



TO ALL MEMBERS OF MARDEN PARISH COUNCIL

Dear Councillor

YOU ARE HEREBY SUMMONED TO ATTEND the Parish Council meeting of Marden Parish Council to be held on Tuesday 10th February 2026 at 7.30pm at The Allens, Albion Road, Marden

Alison Hooker

Alison Hooker (Mrs)

Clerk to Marden Parish Council

5th February 2026

clerk@mardenkent-pc.gov.uk / 01622 832305 / www.mardenkent-pc.gov.uk

Members of the public and press are welcome to attend this meeting and may speak during the public adjournment at the discretion of the Chairman and in accordance with standing order 1 e-g. Questions relating to any other items that are not on this agenda should be referred to the Chair of the Council or Clerk as appropriate and outside this meeting.

The law allows the public proceedings of council meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted. By attending this meeting, you are consenting to be filmed. As a matter of courtesy, please advise the Clerk if you intend to record any part of the proceedings.

Marden Parish Council operates under General Power of Competence since adopted on 7th May 2024. Minute Reference 012/24.

AGENDA

114/26 PRESENT

115/26 APOLOGIES FOR ABSENCE

Apologies for absence to be received.

Cllrs to inform the Clerk by 5.00pm on 10th February 2026 if they will not be attending the meeting.

116/26 COUNCILLOR INFORMATION

Declaration of Pecuniary and Non-Pecuniary Interests

Changes to Register of Interest

Granting of Dispensation

117/26 MINUTES OF THE PREVIOUS MEETING

To receive and accept as a true record the Minutes of the Parish Council meeting held on 13th January and the Minutes of the EFCM held on 27th January 2026.

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

Copy in meeting pack.

118/27 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:

PUBLIC FORUM

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

EXTERNAL VERBAL REPORTS (if in attendance)

County Councillor Report
Borough Councillors Report
Police

The meeting to be reconvened to discuss item 102/25 onwards.

119/26 CLERK'S REPORT

To receive and note the Clerk's report.
Copy in meeting pack.

120/26 PARISH MATTERS

Reports from MBC and KCC

Cllrs to receive and note written reports from Borough and County Councillors
Borough Cllr reports in meeting pack.

Police Update/Report from Police Forum

Crime Figures

Cllr Rabot to provide a report on receive crime figures.

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

Other Police Matters

Update from Police Surgery held on 4th February

Police and Community Protection Team will be in attendance at the Village Café on Friday 13th March

Communication

Newsletter

[MPC Newsletters - Marden Parish Council Marden, Tonbridge, Kent - Marden Parish Council, Marden, Tonbridge](#)

Marden Flooding

Cllrs to receive and updates from Southern Water

Infrastructure Spend Plan (ISP)

Cllrs to receive any new requests for inclusion in the ISP

[MPC Infrastructure Spend Plan - Marden Parish Council - Marden Parish Council, Marden, Tonbridge](#)

Changing Rooms Refurbishment

Cllrs to receive any updates on the refurbishment, tendering and discuss next steps.

Public Conveniences – Solar Panels

Cllrs to receive updates on licence and structural work

Allotments

Cllrs to receive update from Redrow solicitors.

Cllrs to consider next steps for allotment transfer.

Asset Transfer Working Group

Cllrs to receive update from Working Group.

Meeting with Katie Lam MP

Cllrs to receive update from meeting held with Katie Lam on 30th January 2026.

Meet the Council

Cllrs to receive update from Meet the Council held on 31st January 2026

Marden Parish Council Open Morning

Cllrs to receive information regarding the open morning on 7th March 2026

Chairmen's Board

Cllrs to consider quotes received for updating the Chairmen's board in the Parish Office – report in meeting papers.

In meeting pack

MPC Policies

Cllrs to review Council and GDPR Policies for ratification at the March Full Council meeting. Links can be found at [Policies & Procedures - Marden Parish Council - Marden Parish Council, Marden, Tonbridge](#)

Full Council Action Log

For Cllrs to note.

[Full Council Meeting Action Log.xlsx](#)

121/26 COMMITTEE REPORTS

All minutes from Committee meetings held since 13th January are in the meeting pack.

Amenities Committee

Cllrs to note the Minutes of the Amenities Committee meeting held on 27th January which had previously been circulated and were available on the Parish Council website.

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

Planning Committee

Cllrs to note the Minutes of Planning Committee meeting held on 16th December and 6th January which had been previously circulated and available on the Parish Council website.

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

Finance Committee

Cllrs to note the Minutes of the Finance Committee meeting held on 20th January which had previously been circulated and were available on the Parish Council website.

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

Conferences/Meetings/Webinars/Other attended

Those in attendance to update the meeting on the following:

Community Forum – 22nd January

Memorial Hall Trustees meeting – 26th January

KALC Area Committee meeting – 26th January

Visit from Katie Lam – 30th January

Meet the Council – 31st January

KALC AI Training – 3rd February

KALC Neighbourhood Area Committees webinar – 4th February

Police Surgery – 4th February

Carbon Literacy Training – 5th February

School Parking (Staplehurst PC) – 9th February

Conferences/Meetings/Webinars/Events forthcoming

Village Events Sub-Group meeting – 12th February

Communications Sub-Group meeting – 12th February

Environmental Sub-Group meeting – 17th February
Resilience Cluster Meeting – 26th February
Reg 14 consultation – 2nd March to 17th April
KALC – Supporting Older People webinar – 6th March
MPC Open Morning – 7th March

122/26 CORRESPONDENCE

The following items and for noting:
Marden Parish Council Office Correspondence Log – January – *in meeting pack*
Marden Parish Church Magazine
KALC Newsletter
Clerk/Council publications

123/26 FINANCE

Bank Statements:

The Clerk to provide details at the meeting.

Payments for Approval

Invoices for Payment

Invoices due for payment to be submitted to the meeting.

Grant Applications

Cllrs to consider two grant applications received

Parish Services Scheme Grant 2026/2027

Cllrs to note amount due for 2026/27

Purchase of Office/Planning Laptop

Cllrs to consider quotes received and costs for upgrade to Windows 11 Pro

Business Stream Account

Cllrs to advise on the recent invoices received from Business Stream

124/26 HIGHWAYS AND PUBLIC TRANSPORT

Highways

Highways Improvement Plan (HIP)

[MPC Highways Improvement Plan - Marden Parish Council - Marden Parish Council, Marden, Tonbridge](#)

Other Highways Issues

Update from Highways Working Group meeting – *notes in meeting pack*

Speedwatch

Cllrs to note dates for future sessions.

Public Transport

Meeting with Southeastern/Network Rail – update from meeting held on 9th January.

Meeting papers can be found separately to the agenda at: [Full Council Minutes & Agendas - Marden Parish Council - Marden Parish Council, Marden, Tonbridge](#)

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

Copies of agendas will be posted on the council's website, Facebook page and noticeboards or can be requested in advance by telephoning 01622 832305 or emailing clerk@mardenkent-pc.gov.uk



**DRAFT MINUTES OF THE PARISH COUNCIL MEETING
HELD ON TUESDAY 13TH JANUARY 2026 AT THE
ALLENS, ALBION ROAD, MARDEN COMMENCING AT
7.30PM**

Marden Parish Council operates under General Power of Competence since adopted on 7th May 2024. Minute Reference 012/24.

097/25 PRESENT

Cllrs Adam, Boswell, Dobinson, Gibson, Griffiths, Newton, Rabot (in the chair), Summersgill, Tippen and Turner were in attendance. The Clerk and Borough Cllrs Couch and Russell were also present.

098/25 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Goda.

