### **EXTERNAL REPORTS**

#### **County Councillor Report:**

Not in attendance

#### **Borough Councillors Report:**

Boundary Commission has published its final report and was due to come into effect in May 2024.

Photo ID is required for voting from this year.

Golding Homes have started work on damp and mould on their properties and details are available on their website.

Free Talk of the Town events at Maidstone Museum with character trails and bookable guided tours on 17<sup>th</sup> and 18<sup>th</sup> February.

Regulation 18 on Gypsy, Traveller and Travelling Showpeople consultation begins on 23<sup>rd</sup> February

#### **Police Report**

Not in attendance.

#### **Community Warden Report**

Not in attendance.

The meeting was reconvened to discuss item 125/23 onwards.

**125/23 CLERK'S REPORT**

The Clerk had submitted a report to Cllrs prior to the meeting outlining staff holidays and reported that new laptops have been purchased and an online meeting was planned with CloudyIT on 21<sup>st</sup> February.

The Clerk reported that the policies and risk assessments needed to be put before the next Full Council meeting and therefore Cllrs were asked to start reviewing them prior to March.

It was reported that the Admin Assistant had unfortunately given her notice and her last day would be 9<sup>th</sup> March. The HR Sub-Committee meeting were due to meet on 17<sup>th</sup> February to discuss.

**126/23 PARISH MATTERS****Reports from MBC and KCC**

See above for Borough Cllr report.

**Police Update/Report from Police Forum**Crime Figures

8 crimes had been reported since 4<sup>th</sup> January:

1 x burglary other than a dwelling - shed broken into and garden equipment stolen; 2 x criminal damage – damage to window believed from a BB gun and vehicle egged causing scratches; 3 x thefts from motor vehicles – catalytic converters stolen; 2 x thefts – parcel stolen from doorstep and dehumidifier and transformer stolen from communal area of flats.

Maidstone Task Force

Lots of work continuing with Maidstone Task Force with several vehicles seized with no tax.

Other Police Issues

Over the last few nights 2 electric bikes had been stolen from properties in Collier Street; CCTV had been installed in Admiral Way following issues in adjoining road; 2 persons arrested and charged in regard to a stolen mobile phone from the playing field.

**Communication**Newsletter

Thanks were expressed to Cllr Boswell for the work that she had put into the newsletter. The final draft had been circulated to Cllrs and the Deputy Clerk would start to edit ready for printing.

**Marden Flooding**

Cllr Tippen had provided an item to be put into the newsletter on all the flooding and information from relevant agencies.

**Cemetery**Exclusive Right of Burial Certificates

One Exclusive Right of Burial Certificate was signed.

**Allotments**

No new information had been received. The Clerk had chased but was waiting a response.

**Cost of Living Roadshow**

Cllr Tippen provided an update on the planning of the Roadshow which was being held on 23<sup>rd</sup> February. Flyers had started to be delivered around the village. Marden Parish Council will also be represented with information about Marden Foodbank and Marden Charity.

**KALC Community Award Scheme 2023**

Two nominations had been put forward and circulated to Cllrs prior to the meeting. After a show of hands Cllrs voted unanimously for nomination (1) to be presented with the award at the Annual Parish Meeting on 4<sup>th</sup> April. The name of the recipient would be minuted at the April Full Council meeting.

**Marden Children's Centre / Community Services Consultation**

County Cllr Parfitt-Reid had arranged a meeting with KCC and MPC for 20<sup>th</sup> February on the proposed closure of Marden Children's Centre. Cllrs agreed to wait for the outcome of this meeting before discussing. Therefore, it was proposed that the item would be deferred to the March meeting.

**127/23 COMMITTEE REPORTS****Amenities Committee**

Draft Minutes of Amenities Committee meeting held on 24<sup>th</sup> January had been previously circulated and are available on the Parish Council website. Thanks were expressed to Cllrs Besant and Tippen for planting the trees at Marden Playing Field. Cllr Besant had obtained a number of shrubs and saplings and Cllr Adam asked that Rookery Path be planted up with some of these. A resident of Collier Street had also offered some Oak trees to plant around the parish.

**Planning Committee**

Draft Minutes of Planning Committee meeting held on 31<sup>st</sup> January had been previously circulated and are available on the Parish Council website.

22/504241/FULL - Oakhurst, Stilebridge Lane: This application was due to go to MBC Planning Committee on 16<sup>th</sup> February. However, Cllrs raised no objection to conditions 3 and 21 of the application therefore no representation was required.

**Finance Committee**

Draft Minutes of Finance Committee meeting held on 17<sup>th</sup> January had been previously circulated and are available on the Parish Council website.

**Conferences/Meetings/Webinars attended**

Notes of the following meetings had been circulated to Cllrs.

HR Sub-Committee Working Group (to discuss policies) – 12<sup>th</sup>/20<sup>th</sup>/27<sup>th</sup> January

Village Events Sub-Group – 16<sup>th</sup> January. The main event will be the King's Coronation Fete on 8<sup>th</sup> May.

Communication Sub-Group – 16<sup>th</sup> January.

Changing Rooms Sub-Group – 16<sup>th</sup> January. Proposal put forward to Amenities for the changing rooms consultation.

Borough Cllr Meeting – 17<sup>th</sup> January

KALC Allotment Training – 19<sup>th</sup> January – the Clerk attended and a list had been provided of what to include in an agreement.

