



**MINUTES OF THE FULL COUNCIL MEETING OF MARDEN PARISH COUNCIL ON
TUESDAY 8th JUNE 2021 HELD IN THE JOHN BANKS HALL, GOUDHURST ROAD
COMMENCING AT 7.30PM**

020/21 PRESENT

Cllrs Adam (*arrived at item 024/21*), Barker, Boswell, Gibson, Newton, Robertson, Stevens, Tippet (in the Chair) and Turner were in attendance. The Clerk, four candidates for co-option, PCSO Nicola Morris and the Customer Services Manager of Clancy/South East Water were also present.

021/21 APOLOGIES FOR ABSENCE

Borough Cllr Russell had given her apologies.

022/21 COUNCILLOR INFORMATION

Register of Interest

There were no registers of interest.

Changes to Declarations of Interest

There were no changes to Declarations of Interest.

Granting of Dispensation

There were no requests for dispensation.

023/21 MINUTES OF THE PREVIOUS MEETING

Minutes of the Parish Council meeting held on 11th May 2021 were signed and agreed as a true record.

7.35pm Cllr Adam arrived at the meeting

024/21 CO-OPTION OF PARISH COUNCILLORS

Following the uncontested Parish Council election on 6th May 2021 two vacancies had arisen on Marden Parish Council. Applications had been received to fill these two vacancies and all candidates had been invited to attend the meeting.

All four candidates were given the opportunity to speak and ask questions. Cllrs also asked questions prior to voting.

Voting took place by a show of hands from Parish Councillors, separately for each vacancy and, with an absolute majority, Matthew Besant and Matt Burton were elected as Parish Councillors.

The Clerk provided both new Cllrs with a copy of the Declaration of Office to sign prior to joining the meeting.

All candidates were thanked for putting themselves forward for co-option.

7.50pm PCSO Nicola Morris arrived at the meeting

7.55pm One of the unsuccessful candidates left the meeting

025/21 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

PCSO Nicola Morris wished to speak on item 027/21 (Police Update).

Representative of Clancy/South East Water wished to speak on item 027/21 (Use of Marden Car Park).

The Chairman, with the agreement of Cllrs, proposed to bring these two items forward.

Police Update/Report from Police Forum

Crime Figures

4 crimes had been committed since the last meeting: 1 theft from motor vehicle (catalytic converter stolen); 1 theft of Jet Ski (CCTV enquiries ongoing); 1 theft of parcels from doorstep and 1 criminal damage (window smashed on vehicle).

2 reports of anti-social behaviour had been reported: 1 vehicle reported of wheel spinning and racing around in Pattenden Lane; and youths throwing items at Church Green.

MBC has issued at Community Protection Warning to landowner on Copper Lane.

Other Police Issues

There had been a report of a teenager being attacked at Marden Station. A press release had been put on Kent Online calling for any witnesses to contact the Police.

PCSO Nicola Morris had worked with the community and partner agencies in sending out a questionnaire which has resulted in some information being forthcoming including a young person being dealt with by the courts for driving offences and remains under investigation for several other incidents.

PCSO Task Forces were still in operation in the area.

8.04pm PCSO Nicola Morris left the meeting

Use of Marden Car Park

A request had been received from Clancy (South East Water contractors) re use of car park for bus turning whilst planned water main works take place in Goudhurst Road in July and August.

The Customer Services Manager for Clancy, who was in attendance, explained the procedure whilst the road was closed: It was also reported that Plain Road would be closed at Thorn Road junction whilst the new mains pipe was being connected at Marden Beech. This would take place over the first two weeks of the work schedule but for the first three days (19th, 20th and 21st July) whilst school buses needed to use the road, access would be permitted just for the school bus in the early morning and afternoon.

Throughout the works there would be a rolling closure and all properties were guaranteed access but full access along Goudhurst Road would not be permitted.

In order for Marden to still receive a bus service Maidstone Borough Council had been approached to close off a maximum of 11 parking bays at Marden car park and before they gave permission, they asked Marden Parish Council to consider. After much discussion Cllrs agreed that there was no other option available as buses were unable to reverse to turn.

Clancy was urged to put up as much signage as possible and to ensure this was in place during the whole of the work period as concern was that some vehicles may still try to park in the bays. It was agreed that Marden Parish Council would place an item in the newsletter due out later this month and put up posts on social media and notice boards.

Cllr Tippen requested information on the diversion in place especially in regard to HGVs. Clancy representative informed the meeting that it was a long diversion but he had details available which he would send to the Clerk.

RESOLVED that the car park spaces will be closed for the duration of the work to allow buses to turn round safely and that Clancy would ensure that adequate signage remained during the course of the works. Marden Parish Council would advertise in the Parish Newsletter and on social media and notice boards.

