



**Briefing Note for the meeting of Marden Parish Council to be held on Tuesday 15<sup>th</sup> April 2025 at 7.30pm at The Allens, Albion Road, Marden, Kent.**

## **BRIEFING NOTE**

### **141/25 PRESENT**

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

### **142/25 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.

### **143/25 COUNCILLOR INFORMATION**

Declaration of Pecuniary and Non-Pecuniary Interests

Changes to Register of Interest

Granting of Dispensation

### **144/25 MINUTES OF THE PREVIOUS MEETING**

To receive and accept as a true record the Minutes of the Parish Council meeting held on 11<sup>th</sup> March 2025.

[Full Council Minutes & Agendas - Marden Parish Council - Marden Parish Council, Marden, Tonbridge \(mardenkent-pc.gov.uk\)](https://www.mardenkent-pc.gov.uk)

### **145/25 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.

The meeting to be adjourned for the following items:

#### **PUBLIC FORUM**

Members of the public will be given the opportunity to raise any issue under this item.

#### **EXTERNAL REPORTS - VERBAL**

- a) County Councillor Report
- b) Borough Councillors Report

The meeting to be reconvened to discuss item 146/25 onwards.

### **146/25 CO-OPTION OF COUNCILLOR**

If applications are received prior to the meeting Cllrs to vote to fill vacancy via co-option.

Co-opted Cllr, if appointed, to sign the Declaration of Office before taking part in the rest of the meeting.

Office Opening Times:

Mondays, Tuesdays & Fridays 10am - 12 noon

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Website: [www.mardenkent-pc.gov.uk](http://www.mardenkent-pc.gov.uk)



## 147/25 CLERK'S REPORT

To receive and note the Clerk's report.

[In meeting pack](#)

## 148/25 PARISH MATTERS

**(A) Written Reports received from MBC and KCC**

**(B) Police Update**

Crime Figures

Crime Figures can be found at: [Marden and Yalding | Your area | Kent Police | Kent Police](#)

Other Police Issues

[Update from Police Surgery, Equine Hack](#)

**(C) Communication**

Newsletter

**(D) Marden Flooding/Water**

Cllrs to receive and discuss any updates on Marden flooding or water issues.

[Verbal report to be given to the meeting if information received.](#)

**(E) Infrastructure Spend Plan**

[Item to be placed as a standard agenda item. Report will be given to the next Full Council meeting following survey responses being collated.](#)

**(F) Marden Changing Room**

Planning Application had been submitted by the architect. Cllrs to view application at item 149/25 (B) below.

**(G) Open Morning – 22<sup>nd</sup> March 2025 / Consultations**

Closing date for consultations 25<sup>th</sup> April 2025

[Reminder that consultations are still open.](#)

[Clerk to provide an update on responses received to date.](#)

**(H) Annual Parish Meeting**

Update from the Annual Parish Meeting held on 8<sup>th</sup> April 2025

[Cllrs to consider format for 2026.](#)

## 149/25 COMMITTEE REPORTS

**(A) Amenities Committee**

Cllrs to note the Minutes of the Amenities Committee meeting held on 25<sup>th</sup> March.

[Amenities Committee Minutes & Agendas - Marden Parish Council - Marden Parish Council, Marden, Tonbridge](#)

**(B) Planning Committee**

Cllrs to note the Minutes of Planning Committee meetings held on 18<sup>th</sup> March and 1<sup>st</sup> April.

[Planning Committee Minutes & Agendas - Marden Parish Council - Marden Parish Council, Marden, Tonbridge \(mardenkent-pc.gov.uk\)](#)

Cllrs are advised to review the following applications online prior to the meeting as these will not be able to be projected onto a screen (Clerk will have hard copies but only printed on A4/A3 available).

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25/501261/FULL – Marden Changing Rooms/Pavilion, off Church Green, Marden Parish Council's own application.

Refurbishment of pavilion building, erection of a single storey side extension and alterations to fenestration, to include a new community room, kitchenette, toilet facilities and storage facilities for grounds maintenance.

