



DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 9TH
JULY 2024 AT THE ALLENS, ALBION ROAD, MARDEN COMMENCING AT
7.30PM

018/24 PRESENT

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

019/24 APOLOGIES FOR ABSENCE

There were no apologies.

020/24 COUNCILLOR INFORMATION

Declaration of Pecuniary and Non-Pecuniary Interests

Cllrs Gibson and Rabot declared a non-pecuniary interest in item 024/24 Allotments.

Cllr Summersgill declared an interest in any MBC items as had been elected Borough Cllr for Marden at the May elections.

Changes to Register of Interest

There were no changes to registers of interest

Granting of Dispensation

There were no requests for dispensation.

021/24 MINUTES OF THE PREVIOUS MEETING

Cllr Boswell indicated that she did not wish to be on Public Transport and Highways issues (item 010/24). Cllrs agreed amendment and the minutes of the meeting held on 7th May were duly signed by the Chairman.

(For noting: June Full Council was not held due to it being inquorate).

022/24 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

No members of the public in attendance.

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

County Councillor Report

Not in attendance – written report sent under item 024/24

Borough Councillors Report

Borough Cllr Summersgill had submitted reports but gave a verbal summary as follows:

No overall party in political control – Green and Independent Alliance parties formed a coalition with the Liberal Democrats making the majority (26) of the 49 Cllrs elected. Leader of the Council is Stuart Jeffrey (Green Party).

Borough Cllrs Summersgill has been elected Vice-Chairman of MBC Planning Committee, MBC representative on the Upper Medway Drainage Board and Cabinet Member of Climate Transition and Nature Recovery.

Free entertainment planned for the Town Centre including art installations of Shaun the Sheep.

Police Report

Not in attendance.

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

023/24 CLERK'S REPORT

Cllrs received and noted the Clerk's report: A summary included no response from Southern Water or British Transport Police on letters/emails sent; co-option was still being advertised until the end of July and one application had been received which would be put before August Full Council; Play Scheme was fully booked and online registration had to be closed within days of the registration being opened; Cllr Turner had met with the contractor regarding the damaged fingerpost and would send the Clerk information.

In line with the Amenities Committee the Clerk has started a log of actions from Council meetings which would be updated monthly and circulated to Cllrs with meeting papers.

024/24 PARISH MATTERS

Reports from MBC and KCC

Reports had been received from MBC Cllr (reported above) and KCC Cllr which providing information the new Chairman (Bryan Sweetland) and Vice-Chairman (Alan Ridgers) of the Council. Report was given on the Entry Exit System which was due to take place later this year; rise in referrals of Unaccompanied Asylum Seeking Children; implementation of Family Hubs following the closure of the Children's Centres.

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

MBC Ward Cluster meeting was held earlier in June and the notes from this had been circulated. Issues of concern in Marden were raised by Cllr Tippen.

A Police surgery was held on Friday 28th June at the Village Café, Vestry Hall. The Chairman and Deputy Clerk also attended where similar concerns were raised.

Communication

Newsletter

Newsletter had been received back from the printers and was currently being distributed for delivery.

Marden Flooding

A link had been circulated from BBC on Southern Water work due to be undertaken in Marden. However, the Parish Council had not heard anything official.

Cemetery

Exclusive Right of Burial Certificates

There were no exclusive rights certificates to be signed.

Allotments

Update was given to Cllrs following the Teams meeting held on 6th June 2024 with Redrow and MPC had requested options from Redrow in regard to the car parking spaces.

Amenities Committee Cllrs had agreed the wording for the change in S106 agreement.

Carbon Literacy Training

All Cllrs and office staff to be encouraged to undertake Carbon Literacy Training.

Marden Railway Station

Cllrs received information regarding the Access for All Funding and Marden is on the list for feasibility.

Marden Changing Rooms

Cllrs considered the Statement of Community Involvement and Planning Statement for the changing rooms application which had been drafted by Cllr Besant.

Cllrs discussed opening hours and this was agreed to be 1st April to 30th September 9am to 9pm with shorter opening hours on Sundays and 1st October to 31st March 9am to 6pm.

Thanks were expressed to Cllr Besant for the work that he has undertaken on this.

Cllrs agreed that once the plans had been finalised an application would be submitted to MBC.

025/24 COMMITTEE REPORTS

Amenities Committee

Cllrs noted the Minutes of Amenities Committee meeting held on 28th May and 25th June which had previously been circulated and were available on the Parish Council website.

Planning Committee

Cllrs noted the Minutes of Planning Committee meeting held on 14th May 2024, 4th June, 18th June and 2nd July which had been previously been circulated and were available on the Parish Council website.

Finance Committee

There had been no Finance Committee meeting held in May or June.

For information: Two Cllrs met with the Clerk to review the changes in the Financial Regulations following update received from NALC. This will be circulated to Finance Committee Councillors for their meeting on 30th July.

Conferences/Meetings/Webinars attended

Those in attendance updated the meeting on the following:

Emergency Planning Training – 21st May 2024. This had been attended by the Clerk and notes had been circulated. Meeting to be arranged.

Allotment Meeting – 6th June 2024 via Teams – discussed at item 024/24.

80th Anniversary D-Day Beacon Lighting – 6th June 2024: Thanks to everyone who attended and helped.

Highways Meeting – 10th June 2024 via Teams – discussed at item 028/24.

