



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).

## **BRIEFING NOTE FOR FULL COUNCIL MEETING ON 11<sup>TH</sup> NOVEMBER 2025 AT THE ALLENS, ALBION ROAD, MARDEN**

*A minute's silence will be held for Remembrance.*

### **074/25 PRESENT**

### **075/25 APOLOGIES FOR ABSENCE**

Apologies for absence to be received.

Cllrs to inform the Clerk by 5.00pm on 11<sup>th</sup> November if they will not be attending the meeting.

### **076/25 COUNCILLOR INFORMATION**

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

### **077/25 MINUTES OF THE PREVIOUS MEETING**

To receive and accept as a true record the Minutes of the Parish Council meeting held on 14<sup>th</sup> October 2025.

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

### **078/25 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:**

#### **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 079/25 onwards.

### **079/25 CLERK'S REPORT**

To receive and note the Clerk's report.

[In meeting pack.](#)

### **080/25 PARISH MATTERS**

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

Cllrs to receive and note written report from Borough and County Councillors

[Report from Borough Councillors In meeting pack](#)

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

### Crime Figures

Cllr Rabot to provide a report on receive crime figures.

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

### Other Police Matters

[Police Surgery to be held on 17<sup>th</sup> November at Village Club 5pm to 6pm](#)

## **Communication**

### Newsletter

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

## **Marden Flooding**

Cllrs to receive and updates from Southern Water

## **Infrastructure Spend Plan (ISP)**

Cllrs to receive any new requests for inclusion in the ISP

[MPC Infrastructure Spend Plan - Marden Parish Council - Marden Parish Council, Marden, Tonbridge](#)

## **Changing Rooms Refurbishment**

Cllrs to receive any updates on the refurbishment and discuss next steps.

## **Public Conveniences – Solar Panels**

The Clerk to report any updates regarding this project.

## **Allotments**

Cllrs to receive update from Redrow solicitors.

Cllrs to consider next steps for allotment transfer.

## **081/25 COMMITTEE REPORTS**

### **Amenities Committee**

There was no Amenities Committee meeting held in October.

Previous minutes can be viewed at [Amenities Committee Minutes & Agendas - Marden Parish Council - Marden Parish Council, Marden, Tonbridge](#)

### **Planning Committee**

To note the Minutes of Planning Committee meetings held on 28<sup>th</sup> October and 4<sup>th</sup> November which had been previously circulated and available on the Parish Council website.

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

### **Finance Committee**

To note the Minutes of the Finance Committee meetings held on 28<sup>th</sup> October and 4<sup>th</sup> November which had previously been circulated and available on the Parish Council website.

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

### **Conferences/Meetings/Webinars/Other attended**

Those in attendance to update the meeting on the following:

KALC Planning Training – 15<sup>th</sup> October 2025

Community Forum meeting – 16<sup>th</sup> October 2025

Highways Seminar – 22<sup>nd</sup> October 2025

Environmental Sub-Group meeting – 4<sup>th</sup> November

MBC Parish Conference – 10<sup>th</sup> November

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

Memorial Hall meeting – 24<sup>th</sup> November 2025

Community Forum meeting – 27<sup>th</sup> November 2025

MBC Planning Training – 1<sup>st</sup> December 2025

Marden at Christmas – 6<sup>th</sup> December 2025  
Highways Working Group meeting – 9<sup>th</sup> December 2025

### **082/25 CORRESPONDENCE**

The following items and for noting:

Marden Parish Council Office Correspondence Log – October

[Correspondence Log - Marden Parish Council - Marden Parish Council, Marden, Tonbridge](#)

Marden Parish Church Magazine

KALC Newsletter

Clerk/Council publications

### **083/25 FINANCE**

#### **Bank Statements:**

The Clerk to provide details at the meeting.

#### **Payments for Approval**

Invoices for Payment

Invoices due to payment to be submitted to the meeting.

#### **Cllr Allowances**

Cllrs to consider providing parish allowances to elected Cllrs for 2026/27.

#### **Purchase of Laptop**

Cllrs to consider purchase of a new laptop for planning/finance meetings.

