



## MINUTES OF THE FULL COUNCIL MEETING HELD ON TUESDAY 12<sup>TH</sup> APRIL 2016 AT THE ALLENS, ALBION ROAD, MARDEN COMMENCING AT 7.30PM

- 181/16 **PRESENT:** Cllrs Adam, Boswell, Brown, Cowin, Mannington, Newton, Reed (in the Chair), Robertson, Tippen and Turner. The Clerk was also in attendance.
- 182/16 **APOLOGIES FOR ABSENCE:** Cllr Childs gave his apologies. PCSO Nicola Morris and Community Warden Mira Martin also gave their apologies.
- 183/16 (a) **DECLARATION OF INTEREST:** There were no declarations of interest  
 (b) **COUNCILLORS REGISTER OF INTEREST:** No Cllr amended their register of interest  
 (c) **GRANTING OF DISPENSATION:** There were no requests for granting dispensation.
- 184/16 **MINUTES OF THE PREVIOUS MEETING**  
 Minutes of the Parish Council Full Council Meeting on 8<sup>th</sup> March and the Extraordinary Full Council Meeting on 15<sup>th</sup> March were agreed and signed as true records.
- 185/16 **IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING:** There were no members of the public in attendance.

The meeting was adjourned for the following items:

### **PUBLIC FORUM**

No members of the public were in attendance.

### **EXTERNAL REPORTS**

Borough Councillors present – any information from MBC: No MBC Cllrs were in attendance.

County Councillor present: The County Councillor was not in attendance

Police: An email had been received with Police information. 5 crimes had been committed since the last meeting: 3 criminal damage; 1 burglary dwelling; 1 burglary other than dwelling. There has been reports for eggs and mud being thrown at windows and most complaints had come through via email after the event had happened. The message still needs to be got across regarding people calling 101 at the time of 999 if crime is in progress. A vehicle designated to anti-social behaviour can be sent to Marden if issues are reported. CCTV camera outside the kebab shop is due to be moved shortly.

Community Warden: An email had been received from Mira Martin. Has been working some late shifts and walked around the village. Several youths had been seen but all seemed to be well behaved. Had viewed the rubbish at the rear of the playing field and was trying to think of options of how to resolve this.

The meeting was reconvened for the rest of the agenda.

- 186/16 **MATTERS ARISING FROM PREVIOUS MINUTES (for information only)**  
 Update from Full Council To Do List: The Clerk was advised to send the CCTV camera back to BT.
- 187/16 **PARISH MATTERS**  
 (a) Local Needs Housing - No further updates received

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Mondays, Tuesdays & Fridays: 10am to 12noon



- (b) Business Forums  
MBF: The new directory was due to be circulated shortly.  
NRBF:
- (c) Police Forum: No further date has been received.
- (d) Communication
  - (i) Newsletter – New policy to be agreed and adopted. The draft policy had previously been circulated to Cllrs and this was discussed in detail at the meeting. Cllrs agreed the wording, the Clerk would update and recirculate. This would then be adopted and provided to all village organisations.
  - (ii) Website – No updates required
- (e) Cemetery – Exclusive Right of Burial Certificates - No certificates for signing
- (k) Parish Risk Assessments – annual review: Few amendments were made and the documents would be updated and provided to relevant personnel if necessary.
- (l) Napoleon Drive Play Area and open space – Following the transfer of this area of land from Taylor Wimpey into the ownership of Marden Parish Council a resolution was passed to incorporate this land into the boundary of the Playing Field\*
- (m) S106 Development Contributions document. It was agreed to delete paragraphs relating to allotments and the cemetery and to add a paragraph to encourage liaison between developers, MBC and MPC.
- (n) Terms of Reference – length of service for Chairmen of Marden Parish Council. It was proposed that as from May 2016 the length of continuous service for Chairmen of the Council and Committees and Sub-Committees would be restricted to three years and at the completion of this term to stand down for one year and not be eligible for re-election to the post of Chairman until the following annual meeting of the Parish Council. The Clerk to look to amend Standing Orders and Terms of Reference for Committees.
- (o) Handling of Complaints Policy – amendment to item 3 following advice from KALC. The Clerk had amended the document and Cllrs agreed and adopted the changes.