099/25 COUNCILLOR INFORMATION

Declaration of Pecuniary and Non-Pecuniary Interests

There were no declarations of interest

Changes to Register of Interest

There were no changes to Cllrs registers of interest

Granting of Dispensation

There were no requests for dispensation.

100/25 MINUTES OF THE PREVIOUS MEETING

Cllrs received, and accepted, as a true record the Minutes of the Parish Council meeting held on 9th December 2025. The Chairman duly signed the minutes as a true record.

101/25 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

No members of the public were in attendance.

The meeting was adjourned for the following:

PUBLIC FORUM

No members of the public in attendance.

EXTERNAL VERBAL REPORTS (if in attendance)

County Councillor Report – not in attendance.

Borough Councillors Report – written reports had been sent in.

Landscape Character Assessment consultation has been extended to 20th January.

Other MBC consultations currently running are Violence Against Women and Girls Youth Survey and Violence Against Women and Girls (closing date for both 25th January).

The Clerk was asked to publicise these on social media.

Police – not in attendance

The meeting was reconvened to discuss item 102/25 onwards.

102/25 CLERK'S REPORT

To receive and note the Clerk's report which included meetings for the next month and updates on outstanding issues.

19:37 Cllr Turner arrived at the meeting.

103/25 PARISH MATTERS

Reports from MBC and KCC

Cllrs received and noted the written reports from Borough Councillors

Police Update/Report from Police Forum

Crime Figures

Cllr Rabot provided a report on recent crime figures.

Other Police Matters

Police Surgery – arranged for Wednesday 4th February 2026 at Marden Village Club from 5pm to 6pm. This would be advertised on social media and notice boards.

19:41 Cllr Summersgill arrived at the meeting.

Communication

Newsletter

Cllr Boswell was currently drafting the Spring edition.

Marden Flooding

Flood alerts had been received last week for the Rivers Teise and Beult.

Plain Road was badly affected.

Cllr Summersgill was asked to take to the Upper Medway Internal Drainage Board the issues at Plain Road.

Infrastructure Spend Plan (ISP)

No new requests had been received for consideration for inclusion into this document. However, Cllr Tippen asked Cllrs to consider adding hard surfaced pathways on Windsor Meadow from the PROW footbridge.

Changing Rooms Refurbishment

Cllr Griffiths reported that the current changing rooms was on a standard concrete foundation and photos had been sent to the architect. Building Regulations are due to be submitted following the architect finalising the technical drawings. Tenders would then be requested and placed on Government's Contract Finder.

Public Conveniences – Solar Panels

Cllrs received information from solicitors in regard to a question raised at the previous meeting. This had been answered and Cllrs were happy with the response. The Clerk had contacted three more companies for quotes and these would be submitted to Amenities Committee to discuss.

Allotments

Although the Clerk had chased Redrow again there was no update received.

Marden PC IT Policy

The Clerk had raised a couple of points on this document which need clarifying with other MP policies. Therefore Cllrs agreed to pass to the next Communications Sub-Group meeting to go through the policy and make recommendations.

Resilience Planning Sub-Group

Due to the water shortages in Marden and surrounding areas today the Clerk had been at Staplehurst assisting with the water station and handing out water supplies to all residents.

Cllrs had received a report from Cllr Rabot on the Cluster Parish Resilience Group workshop held in December and Cllrs agreed to work together with Staplehurst Emergency Help Team regarding volunteers, obtaining resources and discussions about best practice.

Once the current water issue had been resolved a meeting would be arranged.

Cllrs also requested that MPC's Resilience Plan be viewed to ensure that incidents like this week's water outage were included.

A desk top exercise was due to take place over the next couple of months.

Asset Transfer Working Group

A brief update from the meeting held on 12th January was given and the Clerk would send the notes and spreadsheet from this meeting.

The next step would be the Working Group to visit assets to ensure they are in the right location on the maps and then look at costings/risks involved before submitting a further report on the proposed way forward.

KALC Community Award 2026

Cllrs considered the nominees for this year's award which the Clerk had circulated prior to the meeting. As this was confidential until the award was presented only number (1) and (2) would be used for voting purposes. All Cllrs were given the opportunity to read through the nominations again following which the Chairman put to the vote.

This was undertaken by a show of hands as follows:

Nomination 1: 2 votes

Nomination 2: 8 votes

The Clerk would work with Cllr Tippen to put the wording together to be submitted to KALC for the certificate to be made ready for presentation.

Meeting with Katie Lam MP

The meeting was now arranged for 9am on 30th January. A visit to the primary academy would be made prior to attending the parish office.

Cllr Rabot agreed to draft an introduction which would be circulated to all Cllrs to provide questions to be raised.

20.31 Borough Cllr Couch left the meeting

Meet the Cllrs

The next Meet The Cllrs was arranged for Saturday 31st January 2026 11am to 12noon – Cllr Rabot and the Clerk would attend.

Future (bi-monthly) dates to be circulated to Cllrs for volunteers to attend.

The Clerk hoped to be able to attend majority of the sessions along with one Cllr.

Marden Neighbourhood Plan – Regulation 14 Consultation

Cllrs noted the consultation period agreed at Planning Committee meeting and date of open morning (7th March). The six week consultation period would run from 2nd March to 10th April.

Cllrs discussed other items to be included for open morning and Cllr Tippen had arranged with SECAM to attend to undertaken defib/CPR awareness. It was also suggested to have stands for Resilience Planning ; volunteering ; Speedwatch. If Cllrs had any other suggestions they were to let the Clerk know.

Byelaws

Cllrs confirmed documentation was complete and the Clerk would now submit the application.

Full Council Action Log

Cllrs noted the action log for Full Council.

104/25 COMMITTEE REPORTS

Amenities Committee

No meeting had been held in December. Previous minutes can be found on the website.

Planning Committee

Cllrs noted the Minutes of Planning Committee meeting held on 16th December and 6th January which had been previously circulated and available on the Parish Council website.

Finance Committee

No Finance Committee meeting was held in December. Previous minutes can be found on the website.

Conferences/Meetings/Webinars/Other attended

Those in attendance updated the meeting on the following:

Meeting with South Eastern – 9th January – to be discussed at item 107/25
Asset Transfer Working Group – 12th January – discussed at item 103/25

Conferences/Meetings/Webinars/Events forthcoming

Memorial Hall Trustees meeting – 19th January
Community Forum – 22nd January
KALC Area Committee meeting – 26th January
Visit from Katie Lam – 30th January
Meet the Councillors – 31st January
Police Surgery – 4th February
Village Events Sub-Group meeting – 12th February
Communications Sub-Group meeting – 12th February
Environmental Sub-Group meeting – 17th February

105/25 CORRESPONDENCE

Cllrs noted the following items:

Marden Parish Council Office Correspondence Log – December
Marden Parish Church Magazine
KALC Newsletter
Clerk/Council publications

106/25 FINANCE**Bank Statements:**

Unfortunately as the Clerk had been at the Staplehurst water station all day the up to date bank statement figures were not available. These would be presented to the Finance Committee meeting next week.

Payments for ApprovalInvoices for Payment

As above. Any outstanding invoices for payment would be put before the Finance Committee.

Nat West Bank Mandate

Cllrs gave approval for the Clerk to update the Nat West Bank mandate for amendments/additions as the previous application had not been actioned.

Internal Audit

Cllrs had received the interim internal audit report and notes from Clerk. These were noted and acknowledged. Any recommendations would be actioned by the Clerk and reported back to Council.

107/25 HIGHWAYS AND PUBLIC TRANSPORT**Highways**Highways Improvement Plan (HIP)

Nothing to add as no Working Group meeting had been held.

Other Highways Issues

Cllrs received an answer to the previous meeting query regarding Sheephurst Lane river bridge repairs. Cllr Adam would draft a response which would be circulated to Cllrs prior to sending back to Kent Highways.