### **073/25 HIGHWAYS AND PUBLIC TRANSPORT**

#### **Highways**

Highways Improvement Plan (HIP)

New priority list submitted to Kent Highways.

[MPC Highways Improvement Plan - Marden Parish Council - Marden Parish Council, Marden, Tonbridge](#)

Cllrs to be provided with an update from Kent Highways regarding the priorities for 2025/26

Additional funding for 2026/27

Cllrs to consider additional money to be added to the HIP budget for 2026/27

[To be reported to January Finance Committee meeting.](#)

Fingerposts

To receive quotes for wooden finger post.

[To replace the cast iron fingerpost at Plain Road/Thorn Road junction.](#)

Speedwatch

Cllrs to note dates for future sessions.

Survey

Kent Walking and Cycling Itineraries Survey

[Previously sent via email to Cllrs.](#)

#### **Public Transport**



**DRAFT MINUTES OF THE PARISH COUNCIL MEETING  
HELD ON TUESDAY 14TH OCTOBER 2025 AT THE  
ALLENS, ALBION ROAD, MARDEN COMMENCING AT  
7.30PM**

**063/25 PRESENT**

Cllrs Boswell, Gibson, Griffiths, Newton, Rabot and Summersgill were present. The Clerk, Borough Cllr Couch, one member of the public and two representatives from Redloft were also in attendance.

**064/25 APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Adam, Dobinson, Goda, Tippen and Turner.

County Cllr Black had also given his apologies.

**065/25 COUNCILLOR INFORMATION**

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

Cllr Gibson declared an interest in allotments at item 069/25 and would leave the meeting if item was discussed.

**Changes to Register of Interest**

There were no changes to registers of interest

**Granting of Dispensation**

There were no requests for dispensation.

**066/25 MINUTES OF THE PREVIOUS MEETING**

Cllrs received and accepted as a true record the Minutes of the Parish Council meeting held on 9<sup>th</sup> September 2025. These were duly signed by the Chairman.

**067/25 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING**

Member of the public wished to speak on item 073/25 (Highways: Correspondence). The Chairman proposed, and Cllrs agreed, to move this item to be heard prior to Clerk's report.

Two representatives of Redloft would give a talk to Cllrs on rural exception sites/affordable housing when the meeting was adjourned.

**The meeting was adjourned for the following:**

Redloft:

Redloft is a consultancy firm working in delivering affordable housing and local exception sites and has been appointed by MBC to deliver a local needs housing programme in parishes in the borough.

The project is to find appropriate sites for rural exceptions sites/local needs housing for local people who meet the relevant criteria including having a

local connection, have a housing need or those who have had to move away due to unable to afford normal housing market in the parish.

It was noted that housing surveys had been undertaken in 2005 and 2022 and Marden had received a visit from an MBC officer in 2023 which led to the Howland Road application which has subsequently been refused at appeal.

MPC was asked to consider if there were any other sites in the parish which could be considered and it was raised that the site in Copper Lane would have affordable housing and queried whether this could be local needs housing instead. Redloft would look into this.

It was proposed that the question of sites would be taken to the Planning Committee to ascertain what, if any, land could be considered for this.

Thanks were given to the two representatives and the Clerk would be in contact again once this subject had been discussed further.

7:55pm – Redloft representatives left the meeting.

## **PUBLIC FORUM**

No issues were raised.

## **EXTERNAL VERBAL REPORTS (if in attendance)**

County Councillor Report – not in attendance.

Borough Councillors Report: Borough Cllrs Couch and Summersgill reported on the Council meeting which had been held last night. Cllr Summersgill was no longer Cabinet lead for Climate Transition and Nature Recovery but had been appointed Cabinet lead for Corporate Services.

Cabinet meeting tonight to discuss the Supplementary Planning Documents on on Heathlands and Lidsing Garden Settlements.

Police – not in attendance.

The meeting was reconvened for the remainder of the meeting.

## **073/25 HIGHWAYS**

### Correspondence

*Brought forward as member of the public in attendance.*

The resident was invited to speak to the meeting on the subject of the A262 Action Group.

