



**MINUTES OF THE FULL COUNCIL MEETING HELD ON TUESDAY 12TH
NOVEMBER 2024 AT THE ALLENS, ALBION ROAD, MARDEN COMMENCING AT
7.30PM**

Prior to the start of the meeting Charmaine Keatley, Chief Executive of Kent Association of Local Councils, and Borough Councillor John Perry, Mayor of Maidstone, were in attendance to present Marden Parish Council with the Local Council Award Scheme Quality Gold Certificate.

Both the Mayor and KALC Chief Executive left prior to the start of the meeting.

The meeting commenced at 7.42pm

070/24 PRESENT

Cllrs Adam, Boswell, Gibson, Newton, Rabot, Summersgill, Tippen (in the chair) and Turner. Borough Cllr Couch and the Clerk were also in attendance.

071/24 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Dobinson and Borough Cllr Russell.

072/24 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.

Cllr Summersgill was a board member of the Upper Medway Drainage Board. The Clerk was asked to ascertain whether this needed to be added to the Register of Interests.

Granting of Dispensation

There were no requests for dispensation.

073/24 MINUTES OF THE PREVIOUS MEETING

Cllrs received and accepted, as a true record, the Minutes of the Parish Council meeting held on 8th October 2024. The Chairman duly signed the minutes.

074/24 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

Borough Cllr Couch would speak under External Reports.

The meeting was 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

Not in attendance.

Borough Councillors Report

Cllr Summersgill reported that the EcoHub in the town centre had been successful.

Marden Conservation Area document was due to be put before MBC in the next week. The Clerk was asked to circulate the email regarding this.

Non-idling signs had been received at MBC and Cllr Summersgill would deliver to the primary school shortly.

Cllr Couch reported that a Youth Safety survey was open for 12-18 year olds and would send to the Clerk for circulating. A Heritage survey was also open for consultation.

The meeting was reconvened to discuss item 075/24 onwards.

075/24 CLERK'S REPORT

Cllrs received and noted the Clerk's report. Update was given on the solar panel application for the public conveniences and Cllr Turner was asked to chase the quote for the fingerpost repairs.

076/24 PARISH MATTERS

Written Reports received from MBC and KCC

Reports from Borough Cllrs had been circulated previously to Cllrs.

Police Update

Crime Figures

Cllrs had viewed the crime figures on the Kent Police website prior to the meeting. Cllr Rabot reported on these and had been in correspondence with the two local PCs for more detailed updates.

Other Police Issues

An Independent Advisory Group meeting being held on 10th December at the Memorial Hall. The Clerk asked for information to put in a poster for advertising. Cllr Rabot would speak to the PCs regarding future visits to the Village Café.

Communication

Newsletter

Newsletters had been received back from the printers and were out for delivery with majority of households having received them over the weekend.

Marden Flooding/Water

Cllrs were updated on information obtained from the Flood Resilience Meeting held on 15th October. The Minutes of which had previously been circulated to Cllrs. Details of areas which are susceptible to flooding would be forwarded by Cllr Tippen.

Marden Changing Room

The Clerk had sent off details to the architect to prepare plans and costings but had not heard back at the time of the meeting.

Cemetery

Exclusive Right of Burial Certificates

Exclusive Rights of Burial certificates were signed by Cllrs.

Marden Playing Field

The Clerk provided an update that all outstanding works had been completed by Southern Water. It was noted that an area near Napoleon Drive had been marked out but no work had been undertaken. The Clerk would contact Southern Water for information.

KCC Youth Worker Support

Cllrs considered a report submitted by Cllr Tippen regarding youth provision in the parish to and Cllr Tippen gave some background of the current situation.

Cllrs discussed this in great detail and agreed that this was another service which was being devolved down from KCC without any financial backing. Cllrs were also concerned on what the uptake would be along with the cost that this would incur onto the precept.

Cllrs voted, and all were in agreement, to defer until the next financial year and to consult with residents at the March consultation day for a further discussion to take place in readiness for the 2026/27 financial year.

Marden Plastic Campaign – for noting

Cllrs noted the recommendation from Amenities Committee on MPC implementing 3 pledges on the Plastic Free Campaign.

Cllr Adam asked that an item be placed on the Amenities agenda on how MPC are approaching its own waste collection and recycling.

Marden PC Policies

Hedgerow Policy

Cllrs considered, and agreed, the Hedgerow Policy proposed by Amenities Committee.

Pay Policy

Cllrs ratified the Pay Policy amended by HR Sub-Committee (and agreed at Finance Committee) meetings on 29th October.

Marden PC Action Plan

Cllrs reviewed the MPC Action Plan and considered any actions to be taken for the remainder of this Council year. Cllrs would notified the Clerk of any amendments/additions to be made.

Marden PC Quality of Life Survey

Cllrs considered the Quality-of-Life survey put forward by Communications Sub-Group to be sent with the Spring newsletter to all residents. Following a discussion Cllrs agreed to inserting this survey into the next edition of the MPC newsletter and for an online survey. Cllrs wished to trial the Microsoft Forms prior to it going live.