Speedwatch

Dates would be published shortly.

Public Transport

Meeting with Southeastern – Cllrs received the notes of the meeting held on 9th January. These had been sent to the Southeastern representative and hopefully answers would be received in the next couple of months.

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

Cllr Adrian Rabot

Chairman

Date: 10th February 2026

Marden Parish Council, Parish Office, Goudhurst Road, Marden

01622 832305 / 07376 287981 / clerk@mardenkent-pc.gov.uk /

www.mardenkent-pc.gov.uk



DRAFT MINUTES OF EXTRA ORDINARY FULL COUNCIL HELD ON TUESDAY 27TH JANUARY 2026 AT THE ALLENS, ALBION ROAD, MARDEN COMMENCING AT 7.30PM

Marden Parish Council operates under General Power of Competence since adopted on 7th May 2024. Minute Reference 012/24.

108/26 PRESENT

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

109/26 APOLOGIES FOR ABSENCE

Apologies for absence to be received from Gibson, Rabot and Summersgill. The Clerk had also sent her apologies.
Cllrs Goda, Griffiths and Turner were absent.

In the Chairman's absence Cllr Boswell took the chair as Vice-Chairman.

In the Clerk's absence the Deputy Clerk took the minutes.

110/26 COUNCILLOR INFORMATION

Declaration of Pecuniary and Non-Pecuniary Interests

There were no declarations of interest

Changes to Register of Interest

There were no changes to Cllrs Registers of Interest

Granting of Dispensation

There were no requests for dispensation.

111/26 MINUTES OF THE PREVIOUS MEETING

It was agreed that the minutes of the meeting held on 13th January 2027 would be deferred until 10th February meeting.

112/26 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

There were no members of the public in attendance.

113/27 FINANCE

2026/2027 Budget

Cllrs viewed the proposed budget from Finance Committee for 2026/2027 which had been circulated prior to the meeting of expenditure £252,771.38 and income £25,203.38 (£252,771.38 with proposed precept of £227,568.00).

RESOLVED: Cllrs agreed the proposed budget for 2026/27.

2026/2027 Precept

Cllrs viewed the proposed Precept from Finance Committee for 2026/2027 of £227,568.00 – an increase of 8.6% on 2025/26.

This equates to an increase for Band D properties of £4.95 per annum and £0.41p per month (5% increase on 2025/26)

RESOLVED: Cllrs agreed the proposed precept of £227,568.00.

The Vice-Chairman signed the Parish Precept Requirement form which would be signed by the Clerk prior to sending to Maidstone Borough Council before 31st January 2026.

There being no further business the meeting was closed at 19.39.

Cllr Adrian Rabot

Chairman

Date: 10th February 2026

Marden Parish Council, Parish Office, Goudhurst Road, Marden

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Clerk's Report – Full Council 13th January 2026

Meetings etc 11th February to 10th March 2026

12th February – Village Events SG (Post Christmas) Meeting – 10.30am
12th February – Communications SG Meeting – 11.30am
17th February – Environmental SG Meeting – 6.30pm
17th February – Planning Committee meeting – 7.30pm
23rd February – Chairman/Vice-Chairman/Clerk meeting – 10.00am
24th February – Amenities Committee meeting – 7.30pm
26th February – Resilience Planning Cluster meeting (Staplehurst PC) – 2.00pm
2nd March to 17th April – MNP Regulation 14 consultation
3rd March – Planning Committee meeting – 7.30pm
6th March – Older Peoples Webinar – 10.00am
6th March – Open Morning set up
7th March – Open Morning – 9.00am to 1.00pm (Cllrs) / 10.00am to 12.30pm (public)
10th March – Chairman/Clerk meeting – 10.00am
10th March – Full Council – 7.30pm

Correspondence Log

This has been updated with January's correspondence and is available in the meeting pack and on the website.

Full Council Action Log

Action Log updated following January's meeting – available in the meeting pack and on the website. Cllrs to note any outstanding issues assigned to them.

Clerk's Outstanding Issues:

Allotments

No further forward since last meeting

Chased Redrow again on 2nd February 2026

Fingerposts

Have requested specification from Kent Highways
Waiting for response from contractor

Changing Rooms

Cllr Griffiths had updated Cllrs via email. Waiting for architect to complete detailed drawings to be submitted for building regulations and tenders. Clerk will advertise on Contract Finder once the drawings have been completed.

Public Conveniences – Solar Panels

Amenities Committee agreed contractor following original contractor no longer able to undertake the work.

Cannot progress any further until received confirmation from MBC/Solicitors.

MPC IT Policy

Deferred from previous meeting – Cllr Griffiths had redrafted and this would be discussed at Comms meeting on 12th February.

MPC Policies

(On agenda)

Cllrs to review Council policies - [Council Policies and Procedures - Marden Parish Council - Marden Parish Council, Marden, Tonbridge](#) and GDPR Policies - [GDPR Policies and Procedures - Marden Parish Council - Marden Parish Council, Marden, Tonbridge](#).

I will also be reviewing risk assessments to be added to the next relevant Committee/Council meeting.

MPC Website

The current website will start to be migrated over to the new one (Parish Online) from 1st April 2026. This will only be Full Council minutes and 5 years of accounts the rest will be done inhouse – in the meantime if you see anything that is out of date on our current one (www.mardenkent-pc.gov.uk), better placed elsewhere or think of anything that we should add please let Rachel or myself know.

MPC Litter Pick

Arranged for Saturday 28th March – please let Rachel know your availability for the morning

MBC Members Report from Cllr Claudine Russell

Dated: February 2026

Council

The Article 3 Directive work on Invicta House has been moved to the March cycle of meetings.

The main budget meeting is this month.

Ward Work

I have raised various issues along Hampstead Lane with officers, focussing on drainage and the large pot holes.

I have contacted the street scene team and arranged for a clearance of the rubbish along the verges in Stilebridge Lane.

Residents have been in contact with me about bridleways and whether there can be more in our area, I have asked them to contact their KCC councillor regarding this.

As always, if you need my help, please do not hesitate to email me at
claudinerussell@maidstone.gov.uk

Green Party Cllrs Grace Couch & Michael Summersgill - Parish Report for January 2026

Council Updates:

- The Medium Term Financial Strategy and Final Saving Proposals and Capital Programme have gone through PACs and Cabinet before full Council next month.
- The Council Tax Base has been published by cabinet
- Cllr Couch's 'Sustainable Period Poverty' Member Agenda Item Request was passed unanimously at Health PAC. Passed to Cabinet for approval and has been included in the budget.
- The VAWG deliberative engagement is progressing well and we have lots of volunteers, but we are lacking younger women.
- Solar at the Depot has been installed and gets switched on very soon.
- Money for shop fronts in Maidstone scheme has commenced, with the aim of making the town more attractive.
- Cllr Jeffery met with SEW with other Kent Leaders, but the CEO did not attend. The leader has written to the CEO requesting answers.
- 'Swift Streets' launched on suitable streets to support the swift population
- Temporary Accommodation Plan agreed by Cabinet

Events Highlights (full list already forwarded to Clerks):

- Light Up Maidstone - 6th Feb
- Chinese New Year - 21st Feb
- Heart of Kent Walking Festival - 20th-29th March

Collier Street:

- Resident enquiry about damage to Longends Farmhouse caused by dangerous driving passed onto KCC councillor, no response yet.
- Discussions about Natural Flood Management options with farms progressing with the South East Rivers Trust

Yalding/Laddingford:

- Cllr Couch submitted a letter to the Planning inspectorate, supporting MBCs position imposing 10% solar requirement on Yalding Enterprise Park
- Encouraging residents impacted by light pollution from The George/Village Shop to submit reports via MBC website (we can't raise ourselves, has to come from affected residents)
- Spoke to KCC about considering Laddingford school area as a priority to grit during cold weather
- Received update on ramp arriving soon to instead accessibility of Yalding library