Cllrs were aware of the A262 from Sissinghurst through Goudhurst towards the A21 especially the corner at St Mary's Church, Goudhurst with the increase in lorry movements in the area.

A number of residents of Goudhurst, Biddenden and Sissinghurst have formed an A262 Action Group and MPC was asked to consider joining this.

The resident pointed out the two main pinch points on B2079 through Marden being Maidstone Road junction with High Street and the Primary Academy.

He was also concerned that lorries were using Plain Road and Thorn Road to get from the A229 at Staplehurst to the A21 via Marden/Goudhurst.

The Chairman proposed, and Cllrs were in agreement, that this be taken to the next meeting of the Highways Working Group and the resident be invited to attend.

Cllr Summersgill sits on the Hunton PC traffic sub-group and would filter some information to MPC's Highways Working Group which may be of some assistance.

The resident was thanked for attending and the Clerk would be in contact when a date had been arranged for the next meeting of the Working Group.

8.10pm Resident left the meeting

### **068/25 CLERK'S REPORT**

Cllrs noted the Clerk's report which highlighted projects/issues being dealt with over the past month. Several of these were already on the agenda for tonight's meeting including allotments, public conveniences solar panels and meetings/training attended.

### **069/25 PARISH MATTERS**

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

Cllrs received and noted the written report from Borough Councillors. County Cllr Black had sent the latest highways newsletters for Cllrs information.

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

##### Crime Figures

Cllr Rabot reported that 21 crimes had been committed in August.

##### Other Police Matters

The Community Police and PCSO would be at the Village Café (Vestry Hall) on 24<sup>th</sup> October along with Golding Homes and several Cllrs. The Clerk would advise on social media and notice boards.

The Chairman was hoping to arrange a further police surgery at the Village Club next month.

#### **Communication**

##### Newsletter

This had been drafted ready for printing on 24<sup>th</sup> October.

#### **Marden Flooding**

No updates had been received from Southern Water.

Cllr Rabot had attended a meeting with Hunton, Yalding and Collier Street parishes earlier today and would provide a report to Cllrs in the next week.

#### **Infrastructure Spend Plan (ISP)**

No additions/amendments had been made.

#### **Changing Rooms Refurbishment**

Cllr Turner was due to speak with the architect but unfortunately no report had been received at time of the meeting. Cllr Griffiths offered to project manage and the Clerk would provide all the relevant paperwork for him and arrange a meeting with Cllr Turner.

#### **Public Conveniences – Solar Panels**

Cllrs reviewed the draft licence from MBC and agreed to continue with the project.

The Clerk was asked to contact the grant providers to ensure that the funding was still available.

Costings had been obtained for the structural work and agreed, in principle, to accept the lower quote. The contractor would be informed once confirmation had been received regarding the funding.

### **Marden Parish Council Policies**

#### **IT & Communications Policy and Accessibility Statement for Website**

In line with the new Assertion 10 of the Audit Regulations the Clerk had drafted a new Accessibility Statement and incorporated the IT Policy into the existing policy for Communications. These had been circulated prior to the meeting and Cllrs agreed to adopt both. These would now be uploaded to the website.

The Clerk informed Cllrs that on agreeing the IT policy meant that they are aware of the content and how it affects emails, social media and use of MPC owned IT equipment. The office staff would be provided with a copy and to sign the original.

### **Allotments**

Cllrs received notification of the modification to the S106 for the allotment site at Highwood Green.

The Allotments Sub-Group had met to discuss the next steps and the Clerk reported that contact had been made with Redrow outlining the work that was required on the allotments prior to transfer but no response had been received. The Clerk was also arranging a meeting with the previous members of the Allotment Society to view the current situation.

Cllrs to receive update from Redrow solicitors.

Cllrs noted but awaited information from Redrow before further discussions could take place.

### **Marden Cemetery**

Cllrs had been circulated the Maidstone Borough Council's draft Hedgerow / Tree Planting Agreement for Marden Cemetery.

Cllrs agreed and this would be signed and returned to MBC. Delivery of plants was due later in the year with planting in January 2026.

### **Kent Association of Local Councils (KALC) Award Scheme**

Cllrs noted the closing date for the nominations of the KALC Award Scheme for 2026 and was asked to provide any nominations to the Clerk by 31<sup>st</sup> December 2025. An item had been placed in the newsletter and any nominations received would be discussed at January's Full Council meeting.

## **070/25 COMMITTEE REPORTS**

### **Amenities Committee**

Cllrs noted the Minutes of the Amenities Committee meeting held on 23<sup>rd</sup> September which had previously been circulated and available on the Parish Council website.

### **Planning Committee**

Cllrs noted the Minutes of Planning Committee meetings held on 30<sup>th</sup> September and 7<sup>th</sup> October which had been previously circulated and available on the Parish Council website.

### **Finance Committee**

There was no Finance Committee meeting held in September.

### **Conferences/Meetings/Webinars/Other attended**

Those in attendance updated the meeting, where relevant, on the following:  
KALC Finance Conference – 12<sup>th</sup> September: Clerk attended

SLCC Excel course – Module 1 webinar – 16<sup>th</sup> September: Admin. Asst attended.

KALC Area Committee Meeting – 29<sup>th</sup> September: Cllr Summersgill attended and minutes had been circulated to Cllrs prior to the meeting.

Meeting with Primary Academy Principal – 22<sup>nd</sup> September: Clerk and Cllr Rabot attended and a verbal report given to the meeting.

Mulberry: Council Finance Essentials – 23<sup>rd</sup> September: Deputy Clerk attended

SLCC Excel course – Module 2 webinar – 25<sup>th</sup> September: Admin Asst attended.

Christmas meeting – 30<sup>th</sup> September: Notes had been circulated and Cllrs were asked of their availability on 6<sup>th</sup> December for Marden at Christmas.

Marden Neighbourhood Plan Steering Group – 30<sup>th</sup> September – reported to Planning Committee.

MBC CIL/S106 training – 30<sup>th</sup> September: Cllr Rabot attended and notes had been circulated to Planning Committee.

PPG – 1<sup>st</sup> October: Cllr Tippen circulated notes to Cllrs.

Mulberry Audit and Transparency Webinar – 2<sup>nd</sup> October. Cllrs had been provided with the powerpoint presentation regarding Assertion 10.

Site meetings – 2<sup>nd</sup> and 3<sup>rd</sup> October: Notes had been circulated.

Allotments Sub-Group meeting – 3<sup>rd</sup> October: discussed above.

Communications Sub-Group meeting – 6<sup>th</sup> October: Notes had been circulated.

Resilience Planning Sub-Group meeting – 6<sup>th</sup> October: Following agreement by Full Council at the September meeting the Chairman and Clerk were working through the items and it was hoped that a desk top exercise be held in February.

Play Scheme Sub-Group meeting – 6<sup>th</sup> October: Cllrs met to discuss fees for 2026 and possible locations.

Highways Working Group meeting – 7<sup>th</sup> October: Cllrs went through the information received from KCC in regard to the Highways Improvement Plan which would be discussed further in the meeting.

Scribe Finance Conference (virtual) – 9<sup>th</sup> October: Clerk attending. Talks on Assertion 10 and Procurement.

Cemetery Sub-Committee meeting – 9<sup>th</sup> October: Notes previously circulated to Cllrs.

Kent Highways/EA meeting – 14<sup>th</sup> October: Cllr Rabot attended. Notes will be circulated.

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

KALC Planning Training – 15<sup>th</sup> October 2025

Highways Seminar – 22<sup>nd</sup> October 2025

Environmental Sub-Group meeting – 4<sup>th</sup> November

MBC Parish Conference – 10<sup>th</sup> November

#### **071/25 CORRESPONDENCE**

The following items were made available for noting:

Marden Parish Council Office Correspondence Log – September

Marden Parish Church Magazine

KALC Newsletter

Clerk/Council publications

**072/25 FINANCE****Bank Statements:**Revenue Accounts:

Nat West: £40,148.73

Unity Trust: £146,108.55 (this included £73,577.31 which had been transferred from Santander).

Capital:

Santander: Account closed as at 30<sup>th</sup> September 2025.

Cllrs noted that the Santander account (Capital) had now been closed with money currently transferred to MPC's account with Unity. The Clerk would provide a report to take to Finance Committee meeting to propose capital monies to be transferred to the new CCLA account.

**Payments for Approval**Invoices for Payment

The following invoices were submitted to the meeting:

October salaries/HMRC payment (Budget codes 4000/4002) - £10,361.85

*The Clerk's salary was authorised by Cllrs Rabot and Tippen on 8/10/25*

Castle Water – Changing Rooms water (Budget Code 4225) - £7.64

Castle Water – Cemetery water (Budget Code 4302) - £11.11

Business Steam – Public Conv. Waste water (Budget Code 4327) - £984.95

KCC – Photocopier charges (Budget Code 4065) - £350.22

Signature Plants – plants for trough (Budget Code 4310) - £92.00

Total: £11,730.95

Cllrs agreed payments and Cllrs Gibson and Newton would authorise on Unity.

**Annual Governance and Accountability Return (AGAR) 2024/25**

Cllrs received and minuted receipt of the AGAR for 2024/25. This had been placed on the website and notice boards.

Cllrs noted the comment raised in Mazars letter for “Minor Scope for Improvement in 2025/26”. This entailed using Mazars template for bank reconciliations rather than the one produced by the software package used for MPC accounts. The Clerk reported that this would be noted and undertaken in the 2025/26 Audit.

**073/25 HIGHWAYS AND PUBLIC TRANSPORT****Highways**Highways Improvement Plan (HIP)

New priority list had been submitted to Kent Highways following which a site meeting was held on 8<sup>th</sup> September with Kent Highways representative. A response on Marden's HIP was received and discussed at the Highways Working Group meeting on 7<sup>th</sup> October.

Cllrs had been provided an update on this which was reported to Cllrs and the Clerk would response to Kent Highways accordingly.

Fingerposts

Cllrs agreed for the Clerk to obtain quotes for a wooden sign. Once received contact would be made again with Kent Highways regarding removal of existing broken cast iron sign and installation of new one.

Speedwatch

Cllrs noted the next session would be held on Friday 17<sup>th</sup> October.

Correspondence

Moved to start of meeting.

**Public Transport**

No public transport information to report.

There being no further business the meeting was closed at 9.01pm

Cllr Adrian Rabot

Chairman

Date: 11<sup>th</sup> November 2025

Marden Parish Council, Parish Office, Goudhurst Road, Marden

01622 832305 / 07376 287981 / [clerk@mardenkent-pc.gov.uk](mailto:clerk@mardenkent-pc.gov.uk) / [www.mardenkent-pc.gov.uk](http://www.mardenkent-pc.gov.uk)

# **Clerk's Report – Full Council 11th November 2025**

## **Meetings etc 11<sup>th</sup> November to 9<sup>th</sup> December**

Police Surgery – Village Club @ 5pm on 17<sup>th</sup> November  
Memorial Hall Trustees Meeting @ 4pm on 24<sup>th</sup> November  
Community Forum @ 2pm on 27<sup>th</sup> November  
MBC Planning Training @6pm on 1<sup>st</sup> December  
Internal Audit (Mulberrys) @ 9.30am on 3<sup>rd</sup> December  
Marden at Christmas set up on 5<sup>th</sup> December  
Marden at Christmas on 6<sup>th</sup> December  
Highways Working Group meeting @ 10am on 9<sup>th</sup> December  
Saturdays 9.30am to 10.30am – Rugby Taggers – Southons Field

## **Correspondence Log**

This has been updated with October's correspondence and is available in the meeting pack and on the website.

## **Full Council Action Log**

Action Log updated following October's meeting – available in the meeting pack and on the website. Cllrs to note any outstanding issues assigned to them.

