



**DRAFT MINUTES OF THE MEETING OF THE MARDEN PARISH COUNCIL  
AMENITIES COMMITTEE ON TUESDAY 25<sup>TH</sup> JUNE 2024 HELD AT 7.30PM AT  
THE ALLENS, ALBION ROAD**

The Election of Amenities Vice Chairman was deferred until the Amenities Committee Meeting in July.

**020/24 PRESENT**

Cllrs Besant, Boswell, Newton, Summersgill and Tippen. The Deputy Clerk was also in attendance.

**021/24 APOLOGIES**

Cllrs Adam, Gibson and Rabot gave their apologies for this meeting. Cllr Turner was absent.

**022/24 COUNCILLOR INFORMATION**

**Declarations of Interest**

Cllr Boswell declared an interest in item 026/24 (Southons Field) as a resident backing onto the field; Cllr Tippen as Trustee and Cllr Newton declared an interest in item 032/24 (Memorial Hall) as Chairman of Trustees of Marden Memorial Hall.

**Granting of Dispensation**

There were no requests for dispensation.

**023/24 APPROVAL OF PREVIOUS AMENITIES COMMITTEE MINUTES**

The minutes of the meeting held on 28<sup>th</sup> May 2024 were agreed and signed as a true record.

**024/24 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING**

There were no members of the public in attendance.

**025/24 DEPUTY CLERK REPORT**

The report was submitted to Cllrs prior to the meeting. The Clerk has sent off the application for the grant to purchase a noticeboard for the Playing Field. Once a response from MBC has been received, we will let Cllrs know. The Caretaker and Clerk have put up one of the goal posts at Southons Field. The Caretaker now has a Play Inspection Form for the goal post so that he can monitor its state and position weekly. Cllr Besant has now installed the Cemetery Signage on Maidstone Road for pedestrians to find their way to the Cemetery by foot. The standpipe has now been installed at the Cemetery. The tree audit for the parish has been completed on 12<sup>th</sup> June. The Clerk has received a response on the CCTV and will take this forward on her return from leave. Cllrs noted. Cllrs would like Cllr Besant for his help with installing the Cemetery Signage.

**026/24 OPEN SPACE**

**Playing Field**

Play Inspection Reports from MPC

The reports for the Playing Field Play Area, Napoleon Drive Play Area, the Sports Wall and the Outdoor Gym Equipment had been received from the Caretaker for MPC. There were no issues to report. Cllrs noted.

Request for Permanent Metal Football Goals

A request had been received from a resident by email for permanent metal football goals. This had been circulated prior to the meeting to Cllrs. The goals were discussed and Cllr Tippen suggested that Cllrs Boswell and Tippen meet with the resident at the Playing Field to discuss further requirements and for this to be put on another agenda for further discussion with Cllrs.

**Southons Field**Play Trail Inspection Report from MPC

The reports for the Play Trail, Swings and Football Goal Post had been received from the Caretaker for MPC with no new issues to report. Cllrs noted.

Southons Field Event Dates

The dates of events to be held on Southons Field had been circulated to Cllrs prior to the meeting. Cllrs noted.

Southons Field Hire Request

An email had been received regarding regular hire of Southons Field. This had been circulated to Cllrs prior to the meeting. Cllrs discussed the request and agreed the hire. There had also been a request for a birthday party with a bouncy castle and a portaloo. Cllrs agreed but requested the Deputy Clerk to let the hirer know that it would not be exclusive use, there is no electricity on the field and that it would need to be supervised.

The Bowls Club requested an additional date for car parking. Cllrs agreed to hire but that the Clerk will be in contact with regard to the pro rata amount on her return from leave.

**Other Open Space**

There were no items to discuss.

**Trees**Monthly Tree Inspections

The Caretakers had completed their monthly tree inspections and there were no issues to report. Cllrs noted.

Three Yearly Tree Audit

The Deputy Clerk had received the three yearly tree audit from the contractor and it was emailed out to Cllrs prior to the meeting. Cllrs requested the Deputy Clerk to get quotes for the tree work for the next Amenities Committee Meeting in July for Cllrs to discuss.

**027/24 CEMETERY**ICCM Journal

The Deputy Clerk had shared an online copy of the Summer edition of The Journal and there was a hard copy available at the meeting. Cllrs noted.

Memorial Safety

Cllr Boswell and the Deputy Clerk updated Cllrs with the current situation with memorial safety at the Cemetery. The Cemetery Sub-Committee met on Monday 24<sup>th</sup> June and recommended that a budget of £650.00 for stakes and a strapping tool be put to Amenities Cllrs to make the memorials safe. The budget was agreed. Memorials that are an imminent danger have been laid down. Cllr Tippen requested that the Deputy Clerk amend the letter to exclusive right of burial contacts and that this be sent out shortly. Cllrs agreed.

**028/24 ALLOTMENTS**Email from Redrow referring to Section 106 transfer

Cllr Tippen explained to Cllrs regarding the recent email from Redrow attaching the draft of the Section 106 Deed of Variation asking for acceptance. Cllrs reviewed the draft and unanimously agreed that this was satisfactory.

**029/24 PUBLIC TOILETS AND CAR PARK****Public Toilets**

There were no issues to report for this meeting.

**Car Park**

There were no issues to report for this meeting.

**030/24 ENVIRONMENTAL SUB-GROUP**

There were no updates from Environment Sub-Group. The group is due to meet in the evening on Monday 1<sup>st</sup> July for a brain storming session at the Village Club in the evening and the Environment Sub-Group will meet at the Parish Office on Tuesday 2<sup>nd</sup> July at 6.00pm. Cllrs noted.

**031/24 CORRESPONDENCE**

There was no correspondence received for this meeting.

**032/24 OUTSIDE BODIES REPORTS****Memorial Hall**

Cllr Tippen reported that the solar batteries are being installed and the pot holes are being filled in August. The Caretaker is due to decorate in the Summer holidays.

**Marden Summer Playscheme**

The Clerk had provided an updated report for the Marden Summer Playscheme. Registration opened on 3<sup>rd</sup> June and numbers have been reduced to 48 per day due to space at the Scout Hut. The timetable is now available on the website. All staffing is in place and confirmation letters are being sent to parents/careers. All Cllrs are invited to pop along during the two weeks. Cllrs noted.

**Youth**

Cllr Tippen updated Cllrs on the recent meeting about the closing of the children centre with the County Councillor. The Maidstone District Hub Manager is meeting with Parish Councillors and County Councillor on 4<sup>th</sup> July to discuss how the service will operate in Marden.

**033/24 OUTSTANDING ISSUES**Outstanding Issues List

The Deputy Clerk had circulated the amended Outstanding Issues List. Cllrs noted.

**034/24 OTHER AMENITIES ISSUES FOR DECISION**

There were no issues for decision.

**035/24 INVOICES FOR PAYMENT**

The following invoices were submitted for payment:

Parent – Play Scheme Refund - £13.00

KCC – Photocopier copying charges (2023-2024) - £822.66

Ecosan – Sanitary Units – annual charge - £118.03

KCC – Design fee for Pattenden Lane junction - £1,068.00

Castle Water – Toilet water supply - £6.97

Q-Tec Solutions – CCTV Annual Maintenance - £147.60

Business Stream – Toilet waste water - £199.76

Total: £2,376.02

All invoices were agreed, Cllrs Tippen and Newton would authorise on Unity.

There being no further business, the meeting closed at 20.34.

Date:

Signed:

Cllr Boswell

Chairman, Amenities Committee

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