077/24 COMMITTEE REPORTS

Committee Vacancies

Following the resignation of Cllr Besant three vacancies have arisen on Amenities, Finance and Planning Committees. Vacancies were also available on Cemetery and Open Spaces Sub-Committees together with Communication, Environmental and Village Events Sub-Groups. Cllrs considered, and approved, the appointments as following:

Cllr Dobinson was appointed on the Amenities, Finance and Planning Committees.

Cemetery Sub-Committee: 1 vacancy remains

Open Spaces Sub-Committee: 2 vacancies remain

Communications Sub-Group: Cllr Rabot

Environmental Sub-Group: Cllr Dobinson

Village Events Sub-Group: 1 vacancy remains.

Amenities Committee

Cllrs noted the Minutes of Amenities Committee meeting held on 22nd October which were available on the Parish Council website.

Site meetings were held on 7th and 8th November and notes had been circulated.

Planning Committee

Cllrs noted the Minutes of Planning Committee meeting held on 15th October and 5th November which were available on the Parish Council website.

Thanks were given to Cllr Adam for attending and giving a statement on behalf of Marden Parish Council at the Copper Lane/Albion Road appeal hearing.

Finance Committee

Cllrs noted the Minutes of Finance Committee meeting held on 29th October which were available on the Parish Council website.

Conferences/Meetings/Webinars attended

Those in attendance updated the meeting on any relevant information from the following: KALC Standards Conference – 10th October. Deputy Clerk had attended, and notes had previously been circulated.

Flood Resilience Meeting – 15th October. Update provided above.

Kent Rail Summit – 17th October. Cllrs Adam and Dobinson had attended

KALC Advanced Planning Training – 17th October. Unfortunately, Cllr Turner was unable to attend.

KCC Youth Meeting – 28th October. Cllrs Boswell and Tippen had attended. Report discussed above.

KALC HR Training – 29th October Cllrs Boswell, Gibson, Newton and Tippen together with the Clerk had attended. A report would be given to the HR Sub-Committee at its next meeting.

KALC Climate Change Seminar – 5th November. Cllrs Boswell and Summersgill had attended. A report would be given to the next Environmental Sub-Group meeting.

KALC Clerks Conference – 12th November Clerk and Deputy Clerk had attended, and the Clerk gave a brief update on what was discussed including Resilience planning and Martyn’s Law.

Conferences/Meetings/Webinars/Events forthcoming

Environmental Sub-Group – 19th November

KCC Highways Seminar – 20th November

078/24 CORRESPONDENCE

Overview and Scrutiny - Section 106 and Community Infrastructure Levy (CIL)

Consultation

Cllrs reviewed the survey and completed at the meeting. The Clerk would submit prior to the closing date.

MPC Correspondence Log

Cllrs received and noted the office correspondence log for October.

Cllrs noted the following correspondence:

Marden Parish Church Magazine

November edition for information

KALC Newsletter

November edition – previously circulated to Cllrs

Clerks & Councils Direct

November edition

079/24 FINANCE

(A) Bank Statements:

Revenue

Nat West: £17,148.22

Unity: £79,382.22

Capital

Santander: £72,773.36

(B) Payments for Approval

The following invoices were submitted for payment:

Clerk– Travel to Bat & Ball, Sevenoaks (Clerks’ Conference) - £21.84

Deputy Clerk – Travel to Bat & Ball, Sevenoaks (Clerks' Conference) - £24.30

Premier Leisure Stores Ltd – Playing Field Goal Posts - £995.00

Marden PCC – Vestry Hall Hire 22/3/25 - £68.00

The Notice Board Company – Playing Field Notice Board - £1,397.98

Community Heartbeat – Adult Defib Pads - £69.54

KALC – HR Training x 5 - £420.00

KALC – Advanced Planning Training x 1 - £60.00

Castle Water – Cemetery water supply - £49.07

Castle Water – Changing Rooms water supply - £14.79

TOTAL: £3,142.12

Cllrs approved payments and Cllrs Adam and Turner authorised on Unity.

(C) Transfer of Capital Funds

Cllrs noted the agreement by Finance Committee to transfer funds from Santander to CCLA.

Cllrs Newton and Tippen signed the documentation for release of funds from Santander.

(D) Appointment of Internal Auditor – 2025/2026

Following retirement of current IA at 31st March 2024 the Clerk had obtained information on new IAs and provided details to the meeting. Cllrs agreed to defer until a further quote had been received and discuss at the Finance committee meeting in January 2025.

080/24 HIGHWAYS AND PUBLIC TRANSPORT

Highways

Email had been received from Kent Highways regarding restrictions in Goudhurst Road. Information available at the meeting. The design was anticipated to be received shortly.

Public Transport

The Clerk was asked to contact South Eastern regarding the front of the ticket office.

There being no further business the meeting was closed at 8.55pm

Cllr Kate Tippen, Chairman

Date: 10th December 2024.

Marden Parish Council, Parish Office, Goudhurst Road, Marden

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