



DRAFT MINUTES OF THE FULL COUNCIL MEETING HELD ON TUESDAY 15TH APRIL 2025 AT THE ALLENS, ALBION ROAD, MARDEN COMMENCING AT 7.30PM

Meeting was a week late due to the Annual Parish Meeting being held on 8th April 2025.

141/25 PRESENT

Cllrs Adam, Boswell, Dobinson, Gibson, Newton, Rabot, Tippen (in the Chair) and Turner. The Clerk was also in attendance.

142/25 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Goda and Summersgill. Borough Cllr Russell and County Cllr Parfitt also gave their apologies.

143/25 COUNCILLOR INFORMATION

Declaration of Pecuniary and Non-Pecuniary Interests

All Cllrs declared an interest in Item 149/25(B) Application 25/501261/FULL as this planning application was for property owned by the Parish Council. It was also noted that the architect used for The Clovers application was the same being used for MPC's planning application.

Changes to Register of Interest

There were no changes to registers of interest.

Granting of Dispensation

Dispensation was requested, and approved by the Proper Officer, for all Cllrs to be involved in the discussion of item 149/25(B) Planning Application 25/501261/FULL at this meeting.

144/25 MINUTES OF THE PREVIOUS MEETING

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

145/25 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

There were no members of the public in attendance.

The meeting was not adjourned as no public or Borough/County Cllrs were present for the following items:

PUBLIC FORUM

There were no members of the public in attendance.

EXTERNAL REPORTS - VERBAL

- a) County Councillor Report – not in attendance
- b) Borough Councillors Report – not in attendance

146/25 CO-OPTION OF COUNCILLOR

An application had been received by the Clerk earlier today but unfortunately the applicant was unable to attend.

It was proposed by Cllr Adam, and agreed by all present, that the candidate would be invited to attend a meeting of the Council to meet with Cllrs prior to co-option being agreed. The Clerk would make contact and report back to Cllrs with a date. An Extra Ordinary Full Council meeting would be called if before the next available Full Council meeting.

147/25 CLERK'S REPORT

Cllrs received, and noted, the Clerk's report which provided details of March's office correspondence and action logs and updates on outstanding issues/projects. The Clerk reported that a date had now been arranged for the South Eastern meeting on 24th April at 11.00am.

148/25 PARISH MATTERS**(A) Written Reports received from MBC and KCC**

Reports had been received from Borough Cllrs and circulated prior to the meeting. These were noted.

Borough Cllr Russell wished to thank Cllr Rabot for his assistance with the Equine hack on 6th April.

(B) Police UpdateCrime Figures

One less crime than January with a mixture of anti-social behaviour, criminal damage, theft and domestic. One of the criminal damage reported was catapults.

Other Police Issues

Police Surgery: quite well attended and police reported that good intel had been received.

Equine Hack: Cllrs Rabot and Tippen attended. No particular area was targeted but for the next event it was hoped that the Ward Police/Rural Task Force could also be in attendance.

(C) CommunicationNewsletter

Cllr Boswell currently drafting the next newsletter.

(D) Marden Flooding/Water

The Chairman has raised a formal complaint with South East Water regarding the water leak at Church Green which was first reported at the beginning of February.

The Clerk was asked to chase Southern Water for a response to the letter sent earlier in the year.

(E) Infrastructure Spend Plan

It was agreed to place as a standard agenda item for Full Council to report any changes, suggested additions etc.

(F) Marden Changing Room

Planning Application had been submitted by the architect. Cllrs to discuss at item 149/25(B) below.

(G) Open Morning – 22nd March 2025 / Consultations

Open Morning had several residents through the door with many questions raised on all the consultations.

Closing date for consultations 25th April 2025. The Clerk had started to add responses to a spreadsheet and this would be circulated following the closing date. Cllrs to discuss at the May Full Council meeting.

(H) Annual Parish Meeting

It was disappointing that not many members of the public had been in attendance. The Clerk requested that Cllrs consider other options for the APM next year and Cllrs agreed to look at the format. It was proposed to have a small group of Cllrs to meet and consider some of the options and put before Full Council at a future meeting. Those Cllrs interested were Cllrs Boswell, Dobinson, Newton, Rabot, Tippen and Turner.

149/25 COMMITTEE REPORTS

(A) Amenities Committee

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

(B) Planning Committee

Cllrs noted the Minutes of Planning Committee meetings held on 18th March and 1st April.

Due to the date of the next Planning meeting the following applications were put before Cllrs for recommendation as a response was required back by MBC prior to this:

25/501261/FULL – Marden Changing Rooms/Pavilion, off Church Green, Marden

Refurbishment of pavilion building, erection of a single storey side extension and alterations to fenestration, to include a new community room, kitchenette, toilet facilities and storage facilities for grounds maintenance.

Cllrs noted application but did not wish to make any comment.

25/501260/FULL – The Clovers, Goudhurst Road, Marden

Erection of an annexe ancillary to main dwelling including 2 rooflights

Cllrs raised no objection subject to it being ancillary to the main dwelling.

25/501402/FULL – 6 Thorn Close, Marden

Erection of single storey annex in rear garden ancillary to dwelling.

