



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 FULL COUNCIL MEETING TO BE HELD ON 11TH JUNE 2024 AT THE ALLENS, ALBION ROAD, MARDEN COMMENCING AT 7.30PM

018/24 PRESENT

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

019/24 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.

020/24 COUNCILLOR INFORMATION

Declaration of Pecuniary and Non-Pecuniary Interests

Changes to Register of Interest

Granting of Dispensation

021/24 MINUTES OF THE PREVIOUS MEETING

To receive and accept as a true record the Minutes of the Parish Council meeting held on 7th May 2024.

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

022/24 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

County Councillor Report

Borough Councillors Report

Police Report

Community Warden

The meeting to be reconvened to discuss item 023/24 onwards.

023/24 CLERK'S REPORT

To receive and note the Clerk's report. [Report to be submitted in the meeting pack.](#)

024/24 PARISH MATTERS

Reports from MBC and KCC

Police Update/Report from Police Forum

Crime Figures

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

Other Police Issues

Communication

[Update from Communication Sub-Group meeting held on 4th June – notes available in the meeting pack.](#)

Newsletter

Draft has been circulated to Cllrs for proof reading – comments to be returned to the Clerk by 14th June.

Marden Flooding**Cemetery**Exclusive Right of Burial Certificates

There are no ERB Certificates to sign.

Allotments

Update to be provided to Cllrs following the Teams meeting held on 6th June 2024. [Verbal report given at the meeting.](#)

Carbon Literacy Training

All Cllrs to be encouraged to undertake Carbon Literacy Training. Cllr Boswell to update the meeting.

Marden Railway Station

Access for All Funding

[Railway stations awarded Access for All accessibility funding - GOV.UK \(www.gov.uk\)](#)

025/24 COMMITTEE REPORTS**Amenities Committee**

To note the draft Minutes of Amenities Committee meeting held on 28th May had been previously circulated and available on the Parish Council website.

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

Planning Committee

To note the draft Minutes of Planning Committee meeting held on 14th May 2024 had been previously circulated 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

There was no Finance Committee meeting held in May.

Finance Committee to meet to review the changes in the Financial Regulations following update received from NALC.

Conferences/Meetings/Webinars attended

Those in attendance to update the meeting on the following:

Emergency Planning Training – 21st May 2024 (*Notes in meeting pack*)

Allotment Meeting – 6th June 2024 via Teams (*discussed at item 024/24*)

80th Anniversary D-Day Beacon Lighting – 6th June 2024

Highways Meeting – 10th June 2024 via Teams (*discussed at item 028/24*)

SLCC Clerks' Conference (Clerks Week) – 11th June 2024

Golding Homes event at The Cockpit – 12th June 2024

NALC Climate Change webinar – 26th June 2024

Community Forum – 27th June 2024

Conferences/Meetings/Webinars/Events forthcoming

Play Scheme – 22nd July to 2nd August

026/24 CORRESPONDENCE**The Clerk**

May edition for information [Available at the meeting](#)

Clerks & Councils Direct

May edition for information [Available at the meeting](#)

Voltalia Community Grants

Email received from Voltalia (owners of Collier Street solar farm) [email circulated to Cllrs](#)

Correspondence Log

To receive a report from the Clerk regarding monitoring office correspondence. [Report to be submitted with the meeting pack.](#)

027/24 FINANCE**(A) Bank Statements:**

The Clerk to provide details at the meeting.

(B) Direct Debits

Cllrs to receive notification of direct debits from the Nat West account for the forthcoming year. [List provided in the meeting pack.](#)

(C) Transfer of Capital Funds

Agreement of Transfer of Capital Funds from Santander.

Opening of a CCLA Public Sector Deposit Fund Account

Cllrs to resolve that agreement is given for the opening of a Public Sector Deposit Fund Account with CCLA and to add Cllrs to the mandate.

CCLA Email Authorisation

Cllrs to resolve that authority instructions be given via email to CCLA.

Closure of Santander Account

Cllrs to agree, once CCLA account is opened, that the transfer of capital funds from Santander to CCLA is undertaken in accordance with agreements.

(D) Bank Mandates

Bank Mandates to be updated following the elections for Nat West and Unity Bank accounts.

Unity Trust Bank

Cllrs to receive notification of the application to add Cllrs Rabot and Summersgill onto the Unity Trust bank mandate and the removal of all signatories who are no longer Cllrs.

Nat West Bank

Cllrs to resolve to give authorisation to the Clerk to add Cllrs Rabot and Summersgill on the bank mandate and remove all signatories who are no longer Cllrs.

(E) Payments for Approval**Electronic Payments**

Invoices due to payment to be submitted to the meeting.

028/24 HIGHWAYS AND PUBLIC TRANSPORT**Highways****Highways Improvement Plan**

Cllrs to be updated following meeting held on 10th June 2024.

New version of KCC Highways – HIP Information Pack

Other Highways Issues**Public Transport**

Tuesday 4th June 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 \(mardenkent-pc.gov.uk\)](#).