



**DRAFT MINUTES OF THE PARISH COUNCIL MEETING**  
**HELD ON TUESDAY 13TH JANUARY 2026 AT THE**  
**ALLENS, ALBION ROAD, MARDEN COMMENCING AT**  
**7.30PM**

Marden Parish Council operates under General Power of Competence since adopted on 7<sup>th</sup> May 2024. Minute Reference 012/24.

**097/25 PRESENT**

Cllrs Adam, Boswell, Dobinson, Gibson, Griffiths, Newton, Rabot (in the chair), Summersgill, Tippen and Turner were in attendance. The Clerk and Borough Cllrs Couch and Russell were also present.

**098/25 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Goda.

**099/25 COUNCILLOR INFORMATION**

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

There were no declarations of interest

**Changes to Register of Interest**

There were no changes to Cllrs registers of interest

**Granting of Dispensation**

There were no requests for dispensation.

**100/25 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> December 2025. The Chairman duly signed the minutes as a true record.

**101/25 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING**

No members of the public were in attendance.

The meeting was adjourned for the following:

**PUBLIC FORUM**

No members of the public in attendance.

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

County Councillor Report – not in attendance.

Borough Councillors Report – written reports had been sent in.

Landscape Character Assessment consultation has been extended to 20<sup>th</sup> January.

Other MBC consultations currently running are Violence Against Women and Girls Youth Survey and Violence Against Women and Girls (closing date for both 25<sup>th</sup> January).

The Clerk was asked to publicise these on social media.

Police – not in attendance

The meeting was reconvened to discuss item 102/25 onwards.

## **102/25 CLERK'S REPORT**

To receive and note the Clerk's report which included meetings for the next month and updates on outstanding issues.

19:37 Cllr Turner arrived at the meeting.

## **103/25 PARISH MATTERS**

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

Cllrs received and noted the written reports from Borough Councillors

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

#### Crime Figures

Cllr Rabot provided a report on recent crime figures.

#### Other Police Matters

Police Surgery – arranged for Wednesday 4<sup>th</sup> February 2026 at Marden Village Club from 5pm to 6pm. This would be advertised on social media and notice boards.

19:41 Cllr Summersgill arrived at the meeting.

### **Communication**

#### Newsletter

Cllr Boswell was currently drafting the Spring edition.

### **Marden Flooding**

Flood alerts had been received last week for the Rivers Teise and Beult. Plain Road was badly affected.

Cllr Summersgill was asked to take to the Upper Medway Internal Drainage Board the issues at Plain Road.

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

No new requests had been received for consideration for inclusion into this document. However, Cllr Tippen asked Cllrs to consider adding hard surfaced pathways on Windsor Meadow from the PROW footbridge.

### **Changing Rooms Refurbishment**

Cllr Griffiths reported that the current changing rooms was on a standard concrete foundation and photos had been sent to the architect. Building Regulations are due to be submitted following the architect finalising the technical drawings. Tenders would then be requested and placed on Government's Contract Finder.

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

Cllrs received information from solicitors in regard to a question raised at the previous meeting. This had been answered and Cllrs were happy with the response. The Clerk had contacted three more companies for quotes and these would be submitted to Amenities Committee to discuss.

### **Allotments**

Although the Clerk had chased Redrow again there was no update received.

### **Marden PC IT Policy**

The Clerk had raised a couple of points on this document which need clarifying with other MP policies. Therefore Cllrs agreed to pass to the next Communications Sub-Group meeting to go through the policy and make recommendations.

### **Resilience Planning Sub-Group**

Due to the water shortages in Marden and surrounding areas today the Clerk had been at Staplehurst assisting with the water station and handing out water supplies to all residents.

Cllrs had received a report from Cllr Rabot on the Cluster Parish Resilience Group workshop held in December and Cllrs agreed to work together with Staplehurst Emergency Help Team regarding volunteers, obtaining resources and discussions about best practice.

Once the current water issue had been resolved a meeting would be arranged.

Cllrs also requested that MPC's Resilience Plan be viewed to ensure that incidents like this week's water outage were included.

A desk top exercise was due to take place over the next couple of months.

### **Asset Transfer Working Group**

A brief update from the meeting held on 12<sup>th</sup> January was given and the Clerk would send the notes and spreadsheet from this meeting.

The next step would be the Working Group to visit assets to ensure they are in the right location on the maps and then look at costings/risks involved before submitting a further report on the proposed way forward.

### **KALC Community Award 2026**

Cllrs considered the nominees for this year's award which the Clerk had circulated prior to the meeting. As this was confidential until the award was presented only number (1) and (2) would be used for voting purposes. All Cllrs were given the opportunity to read through the nominations again following which the Chairman put to the vote.