Cllrs recommended refusal as development was within the open countryside and therefore contrary to Maidstone Borough Council Local Plan Review Policy LPRSP9 (Development in the Countryside) and Marden Neighbourhood Plan Policy BE1 (Local Character).

Cllrs were also concerned that the application had been validated without a planning statement.

Cllrs did not wish for this to go to Committee.

(C) Finance Committee

There was no Finance Committee held in March

(D) HR Sub-Committee

Cllrs noted the Minutes of the HR Sub-Committee held on 15th April.

Cllrs received information of the recommended successful applicant for the post of Groundsperson and, on the recommendation of HR Sub-Committee, agreed on the recruitment of the candidate and the Clerk would contact tomorrow to offer the position.

(E) Conferences/Meetings/Webinars attended

Income and Expenditure Audit Webinar – 13th March: Clerk attended – update on financial procedures.

KALC Cllr webinar – 17th March: Cllr Goda attended.
 Environmental Sub-Group meeting – 18th March: Reported to March Amenities Committee meeting
 SLCC (Kent Branch) Mini Conference and AGM – 20th March: Clerk and Deputy Clerk attended – reported on devolution/reorganisation within the County and communication.
 Police Surgery at Village Club – 20th March: reported earlier in the minutes.
 Open Morning – 22nd March: reported earlier in the minutes.
 Patient Participation Group – 27th March: Cllr Tippen gave a verbal update.
 Litter Pick – 29th March: Very well attended – most volunteers with over 200 bags of rubbish collected.
 Memorial Hall AGM – 31st March: Will be reported at April Amenities Committee meeting
 Kent Resilience Training – 3rd April: Cllr Rabot attended – very well organised and had submitted MPC's draft Resilience Planning document to the Kent Forum. Once received back a further meeting will be held to discuss next steps.
 Nature Prescribing Meeting – cancelled
 Mazars Webinar – 8th April: Clerk attended – update on the External Auditor returns.
 Marden Annual Parish Meeting – 8th April: reported earlier in the minutes.
 Community Forum – 10th April: Cllrs Boswell and Tippen attended – verbal report given.

(F) Conferences/Meetings/Webinars/Events forthcoming

Neighbourhood Watch meeting – 17th April
 Communications meeting – 24th April
 Events meeting – 24th April
 VE Day Beacon Lighting – 8th May
 AI Webinars – 7th & 21st May and 18th June
 Resilience Planning meeting – to be arranged
 Community Assets meeting – to be arranged

150/25 CORRESPONDENCE

(A) MPC Correspondence Log

Cllrs received office correspondence log for March

(B) Other Correspondence Received

- a) Marden Parish Church Magazine - noted
- b) KALC Newsletter - noted
- c) The Clerk magazine – not received in time for meeting.

151/25 FINANCE

(A) Bank Statements:

Reserve Accounts

Nat West: £5,304.86

Unity: £218,639.83

The Clerk proposed that £50,000 be transferred from Unity to Nat West. This was agreed by all in attendance.

Capital Account

Santander: £73,213.49

(B) Payments for Approval

The following invoices were submitted for payment to the meeting.

Alison Hooker – APM Refreshments (Code 4040) - £66.79

KALC – Annual Subscription (Code 4100) - £2,188.81

Castle Water – Public Conveniences water supply (Code 4327) – £8.64

Castle Water - Changing Rooms Water supply (Code 4226) - £7.51

Castle Water – Cemetery water supply (Code 4302) - £13.22

NALC - Quality Council Accreditation (Code 4100) - £180.00

KALC – I&E Training (Code 4010) - £42.00

Cam-Tech - Office Alarm annual maintenance (Code 4102) - £120.00

Total: £2,626.97

Cllrs agreed payments and Cllrs and would authorise on Unity.

Employees April salaries and HMRC payments had been authorised prior to the meeting by Cllrs Adam and Newton.

(C) Other Financial Issues

- (i) Update from Santander – The Clerk provided a report of the current situation with Santander in regard to transferring capital funds to CCLA. This was taking an exceptionally long time but hopefully funds could be transferred within the next few months.
- (ii) Storage for Cemetery – due to the new member of staff being employed and not always being able to use the van (being jointly used between both grounds staff) it was proposed that a container be considered for storage use at the cemetery. This was agreed and the Clerk was asked to obtain costings for the Amenities Committee meeting next week.

152/25 HIGHWAYS AND PUBLIC TRANSPORT**(A) Highways**a) Highways Improvement Plan

Traffic Regulation Order – Goudhurst Road and Albion Road: closing date was 7th April and the Clerk had not yet received the outcome of the consultation.

Cast Iron Fingerpost – Cllrs discussed this in more detail and considered a wooden sign instead of cast iron. The Clerk was requested to contact Kent Highways to put this proposal to them and ask if assistance could be given in removing the existing post. Quotes would be obtained for a wooden sign with the same information as previous.

(B) Othera) Public Transport

As mentioned in the Clerk's report the meeting with South Eastern was due to take place on 24th April.

There being no further business the meeting was closed at 8.58pm

Cllr Kate Tippen, Chairman

Date: 13th May 2025

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