8.40pm Clancy representative left the meeting

The meeting was adjourned for the following items:

PUBLIC FORUM

No item was raised.

The meeting was reconvened to discuss item 026/21 onwards.

026/21 CLERK'S REPORT

The Clerk's report had been circulated to Cllrs prior to the meeting. The Clerk reported staff annual leave; contact had been made with the CCTV contractor and a response was awaited in regarding to meeting on site; an application had been submitted for the Welcome Back Fund for Winter planting; A letter had been sent to the resident of Thorn Road in regard to the proposed Village Gateway; Cllrs were informed of funerals taking place in the next month; The Clerk informed the meeting that the office staff would be looking to return to office working on 21st June and setting up and transferring all documents etc would take place on 17th and 18th June – The Clerk informed the meeting that both herself and the Deputy Clerk were in agreement to return on the 21st even if the Government Roadmap changed – Cllrs agreed as long as the Clerks felt safe to do so.

027/21 PARISH MATTERS

Reports from MBC and KCC

Nothing reported

Police Update/Report from Police Forum

See item earlier in the minutes.

Communication

Communication Sub-Group meeting due to be arranged by the Deputy Clerk.

Newsletter

Cllr Boswell has drafted the newsletter which will be circulated to Cllrs tomorrow. It was due to go to print on 29th June.

Marden Assets of Community Value

The Clerk had submitted an application form to MBC for The Unicorn. Two questions raised by MBC which had been circulated to Cllrs which would be discussed in detail at the ACV meeting due to be held on 21st June.

Marden Flooding

A response had been received from Max Tant (KCC) and circulated to Cllrs following submission of MPC's flood report. The item to be placed on the next Planning agenda to be discussed further.

Village Festive Lighting

Report received by Cllrs from Amenities Committee.

RESOLVED that Cllrs agree for the report to be accepted and to proceed with the new festive lighting from Prime One Maintenance. All properties who have had Christmas trees erected in the past would be contacted asking if they wished to use them themselves. An item would be placed in the Autumn newsletter detailing this.

Use of Marden Car Park

See item earlier in the minutes.

Hiring of Open Spaces

This item had been deferred from Amenities Committee meeting.

Cllrs reviewed the hiring agreement for Southons Field as a running business had contacted the Parish Council regarding use of Southons Field and the hire charge. Cllrs agreed that as exclusive use was not required free hire would be given as a trial period for three months.

The hirer to be asked to provide a copy of public liability insurance and risk assessment to the Parish Office. Amenities Committee to review the Hiring Policy for future use.

RESOLVED: no hire charge be made for a trial period of 3 months. Amenities Committee to review the Hiring Policy.

Open Day/Evening

Cllrs considered an Open Day/Evening in the late Summer/early Autumn for residents to meet Cllrs, raise any issues which they may have raised at the APM and any other concerns, thank volunteers, ISP consultation and present the Community Award presentation. It was agreed that Saturday 25th September 10am to 12noon be booked for this.

RESOLVED: The Clerk would book Marden Memorial Hall Main Hall for the morning of Saturday 25th September.

Future Marden Parish Council meetings

Cllrs to consider options for Parish Council meetings if Government Roadmap stays on course – Cllrs agreed for this to be deferred until announcement from Government.

Trees at Marden Playing Field/Napoleon Drive

Quotes being obtained for tree work but had not been received prior to the meeting.

028/21 COMMITTEE REPORTS

Amenities Committee

Draft Minutes of the Amenities Meeting held on 25th May had been previously circulated and were available on the Parish Council website. Cllr Boswell, as Chairman of Amenities Committee, gave a brief background of what had been discussed.

Planning Committee

Draft Minutes of Planning Meetings held on 18th May and 1st June had been previously circulated and were available on the Parish Council website.

Cllr Turner, Chairman of Planning, requested that Neighbourhood Plan be added as an item on the Planning agendas.

Finance Committee

There had been no meeting of the Finance Committee held since 4th May.

Conferences/Meetings/Webinars attended (all meetings virtual unless otherwise stated)

12th May – KALC Planning Conference: Cllr Gibson attended.

24th May – KALC Maidstone Area Committee – No MPC representative attended.

3rd June – Income and Expenditure/Software training – The Clerk attended and would provide a report to the next Finance Meeting.

3rd June – Allotment Sub-Committee meeting: Draft lease document was reviewed and a meeting had been arranged with the Allotment Association for 28th June.

7th June – Play Equipment Inspection Training – Loose PC – The Clerk and Deputy Clerk attended and a report would be given to the Amenities Committee.

7th June – KALC Parish Liaison Meeting – Cllr Tippen attended. Items raised included: Ward Boundary Review going ahead; Parish Services Scheme will increase in line with Council Tax percentage increase; MBC reviewing the four-year election period; Local Plan – good progress to Regulation 19 and the revised timetable will be taken to next month's Strategic Planning and Infrastructure Committee meeting.

8th June – Meeting with Borough Councillor Russell – The Chairman and Clerk attended. Borough Cllr Russell gave a background of what work she had undertaken since the election. She also informed MPC that she had been appointed to the Strategic Planning and Infrastructure Committee.

9.11pm Cllr Adam left the meeting

Conferences/Meetings/Webinars forthcoming

19th June – HIP/ISP Working Group. It was agreed that Fingerposts would also be discussed at this meeting.

21st June – Assets of Community Value Working Group

24th June – Meeting with Borough Councillors – The Chairman and Clerk were due to attend. Cllr Burton informed the meeting that there should be room for a maximum of 15 attending. The Clerk would therefore invite other Cllrs if they wished to attend.

029/21 CORRESPONDENCE

Fibre Broadband

Email received from resident asking for support from the Parish Council for Fibre Broadband. Cllrs agreed to add something in the next newsletter for residents to feedback where they have poor broadband connection.

Cllr Besant offered to investigate online and report back.

Clerks and Councils Direct publication

Current and previous editions were provided - noted

The Clerk publication

Current and previous editions were provided - noted

Marden Parish Church Magazine

Current and previous editions were provided - noted

030/21 FINANCE**Bank Statements:**Revenue

Nat West (as at 3rd April 2021): £24,176.83

Unity (as at 8th June 2021): £160,080.21

Capital

Santander (bank statement) £47,088.33. Transfer from Unity in May 2021 brings total to £71,579.55 but awaiting statement)

Transfer of FundsRevenue: Unity Bank to Nat West

As agreed at Finance Committee on 27th April the Clerk provided details of the amount to transfer for Nat West account to reach £85,000 following receipt of the April Nat West bank statement. Cllrs agreed that a transfer of £60,823.17 would be transferred from Unity Bank to Nat West.

RESOLVED: Transfer be made as soon as possible for £60,823.17 to bring both accounts to within £85,000.

Payments for ApprovalElectronic Payments

Stanleys Garage – mower and vehicle fuel - £147.21

Rialtas – Annual Subscription - £148.80

Pear Technology – Annual Subscription - £270.00

Playdale – Final payment for Southons Field play equipment - £4,364.00

Ian Jones – Southons Field and Public Convenience locking - £200.00

Kerry Underdown – office cleaning - £50.00

Graham Carey – Grounds maintenance - £660.00

Alison Hooker (Cranbrook DIY) – paint and brushes for Napoleon Drive fencing - £130.30

Alison Hooker (Screwfix) – Caretaker drill - £254.98

Camtech – Batteries for Office Alarm - £138.68

RJP Window Cleaning – Public Convenience Cleaning - £635.00

Wybone – Litter bins for playing field (S106) - £976.75

Total £7,975.72

Cllrs agreed invoices and Cllrs Newton and Stevens would authorise on Unity.

OtherRequest for Funding

Request for funding had been received from Marden Wildlife Group: Cllrs agreed, in principle, to donate £100.00 towards the cost of their website set up following confirmation of a bank account. If the Wildlife Group did not have an account open Cllrs proposed that they would consider paying the website company direct.

Request for funding received from Paddock Wood Community Advice Centre. Cllrs agreed to donate £50 and proposed that they would review this again at the end of the financial year.

Scanning of Marden Parish Council Historical Minutes

Smarden History Society had scanned MPC historical minutes at a cost of £50. Cllrs agreed to pay this invoice and also give a donation of £25.00 towards costs.

Vehicle Lease

The Clerk reported that the lease expires at end of July 2021 and requested that Cllrs discuss the next step. Unfortunately the Parish Council was unable to pay a balloon payment and

retain the vehicle but the Clerk was asked to investigate continuing to lease the vehicle on a peppercorn rent.

031/21 HIGHWAYS AND PUBLIC TRANSPORT

Highways

Highways Improvement Plan

Meeting planned for 19th June.

Fingerpost Signs

Cllrs agreed to discuss this item at the meeting on 19th June.

Other Highways Issues

An email had been received regarding concerns of speeding in Pattenden Lane. The Clerk would respond and encourage residents to volunteer for Speed Watch. The Clerk was asked to add this to the next Full Council agenda.

Cllr Barker reported that there was a fault with the beacon lighting and the lights were not visible on the Zebra crossing at the station due to overhanging trees. He had reported direct to Kent Highways.

Public Transport

Nothing to report

There being no further business the meeting closed at 9.38pm

Date:

Signed:

Chairman

Marden Parish Council

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