



## **MINUTES OF THE FULL COUNCIL MEETING HELD ON TUESDAY 14TH JANUARY 2025 AT THE ALLENS, ALBION ROAD, MARDEN COMMENCING AT 7.30PM**

Prior to the start of the meeting the Chairman informed Cllrs that Cllr Paul Dobinson had resigned and a casual vacancy was currently being advertised.

### **093/25 PRESENT**

Cllrs Adam, Boswell, Gibson, Newton (arrived late), Rabot, Summersgill and Tippen (in the chair) were present. The Clerk was also in attendance.

### **094/25 APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Goda and Turner. Borough Cllrs Couch and Russell had also sent their apologies.

### **095/25 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

### **096/25 MINUTES OF THE PREVIOUS MEETING**

Cllrs received, and accepted as a true record, the Minutes of the Parish Council meeting held on 10th December 2024. These were duly signed by the Chairman.

### **097/25 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**

There were no members of the public in attendance.

#### **EXTERNAL REPORTS - VERBAL**

##### **County Councillor Report**

Not in attendance.

##### **Borough Councillors Report**

Borough Cllr Summersgill had submitted a report which had been circulated but provided a brief verbal update to inform Cllrs that the Reed Court planning application (Chicken Farm) would not be heard at the February MBC Planning Committee.

The meeting was reconvened to discuss item 098/25 onwards.

**098/25 CO-OPTION OF COUNCILLOR**

Although one application had been received the Clerk was getting advice from Maidstone Borough Council in regard to the applicant meeting the criteria of being a Cllr. If all received back with no issues the item would be deferred until February Full Council meeting.

**099/25 CLERK'S REPORT**

The Clerk had circulated her monthly report with details of outstanding issues.

**100/25 PARISH MATTERS****Written Reports received from MBC and KCC**

Written reports from Borough Cllrs were circulated to Cllrs prior to the meeting.

**Police Update**Crime Figures

28 crimes reported in Marden for November and Cllr Rabot gave a breakdown of these. Crime Figures can be found on the Kent Police website.

19.38 *Cllr Newton arrived at the meeting.*

Other Police Issues

The Chairman was sourcing a venue which could possibly be used for police surgeries.

**Communication**Newsletter

Cllr Boswell had contacted village organisations for reports and the final draft would be with the Deputy Clerk for editing within the timescale.

**Marden Flooding/Water**

Cllrs discussed the recent flooding, especially Maynards manhole, and work undertaken by Southern Water.

It was understood that flow monitors were meant to have been installed to keep a check on the levels at Roughlands pumping station which would give Southern Water indications as to when to send out tankers but this did not seem to be happening following the recent heavy rainfall. Cllrs requested the Clerk to write to Southern Water regarding this and to ask what work had been undertaken.

**Marden Changing Room**

A few Cllrs met informally to discuss the architect's most recent email and proposed to Full Council to accept the architect submitting application for planning permission and to draw up a specification to obtain quotes for the work. Additional fee of £750 (plus minor expenses) for this work was agreed by Cllrs.

**Cemetery**Exclusive Right of Burial Certificates

There were no Exclusive Rights of Burial Certificates to sign.

**KALC Community Award Scheme 2025**

Nominations had been circulated to Cllrs confidentially prior to the meeting. Cllrs voted and agreed on a recipient for this year which would be presented at the Annual Parish Meeting in April. The Clerk and Chairman would draft the wording and send to KALC for the certificate to be produced.

### **Public Conveniences Solar Panel Project**

Cllrs considered information received from MBC regarding the licence fee of £1,250 to undertake the installation of solar panels and to appoint the contractor to install the solar panels.

Cllrs agreed to cover the additional costs incurred. Cllrs Summersgill proposed, and all in attendance agreed, to have the structural survey undertaken along with the Clerk contacting the solar panel companies for an updated quote.

### **Playing Field CCTV**

The draft licence/contract had been received from Golding Homes regarding electricity supply for CCTV which had been circulated to Cllrs prior to the meeting. Cllrs were in agreement to accept the licence and the Clerk would contact Golding Homes and CCTV contractor to proceed.

### **Parish Council Policies**

Cllrs considered and approved the new policies for Sexual Harassment and Leave. These would now be incorporated into the Employees Handbook.

## **101/25 COMMITTEE REPORTS**

### **Amenities Committee**

There was no Amenities Committee meeting held in December.

### **Planning Committee**

Cllrs noted the Minutes of Planning Committee meeting held on 17th December and available on the Parish Council website.

### **Planning Application**

The following application was due to go to MBC Planning Committee on 16th January.