## **Clerk's Outstanding Issues:**

### **Allotments**

Still waiting for a response from Redrow (apparently contact only knew of S106 completion a couple of days before MPC as Redrow legal person had left).  
Arranging a meeting with previous members of allotment association.  
Once transfer has taken place Rachel will work with me on liaising with the allotment association to undertake the lease etc.

### **Christmas**

Licence has been received from Kent Highways and waiting for confirmation of KCC grant funding.  
Cllrs have responded on their availability for 6<sup>th</sup> December and the office is going through the rota to see how Cllrs and staff can be allocated throughout the day.

### **Fingerposts**

Currently obtaining quotes for wooden fingerposts which will be submitted to meeting if received.

### **Single/Double Yellow Lines**

Installed in Goudhurst Road and Albion Road. However, there are some gaps where vehicles had been parked when the lines were painted – being chased up with Kent Highways.

### **Changing Rooms**

Working with Cllrs Griffiths and Turner to move this forward.

### **Public Conveniences – Solar Panels**

Finalising paperwork to send with licence to MBC solicitors.  
Confirmation received that both grants can still be used for this project.

Once legal paperwork has been completed Rachel will take this project to completion under Amenities Committee.

## **MBC Members Report from Cllr Claudine Russell**

**Dated: November 2025**

### **Council**

The budget process will be delayed slightly this year and may be impacted by the fair funding review, we should know more about the detail of this at the end of November. The results of the Lenham and Harrietsham by elections were that MBC now have three Cllrs from Reform. This changes the make up of the council to: Conservatives 13 seats, Lib Dems 12 seats, Green Independent Group 11 seats, Labour 6 seats, Independents 4 seats, Reform 3 seats. The committee seat places have re-jigged as a result of the results but the Green/Lib Dem administration retain control of the council.

We are still some way into pardoning ladies convicted as witches from 1652. There is now a statue, the statue has two male characters and a lady with a pointy hat and a cat. My group are very confused, we thought the point was that they weren't witches. The sculpture by Maidstone East station by the same artist cost £40,000 pre our administration, I complained about that one as it doesn't do anything and don't see why we should be spending this money on a different one when there is much more important work to focus on.

The Gypsy and Traveller DPD consultation has started and input into that would be welcomed.

The LGR process will have the work put forward to central government at the end of the month supported by the business case work that has been done. There was an initial public consultation run by Canterbury and most responders were from Maidstone, other areas had very few.

As always, if you need my help, please do not hesitate to email me at  
[claudinerussell@maidstone.gov.uk](mailto:claudinerussell@maidstone.gov.uk)

## Report of October 2025, for Marden & Yalding Ward Parishes –

After the busy, but ‘purdah’ month of September, this month has been another busy one for the main business of the Borough Council, including a special meeting to approve documents for two of the ‘garden community’ proposals in Lidsing and Lenham Heath. Plus there was a delayed Council meeting on 13<sup>th</sup>, to deal with the North Downs election results; this meant that we had to slightly re-organise Committees to accommodate the three new ReformUK councillors. In conjunction, Mike has relinquished his Climate & Nature post within Cabinet, and taken on the Corporate Strategy post from a former Independent Councillor, so is now busily involved in understanding Finance matters!

At the Cabinet meeting on 22<sup>nd</sup>, various items were debated, including the first steps towards the next Local Plan, a ‘Pump Track’ and next stage in the Gypsy & Travellers’ planning documentation. Moves towards LGR (local government reorganisation) continue, albeit nothing concrete emerges!

As well as his Planning Committee duties, Mike has recently been appointed as the MBC’s Assistant representative on Rochester Bridge Trust, one that will extend beyond the purported end of Council. Joining two chartered civil engineers on the Board, including the Bridge Clerk, is a great opportunity.

In wider ‘community’ terms, the pop-up Eco-Hub was an interesting idea, and it allowed visitors to view the new Arts Hub on Gabriels Hill, where there is also a Tony Hart centenary exhibition & celebration (open until 8<sup>th</sup> November). The Remembrance Sunday parade in town is on Sunday 9<sup>th</sup> November, and the Christmas Lights switch on is Thursday 20<sup>th</sup> November at 5-7pm in Jubilee Square. Please check for other social events on: <https://www.visitmaidstone.com/whats-on>

### Parish Matters –

**Collier Street** – Nothing to report, except email communications about the Play Area equipment.

**Hunton** – A quiet month with no PC meeting, but much mail about highways concerns and PlanAps.

**Marden** – Attended the medical centre as parking supervisor for the Flu Clinic, and the Community Café with MBC staff and Police. A couple of SpeedWatch stints, and reported a blocked footpath.