KALC Area Committee Meeting – 10th June 2024. Minutes had been circulated. Cllr Tippen sits on the Parish Liaison Group.

Ward Cluster Meeting – 11th June 2024 – action plan had been circulated.

Maidstone Independent Advisory Group (IAG) for Maidstone Police Meeting – 11th June – Not attended but Cllr Rabot had received notes from the meeting and gave a brief update on what is proposed for future meetings.

Golding Homes event at The Cockpit – 12th June 2024: no one from PC attended.

South Eastern Meeting regarding flower beds – 20th June 2024: Cllr Boswell and the Clerk met with Community Liaison Officer with South Eastern. Marden In Bloom tentatively agreed to look after the flower beds at the front of the station. Funding may be available for projects at the station.

Finance Workshop to review new Financial Regulations – 22nd June 2024 – to be reported to Finance Committee

Cemetery Sub-Committee Meeting – 24th June 2024 – reported to Amenities Committee

NALC Unleashing the Power to Tackle Climate Change – 26th June 2024 – reported to Environmental Sub-Group

Community Forum – 27th June 2024 Cllrs Tippen and Boswell attended

KALC Introduction to Planning – 27th June 2024. Cllr Rabot attended

Police Surgery – 28th June 2024 – reported at item 024/24

HR Sub-Committee Meeting – 2nd July 2024 – to be reported to Finance Committee

Environmental Sub-Group Meeting – 2nd July 2024. Notes would be circulated.

Family Hub Meeting – 4th July 2024: Cllr Tippen reported on this. A lot of information was given and details would be circulated along with making contact with Marden Medical Centre, Pre-School etc. The Health Visitor is currently meeting at the library to carry out baby weighing etc.

Infrastructure Spend Plan meeting – 8th July 2024: circulated to Cllrs

Nature Prescribing – 9th July 2024: cancelled.

Conferences/Meetings/Webinars/Events forthcoming

Play Scheme – 22nd July to 2nd August

KALC Area Committee Meeting – 29th July 2024

Community Forum – 12th September

026/24 CORRESPONDENCE

Cllrs received the following correspondence:

Marden Parish Church Magazine

June and July editions - Noted

The Clerk

May edition for information - Noted

Clerks & Councils Direct

May and July editions for information - Noted

Volitalia Community Grants

Email received from Volitalia (owners of Collier Street solar farm). Cllrs discussed this and suggested solar panels on the public conveniences along with the redevelopment of the changing rooms. The Clerk would make contact with the information.

Correspondence Log

Cllrs received a report from the Clerk regarding monitoring office correspondence. Cllrs agreed for office staff to keep a record of emails, telephone calls and face to face visits received. Cllr Adam suggested having a column as to what Committee each query referred to and this would be incorporated into the spreadsheet.

A copy would be circulated to Cllrs every month with meeting papers and be made available on the website.

Paddock Wood Community Advice Centre

Cllrs noted letter of thanks for donation.

KALC News

July edition - noted

KCC Budget Consultation

Cllrs noted the consultation and Cllrs were advised to answer individually.

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

The funds held in MPC accounts on 9th July 2024 are:

Revenue Accounts

Nat West: £32,237.44

Unity: £138,937.97

Capital Account:

Santander: 72,582.55

(B) Direct Debits

Cllrs received and agreed notification of direct debits from the Nat West account for the forthcoming year.

(C) Transfer of Capital Funds

Agreement of Transfer of Capital Funds from Santander.

Opening of a CCLA Public Sector Deposit Fund Account

Cllrs resolved to agree for the opening of a Public Sector Deposit Fund Account with CCLA to invest MPC capital funds and to add Cllrs to the mandate. Cllrs acting as signatories signed the relevant documentation.

CCLA Email Authorisation

Cllrs resolved to agree that authority instructions be given via email to CCLA.

Closure of Santander Account

Cllrs agreed, that once CCLA account is opened, 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 received 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. Cllrs agreed the changes and three Unity signatories signed the relevant documentation.

Nat West Bank

Cllrs resolved 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) Grant Request

Cllrs considered a request for grant funding from Kent, Surrey and Sussex Air Ambulance Charity and agreed to donate £200.

Cllrs considered a request for grant funding from Baby Umbrella Charity and agreed to donate £200.

(F) Payments for ApprovalElectronic Payments

The following invoices were due for payment and were put before Cllrs:

Castle Water: Changing Rooms water supply - £7.28

Marden Memorial Hall: Office rent, hall hire, cleaning and refuse - £389.57

Business Stream: Public Conv. Waste water - £522.67

Castle Water: Public Conv. Water supply - £406.49

Four Jays Group: Toilet hire for beacon lighting event - £189.60

Total: £1,515.61

Cllrs agreed invoices and Cllrs Adam and Turner would authorise on Unity.

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

Cllrs were updated on the meeting held on 10th June 2024. The Clerk was asked to chase Kent Highways for an update on the HIP.

New version of KCC Highways – HIP Information Pack - noted

Other Highways Issues

Cllr Summersgill was the Speedwatch Co-ordinator for Marden and would look at the equipment in regard to training.

Public Transport

New Summer timetable has been published. Some late-night bus replacements are in place on Monday/Tuesday evenings.

There being no further business the meeting was closed at 9.09pm.

Cllr Kate Tippen, Chairman

Date: 13th August 2024

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