24/503556/PSINF – Marden Primary School, Goudhurst Road, Marden  
Construction of a new single storey school building (four classrooms, dining hall, kitchen and staff room) hard surfacing play area, provision of 11 additional car parking spaces, retrospective stationing of two storey temporary classrooms and demolition of dining hall building.

Cllrs considered the officer's report and Cllrs are satisfied that MBC had viewed MPC's response seriously and had taken on board several of the points raised. Therefore, as MPC had not requested this application go to Committee it was proposed that Cllrs would not attend the meeting.

### **Finance Committee**

There was no Finance Committee meeting held in December.

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

Those in attendance to update the meeting on the following:

Police Independent Advisory Group – 10th December. Unfortunately, it was not very well attended but was early stages to ascertain the way forward.

Patient Participation Group Meeting – 12th December. Cllr Tippen gave a brief update on the meeting.

HR Sub-Committee – 6th January – draft minutes had been circulated.

Employment Law Webinar – 8th January – notes circulated

Marden Neighbourhood Plan – 11th January. Document is nearing final draft stage ready for the open day/consultation on 22<sup>nd</sup> March 2024.

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

Environmental Workshop (office staff) – 16th January

Memorial Hall Trustees meeting – 20th January

Website Publishing Webinar – 30th January  
 Communications Meeting – 3<sup>rd</sup> February  
 Website Accessibility Webinar – 5th February  
 Website Tips Webinar – 12th February  
 Resilience Planning meeting – to be arranged  
 Community Assets meeting – to be arranged

## 102/25 CORRESPONDENCE

### **MPC Correspondence Log**

Cllrs received, and noted, the office correspondence log for December

### **Other Correspondence for Noting**

Marden Parish Church Magazine

KALC Newsletter

The Clerk magazine

### **Other Correspondence for Decision**

KCC – Proposed Changes to Wellbeing Services in the Community

Consultation

Closing date 27th January 2025.

Cllrs noted the consultation but did not wish to comment.

Highways and Transport Survey 2024/2025

Cllrs were delegated the following to answer on behalf of the Parish Council by the closing date of 28th February 2025:

Accessibility – Cllr Newton

Highways Maintenance – Cllr Tippen

Public Transport – Cllr Adam

Road Safety – Cllr Summersgill

Walking/Cycling – Cllr Rabot

It was agreed that Tackling Congestion was more a town centre concern rather than parish so no response would be sent back on this section.

## 103/25 FINANCE

### **(A) Bank Statements:**

The following was held by Marden Parish Council on 14<sup>th</sup> January 2025:

Revenue Accounts

Nat West: £18,384.02

Unity: £55,076.08

Capital Account

Santander: £72,773.36

### **(B) Payments for Approval**

The following invoices were submitted to Cllrs for agreement:

Marden Memorial Hall – Office rent, refuse and hall hire - £663.00

Stanleys Garage – fuel and batteries - £80.06

Gala Lights – purchase of one set of lights, installation and storage - £5,352.00

Cloudy IT – monthly IT support - £249.60

Purchase Power – postage - £453.09

Castle Water – public conv. Water supply - £25.31

Castle Water – cemetery water supply - £13.22

Castle Water – changing rooms water supply - £7.51

HMRC – January PAYE/NIC - £1,943.92

Cllrs agreed payments and Cllrs Adam and Rabot would authorise on Unity. January salaries of £6,870.46 was agreed at the HR Sub-Committee meeting on 6<sup>th</sup> January and authorised by Cllrs Rabot and Tippen.

## **104/25 HIGHWAYS AND PUBLIC TRANSPORT**

### **Highways**

#### **Highways Improvement Plan**

Councillors considered the following information which had been received from Kent Highways:

#### Single Yellow Line proposals in Goudhurst Road and Double Yellow Lines in Albion Road

There were a couple of discrepancies with the response and the Clerk had contacted Kent Highways for an updated design. Once this had been received it would be presented to the next Full Council meeting.

#### Design proposal for junction of Pattenden Lane and West End

Although Cllrs agreed in principle with the design they wished to see the footway by Little Eden widened slightly to allow for the safety of pedestrians and to reduce the speed of traffic exiting at this junction.

#### Other Highways Issues

Cllr Adam raised concern over the fading of a high number of white road markings and some not being reinstated when utility works had taken place. Several areas along with the zebra crossings were highlighted to the Clerk who was asked to report to Kent Highways.

### **Public Transport**

The Clerk had received an email in response to a meeting date with South Eastern. Unfortunately, the contact was leaving the company, although moving to Network Rail, but had provided a new contact which the Clerk would email to arrange a date in March.

There being no further business the meeting was closed at 8.44pm

Cllr Kate Tippen, Chairman

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

Marden Parish Council, Parish Office, Goudhurst Road, Marden

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