- MBC resilience manager writing to EA and KMRF's Severe Weather Group Chair regarding use (or lack thereof) Leigh storage/barrier
- Cllr Summersgill ongoing liaison with KCC & UMIDB about tree removal and ditch culverting on Claygate Road

Hunton:

- Cllr Summersgill has been discussing the potential effects of polytunnels on Greensand Ridge, plus several road closures due to flooding and culvert blockages

Marden:

- Cllr Summersgill liaison with residents on and adjacent to Stilebridge caravan site about site service charges and flytipping on opposite road. Queries escalated to MBC director & council leader when offer responses deemed insufficient

Nettlestead:

- Cllr Couch supporting residents opposed to application 26/500120/FULL (land west of Maidstone Road)
- Boat & Bean license granted at licensing hearing
- JTB petition not discussed, Cllr's Summersgill & Russell have questioned the chair about this

REPORT TO FULL COUNCIL

Meeting date:

10th February 2026

Authors:

Alison Hooker, Parish Clerk

Subject:

Chairmen's Board

Purpose:

To update the Chairmen's Board

Recommendations:

That Council consider the quotes below for updating the board in the Parish Office.

For adding 3 names and dates in gold leaf to the wooden board:

Maidstone Signs - £306.00 plus VAT

P&P Signs – no quote received back

Hallmark Signs - £150.00 plus VAT

Background

Chairmen's Board has not been updated since 2016 so needs the following added:

2019 Mrs. L.R. Mannington

2021 Mrs. K.A. Tippen

2025 A.K. Rabot

Options for Council

- a) Do nothing and leave board as it is
- b) To undertake the update in 2025/26 financial year
- c) To leave until after the Annual Parish Council meeting in May 2026 (new financial year)

Reason for recommendation

Chairmen's Board needs updating with recent Chairmen added.

Expected benefits (categorise the benefits if possible, good for reaching councillors who have interests, also useful for any potential funding applications)

- a) The local community
- b) The environment
- c) The wider community
- d) Other

**Full Council Meetings Action Log
2023/2024**

Action No.	Minute No.	Date of Meeting	Minute Action	Allocated to	To Do	Date completed
A18	138/24	13th February 2024	Risk Assessments - review format (see A109)	Clerk	ONGOING: Continuing to be updated.	
A27	153/24		Review faint yellow lines in village	Cllrs	ONGOING: To report to the Clerk	

2024/2025

Full Council Meetings Action Log

Action No.	Minute No.	Date of Meeting	Minute Action	Allocated to	To Do	Date completed
A105	125/25	10th December 2024	Update Word documents to meet new Accessibility regulations	Ali	ONGOING	
A109	136/25(F)	11th March 2025	Update Risk Assessments and upload to website	Ali	ONGOING	
A111	137/25(D)(e)		Trial Sharepoint with a few Cllrs	Ali/Rachel		
A117	148/25(D)		Chase Southern Water	Ali	Chased April - September Mike Russell is now contact	

2025/26

Full Council Meetings Action Log

Action No.	Minute No.	Date of Meeting	Minute Action	Allocated to	To Do	Date completed
A137	024/25	10th June 2025	Chairman's Board to be updated	Admin Assistant	Obtain further quotes from other companies - place on January 2026 FC agenda	
A143	035/25	8th July 2025	Review email regarding planning condition for changing rooms application	Cllr Turner	Ask for condition to be withdrawn	
A150	046/25	12th August 2025	Write to Southern Water regarding the new pipework system at Bewl Water / flood risk assessment	Ali	Emailed Mike Russell 9/9/25	
A168	069/25	14th October 2025	Arrange meeting with Allotment Society	Ali / Cllr Rabot		
A171	074/25		Obtain quotes for wooden fingerposts	Ali / Admin Asst		
A172	080/25	11th November 2025	Invite PCSO to next Community Forum	Cllr Boswell		
A173	080/25		Put together a list of possible contractors for changing rooms refurbishment	Cllr Griffiths	Liaise with architect and Cllr Turner	
A176	083/25		Purchase a new laptop for planning / finance (Maximum £350)	Ali / Cllr Newton		
A177	085/25		Arrange further Speed Watch dates	Cllrs Rabot and Summersgill		
A181	091/25	9th December 2025	Advertise changing rooms tender on Contract Finder once plans/spec been drawn up	Ali		
A182	091/25		Building Regs for changing rooms to be applied for	Ali / Cllr Griffiths	Liaise with architect and Cllr Turner	
A184	091/25		Apply for building Regs for public conv.	Cllr Turner		
A196	103/26	13th January 2026	Raise issues of Plain Road flooding to Upper Medway Internal Drainage Board	Cllr Summersgill		
A197	103/26		Cllrs to discuss IT Policy at Comms Sub-Group Meeting	Rachel/Comms Sub-Group	Cllr Griffiths reviewed it - draft to be discussed to Comms S/G	
A201	103/26		Send Byelaw changes to Secretary of State	Ali		
A202	106/26		Resubmit Nat West mandate changes	Ali		



DRAFT MINUTES OF THE MEETING OF THE MARDEN PARISH COUNCIL AMENITIES COMMITTEE HELD ON TUESDAY 27TH JANUARY 2026 COMMENCING AT 7.40PM AT THE ALLENS, ALBION ROAD, MARDEN

There was an Extraordinary Full Council Meeting that took place prior to this meeting from 7.30pm.

061/25 PRESENT

Cllrs Boswell, Dobinson (in the Chair), Newton, Tippen and Turner were present. Cllr Adam and the Deputy Clerk were also in attendance.

062/25 APOLOGIES FOR ABSENCE

Cllrs Rabot and Summersgill gave their apologies for this meeting. Cllr Gibson who is not on the Amenities Committee also passed on her apologies.

063/25 COUNCILLOR INFORMATION

Declaration of Pecuniary and Non-Pecuniary Interests

Cllrs Newton, Tippen and Turner declared an interest in item 071/25 (Outside Bodies Reports - Memorial Hall) as Trustees of the Memorial Hall. Cllr Boswell declared an interest in item 067/25 (Open Space – Southons Field) as a resident backing onto Southons Field.

There were no requests for dispensation

064/25 MINUTES OF THE PREVIOUS MEETING

Cllrs received, and accepted as a true record, the Minutes of the Amenities Committee meeting held on 25th November 2025. These were duly signed by the Chairman.

065/25 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

There were no members of the public in attendance.

066/25 DEPUTY CLERK REPORT

The report was submitted to Cllrs prior to the meeting. Marden at Christmas was another successful event. A meeting is due to be held on 12th February when Cllrs will be given an opportunity to provide feedback on the day. A short online feedback form has been shared on social media and the e-newsletter for any residents to comment on what is good/bad/could be done better and the responses will be available at the meeting. Local groups/business will be given a form to fill in to get their feedback as well as the stallholders. The tree work at Marden Playing Field was completed on Friday 16th January and photos were circulated. Cllrs noted.

067/25 OPEN SPACE**Playing Field**Play Inspection Report from MPC

The reports for the Playing Field Play Area, Napoleon Drive Play Area, the Sports Wall and the Outdoor Gym Equipment had been received from the Caretaker for MPC. There were no issues to report. Cllrs noted.

Strategically Important Play Area (SIPA) Funding

Cllrs discussed the response and grant offer from MBC and agreed for the funding to be received before 31st March 2027. This project will be looked at during 2026/2027 and added to projects for 2027/2028 financial year allowing any additional sources of funding to be set aside when discussing the 2027/2028 budget.

