



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).

## **TO ALL MEMBERS OF MARDEN PARISH COUNCIL**

Dear Councillor

**YOU ARE HEREBY SUMMONED TO ATTEND the Annual Parish Council meeting of Marden Parish Council to be held on Tuesday 13<sup>th</sup> May 2025 at 7.30pm at The Allens, Albion Road, Marden, Kent.**

*Alison Hooker*

Alison Hooker (Mrs)  
Clerk to Marden Parish Council

### **AGENDA**

The current Vice-Chairman, Cllr Theresa Gibson, will take the chair for the first item on the agenda.

#### **001/25 ELECTION OF CHAIRMAN**

The Chairman/Chairmen standing for the forthcoming Council year to be proposed and seconded. All Cllrs to vote if more than one candidate.

The newly elected Chairman to sign the Declaration of Office of Chairman and to be witnessed by the Proper Officer.

The new Chairman to take the chair for the remainder of the meeting.

#### **002/25 ELECTION OF VICE-CHAIRMAN**

The new Vice-Chairman for the forthcoming Council year to be elected.

#### **003/25 PRESENT**

#### **004/25 APOLOGIES FOR ABSENCE**

Apologies for absence to be received.

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

#### **005/25 COUNCILLOR INFORMATION**

**Declaration of Pecuniary and Non-Pecuniary Interests**

**Changes to Register of Interest**

**Granting of Dispensation**

#### **006/25 MINUTES OF THE PREVIOUS MEETING**

To receive and accept as true records the Minutes of the Parish Council meeting held on 15<sup>th</sup> April 2025 and the EFCM on 29<sup>th</sup> April 2025.

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

### **007/25 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 VERBAL REPORTS (if in attendance)**

County Councillor Report  
Borough Councillors Report  
Police

The meeting to be reconvened to discuss item 008/25 onwards.

### **008/25 CLERK'S REPORT**

To receive and note the Clerk's report.

### **009/25 APPOINTMENT OF COMMITTEES/SUB-COMMITTEES**

Cllrs to be appointed to the following Committees and Sub-Committees

#### **Committees**

Amenities  
Finance  
Planning

#### **Sub-Committees**

Cemetery  
Human Resources  
Open Spaces

### **010/25 APPOINTMENT OF SUB-GROUPS AND OUTSIDE BODIES**

Cllrs to be appointed to the following Sub-Groups and Outside Bodies

#### **Sub-Groups**

Allotments  
Byelaws  
Communications  
Emergency Planning  
Environment  
Play Scheme  
Village Events  
Neighbourhood Plan Steering Group

#### **Outside Bodies**

Community Engagement Forum  
KALC Area Committee (Maidstone)  
Maidstone Borough Council Cluster Group  
Marden Dementia Group  
Memorial Hall  
Patient Participation Group  
Public Transport & Highways

## **011/25 PARISH COUNCIL INFORMATION**

### **Parish Assets**

To receive and agree the list of parish assets at 31<sup>st</sup> March 2025.

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

### **Dates of Parish Council Meetings for 2025/2026**

To receive and note the proposed dates for Parish Council meetings in 2025/2026.

[Meeting Dates 2025-2026 - Marden Parish Council - Marden Parish Council, Marden, Tonbridge](#)

## **012/25 PARISH MATTERS**

### **Reports from MBC and KCC**

Following County Council elections Cllr Brian Black was now the County Cllr for Marden.

### **Police Update/Report from Police Forum**

#### Crime Figures

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

#### Other Police Issues

### **Communication**

#### Newsletter

### **Marden Flooding**

### **Infrastructure Spend Plan**

### **Survey Responses**

#### Infrastructure Spend Plan

#### Highways Improvement Plan

#### Byelaws

#### Community Survey

The responses to the Community Survey would be put before the next meeting of the Communications Sub-Group.

#### Marden Neighbourhood Plan

The responses to the Marden Neighbourhood Plan Regulation 14 would be put before the next meeting of the Planning Committee/MNP Steering Group

## **013/25 COMMITTEE REPORTS**

### **Amenities Committee**

To note the draft Minutes of Amenities Committee meeting held on 22<sup>nd</sup> April had been previously circulated and available on the Parish Council website.

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

### **Planning Committee**

There have been no Planning Committee meetings held since 15<sup>th</sup> April 2025.

### **Finance Committee**

To note the draft Minutes of Finance Committee meeting held on 29<sup>th</sup> April had been previously circulated 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:

17<sup>th</sup> April: Neighbourhood Watch

24<sup>th</sup> April: Communications Sub-Group Meeting

24<sup>th</sup> April: Events Sub-Group Meeting

24<sup>th</sup> April: South Eastern Meeting (virtual)  
7<sup>th</sup> May: AI Webinar (first of three webinars)  
8<sup>th</sup> May: VE Day celebrations

**Conferences/Meetings/Webinars/Events forthcoming**

15<sup>th</sup> May: Resilience Planning Meeting at Staplehurst PC  
21<sup>st</sup> May: AI Webinar (second of three webinars)  
18<sup>th</sup> June: AI Webinar (third of three webinars)  
19<sup>th</sup> June: KALC EFCM (county devolution/re-organisation) at Aylesford

**MPC Meetings to be arranged:**

Resilience Planning  
Assets of Community Value

**014/25 CORRESPONDENCE**

Marden Parish Church Magazine  
KALC Newsletter – May edition

**015/25 FINANCE**

**(A) Bank Statements:**

The Clerk to provide details at the meeting.

**(B) Financial Regulations, Policies and Risk Assessment**

Cllrs to receive and agree updated Financial Regs and other financial documents following amendments from NALC.

**(C) Standing Orders/Direct Debits**

Cllrs to receive, and agree, standing orders and direct debits for 2025/26.

**Payments for Approval**

Invoices

Invoices due to payment to be submitted to the meeting.

**016/25 HIGHWAYS AND PUBLIC TRANSPORT**

**Highways**

Highways Improvement Plan

Fingerposts

Email received from resident regarding Goudhurst Road

Single and Double Yellow Lines – results from Traffic Regulation Order

Other Highways Issues

**Public Transport**

South Eastern Meeting held on 24<sup>th</sup> April – notes previously circulated to Cllrs.

Tuesday 6<sup>th</sup> May 2025

Parish Office, Goudhurst Road, Marden

01622 832305 / 07376 287981

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

The whole of the meeting can be recorded, except where there are confidential or exempt items. If any member of the public has an objection to being filmed, please make yourself known to the Chairman or Parish Clerk before the start of the meeting [Microsoft Word - Filming and Recording of Meetings March 2024 \(mardenkent-pc.gov.uk\)](#)