25/501261/FULL | Refurbishment of pavilion building, erection of a single storey side extension and alterations to fenestration, to include a new community room, kitchenette, toilet facilities and storage facilities for grounds maintenance. | Marden Changing Rooms/Pavilion Off Church Green Marden Kent TN12 9TR

25/501260/FULL – The Clovers, Goudhurst Road, Marden

Erection of an annexe ancillary to main dwelling including 2 rooflights

25/501260/FULL | Erection of an annexe ancillary to main dwelling including 2no. rooflights. | The Clovers Goudhurst Road Marden Kent TN12 9LT

25/501402/FULL – 6 Thorn Close, Marden

Erection of single storey annex in rear garden ancillary to dwelling.

25/501402/FULL | Erection of single storey annex in rear garden ancillary to dwelling. | 6 Thorn Close Marden Thorn Kent TN12 9GU

### **(C) Finance Committee**

There was no Finance Committee held in March

### **(D) HR Sub-Committee**

Cllrs to note the Minutes of the HR Sub-Committee held on 15<sup>th</sup> April.

Cllrs to receive notification of the successful applicant for the post of Groundsperson.

Details will be provided at the meeting.

### **(E) Conferences/Meetings/Webinars attended**

Any reports will be given verbally at the meeting.

Income and Expenditure Audit Webinar – 13<sup>th</sup> March

KALC Cllr webinar – 17<sup>th</sup> March

Environmental Sub-Group meeting – 18<sup>th</sup> March

SLCC (Kent Branch) Mini Conference and AGM – 20<sup>th</sup> March

Police Surgery at Village Club – 20<sup>th</sup> March

Open Morning – 22<sup>nd</sup> March

PPG – 27<sup>th</sup> March

Litter Pick – 29<sup>th</sup> March

Memorial Hall AGM – 31<sup>st</sup> March

Kent Resilience Training – 3<sup>rd</sup> April

Nature Prescribing Meeting – 8<sup>th</sup> April

Mazars Webinar – 8<sup>th</sup> April

Marden Annual Parish Meeting – 8<sup>th</sup> April

### **(F) Conferences/Meetings/Webinars/Events forthcoming**

Neighbourhood Watch meeting – 17<sup>th</sup> April

Communications meeting – 24<sup>th</sup> April

Events meeting – 24<sup>th</sup> April

VE Day Beacon Lighting – 8<sup>th</sup> May

AI Webinars – 7<sup>th</sup> & 21<sup>st</sup> May and 18<sup>th</sup> June

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Resilience Planning meeting – [see Clerk's report](#)  
Community Assets meeting – to be arranged

#### **150/25 CORRESPONDENCE**

##### **(A) MPC Correspondence Log**

Cllrs to receive office correspondence log for March

[Correspondence Log - Marden Parish Council - Marden Parish Council, Marden, Tonbridge \(mardenkent-pc.gov.uk\)](#)

##### **(B) Other Correspondence Received**

- (i) Marden Parish Church Magazine
- (ii) KALC Newsletter
- (iii) The Clerk magazine

#### **151/25 FINANCE**

##### **(A) Bank Statements:**

The Clerk to provide details at the meeting.

##### **(B) Payments for Approval**

Invoices due to payment to be submitted to the meeting.

##### **(C) Other Financial Issues**

- (i) Update from Santander – Clerk to provide a report if response received
- (ii) Cllrs to consider purchase of storage for Cemetery  
[Costings available at the meeting.](#)

#### **152/25 HIGHWAYS AND PUBLIC TRANSPORT**

##### **(A) Highways**

###### a) Highways Improvement Plan

Traffic Regulation Order – Goudhurst Road and Albion Road – update  
Cast Iron Fingerpost - update

##### **(B) Other**

###### a) Public Transport

Any updates will be provided at the meeting

If you have any questions etc that you wish to ask regarding this meeting please contact the Clerk on 01622 832305 or email [clerk@mardenkent-pc.gov.uk](mailto:clerk@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 [Microsoft Word - Public Participation Policy March 2024 \(mardenkent-pc.gov.uk\)](#)

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