**Nettlestead** – Attended the Joint Transport Board meeting at Town Hall on 15<sup>th</sup>, to witness a formal presentation of the Petition for the new Crossing, alongside Parish Councillors and Ward Member.

**Yalding**. Have reviewed another application in a serial submission about housing on Vicarage Road.

Borough Councillors Grace Couch & Mike Summersgill – 30<sup>th</sup> October 2025

Emails: [michaelsummersgill@maidstone.gov.uk](mailto:michaelsummersgill@maidstone.gov.uk), [gracecouch@maidstone.gov.uk](mailto:gracecouch@maidstone.gov.uk)

**Full Council Meetings Action Log  
2023/2024**

<b>Action No.</b>	<b>Minute No.</b>	<b>Date of Meeting</b>	<b>Minute Action</b>	<b>Allocated to</b>	<b>To Do</b>	<b>Date completed</b>
A18	138/24	13th February 2024	Risk Assessments - review format (see A109)	Clerk	ONGOING: Continuing to be updated.	
A27	153/24		Review faint yellow lines in village	Clrs	ONGOING: To report to the Clerk	

2024/2025

Full Council Meetings Action Log

Action No.	Minute No.	Date of Meeting	Minute Action	Allocated to	To Do	Date completed
A37	024/24	9th July 2024	Cllrs and office staff to undertake Carbon Literacy Training	All	Look at SLCC training	
A105	125/25	10th December 2024	Update Word documents to meet new Accessibility regulations	Ali	ONGOING	
A109	136/25(F)	11th March 2025	Update Risk Assessments and upload to website	Ali	ONGOING	
A111	137/25(D)(e)		Trial Sharepoint with a few Cllrs	Ali/Rachel		
A113	138/25(B)(f)		Prepare file with parish assets (devolution)	Ali	ONGOING	
A114	139(C)(a/b)		Set up bank mandates for Cllrs Dobinson, Goda and Griffiths	Ali	Unity/Nat West Chasing banks for update	UNITY COMPLETED
A117	148/25(D)		Chase Southern Water	Ali	Chased April - September Mike Russell is now contact	
A119	148/25(H)		Review format of APM	Clerk/Cllrs	Cllrs discussed via email - take to November Full Council	

2025/26

Full Council Meetings Action Log

Action No.	Minute No.	Date of Meeting	Minute Action	Allocated to	To Do	Date completed
A126	012/25	13th May 2025	Finalise Byelaws paperwork	Ali/Cllrs Adam and Newton	Waiting for response from Cllrs Adam and Newton - once received submit to Secretary of State	
A137	024/25	10th June 2025	Chairman's Board to be updated	Admin Assistant	Obtain further quotes from other companies	
A143	035/25	8th July 2025	Review email regarding planning condition for changing rooms application	Cllr Turner	Ask for condition to be withdrawn	
A150	046/25	12th August 2025	Write to Southern Water regarding the new pipework system at Bewl Water / flood risk assessment	Ali	Emailed Mike Russell 9/9/25	
A157	058/25	9th September 2025	Cllrs to discuss structure of meeting with Katie Lam MP on 16th January 2026	All Cllrs	To be added to January FC agenda	
A161		14th October	Add Local Needs Housing to next full Planning Committee agenda to discuss options/sites etc	Ali / Planning Committee	18th November meeting	
A164	069/25		Public Conv. Solar panels - agree draft licence and send to MBC.	Ali	Finalising paperwork to send to MBC solicitors.	
A168	069/25		Arrange meeting with Allotment Society	Ali / Cllr Rabot		
A171	074/25		Obtain quotes for wooden fingerposts	Ali / Admin Asst		