Southons FieldPlay Inspection Report from MPC

The reports for the Play Trail, Swings and Football Goal Post had been received from the Caretaker for MPC with no new issues to report. Cllrs noted.

Purchase of a Storage Container

Following the funding agreement at the Finance Committee, Cllrs discussed the purchasing of a storage container and looked at the three quotes obtained by the Clerk. Cllrs agreed for a 20ft container to be purchased in the Spring from Lawrence Containers to replace the metal shed on Southons Field.

Hedging

Cllrs discussed the hedge cutting and agreed for the Clerks to contact a contractor should the parish groundsman be unable to carry out the work.

Other Open SpaceSite Meeting Dates

Cllrs agreed that all of the Site Meetings will take place on Monday 13th April 2026 starting at 9.00am at the Cemetery, then onto Southons Field, Public Toilets and Playing Field.

TreesMonthly Tree Inspections

The monthly tree inspections had been received for the Playing Field and Southons Field and no issues were reported. The Clerks are chasing the caretaker on the monthly tree inspection form for the Cemetery. Cllrs noted.

068/25 CEMETERY**Exclusive Right of Burial Certificates**

There were no burial certificates to sign for this meeting.

ICCM Journal

The ICCM Journal link was circulated to Cllrs prior to the meeting and the hard copy was made available at the meeting. Cllrs noted.

Tree Planting

Cllr Boswell reported that approximately 500 of the 1,000 hedge saplings from MBC had been planted at the back of the Cemetery adding to the hedge boundary. Cllrs agreed that some of them should be used to fill a gap in the hedge in the new area and the rest to be planted at the Playing Field in the areas that are sparse between Napoleon Drive and Playing Field. Any saplings left over would be offered out to the village.

Container Entrance

Cllrs were asked to consider laying road planings (or similar) down to allow the Caretakers to access the container in all weathers. Cllrs discussed the container entrance and agreed for the Clerks to get some quotes for hard surfacing.

Cemetery Rules

Cllrs discussed the Cemetery Rules wording with regard to dogs being in the Cemetery and agreed to keep the same wording. However, it was agreed that a clearer sign be put in the Cemetery noticeboard and a sign to be staked in front of the gap in the hedge to reflect the same wording to make dog walkers in that area aware.

069/25 PUBLIC TOILETS AND CAR PARK

Public Toilet Issues

Solar Panels

Quotes were received for the structural work and Cllrs were updated on the project by a report circulated by the Clerk. Four contractors had been approached as the original Contractor was now unable to carry out the work, but only two quotes were received. Cllrs discussed and agreed for J Hooker Carpentry to carry out the work.

Baby Changing Facilities

Following a request, Cllrs discussed the installation of a flip down baby changing unit in the Ladies Toilet. Cllrs agreed for the Clerks to purchase and arrange for one to be installed.

Car Park Issues

There were no car park issues to report.

070/25 AMENITIES SUB-COMMITTEES AND SUB-GROUPS

Environmental Sub-Group

Next Meeting

The next Sub-Group meeting will take place on 17th February at 6.30pm.

Carbon Literacy Training

Cllr Dobinson is attending the training on 5th February 2026.

Green Homes Event

Cllr Boswell updated Cllrs on the upcoming event, however timings and venue are yet to be confirmed. Once this information was received, it would advertised.

071/25 OUTSIDE BODIES REPORT

Memorial Hall

Cllr Tippen reported that the Trustees are working on changing the Constitution to a Charitable Incorporated Organisation (CIO). The Trustees are also hoping to refurbish the kitchen in the summer. There had been a water leak that needs work that they are awaiting a further report on.

Youth Issues

As Cllr Rabot sent his apologies for the meeting, a report was sent to Cllrs which was circulated prior to the meeting. Cllrs discussed and agreed that a grant application be applied for through the usual channels at Full Council.

072/25 OUTSTANDING ISSUES**Outstanding Issues List**

There is no update on the Outstanding Issues List for this meeting.

073/25 OTHER AMENITIES ISSUES FOR DECISIONVillage Litter Pick

Cllrs discussed the date of the next Village Litter Pick and decided on Saturday 28th February.

Marden at Christmas

Cllrs noted that the Post Marden at Christmas meeting was taking place on 12th February.

074/25 INVOICES FOR PAYMENT

The following invoice was put before Cllrs for payment:

Ian Jones – Locking/Unlocking S/F and Public Conv. – £200.00

Total: £200.00

Cllrs agreed the payment and Cllrs Adam and Turner would authorise on Unity.

There being no further business, the meeting closed at 20.45.

Date: 24th February 2026

Signed:

Cllr Dobinson

Chairman, Amenities Committee

Marden Parish Council, Parish Office, Goudhurst Road, Marden, Kent, TN12 9JX

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DRAFT MINUTES OF THE MEETING OF THE FINANCE COMMITTEE ON TUESDAY 20TH JANUARY 2026 IN THE PARISH OFFICE MEETING ROOM, MARDEN MEMORIAL HALL, GOUDHURST ROAD, MARDEN COMMENCING AT 7.30PM

029/25 PRESENT:

Cllrs Adam (in the Chair), Boswell, Gibson, Griffiths and Rabot were in attendance. Cllrs Tippen, Turner and the Clerk were also present.

030/25 APOLOGIES:

Cllr Dobinson had given his apologies.

In the absence of the Chairman Cllr Adam took the chair.

031/25 APPROVAL OF PREVIOUS MINUTES:

Cllrs received, and approved, the minutes of the meeting held on 4th November 2025. These were duly signed by the Chairman.

032/25 CLLR INFORMATION

Declarations of Interest

There were no declarations in interest.

Granting of Dispensation

There were no requests for dispensation.

033/25 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

There were no members of the public in attendance.

034/25 AGREEMENT OF LAPTOP PURCHASE

Cllr Newton had provided a quote for a new laptop with Windows 11 Home for planning meeting / ad hoc usage by Cllrs and employees. However, following advice from Cloudy IT this should have Windows 11 Pro. The Clerk was asked to look at other laptops with the same specification but with 11 Pro installed. If not possible the Clerk would report back to Full Council for Cllrs to make a decision on purchase the original quoted laptop and ask Cloudy IT to upgrade (at a cost of £120) or increase the budget to purchase one with 11 Pro installed.

The Clerk was also asked to view the monthly costs from Cloudy IT in view of adding the new laptop to the office system.

RESOLVED: The Clerk to obtain new quotes and view Cloudy IT invoices and report back to Full Council.

035/25 OTHER INCOME/EXPENDITURE

Cllrs considered the following income and/or expenditure for:

The remainder of 2025/26:

The Clerk reported that the solar panel work may not be completed in this financial year. Also reported were the legal costs for the transfer of part of Rookery Path to the Parish Council. Both had been included in this year's forecasts.

RESOLVED: If invoices weren't received for the above work/legal fees by middle of March, and work was not planned to be completed, the Clerk would arrange to place the funds into ear marked reserves for 2026/27.

Inclusion in 2026/27 budget

The Clerk reported that there was still a shortfall in the 25% reserves held and Cllrs agreed to include £9,000 in the budget for this.

Items raised to be added to next financial year's budget were all for ear marked reserves expenditure for storage container at Southons Field, adding funds to the Highways Improvement Plan budget and resurfacing work of Southons Field driveway in three years' time.

RESOLVED: It was agreed to add £9,000 for the reserves shortfall and £5,535 into 2026/27 budget for the above (£2,335 for container; £1,700 for HIP and £1,500 for Southons Field driveway).

036/25 BUDGET 2026/2027

The budget had been viewed at the previous two meetings and following adding the above figures along with a slight increase in Christmas and interest income the budget for 2026/27 was proposed at expenditure £252,771.38 / income £25,203.38 (£252,771.38 with proposed precept of £227,568.00).

