



MINUTES OF THE MEETING OF THE MARDEN PARISH COUNCIL AMENITIES COMMITTEE ON TUESDAY 27TH JUNE 2023 HELD AT 7.30PM AT THE ALLENS, ALBION ROAD

021/23 PRESENT

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

022/23 APOLOGIES

There were no apologies received for this meeting.

023/23 COUNCILLOR INFORMATION

Declarations of Interest

Cllr Boswell declared an interest in item 027/23 (Southons Field) as a resident backing onto the field; Cllrs Newton and Tippen declared an interest in item 034/23 (Memorial Hall) as Trustees of the Marden Memorial Hall.

Granting of Dispensation

There were no requests for dispensation.

024/23 APPROVAL OF PREVIOUS AMENITIES COMMITTEE MINUTES

The minutes of the meeting held on 23rd May 2023 were agreed and signed as a true record.

025/23 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

There were no members of the public in attendance.

026/23 DEPUTY CLERK REPORT

The report was submitted to Cllrs prior to the meeting. The Deputy Clerk has continued to contact the contractor about the wet pour at Napoleon Drive play area but has met with another contractor who is sending across a quote (not received in time for this meeting). The insurance company has been in touch regarding the damaged picnic bench at the Napoleon Drive play area and Cllrs have requested the Deputy Clerk obtain quotes for a replacement piece of equipment for the next Amenities Committee meeting in July. The Clerk continues to await a response from Golding Homes regarding CCTV installation at the Playing Field but is chasing. The Cemetery Pathway signage will be installed in the Autumn when the ground is softer. We have also instructed the Caretakers to work on the Scattering of Ashes area at the Cemetery in the Autumn when the ground is softer. A skip is being arranged towards the end of Summer when vegetation has died back but before the ground is wet so that a vehicle can gain access on the grass. The tree plaques for the trees on Southons Field have been ordered and should be delivered shortly. Cllrs noted.

027/23 OPEN SPACE

Playing Field

Play Inspection Reports from MPC.

The report had been received from the Caretaker for MPC with no new issues to report.

Changing Room Update: Scope of work responses

Following scope of work requests to various architects, the Clerk had circulated the responses to Amenities Cllrs prior to the meeting. Cllr Turner and Besant provided background details and made a proposal to the meeting, based on their working experience, of the architect they felt was best suited to the work. Cllrs discussed what each quote offered and decided on

recommended architects. Cllrs proposed that this be taken to the next Full Council meeting for agreement and to discuss the next step in this process.

Other Playing Field Issues

Proposal to rename Marden Playing Field

Cllr Besant had not received a response. Therefore, there are no new updates for this meeting.

Southons Field

Play Trail Inspection Report from MPC

The Report had been received from the Caretaker for MPC with no new issues to report.

Events on Southons Field

The list of events had been circulated to Cllrs prior to this meeting. Cllrs noted.

Other Southons Field Issues

Entrance Gates on Southons Field

The Deputy Clerk had circulated further quote information requested by Cllrs at the last Amenities Committee meeting. Cllrs discussed and looked at the quotes and following this agreed to go with Tate & Tonbridge Fencing Ltd. The Deputy Clerk was instructed to go ahead, order and arrange for installation. These would be financed from capital budget.

Other Open Space

Open Space Action Plan

A new updated Open Space Action Plan had been circulated to Cllrs prior to the meeting. Cllr Tippen requested that the Bandstand and Pavilion be removed as they are already on the Infrastructure Spend Plan. Cllrs agreed. Cllr Adam also suggested adding replacement items as well such as the Napoleon Drive replacement equipment, the Flymobile replacement equipment at Marden Playing Field and the Entrance Gates at Southons Field.

Open Space Strategy Plan

Cllr Besant had created strategy plans for the Playing Field and Southons (Cemetery yet to be created). These were circulated to Cllrs prior to the meeting. Cllrs discussed and made suggested changes. Subject to Cllr Besant making the changes, Cllrs agreed the documents and for the Deputy Clerk to inform the Caretakers of this work.

Trees

Monthly Tree Inspection

The Caretakers had completed their monthly tree inspections. Cllr Boswell raised that a cherry tree was looking poorly in the Napoleon Drive area. Cllr Besant will inspect it and let the Deputy Clerk know.

Kent Plan Tree Initiative

Cllr Besant and the Clerk had met with the landowner at the Cemetery. Cllr Besant updated Cllrs that the landowner was for the initiative and had used the grant previously. The Kent Plan Tree Initiative will be getting in contact with Cllr Besant in July. The landowner will flatten the area and seed it with grass seed. The intention is to plant in January and there would be a need to get together some volunteers to help.

028/23 CEMETERY

ICCM Bulletin

The ICCM Bulletin had been received for Spring 2023. The online link was circulated to Cllrs and a hard copy was brought to the meeting. Cllrs noted.

029/23 ALLOTMENTS

There were no further updates for this meeting.

030/23 PUBLIC TOILETS AND CAR PARK

Public Toilet Issues

Cllr Adam and Tippen raised that the external lights outside the Public Toilets are on in the evening and requested that they either be turned off during the Summer and reflect the public toilets opening times. The Deputy Clerk will investigate with the Clerk and get the Caretaker to change the timers to reflect the public toilet opening times.