This was undertaken by a show of hands as follows:

Nomination 1: 2 votes

Nomination 2: 8 votes

The Clerk would work with Cllr Tippen to put the wording together to be submitted to KALC for the certificate to be made ready for presentation.

### **Meeting with Katie Lam MP**

The meeting was now arranged for 9am on 30<sup>th</sup> January. A visit to the primary academy would be made prior to attending the parish office. Cllr Rabot agreed to draft an introduction which would be circulated to all Cllrs to provide questions to be raised.

20.31 Borough Cllr Couch left the meeting

### **Meet the Cllrs**

The next Meet The Cllrs was arranged for Saturday 31<sup>st</sup> January 2026 11am to 12noon – Cllr Rabot and the Clerk would attend.

Future (bi-monthly) dates to be circulated to Cllrs for volunteers to attend.

The Clerk hoped to be able to attend majority of the sessions along with one Cllr.

### **Marden Neighbourhood Plan – Regulation 14 Consultation**

Cllrs noted the consultation period agreed at Planning Committee meeting and date of open morning (7<sup>th</sup> March). The six week consultation period would run from 2<sup>nd</sup> March to 10<sup>th</sup> April.

Cllrs discussed other items to be included for open morning and Cllr Tippen had arranged with SECAM to attend to undertake defib/CPR awareness. It was also suggested to have stands for Resilience Planning ; volunteering ; Speedwatch. If Cllrs had any other suggestions they were to let the Clerk know.

### **Byelaws**

Cllrs confirmed documentation was complete and the Clerk would now submit the application.

### **Full Council Action Log**

Cllrs noted the action log for Full Council.

## **104/25 COMMITTEE REPORTS**

### **Amenities Committee**

No meeting had been held in December. Previous minutes can be found on the website.

### **Planning Committee**

Cllrs noted the Minutes of Planning Committee meeting held on 16<sup>th</sup> December and 6<sup>th</sup> January which had been previously circulated and available on the Parish Council website.

### **Finance Committee**

No Finance Committee meeting was held in December. Previous minutes can be found on the website.

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

Those in attendance updated the meeting on the following:

Meeting with South Eastern – 9<sup>th</sup> January – to be discussed at item 107/25  
Asset Transfer Working Group – 12<sup>th</sup> January – discussed at item 103/25

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

Memorial Hall Trustees meeting – 19<sup>th</sup> January

Community Forum – 22<sup>nd</sup> January

KALC Area Committee meeting – 26<sup>th</sup> January

Visit from Katie Lam – 30<sup>th</sup> January

Meet the Councillors – 31<sup>st</sup> January

Police Surgery – 4<sup>th</sup> February

Village Events Sub-Group meeting – 12<sup>th</sup> February

Communications Sub-Group meeting – 12<sup>th</sup> February

Environmental Sub-Group meeting – 17<sup>th</sup> February

## **105/25 CORRESPONDENCE**

Cllrs noted the following items:

Marden Parish Council Office Correspondence Log – December

Marden Parish Church Magazine

KALC Newsletter

Clerk/Council publications

## 106/25 FINANCE

### **Bank Statements:**

Unfortunately as the Clerk had been at the Staplehurst water station all day the up to date bank statement figures were not available. These would be presented to the Finance Committee meeting next week.

### **Payments for Approval**

#### Invoices for Payment

As above. Any outstanding invoices for payment would be put before the Finance Committee.

### **Nat West Bank Mandate**

Cllrs gave approval for the Clerk to update the Nat West Bank mandate for amendments/additions as the previous application had not been actioned.

### **Internal Audit**

Cllrs had received the interim internal audit report and notes from Clerk. These were noted and acknowledged. Any recommendations would be actioned by the Clerk and reported back to Council.

## 107/25 HIGHWAYS AND PUBLIC TRANSPORT

### **Highways**

#### Highways Improvement Plan (HIP)

Nothing to add as no Working Group meeting had been held.

#### Other Highways Issues

Cllrs received an answer to the previous meeting query regarding Sheephurst Lane river bridge repairs. Cllr Adam would draft a response which would be circulated to Cllrs prior to sending back to Kent Highways.

#### Speedwatch

Dates would be published shortly.

### **Public Transport**

Meeting with Southeastern – Cllrs received the notes of the meeting held on 9<sup>th</sup> January. These had been sent to the Southeastern representative and hopefully answers would be received in the next couple of months.

There being no further business the meeting was closed at 20.53pm

Cllr Adrian Rabot

Chairman

Date: 10<sup>th</sup> February 2026

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