RESOLVED: The budget would be put before the Extra Ordinary Full Council meeting on 27th January 2026.

037/25 PRECEPT 2026/2027

Following the proposal of the budget set out above Cllrs agreed for the precept for 2026/27 to be £227,568.00. This equates to an increase for Band D properties of £4.95 per annum / £0.41p per month on 2025/26 precept.

RESOLVED: The proposed precept for 2026/27 of £227,568.00 would be put before the Extra Ordinary Full Council meeting on 27th January prior to sending to Maidstone Borough Council.

039/25 INVOICES

The following invoices were put before Cllrs:

Cam-Tech – office alarm maintenance (Budget Code 4102) - £144.00
 Castle Water – Changing Rooms water supply (Budget Code 4225) - £7.90
 Castle Water – Cemetery water supply (Budget Code 4302) - £11.37
 Castle Water – Pub. Conv. Water supply (Budget Code 4327) - £6.67
 Kent County Council – photocopier charges (Budget Code 4065) - £83.76
 P&F Cleaning – Pub. Conv. Cleaning (Budget Code 4326) - £725.00
 Forvis Mazars – External Audit (Budget Code 4050) - £756.00

Total: £1,915.52

Cllrs agreed payments and Cllrs Adam and Rabot would authorise on Unity.

There being no further business the meeting closed at 8.41pm

Signed:

Cllr Dobinson

Chairman, Finance Committee

Date:

Marden Parish Council. Parish Office, Goudhurst Road, Marden
01622 832305 / 07376 287981 / clerk@mardenkent-pc.gov.uk /
www.mardenkent-pc.gov.uk



DRAFT MINUTES FOR THE MEETING OF MARDEN PARISH COUNCIL PLANNING COMMITTEE ON 3RD FEBRUARY 2026 HELD IN THE PARISH OFFICE MEETING ROOM, MARDEN MEMORIAL HALL, GOUDHURST ROAD, MARDEN COMMENCING AT 7.30PM

Marden Parish Council operates under General Power of Competence since adopted on 7th May 2024. Minute Reference 012/24.

157/26 PRESENT:

Cllrs Adam, Boswell, Gibson, Goda, Newton and Turner (in the chair) were present. The Clerk was also in attendance. County Cllr Brian Black arrived during the meeting.

158/26 APOLOGIES:

Cllr Griffiths and Rabot had given their apologies.

159/26 APPROVAL OF PREVIOUS MINUTES:

Cllrs received, and agreed, the minutes of the meeting held on 6th January 2026. These were duly signed by the Chairman.

160/26 CLLR INFORMATION

Declarations of Interest

There were no declarations of interest

Granting of Dispensation

There were no requests for dispensation.

161/26 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

No members of the public were in attendance.

162/26 PLANNING APPLICATIONS WITHIN MARDEN PARISH

LISTED BUILDING CONSENT

26/500023/LBC – 2 Church Green Cottages, Pattenden Lane, Marden
Listed Building Consent for installation of an EV charger on the side of the property.

RESOLVED: Cllrs raised no objection.

SUBMISSION OF DETAILS

26/500230/SUB – 50 Seymour Drive, Marden

Submission of details pursuant to condition 4 (enhancement of ecology) subject to 25/504458/FULL).

Cllrs discussed this submission of details and also viewed the planning decision and it was noted that there was some ambiguity in condition (4) and Informative (1).

RESOLVED: Cllrs recommended refusal and wished it raised that they felt that the condition was not met in line with the wording in the condition along with the information in the Informative does not directly relate to this application (ie refers to a porch).

7.40pm – County Cllr Black arrived at the meeting.

CONSERVATION AREA APPLICATIONS

26/500203/TCA – The Bridge House, High Street, Marden

Conservation Area notification: Common Horse Chestnut: Section fell to 2ft above ground level; Sequoia (dead): Section fell to as close to ground level as practicable. Reason for works: General maintenance.

RESOLVED: Cllrs noted application.

163/26 PLANNING APPLICATIONS OUTSIDE MARDEN PARISH

No plans received outside of Marden parish.

164/26 MBC DECISIONS & APPEALS

Decisions

Cllrs received the following MBC Decisions on Marden planning applications:

25/503341/FULL – 1 New Lodge Cottages, Hunton Road, Marden

Erection of a first floor rear dormer extension with roof alterations, a single storey rear extension with Oak Framed open porch entrance, and a detached single storey annexe.

MPC: No objection

MBC: Granted

25/504091/FULL – Oakleigh House, Pattenden Lane, Marden

Section 73 - Application for variation of condition 18 (to change BREEAM rating from 'very good' to 'good') and minor material amendment to approved plans condition 2 (to include solar panels as part of the BREEAM requirements) pursuant to 23/504905/FULL for - Erection of 1no. three storey self-storage unit, including access, parking and associated works.

MPC: No objection – commented on on-site renewables

MBC: Granted

25/504411/TPOA – Kingfisher Lodge, Hunton Road, Marden

TPO Application for 1 x (T1) Oak - Crown reduce from of lower branches over house from 7.5m to 4.5m (south side), removal of deadwood and reduce selected branches over house by 3m. (T2) Oak- Major deadwood removal and reduce branch with unnatural growth by 10m. (T3) Ash - reduce height from 18m to 9m and deadwood removal. 1 (T4) Ash - Pollard from a height of 18m to 9m and removal of deadwood. (T5) - Ash - pollard to approx 9m. (T6) Oak - Deadwood removal and Damaged primary branch (Southerly direction) over building and first low branch in Southerly direction overextended- Reduce both by approx. 4m and secondary branch on damaged branch also by approx. 4m. (T7) Ash - Fell. (T8) Ash - removal of deadwood all designated within W1 of TPO No.18 of 1995

MPC: No objection

MBC: Granted

25/504458/FULL – 50 Seymour Drive, Marden

Erection of a garden studio in rear garden.

MPC: No objection

MBC: Granted

25/504597/FULL – Cannon Farm, Thorn Road, Marden

Conversion of building into two dwellings (an amendment to 24/500611/PNQCLA)

MPC: No objection

MBC: Granted

25/504730/FULL – 2 Widehurst Cottages, Thorn Road, Marden

Installation of 20no. solar panels on a small ground mounted solar PV array.

MPC: No Objection

MBC: Granted

25/504778/FULL – Meadow Cottage, Goudhurst Road, Marden

Removal of existing terrace and external staircase to detached garage, and erection of a single storey rear extension to form additional garage space and store, with new external staircase and roof terrace. Existing hipped roof to barn end roof and enlarged side dormer to form an ensuite bedroom for ancillary use to the main dwelling.

MPC: No objection

MBC: Granted

25/504867/PNQCLA – The Nurseries, Staplehurst Road, Marden

Prior notification for the change of use of a building and any land within its curtilage from agricultural to 1no. residential dwellinghouse and associated operational development. For its prior approval to: - Transport and Highways impacts of the development. - Noise impacts of the development. - Contamination risks on the site. - Flooding risks on the site. - Whether the location or siting of the building makes it otherwise impractical or undesirable for the use of the building to change from agricultural use to C3 (dwellinghouses). - Design and external appearance impacts on the building. - Provision of adequate natural light in all habitable rooms of the dwellinghouses.

MPC: Noted

MBC: Granted

25/504873/SUB – The Bridge House, High Street, Marden

Submission of details pursuant to conditions 4 (bathroom loading details), 5 (windows schedule of works) and 6 (new service runs method statement), subject to 23/503918/LBC.

MPC: Noted

MBC: Granted

25/504975/LBC – The Bridge House, High Street, Marden

Listed Building Consent for lifting and relaying existing brick floor within kitchen/breakfast area on limecrete floor system.

