



**MINUTES OF THE MEETING OF THE MARDEN PARISH COUNCIL AMENITIES COMMITTEE ON TUESDAY 23<sup>RD</sup> APRIL 2024 HELD AT 7.30PM AT THE ALLENS, ALBION ROAD**

**141/24 PRESENT**

Cllrs Besant, Boswell (in the Chair), Newton, Rabot, Robertson, Tippen and Turner. Cllr Adam and the Deputy Clerk were also in attendance.

**142/24 APOLOGIES**

Cllr Summersgill gave his apologies for this meeting.

**143/24 COUNCILLOR INFORMATION**

**Declarations of Interest**

Cllr Boswell declared an interest in item 147/24 (Southons Field) as a resident backing onto the field; Cllr Tippen and Newton declared an interest in item 154/24 (Memorial Hall) as Trustees of Marden Memorial Hall.

**Granting of Dispensation**

There were no requests for dispensation.

**144/24 APPROVAL OF PREVIOUS AMENITIES COMMITTEE MINUTES**

The minutes of the meeting held on 27<sup>th</sup> February 2024 were agreed and signed as a true record.

**145/24 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING**

There were no members of the public in attendance.

**146/24 DEPUTY CLERK REPORT**

The report was submitted to Cllrs prior to the meeting. The shed next to the Southons Field Pavilion has deteriorated and the Caretaker informed that fixing it would not be cost effective. Cllrs viewed it at the Amenities Site Meeting and agreed that it be dismantled next time a skip was booked. The Caretaker's To Do List has been updated. The Clerks had obtained a quote for a triple door noticeboard for the Marden Playing Field and had applied to MBC for a noticeboard grant. Two goal posts had been ordered for Southons Field. One to be put up in the field and the other to be kept in storage. The Clerk had enquired as to whether MPC could be entered into the Kent Men of Trees competition next year. The Kent Men of Trees are unsure if they will run the competition due to lack of volunteers. A toilet roll dispenser had been vandalised in the Men's Public Toilets. The Clerks will order a replacement. Cllrs noted.

**147/24 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.

Changing Room Consultation Results

The results of the Changing Room Consultation had been circulated to Cllrs. Comments were overwhelmingly supportive and there were lots of suggestions. Cllrs recommended that a Changing Room Sub-Group meet on Tuesday 7<sup>th</sup> May at 13.00 to discuss next steps. Cllrs requested the Clerk chase the architect.

Memorial Bench Location

Cllrs agreed at the Amenities Site Meeting for a resident to purchase and install a memorial bench to be located near the Napoleon Drive play area. Other Amenities Cllrs agreed for the installation to go ahead.

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

The reports for the Play Trail and Swings 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.

**Other Open Space**Play Area Signage

The Deputy Clerk had created signage for the play areas and proofs of these had been circulated to Cllrs prior to the meeting for discussion. Cllrs recommended some changes and the Deputy Clerk will amend and order with the Supplier.

Notes of Amenities Site Meetings

The notes of the Amenities Site Meetings had been circulated to all Cllrs. The Deputy Clerk will add the actions to the Caretaker's To Do List. Cllrs noted.

**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 Quotes

The Admin Assistant had received three quotes from separate companies to conduct the Three Yearly Tree Audit of the Parish. These were circulated to Cllrs prior to the meeting for discussion. Cllrs discussed and agreed to go with the Contractor that the Parish Council has used before.

**148/24 CEMETERY**Standpipe Quotes

The Admin Assistant had acquired only one quote for the standpipe work at the Cemetery. Two further quotes had been strived for but no company had responded. This quote was circulated to Cllrs prior to the meeting for discussion. Cllrs agreed in principle to go for the first option offered by the Contractor unless Cllr Newton can find a cheaper option by Thursday 2<sup>nd</sup> May.

Memorial Testing

The Deputy Clerk and Cllr Newton had conducted Memorial Testing at the Cemetery on Monday 8<sup>th</sup> April and Thursday 11<sup>th</sup> April. A number of memorials were deemed unsafe. The Deputy Clerk reported that they had sought advice from a local stonemason regarding making these memorials safe whilst the grave owners were contacted. The grave owners will be contacted and requested to let the Office know when they plan to get their memorials anchored. Cllrs requested that a notice goes in the noticeboard warning residents of the action taken by MPC to make memorials safe.

ICCM Journal

The link to the ICCM Journal was circulated prior to the meeting. Cllrs noted.

**149/24 ALLOTMENTS**

This item is reported at Full Council. There were no further updates on allotments for this meeting.

**150/24 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.

**151/24 ENVIRONMENTAL SUB-GROUP****Next Meeting**

The Environment Sub-Group to meet again on 30<sup>th</sup> April 2024.

**Earth Charter**

This item was deferred from the last Amenities Committee Meeting in February and the information had been circulated again prior to this meeting to Cllrs. