



BRIEFING NOTE

For the meeting of Amenities Committee meeting to be held on Tuesday 22nd July 2025 at 7.30pm at The Allens, Albion Road, Marden, Kent.

019/25 PRESENT

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

020/25 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.

021/25 COUNCILLOR INFORMATION

Declaration of Pecuniary and Non-Pecuniary Interests
Granting of Dispensation

022/25 MINUTES OF THE PREVIOUS MEETING

To receive and accept as a true record the Minutes of the Amenities Committee meeting held on 27th May 2025.

023/25 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.

024/25 DEPUTY CLERK REPORT

Report to be submitted to Cllrs prior to the meeting.

025/25 OPEN SPACE

Playing Field

Play Inspection Report from MPC

Cllrs to accept the weekly reports received from the Caretaker.

Pitch at the Marden Playing Field

Cllrs to consider terms of use and fees for the pitch at Marden Playing Field.

The Clerk has written a report with more information for Cllrs to review.

Play Equipment Replacement and Safety Measures

Quote received from contractors regarding the work needed to make the multiplay equipment at Marden Playing Field play area safe. Cllrs also to receive quote for safety work to the wet pour at Napoleon Drive play area.

Southons Field

Play Inspection Report from MPC

Cllrs to accept the weekly reports received from the Caretaker.

Office Opening Times:

Mondays, Tuesdays & Fridays 10am - 12 noon

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Future Bookings of Southons Field

Cllrs to discuss bookings for 2026 and agree (wedding booking and future Fireworks Display). **There have been two enquiries. There is also a change to the Southons Field Terms & Conditions to review.**

Other Open SpaceMachinery for Open Space

Cllrs to discuss future of machinery for Caretakers' use with possible change to electric. **The Clerk has written a report regarding this for Cllrs to review.**

TreesMonthly Tree Inspections

Cllrs to receive monthly reports from the Caretakers.

Tree Work at the Playing Field

Consider a revised quote of works. **The Deputy Clerk met with the tree surgeon for additional work. An email quote for the extra work has been received for Cllrs to agree.**

026/25 CEMETERY**Exclusive Right of Burial Certificates**

Cllrs to sign any Exclusive Right of Burial Certificates received in time of this meeting.

ICCM Summer Journal

Cllrs to received the link to the ICCM Summer Journal and hard copy to be available at the meeting.

027/25 PUBLIC TOILETS AND CAR PARK**Public Toilet Issues****Car Park Issues****028/25 AMENITIES SUB-COMMITTEES AND SUB-GROUPS****Environmental Sub-Group**

The next meeting for the Environmental Sub-Group is Tuesday 29th July.

029/25 OUTSIDE BODIES REPORT**Memorial Hall**

Cllr Turner to provide an update following the meeting of the Trustees that took place on Monday 14th July.

Marden Summer Playscheme

An update on the preparations for the Marden Summer Playscheme which starts on Wednesday 23rd July. **Report sent from the Clerk regarding the plans and preparations.**

030/25 OUTSTANDING ISSUES**Outstanding Issues List**

The list to be circulated to Cllrs prior to the meeting.

031/25 OTHER AMENITIES ISSUES FOR DECISION

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032/25 INVOICES FOR PAYMENT

Invoices due to payment to be submitted to the meeting.

If you have any questions etc that you wish to ask regarding this meeting, please contact the Deputy Clerk on 01622 832305 or email deputyclerk@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 which can be found at: [Council Policies and Procedures - Marden Parish Council - Marden Parish Council, Marden, Tonbridge](#)

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