MPC: No objection

MBC: Granted

25/505070/TCA – Turnpike House, Maidstone Road, Marden

Conservation area notification to one (T1) Robinia twin stem with split to reduce height from 8m to 5m

MPC: Noted

MBC: Granted

Decisions outside Marden Parish

No MBC Decisions were received for outside Marden planning applications.

Appeals

25/500993/FULL – Land Rear of The Taj of Kent, Church Green, Marden

Erection of 4 residential dwellings with associated access, 8 parking spaces, 9 bicycle parking spaces and associated landscaping.

Appeal Reference: APP/U2235/W/25/3375683

Cllrs noted the appeal but did not wish to respond any further.

25/502333/FULL – Land Adjacent to 16 Lucks Way, Marden
Erection of 2-bed detached house.

Appeal dismissed

Appeal Reference: APP/U2235/W/25/3374064

165/26 OTHER PLANNING ISSUES:

MBC Planning Committee

Cllrs noted the next MBC Planning Committee meeting on 12th February 2026. No applications for Marden were due to be heard.

MPC Planning Policies

Cllrs reviewed the MPC Planning Policies and agreed that no changes were needed. These would be passed to the March Full Council meeting for ratification.

166/26 NATIONAL PLANNING POLICY FRAMEWORK (NPPF)

Cllrs viewed the proposed changes to the NPPF which were felt relevant to Marden. These were policies F4, F5, F8, L1, L3, S4, S5 and S6. Cllrs were requested to view these policies and either email comments or bring to the next Planning meeting on 17th February.

The Clerk was asked to chase South Eastern for travel data.

166/26 MARDEN NEIGHBOURHOOD PLAN (MNP)

Cllr Tippen and the Clerk had met earlier in the day to look at what was required for the consultation/open morning. It was agreed that Cllr Tippen would draft the documents to be available and the questionnaire and to bring back to the next meeting.

It was agreed to extend the consultation to 17th April due to Easter weekend being in the middle of the period.

167/26 INVOICES FOR PAYMENT:

The following invoices were submitted for payment:

Cloudy IT – monthly IT support (Budget Code 4077) - £223.44

Stanleys – fuel (Budget Code 4316) - £68.37

Castle Water – public conv. Water supply (Budget Code 4327) - £6.28

Employees/HMRC – Salaries/PAYE/NIC (Budget Codes 4000/4002)

£10,361.85

TOTAL: £10,659.94

Cllrs agreed payments and Cllrs Adam and Turner would authorise on Unity.

168/26 ENFORCEMENT

There was no confidential enforcement to report.

There being no further business the meeting closed at 8.41pm

Signed:

Cllr Turner, Chairman, Marden Planning Committee

Date: 17th February 2026

Marden Parish Council, Parish Office, Goudhurst Road, Marden

01622 832305 / 07376 287981 / clerk@mardenkent-pc.gov.uk

www.mardenkent-pc.gov.uk

Community Forum Notes

22nd January 2026

PPG - MMC Anima introduction ongoing. Launch - full date 10.2.26. Well attended awareness session on 13.1.26. Next session planned for 3rd Feb 2026 1430-1530 Vestry Hall. PPG volunteers will be @ The Surgery during launch week. Surgery has faced some IT issues over recent days. Shared Kent Public Health Champions next training cohort details. Next PPG meeting 26th March 7:00pm at the Surgery.

MPC - Community Police Team Drop-in Surgery @ The Village Club Wednesday 4th Feb 1700-1800. Efforts to engage Marden youths - with attendance at Sporting Memories (17/3?) and summer cricket club session. MPC Open Day on 7th March 10am -1pm. Will include Defibrator and AED awareness session. MPC to share details and encourage resident take up.

Rachel Chacon MDFC/Sue Eltringham PlayOn and Sporting Memories - joined a lengthy discussion on the challenge of reaching lonely, vulnerable & isolated Marden residents. All agreed that Anne (MPC) should set up a working group to discuss further. Idea around perhaps re-establishing the village community volunteer group - there was a Marden Parish Council Volunteers group was 200 members in 2021 (aka along the lines of SEHT) who might amongst other things be able to support/buddy support isolated & vulnerable residents? More discussion needed.

Maidstone Family Hub - Roberta shared the details via email of the session ongoing this pm.

Discussion on the need for MMC, Church and Primary School's regular participation in these meetings.

LOG OF CORRESPONDENCE AND HOW DEALT WITH?

No names/contact details should be added here

JANUARY 2026

Date:	Contacted via	Who took call/emails?	Brief details of issue raised	Council/Committee	Outcome
02/01/2026	Email	Ali	Young Farmers confirmation Christmas tree collection	General	Noted and advertised on e-newsletter
06/01/2026	Email	Ali	Business asking to advertise in noticeboards	General	Advised that no business adverts can be in noticeboards but gave her church magazine details
06/01/2026	Email	Ali	Kent Highways visited Goudhurst Road regarding SYL/timings	Highways	Noted
06/01/2026	Email	Ali	copied in to newsletter reports from organisations	Newsletter	Noted
07/01/2026	Email	Ali	copied in to newsletter reports from organisations	Newsletter	Noted
07/01/2026	Email	Ali	copied in regarding report on raised drain cover	Highways	Noted
08/01/2026	Email	Ali	copied in regarding report on raised drain cover	Highways	Noted
08/01/2026	Email	Ali	Kent Highways confirming Albion Road DYL have been completed	Highways	Noted

09/01/2026	Email	Ali	copied in regarding report on raised drain cover	Highways	Noted
09/01/2026	Email	Ali	Flood alert received	Highways	Kate shared on social media
09/01/2026	Telephone	Ali	Business asking to advertise in newsletter	Newsletter	Gave Church magazine details
09/01/2026	Email	Ali	Cloudy IT re malware alert	Office	Cloudy IT contacted and resolved
12/01/2026	Email	Ali	Fingerpost contractor unable to quote for Plain Road sign - will provide other contacts to send spec to	Highways	Noted - waiting for contact details
12/01/2026	Email	Ali	Request received - does MPC need any assistance with grounds maintenance	General	Noted - keep on file
12/01/2026	Email	Ali	Info re Rookery Path transfer	Office	Noted - wait instructions from solicitors
12/01/2026	Email	Ali	Stonemasons - insurance certificate received	Cemetery	Filed
12/01/2026	Telephone	Ali	Answerphone - Flood alert received	Highways	(3 on answerphone over the weekend)
12/01/2026	Telephone	Ali	Answerphone - Business Stream - wanting to speak to MPC	Office	Will return call (another large bill!!)
12/01/2026	Telephone	Ali	Answerphone - hall utility company	Hall	Pass to Trustees
13/01/2026	Telephone	Ali	Resident regarding water issues	General	Would find out collection point for water

13/01/2026	Telephone	Ali	SEHT available for Marden residents for water collection	General	Noted - telephoned above resident
13-15/1/26	Telephone/Emails	Ali	Several residents asking where to collect water	General	Sent to Staplehurst water station
13/01/2026	Email	Ali	Cloudy IT re printer not working	Office	Would speak to Cloudy once back in office
14/01/2026	Email	Ali	Primary School regarding Katie Lam's visit	General	Provided timings
15/01/2026	Email	Ali	Notification of Goudhurst Road closure 2/2/26	Highways	Passed to Primary Academy and Pre-School regarding closure - to be placed on social media/e-newsletter nearer the time
16/01/2026	Telephone	Ali	Resident regarding buying a cemetery plot	Cemetery	Provided details that plots are no longer reserved but if (was) a Marden resident would be no problem with burials.
16/01/2026	Telephone	Ali	Resident regarding highways issues	Highways	To be called back
16/01/2026	Email	Ali	Resident reporting diesel on road	Highways	Reported to Kent Highways Ref 925468
16/01/2026	Face to Face	Ali	Resident asking for contact of M@C stall	General	Obtained her email to pass on
16/01/2026	Email	Ali	Resident reporting that Kent Highways had treated the diesel	Highways	noted
19/01/2026	Email	Ali	Southons Field user requesting storage	General	Not available at the current time
19/01/2026	Email	Ali	Primary School regarding Katie Lam's visit	General	Confirmation of timings

