



DRAFT MINUTES OF THE FULL COUNCIL MEETING HELD ON TUESDAY 11TH MARCH 2025 AT THE ALLENS, ALBION ROAD, MARDEN COMMENCING AT 7.30PM

129/25 PRESENT

Cllrs Adam, Boswell, Gibson, Newton, Summersgill and Tippen (in the Chair) were present. The Clerk and Borough Councillor Russell were also in attendance.

130/25 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Dobinson, Goda and Rabot. Borough Cllr Couch also gave her apologies.

Not in attendance: Cllr Turner

131/25 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.

132/25 MINUTES OF THE PREVIOUS MEETING

Cllrs received, and accepted, as a true record the Minutes of the Parish Council meeting held on 11th February 2025. The minutes were duly signed by the Chairman.

133/25 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

No members of the public in attendance.

EXTERNAL REPORTS - VERBAL

- a) County Councillor Report: Not in attendance.
- b) Borough Councillors Report: All MBC meetings in April are to be cancelled other than the Overview & Scrutiny and Planning Committees.

The meeting was reconvened to discuss item 134/25 onwards.

134/25 CO-OPTION OF COUNCILLOR

Standard item on Agenda until vacancy filled but no applications have currently been received.

135/25 CLERK'S REPORT

Cllrs received and noted the Clerk's report which included updates of work carried out over the past month and updates on projects/issues outstanding.

136/25 PARISH MATTERS**(A) Written Reports received from MBC and KCC**

Written reports had been received from Borough Councillors.

(B) Police UpdateCrime Figures

Cllr Rabot had provided an update on crime figures from December (based on Kent Police website) to the Chairman which was read out.

Other Police Issues

Police Surgery was due to be held at The Village Club on 20th March from 10.00am to 12noon.

(C) CommunicationNewsletter

These had now been received back from printers and should be delivered to all households by the meeting.

(D) Marden Flooding/Water

No update received at the time of the meeting.

(E) Marden Changing Room

Cllrs received and noted the further email from architect. The planning application was due to be submitted this month.

(F) Parish Council Documents

The following documents had been discussed and agreed at relevant Council/Committee meetings and were ratified by Full Council:

- a) Policies for Council, Amenities, Finance, GDPR, HR and Planning
- b) Risk Assessments for all Parish Council work/events etc
- c) Standing Orders
- d) Terms of Reference for Council and Committees

The Clerk would upload the agreed versions of (a) to (d) onto the website.

- e) Accessibility Statement for the website – this would be deferred until the next meeting as the Clerk was confirming the correct wording to be included.

(G) Open Morning – Saturday 22nd March 2025

Cllrs were asked to inform the Clerk of who was able to attend the open morning and which roles they would take on.

137/25 COMMITTEE REPORTS**(A) Amenities Committee**

Cllrs noted the Minutes of the Amenities Committee meeting held on 25th February.

(B) Planning Committee

Cllrs noted the Minutes of Planning Committee meetings held on 18th February and 4th March.

(C) Finance Committee

There was no Finance Committee held in February.

(D) Conferences/Meetings/Webinars attended

Verbal updates will be given at the meeting

- a) Website Tips Webinar – 12th February: Clerk attended

- b) Cloudy IT Sharepoint training – 18th February: Clerk/Deputy Clerk attended and would undertake some trials of the system with a couple of Cllrs shortly.
- c) KALC Area Committee – 24th February Cllrs: Tippen/Summersgill attended and reported that the majority of the meeting was a discussion on devolution.
- d) Parish Council Environmental Network meeting – 26th February: Cllrs Boswell, Rabot and Summersgill had attended. A full report would be given that Environmental Sub-Group next week.
- e) Ward Cluster Meeting – 11th March Cllr Rabot attended and had sent a written report to Cllrs.

(E) Conferences/Meetings/Webinars/Events forthcoming

- a) Income and Expenditure Audit Webinar – 13th March
- b) KALC Cllr webinar – 17th March
- c) Environmental Sub-Group meeting – 18th March
- d) SLCC (Kent Branch) Mini Conference and AGM – 20th March
- e) Police Surgery at Village Club – 20th March
- f) Open Morning – 22nd March
- g) Litter Pick – 29th March
- h) Memorial Hall AGM – 31st March
- i) Kent Resilience Training – 3rd April
- j) Marden Annual Parish Meeting – 8th April
- k) South Eastern Meeting – This was due to be arranged for 7th or 10th April
- l) Resilience Planning meeting – to be arranged
- m) Community Assets meeting – to be arranged

138/25 CORRESPONDENCE

(A) MPC Correspondence Log

Cllrs received and noted the office correspondence log for February

(B) Other Correspondence Received

- a) Marden Parish Church Magazine
- b) KALC Newsletter
- c) The Clerk magazine
- d) Clerks and Councils Direct magazine

Cllrs noted (a) to (d) above.

e) Kent and Medway Local Nature Recovery Strategy Consultation
Cllrs Boswell and Rabot had met to discuss the questionnaire which was agreed by Cllrs to be completed and returned by the Clerk.

f) KALC – Local Government Reorganisation information
Cllrs considered the details received and the Clerk proposed to start a file with details of the parish assets owned by different authorities.

139/25 FINANCE

(A) Bank Statements:

Revenue Accounts:

Nat West: £6,620.31

Unity: £29,397.28

Capital Account

Santander: £72,773.36

The Clerk was still waiting for confirmation of the closure of this account.

(B) Payments for Approval

The following invoices were put before Council to agree:

Kent County Council: Pattenden Lane Footway Scheme - £2,389.00

Marden Memorial Hall: Office rent, hall hire and refuse - £340.00

Gallagher Insurance: Vehicle insurance - £706.96

The Hop Press: Newsletter printing - £1,410.00

Castle Water – Changing rooms/cemetery water supply - £19.27

TOTAL: £4,865.23

HMRC – March PAYE/NIC was approved at 4/3/25 meeting but on tonight's Unity payments

Cllrs agreed payments Adam and Newton would authorise on Unity.

(C) Bank Mandatesa) Unity Trust Bank

Cllrs agreed to add Cllrs Dobinson and Goda to the bank mandate for Unity Trust Bank

b) Nat West

Cllrs agreed to add Cllrs Dobinson and Goda to the bank mandate for Nat West Bank

140/25 HIGHWAYS AND PUBLIC TRANSPORT**(A) Highways**a) Highways Improvement Plan

The Traffic Regulation Orders for Albion Road and Goudhurst Road had been advertised in the village today by Kent Highways with the consultation running from 14th March to 7th April.

b) Fingerposts

The Chairman and Clerk had spoken with Kent Highways regarding the works and any contractor employed to remove the remainder of the cast iron post would need to have a Street Works Permit. It was proposed that the post would remain in situ until it was known what replacement could be installed.

(c) Other (not on agenda)

Hawkhurst Crossroads closure: The Clerk had received an email from a resident raising concerns of the implications of this closure on Marden due to possibly higher level of vehicles through the village. Although the Parish Council couldn't dictate what could/couldn't come through the village they would advertise the closure on social media as much as possible.

d) Public Transport

Network Rail have had a publicity campaign where people can register on the Network Rail website to be notified when engineering work is being undertaken. Cllr Adam would send the link to the Clerk to advertise on social media.

There being no further business the meeting was closed at 8.36pm

Cllr Kate Tippen, Chairman

Date: 15th April 2025

Marden Parish Council, Parish Office, Goudhurst Road, Marden

01622 832305 / 07376 287981 / clerk@mardenkent-pc.gov.uk /

www.mardenkent-pc.gov.uk