Marden Memorial Hall Trustees Meeting – 26<sup>th</sup> January

Community Forum – 26<sup>th</sup> January

SLCC Event Training (webinar) – 9<sup>th</sup> February

UMIDB Meeting – 10<sup>th</sup> February. Item had been placed in the newsletter.

NALC Climate Emergency Webinar – 14<sup>th</sup> February

**Conferences/Meetings/Webinars/Events forthcoming**

SLCC Event Training (webinar) – 16<sup>th</sup> February Deputy Clerk/Admin Asst to attend

Christmas Sub-Group Meeting – 20<sup>th</sup> February Members of Sub-Group to attend

KCC/Children's Centre Meeting – 20<sup>th</sup> February

Environment Sub-Group Meeting – 21<sup>st</sup> February Members of Sub-Group to attend

NALC Social Inclusion/Loneliness Conference (webinar) – 22<sup>nd</sup> February Cllr Boswell to attend

SLCC Event Training (webinar) – 23<sup>rd</sup> February Deputy Clerk/Admin Asst to attend

Cost of Living Roadshow – 23<sup>rd</sup> February – John Banks Hall 11.00am to 3.00pm for info

Meet The Clerks – 24<sup>th</sup> February at The Village Café 10.00am to 11.00am Clerk/Deputy Clerk to attend

Village Events Sub-Group – 7<sup>th</sup> March Members of Sub-Group to attend

Community Services Consultation Drop In Sessions – 3<sup>rd</sup> and 10<sup>th</sup> March at Sessions House, Maidstone - [Community Services - Drop-in events | Let's talk Kent](#)

South Eastern Stakeholder Meeting – 10<sup>th</sup> March – Cllr Adam to attend

Village Litter Pick – 11<sup>th</sup> March

**128/23 CORRESPONDENCE**

Marden Parish Church Magazine – February edition: noted

KALC Newsletter – January edition: noted

KALC Newsletter – February edition: noted

Department of Levelling Up, Housing and Communities – NPPF Consultation: Cllrs asked for this to be added to the Planning Agenda for 17<sup>th</sup> February.

Kent County Council – Home to School Transport Consultation: Cllrs raised concern that there is no mention of train travel and wished this to be added to the March Full Council meeting.

South East Water – Draft Water Resources Management Plan Consultation: Cllr Adam reviewed the document and briefed the meeting on the content. Cllrs went through the questionnaire and the Clerk would respond before the closing date.

## **129/23 FINANCE**

### **Bank Statements:**

#### Revenue:

Nat West: £22,883.76

Unity: £27,613.00

#### Capital:

Santander: £71,644.34.

The Clerk had written again to Santander requesting the transfer of funds to Unity but to date this has not been done. The Clerk asked Cllrs to consider discussing opening a new “capital” account to transfer all funds from Santander. Cllrs agreed to add this to the next Finance agenda.

Bank Reconciliations for revenue accounts were presented to Cllrs along with the relevant statements for January 2023 which were viewed and signed by Cllrs Burton and Gibson.

### **Payments for Approval**

#### Electronic Payments

The following invoices were due for payment:

Stanleys Garage – fuel - £76.48

Marden Memorial Hall – office rent/refuse/cleaning and hall hire - £457.35

Viking – Office/toilet supplies - £97.03

Alison Hooker – Toilet paper dispensers x 3 / refuse bags - £165.77

Castle Water – water supply at public conv. - £8.15

Total: £804.78

Cllrs agreed invoices and Cllrs Stevens and Turner would authorise on Unity.

February salaries and January HMRC payments were made on 7<sup>th</sup> February.

## **130/23 HIGHWAYS AND PUBLIC TRANSPORT**

### **Highways**

#### Highways Improvement Plan

The full Highways Improvement Plan (HIP) had been updated following the Kent Highways meeting and was available on the website. The Clerk was asked to contact Kent Highways for any updates following the meeting.

#### SYL Traffic Regulation Order – Pattenden Lane

An update had been received from Kent Highways informing the Parish Council that the consultation had closed and the responses were being reviewed. However, no confirmed outcome had been received.

#### Cast Iron Fingerposts

The Clerk had circulated the email received back from Kent Highways and Cllrs proposed to put together a response. Cllr Adam agreed to draft a document.

A quote had been received from the contractor who had undertaken the refurbishment in the past. Cllrs proposed that the information be taken to Finance Committee to view the budget implications.

#### National Highway and Transport Network Survey

Cllr Adam agreed to complete and return.

Other

Information had been received of a Government grant to improve walking and cycling routes. Cllrs asked that County Cllr Parfitt-Reid be approached to ascertain if Kent County Council were looking at applying and whether any funding could be used in Marden.

**Public Transport**Meeting with South Eastern

Still waiting for a response. Cllr Adam asked for details of emails sent requesting a meeting so that he can raise at the Stakeholder meeting.

Feedback from KCC Rail Summit

MPC to comment on the lack of formal consultation on the new timetable and the missing train between 7.30 and 7.45am and the Clerk was asked to send a response to SouthEastern and copy in Kent County Council.

SouthEastern – Station Asset Management Policy Consultation

This consultation was completed at the meeting and the Clerk would respond before the closing date.

Cllr Adam reported that the national £2 bus fare scheme ends 31<sup>st</sup> March but unfortunately Nu-Venture were not part of the scheme.

There being no further business the meeting was closed at 20.53pm

Cllr Kate Tippen, Chairman

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