



BRIEFING NOTE

For the meeting of Amenities Committee meeting to be held on Tuesday 25th November 2025 at 7.30pm at The Allens, Albion Road, Marden, Kent.

047/25 PRESENT

Cllrs to inform the Clerk by 5.00pm on the day of the meeting if they will be taking part in the meeting.

048/25 APOLOGIES FOR ABSENCE

To receive apologies for absence.

Cllrs to inform the Clerk by 5.00pm on the day of the meeting if they will not be taking part in the meeting.

049/25 COUNCILLOR INFORMATION

Declaration of Pecuniary and Non-Pecuniary Interests
Granting of Dispensation

050/25 MINUTES OF THE PREVIOUS MEETING

To receive and accept as a true record the Minutes of the Amenities Committee meeting held on 23rd September 2025.

051/25 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

Members of the public to make themselves known to the meeting as to whether they wish to raise any issue under this item.

052/25 DEPUTY CLERK REPORT

Report to be submitted to Cllrs prior to the meeting.

053/25 OPEN SPACE

Playing Field

Play Inspection Report from MPC

Cllrs to accept the weekly reports received from the Caretaker.

Caretakers To Do List

A new Caretakers To Do List was created in September. **For Cllrs information only.**

Request for Bench on Playing Field

A request has been received regarding having a memorial bench on the Playing Field. Cllrs to discuss. **The email request will be circulated prior to the meeting with personal information redacted.**

Tree Work on Playing Field

To consider tree work that has been quoted at the Marden Playing Field.

Quote has been received from the tree surgeon. This work was also requested by a resident.

Office Opening Times:

Mondays, Tuesdays & Fridays 10am - 12 noon

Email: clerk@mardenkent-pc.gov.uk

Website: www.mardenkent-pc.gov.uk



Southons FieldPlay Inspection Report from MPC

Cllrs to accept the weekly reports received from the Caretaker.

Future of Security Shed

To discuss future of the security shed on Southons Field. **Photos of the current state of the security shed will be circulated in the Amenities papers.**

Southons Field Hire Fees

To review fees to hire the field. **Cllrs to review and discuss whether to increase.**

Other Open SpaceNotes of Amenities Site Meetings

The notes of the Amenities Site Meetings were circulated prior to this meeting.

TreesMonthly Tree Inspections

Cllrs to receive monthly reports from the Caretakers.

054/25 CEMETERY**Exclusive Right of Burial Certificates**

Cllrs to sign any Exclusive Right of Burial Certificates received in time of this meeting.

055/25 PUBLIC TOILETS AND CAR PARK**Public Toilet Issues**Solar Panels

Cllrs to be provided with an update on the project. **If information is received in time for this meeting.**

Car Park Issues**056/25 AMENITIES SUB-COMMITTEES AND SUB-GROUPS****Environmental Sub-Group**

The Environmental Sub-Group meeting took place on Tuesday 4th November. Notes of the meeting were circulated to Cllrs.

057/25 OUTSIDE BODIES REPORT**Memorial Hall**

Cllr Turner to provide an update following the meeting of the Trustees that took place on Monday 24th November 2025.

Youth Issues

Update from Cllr Rabot on detached youth activities on the Playing Field. **Update of the current situation will be provided at the meeting.**

058/25 OUTSTANDING ISSUES**Outstanding Issues List**

The list to be circulated to Cllrs prior to the meeting.

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059/25 OTHER AMENITIES ISSUES FOR DECISIONFuture Amenities Committee Meetings and Sub-Committees

To discuss future Amenities Committee Meetings and Sub-Committee of Cemetery and Open Space from May 2026 onwards.

Asset Transfer

Cllrs to discuss setting up a working group looking at all Parish assets in line with future devolution.

060/25 INVOICES FOR PAYMENT

Invoices due to payment to be submitted to the meeting.

If you have any questions etc that you wish to ask regarding this meeting, please contact the Deputy Clerk on 01622 832305 or email deputyclerk@mardenkent-pc.gov.uk.

Local electors and the press are entitled to listen to Parish Council Meetings but not to take part. An opportunity to speak will be given at the beginning of Council Business in line with MPC's Public Participation Policy which can be found at: [Council Policies and Procedures - Marden Parish Council - Marden Parish Council, Marden, Tonbridge](#)

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