19/01/2026	Email	Ali	Resident asking about allotments	General	Added to list
19/01/2026	Emails & Telephone	Ali	Onecom	Office	Regarding telephone landline
20/01/2026	Email	Ali	Tree surgeon confirming works completed at Playing Field	Amenities	Noted
20/01/2026	Email	Ali	John Haddow regarding Health and Wellbring list	Office	Updated
20/01/2026	Email	Ali	Confirmation of VAT refund form	Finance	Noted
20/01/2026	Email	Ali	Doves Funerals - memorial request	Cemetery	Completed and returned
21/01/2026	Email	Ali	Resident asking where to find original planning decision for The Parsonage development	Planning	Provided application reference and link to MBC planning portal
21/01/2026	Emails & Telephone	Ali	Onecom	Office	Regarding telephone landline
21/01/2026	Email	Ali	Resident requesting MPC's assistance regarding a blocked culvert	Highways	Reported to Kent Highways and provided County Cllr Black's contact details.
22/01/2026	Email	Ali	Received from a member of U3A regarding the village hall	General	Wrong Marden!
22/01/2026	Emails & Telephone	Ali	Onecom	Office	Regarding telephone landline
22/01/2026	Email	Ali	SouthEastern requesting photos of London bound platform (silt build up)	Public Transport	Emailed Richard asking to take photos (sent 23/1/26)
23/01/2026	Email	Ali	Kent Highways - update on completion of SYL	Highways	On list to do asap but weather permitted

23/01/2026	Email	Ali	copied in regarding report on raised drain cover	Highways	Noted
23/01/2026	Email	Ali	Request to update Marden CIO information	Website	Completed
26/01/2026	Email	Ali	copied in regarding report on raised drain cover	Highways	Noted
26/01/2025	Email	Rachel	Resident Reporting litter bins not being emptied on open space	Amenities - Open Space	Reported to MBC to empty who responded that the bins will be emptied today
26/01/2026	Telephone	Ali	Resident regarding bonfires	General	Passed to MBC for information
27/01/2026	Email	Ali	Arranged with Police / Church next date for Police surgery at Village Café	General	13th March / added to newsletter
27/01/2026	Email	Ali	Confirmation from KALC re award nomination	General	Noted
27/01/2026	Email	Ali	Copied in regarding blocked culvert	Highways	Correspondence between resident and County Cllr.
27/01/2026	Email	Ali	Company asking to advertise in newsletter	Newsletter	No business advertising in MPC newsletter - passed church magazine details
27/01/2026	Email	Ali	Copied in to email from MBC regarding utility issues at Stilebridge site	General	Noted
29/01/2026	Telephone	Rachel	Resident reporting fires and black smoke	General	Will raise with Community Protection Team
29/01/2026	Email	Ali	Action for Hedgehogs information	Environmental	Passed to Cllr Boswell for Env. Meeting

29/01/2026	Email	Ali	Company advertising electrical services	General	Keep on file
29/01/2026	Email	Ali	Request to add to allotment list	Allotments	Kept on allotment file
29/01/2026	Email	Ali	Royal Lifesaving Society reported a broken lifebout at The Parsonage	General	Reported to HML
30/01/2026	Email	Ali	HML confirming placement of order to replace lifebouy	General	Noted
30/01/2026	Email	Ali	MBC confirming receipt of precept application	Finance	Noted
30/01/2026	Email	Ali	Responses to requests for update information for Welcome Pack	Office	Several received over the weekend



MARDEN PARISH COUNCIL – HIGHWAYS WORKING GROUP

NOTES OF THE MEETING HELD ON FRIDAY 30TH JANUARY 2026 IN THE PARISH OFFICE MEETING ROOM, GOUDHURST ROAD, MARDEN COMMENCING AT 10.15AM

1. Present

Cllrs Dobinson, Goda and Tippen were present. The Clerk was also in attendance.

2. Apologies

Cllrs Boswell and Griffiths had given their apologies. The resident (DS) also gave apologies.

3. Notes of Previous Meeting 9th December 2025

Noted.

4. Marden Highways Improvement Plan (HIP) and Priority List

[MPC Highways Improvement Plan - Marden Parish Council - Marden Parish Council, Marden, Tonbridge](#)

Cllrs went through the priority list:

Double Yellow Lines (DYL) at junctions of Stanley Road and Seymour Drive in Albion Road had been completed but Cllrs proposed to add DYL to the priority HIP to join these up to include The Wickets entrance and on the opposite side of the road, following a complaint from a resident.

Single Yellow Lines (SYL) in Goudhurst Road were still to be completed and timings changed to relate to the Traffic Regulation Order (TRO).

Bend at West End, Marden: Data had been received following the laying of the strips by Kent Highways. There were still a number of vehicles travelling above the speed limit. Cllrs requested that a further breakdown be given by KCC for midnight to 7am: 7am to 10am: 10am to 3pm: 3pm to 7pm: and 7pm to midnight to enable them to look at the times of most concern/speeding. Cllrs also noted a lack of warning signage about the bend. To ask KCC to add signage after further data reviewed in case it shows any other action is needed.

Beech Bridge: The Clerk had reported the overgrown vegetation, but Cllrs reluctantly admitted that there was nothing else that could be done at the current time. However, they agreed to keep on the list for future consideration.

Howland Road bend: The Clerk was asked to contact Kent Highways for an update on signage.

Winchett Hill: The Clerk was asked to contact Kent Highways for an update.

Village Gateway: Although this was not included in the Parish budget for 2026/27 it was agreed to contact Kent Highways asking for a specification and whether village furniture such as gateways could be sponsored by businesses/charities. In the meantime, this would be removed from the priority list.

5. HGVs

It was proposed to hold a survey later on in the year to ascertain whether majority of HGVs through the village were travelling to Great Cheveney Farm. The Clerk was asked to retrieve the planning application for Great Cheveney and to request from Kent Highways any historic data for Goudhurst Road especially in regard to HGV movement.

Cllr Tippen would contact Goudhurst PC regarding the A262 Joint Working Group and inform them of what is being proposed in Marden. They would also be asked if Goudhurst had undertaken any surveys at Goudhurst Crossroads.

6. Any Other Highways Issues to Report

The Clerk had received the following issues:

- Plain Road bend (Sheephurst Lane end) – Cllrs agreed to add to HIP
- Sheephurst Lane river bridge (raised at December Full Council) KCC confirmed signage to be installed

Wooden Fingerpost – the Clerk to ask Kent Highways for specification

Plain Road/Thorn Road triangle – the Clerk to report broken bollards

Car Park

A discussion took place on the lack of capacity in the village car park and consideration given to looking at changing the restrictions / charging. Cllrs are aware of the knock-on effects/implications if this took place.

It was proposed to take this to Full Council for agreement to open a conversation with Maidstone Borough Council.

7. National Highways and Transport Survey

[National Highways and Transport Survey 2025-26 | Let's Talk Kent](#)

Closing date 27th February 2026.

The six categories were distributed between Cllrs in attendance:

Cllr Goda: Public Transport and Tackling Congestion

Cllr Dobinson: Walking/Cycling and Road Safety

Cllr Tippen: Accessibility and Highways Maintenance

There being no further business the meeting closed at 11.40am.