#### 188/16 COMMITTEE REPORTS

- (a) **Amenities Committee** – Minutes of the meeting held on 22<sup>nd</sup> March had previously been circulated to Cllrs and uploaded onto the website.
- (b) **Planning Committee** - Minutes of Planning Meetings held on 15<sup>th</sup> and 29<sup>th</sup> March had been previously circulated and uploaded to the website.
- (c) **Other Conferences/Meetings attended:**  
16<sup>th</sup> March – Kent Design – Introduction to Building for Life 12 - Cllr Turner attended and would circulate the information received from the event.  
21<sup>st</sup> March – Marden Surface Water Plan - Cllr Turner attended and reported to the meeting. Four hotspots have been looked into and whether anything can be done to deal with surface water.
- (d) **Conferences/Meetings for the coming months**  
13<sup>th</sup> April – Kent Highways: High Street tree Cllrs Boswell and Reed to attend  
22<sup>nd</sup> April – Meeting at Children’s Centre Cllr Boswell to attend  
9<sup>th</sup> June – KALC Health and Safety Training the Clerk to attend  
14<sup>th</sup> June – KALC Clerks’ Conference attendance tbc  
7<sup>th</sup> July – KALC Councillors’ Conference attendance tbc

#### 189/16 CORRESPONDENCE

- (a) KALC Area Committee Minutes of Meeting held on 24<sup>th</sup> February 2016 - noted
- (b) Annual Review of Biffa Collection Prices – the Clerk was asked to look at other company prices and report to Amenities.
- (c) Clerks & Councils Direct – March 2016 issue - noted
- (d) The Clerk – March 2016 issue - noted
- (e) Oast to Coast – Spring 2016 issue - noted
- (f) Marden Parish Church Magazine – April 2016 issue - noted
- (g) KCC – Flood Risk to Communities (Maidstone Document) consultation ends 28<sup>th</sup> April – Cllrs noted the document but did not wish to comment.

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- (h) Marden Pre-School Playgroup – letter of thanks for providing Christmas tree – noted
- (i) Marden Scout Group – details of a proposed table top sale at Scout HQ – noted
- (j) MBC – Retirement of Bill Axell. Details had been circulated informing parishes that Mr Axell’s post would not be filled at the current time.
- (k) Draft village parking questionnaire. It was proposed that this would be placed as an insert into the Summer newsletter. The Clerk was asked to recirculate with amendments for agreement.
- (l) Kent County Playing Fields Association – request for a donation – noted but Cllrs did not wish to make further contribution.
- (m) Came & Company – Council Matters - noted
- (n) Email from resident – concerns of litter at playing field. This had previously been circulated to Cllrs and to the Community Warden who was looking into the issues. The Clerk was also finding out details of the landowners and would contact them once known.

190/16 **FINANCE**

- (a) Balances as at 30<sup>th</sup> March 2016  
**Post Office £17,774.54: Santander Account £37,786.54**  
**Nat West Account: £111,605.99**
- (b) Payments for Approval. Cllrs viewed the invoices and agreed payments.
- (c) ICCM Membership. Cllrs agreed to pay the annual subscription and cheque was duly signed.
- (d) KALC Membership. Cllrs agreed to pay the annual subscription and cheque was duly signed.
- (e) Financial Regulations amendments – These had previously been circulated by the Clerk and Cllrs agreed and adopted the revised edition.

191/16 **HIGHWAYS AND PUBLIC TRANSPORT**

- a) **Highways**  
 Highways Issues – Traffic Calming and other highways issues  
**Other Highways Issues**
- (b) **Public Transport**  
 Marden Station  
 Improve Rail and Bus Services and Facilities  
 Response from Network Rail. An email had been received stating that work discussed at the last site meeting should start shortly.  
 KCC – Funded Bus Service Review. Cllrs noted content but did not wish to comment.  
 KCC – 8<sup>th</sup> Rail Summit Monday 16<sup>th</sup> May 2016 – Cllr Adam to attend

There being no further business the meeting closed at 21.16pm

Signed: .....  
 Chairman, Marden Parish Council

Date: 10<sup>th</sup> May 2016