



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.

BRIEFING NOTE

For the meeting of Marden Parish Council to be held on Tuesday 10th September 2024 at 7.30pm at The Allens, Albion Road, Marden, Kent.

041/24 PRESENT

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

042/24 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.

043/24 COUNCILLOR INFORMATION

Declaration of Pecuniary and Non-Pecuniary Interests

Changes to Register of Interest

Granting of Dispensation

044/24 MINUTES OF THE PREVIOUS MEETING

To receive and accept as a true record the Minutes of the Parish Council meeting held on 13th August 2024. [Pages 4 to 7 of Meeting Papers Pack.](#)

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

045/24 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 items:

PUBLIC FORUM

Members of the public will be given the opportunity to raise any issue under this item.

EXTERNAL REPORTS - VERBAL

County Councillor Report

Borough Councillors Report

Police Report

The meeting to be reconvened to discuss item 046/24 onwards.

046/24 CLERK'S REPORT

To receive and note the Clerk's report.

[Contained in the meeting papers pack page 8.](#)

047/24 PARISH MATTERS

Written Reports received from MBC and KCC [contacted in meeting papers pack page 9](#)

Police Update

Crime Figures

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

Other Police Issues

Communication

Newsletter

[Due to go to print 25th October for delivery w/c 4th November.](#)

Marden Flooding/Water

Cllrs to receive response from Southern Water in regard to letter sent 11th March 2024 – [copy letter with response in meeting papers pack pages 10-11](#).

Cllrs to receive email from Upper Medway Internal Drainage Board – [copy of email in meeting papers pack pages 12-14](#).

Cllrs to note works at Marden Playing Field – Cllr Turner to update meeting. [Email from Southern Water in meeting papers page 15-17](#).

CemeteryExclusive Right of Burial Certificates

Exclusive Rights of Burial certificates to be signed by Cllrs

MPC Byelaws

Cllrs to discuss next step of Open Space Byelaws

[Local government legislation: byelaws - GOV.UK \(www.gov.uk\)](#)

Draft byelaws had been ratified at the last meeting. Cllrs to agree next steps. [Email detailing next steps in meeting papers pack pages 18-19](#)

Local Council Award Scheme – Quality Gold

Cllrs to receive notification of award of Quality Gold status. The Clerk had forwarded email from NALC regarding MPC being awarded Quality Gold Status. Cllrs to discuss whether the certificate to be awarded to MPC by a member of KALC (or other body).

[Local Council Award Scheme - Marden Parish Council - Marden Parish Council, Marden, Tonbridge \(mardenkent-pc.gov.uk\)](#)

Rookery Path

Cllrs to receive and discuss correspondence regarding transfer of part of Rookery Path. [Papers circulated to Cllrs confidentially due to names/details of owner and family](#).

Planning Appeal

The following item will be discussed if deferred from Planning Committee meeting of 3rd September 2024.

[3/504068/OUT PINS reference: APP/U2235/W/24/3346817 – Land East of Albion Road and North of Copper Lane, Marden](#)

Outline application with some matters reserved (access only sought) for the removal of 2 former agricultural sheds and erection of up to 117no. dwellings and associated infrastructure including partial footways on Albion Road.

[Notes from the Planning Committee meeting will be circulated if response requires further discussion at Full Council.](#)

048/24 COMMITTEE REPORTS**Amenities Committee**

No Amenities Committee meeting was held in August.

Planning Committee

Cllrs to note the Minutes of Planning Committee meeting held on 20th August and 3rd September would be available following the Planning meeting and available on the Parish Council website.

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

Finance Committee

No Finance Committee meeting was held in August.

Conferences/Meetings/Webinars attended

Those in attendance to update the meeting on the following:

Microsoft Forms webinar – 22nd August 2024 [Deputy Clerk attended](#)

Events Sub-Group – 29th August [Events Sub-Group Cllrs attended – notes circulated in meeting paper pack pages 20-21](#).

Microsoft Teams Meeting with MBC for Neighbourhood Plan Review – 30th August 2024 [reported to Planning Committee on 3rd September – notes in meeting papers pack pages 22-23](#)
Environmental Sub-Group Meeting – 3rd September [Environmental Sub-Group members attended – update to be provided at Amenities Committee meeting](#).

Conferences/Meetings/Webinars/Events forthcoming

Ward Cluster Meeting – 10th September
 Community Forum – 12th September
 Memorial Staking/Making Safe – 13th September
 Borough Cllr Meeting – 16th September
 Memorial Hall Meeting – 16th September
 KALC Finance Conference – 17th September
 Cemetery Sub-Committee meeting – 19th September
 Making Space for Nature – 26th September
 PPG Meeting – 26th September
 Cloudy IT/Microsoft 365 Training – 30th September
 Nature Prescribing Meeting – 1st October
 Parish Councils Environmental Network Meeting – 2nd October

049/24 CORRESPONDENCE

MPC Correspondence Log

Cllrs to receive office correspondence log for August

[Correspondence Log - Marden Parish Council - Marden Parish Council, Marden, Tonbridge \(mardenkent-pc.gov.uk\)](https://www.mardenkent-pc.gov.uk)

Cllrs to receive the following correspondence:

Marden Parish Church Magazine

September edition for information

KALC Newsletter

September edition – previously circulated to Cllrs

KCC Consultation – Local Transport Plan

[Local Transport Plan 5 - Striking the Balance | Let's talk Kent](#) – closing date 8th October 2024

050/24 FINANCE

(A) Bank Statements:

The Clerk to provide details at the meeting.

(B) AGAR – Completion of Audit

Cllrs to note conclusion of audit from Mazars and confirm inspection period to end 8th October.

Notice of Conclusion of Audit and Mazars report has been uploaded to MPC website: [2023-2024 Audit Papers - Marden Parish Council - Marden Parish Council, Marden, Tonbridge \(mardenkent-pc.gov.uk\)](https://www.mardenkent-pc.gov.uk) and placed on notice boards. Details in meeting papers pack pages 24-30

(C) Notice Board Grant

Cllrs to receive grant information from MBC and discuss budget and purchasing.

Information previously circulated to Cllrs for provision of notice board at Marden Playing Field. MBC has agreed to donate a percentage – Cllrs to discuss/agree funding the remainder. Email in meeting papers pack page 31

(D) Unity/Nat West Bank Accounts

Cllrs to agree adding Cllr Dobinson to the mandates for Unity and Nat West

(E) Payments for Approval

Electronic Payments

Invoices due to payment to be submitted to the meeting.

051/24 HIGHWAYS AND PUBLIC TRANSPORT

Highways

Highways Improvement Plan

Cllrs to note update on Highways Improvement Plan

[MPC Highways Improvement Plan - Marden Parish Council - Marden Parish Council, Marden, Tonbridge \(mardenkent-pc.gov.uk\)](https://www.mardenkent-pc.gov.uk)

Other Highways Issues

Details on the following in the meeting papers pack pages 32-33.

Email received from resident regarding speeding in Pattenden Lane

Details of damage to village gateway in Howland Road

Public Transport

Tuesday 3rd September 2024

Parish Office, Goudhurst Road, Marden

01622 832305 / 07376 287981

clerk@mardenkent-pc.gov.uk / www.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 [Microsoft Word - Public Participation Policy March 2024 \(mardenkent-pc.gov.uk\)](#).