Car Park Issues

Cllr Tippen requested that MBC be contacted to litter pick the car park and trim the area over near the Scout HQ.

031/23 ENVIRONMENTAL SUB-GROUP**Environmental Sub-Group Update**

The next meeting of the Environmental Sub-Group took place on Tuesday 20th June and Cllr Boswell had circulated notes from the meeting. Cllr Boswell requested that the Sub-Group needs further help from the public. Cllrs agreed for the Sub-Group to request volunteers.

032/23 CORRESPONDENCE

There was no correspondence received for this meeting.

033/23 HEALTH AND WELLBEING**Friendly Benches**

The Deputy Clerk had circulated suggested benches as Friendly Benches and wording for the plaques. Cllrs discussed and agreed on those benches to be used. The Deputy Clerk suggested some wording for a plaque. Cllr Adam suggested stencilling. Cllr Boswell recommended a volunteer and would approach them to do the work. Cllrs agreed.

Nature Prescribing

Cllr Boswell had attended Nature Prescribing meeting with the Marden Patient Participation Group at Marden Medical Centre on 1st June 2023. There were a number of suggestions to engage residents. Cllrs agreed for Cllr Boswell to represent the Parish Council at these meetings going forward.

One member of the public arrived 20.43.

Water Refill Station

Following Cllrs agreeing to the quote for the water refill station and giving their agreement in principle based on the response from Maidstone Borough Council (MBC), an email response had been received from MBC. MBC instructed that a Licence for Alterations would be required. This email had been circulated to Cllrs prior to the meeting. Cllrs discussed and requested the Deputy Clerk ask MBC what the cost will be and to go back to the contractor to request the information needed with regard to the installation specification. Cllrs agreed to no legal representation. This item would be added to the next Full Council meeting for discussion and decision.

034/23 OUTSIDE BODIES REPORTS**Memorial Hall**

In the absence of Cllr Stevens who is the Marden Memorial Hall Representative, Cllr Newton reported that there were no major issues to report.

Youth

The Deputy Clerk had received an email update from the KCC Youth Worker and read it out to Cllrs at the meeting. The youth group is running successfully on the field, the numbers range from 15-25 most weeks, given the warmer weather, hopefully more young people will be tempted to come outside more. They have been getting new young people each week, those that didn't realise they are there, to those that were a little anxious that felt today was the right time. They are hoping to take them away for a couple of trips this summer but it does depend on funding which will impact how many trips they can do. Overall, going well. Cllrs noted.

035/23 OUTSTANDING ISSUES/CARETAKERS TO DO LIST**Caretaker's To Do List for June 2023**

The Caretakers To Do List for June 2023 had been circulated to Cllrs prior to the meeting and had been passed to the Caretakers. Cllrs noted.

036/23 OTHER AMENITIES ISSUES FOR DECISION**Library Noticeboard**

The Deputy Clerk had contacted a local contractor for a quote to refurbish the Library noticeboard

with magnetic metal and to replace the backing which was falling apart. There had been no response in time for this meeting. Cllrs noted.

Playscheme

The Clerk had given the Deputy Clerk a report to read out for Playscheme. They are now 88 children registered over ten days with limited spaces on 7 days (the other 3 days are fully booked with a waiting list). We have funded places for some children, Staffing is all in place and we are waiting to hear from the Manager with regard to supplies that needed to be ordered/bought. The Playscheme Sub-Group will meet following the end of the scheme to discuss how it went and to look at fees, etc for next year to report to the Amenities Committee. Cllrs noted.

Village Events Policy, Stallholder Policy and Delegated Powers

The Deputy Clerk had circulated a draft Village Events policy and an amended Stallholder Policy showing tracked changes. Cllrs noted. Cllr Boswell proposed that the Village Events Sub-Group be given delegated powers to be able to cancel or postpone any future event organised by Marden Parish Council. Cllrs discussed and agreed that the Village Events Sub-Group be given the delegated powers.

037/23 INVOICES FOR PAYMENT

Playscheme refund payment - £40.00
 KALC – Procurement webinar - £48.00
 Kent County Council – Photocopier (end of contract invoice) - £576.22
 Business Stream – Waste Water - Toilets - £82.18
 Alison Hooker – Tree Plaques - £184.99
 Total: £931.39

All invoices were agreed and Cllrs Tippen and Turner would authorise on Unity.

The member of the public who arrived in the middle of the meeting thanked the Amenities Committee on behalf of the Marden Patient Participation Group for all their support.

The Chairman then read out the following statement:

I PROPOSE THAT PURSUANT TO PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960, THE PUBLIC BE EXCLUDED FROM THE MEETING BECAUSE OF THE CONFIDENTIAL NATURE OF THE FOLLOWING BUSINESS TO BE TRANSACTED:

The member of the public and Cllrs Adam and Gibson left the meeting before the following item was discussed.

038/23 CONTINGENCY PLANNING

Cllrs decided to take this to Confidential at the next Full Council meeting with a recommendation to set up a separate Working Group for Cllrs only.

There being no further business, the meeting closed at 21.12.

Date:

Signed:

Cllr Anne Boswell Chairman, Amenities Committee
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