



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.

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 \(mardenkent-pc.gov.uk\)](#)

BRIEFING NOTE – FULL COUNCIL MEETING 12TH NOVEMBER 2024

Prior to the start of the meeting Charmaine Keatley, Chief Executive of Kent Association of Local Councils, and Borough Councillor John Perry, Mayor of Maidstone, will be in attendance to present Marden Parish Council with the Local Council Award Scheme Quality Gold Certificate.

070/24 PRESENT

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

071/24 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.

072/24 COUNCILLOR INFORMATION

Declaration of Pecuniary and Non-Pecuniary Interests
Changes to Register of Interest
Granting of Dispensation

073/24 MINUTES OF THE PREVIOUS MEETING – Page 1 to 4 of meeting pack.

To receive and accept as a true record the Minutes of the Parish Council meeting held on 8th October 2024.

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

074/24 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

County Councillor Report
Borough Councillors Report

The meeting to be reconvened to discuss item 075/24 onwards.

075/24 CLERK'S REPORT

To receive and note the Clerk's report. Page 5 of meeting pack.

076/24 PARISH MATTERS

Written Reports received from MBC and KCC MBC reports pages 6 and 7 of the meeting pack.

Police UpdateCrime Figures

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

Other Police Issues**Communication**Newsletter

Newsletter received back from printers and out for delivery. All households should receive by w/c 11th November.

Marden Flooding/Water

Cllrs to be update from information obtained from the Flood Resilience Meeting held on 15th October. Minutes previously circulated to Cllrs and Cllr Tippen would update the meeting.

Marden Changing Room

The Clerk would report any updates to the meeting.

CemeteryExclusive Right of Burial Certificates

Exclusive Rights of Burial certificates to be signed by Cllrs

Marden Playing Field

Update from Southern Water on works at the playing field. The Clerk would report any updates to the meeting.

KCC Youth Worker Support

Cllrs to consider report submitted by Cllr Tippen regarding youth provision in the parish.

Cllr Tippen will provide a report to Cllrs prior to the meeting.

Marden Plastic Campaign – for noting

Cllrs to note recommendation from Amenities Committee on MPC implementing 3 pledges on the Plastic Free Campaign. Cllrs to note recommendations detailed in the Amenities Committee minutes dated 22nd October 2024.

See minutes at: [attachments.asp](#)

Marden PC PoliciesHedgerow Policy

Cllrs to consider, and agree, the Hedgerow Policy proposed by Amenities Committee.

Hedgerow policy agreed at Amenities Committee and to be ratified by Full Council – Pages 8 to 10 of meeting pack.

Pay Policy

Cllrs to ratify Pay Policy amended by HR Sub-Committee (and agreed at Finance Committee) meetings on 29th October.

Pages 11 to 12 of meeting pack

Marden PC Action Plan

Cllrs to review MPC Action Plan and consider any actions to be taken for the remainder of this Council year. See Action Plan at: [Microsoft Word - Marden PC Action Plan 2023 to 2028](#)

Marden PC Quality of Life Survey

Cllrs to discuss and agree inserting this survey into the next edition of the MPC newsletter.

Cllrs to consider the Quality of Life survey put forward by Communications Sub-Group to be sent with the Spring newsletter to all residents. Copy to be sent to Cllrs prior to meeting.

077/24 COMMITTEE REPORTS**Committee Vacancies**

Following the resignation of Cllr Besant three vacancies have arisen on Amenities, Finance and Planning Committees. Vacancies were also available on HR, Cemetery and Open Spaces

Office Opening Times:

Mondays, Tuesdays & Fridays 10am - 12 noon

Website: www.mardenkent-pc.gov.uk



Sub-Committees together with Communication, Environmental and Village Events Sub-Groups.

Cllrs to consider appointment of further Cllr(s) onto these.

Amenities Committee

Cllrs to note the Minutes of Amenities Committee meeting held on 22nd October and available on the Parish Council website.

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

Planning Committee

Cllrs to note the Minutes of Planning Committee meeting held on 15th October and 5th November and available on the Parish Council website.

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

Finance Committee

Cllrs to note the Minutes of Finance Committee meeting held on 29th October and available on the Parish Council website.

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

Conferences/Meetings/Webinars attended

Those in attendance to update the meeting on the following:

KALC Standards Conference – 10th October Deputy Clerk attended – Notes at page 13 of meeting pack.

Flood Resilience Meeting – 15th October Cllr Tippen attended

Kent Rail Summit – 17th October Cllr Dobinson attended

KALC Advanced Planning Training – 17th October Cllr Turner attended

KCC Youth Meeting – 28th October Cllrs Boswell and Tippen attended

KALC HR Training – 29th October Cllrs Boswell, Gibson, Newton and Tippen together with the Clerk attended

KALC Climate Change Seminar – 5th November Cllrs Boswell and Summersgill attended

KALC Clerks Conference – 12th November Clerk and Deputy Clerk attending

Conferences/Meetings/Webinars/Events forthcoming

Environmental Sub-Group – 19th November

KCC Highways Seminar – 20th November

078/24 CORRESPONDENCE

Overview and Scrutiny - Section 106 and Community Infrastructure Levy (CIL)

Consultation

Cllrs to review consultation – closing date 17th November 2024

[CIL O&S Review 2024](#)

Cllrs to consider the consultation and provide a response before the closing date. Cllrs to view on link above.

MPC Correspondence Log

Cllrs to receive office correspondence log for October – see link below and pages 14 to 16 of meeting pack.

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

Cllrs to receive the following correspondence: for noting

Marden Parish Church Magazine

November edition for information

KALC Newsletter

November edition – previously circulated to Cllrs

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Clerks & Councils Direct
November edition for noting

079/24 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) Transfer of Capital Funds

Cllrs to note agreement by Finance Committee to transfer funds from Santander to CCLA.

Cllrs Newton and Tippen to sign documentation for release of funds from Santander.

(D) Appointment of Internal Auditor – 2025/2026

Following retirement of current IA at 31st March 2024 the Clerk has obtained information on new IAs. Information available at the meeting.

080/24 HIGHWAYS AND PUBLIC TRANSPORT

Highways

Email received from Kent Highways regarding restrictions in Goudhurst Road. Information available at the meeting. The design was anticipated to be received shortly.

Public Transport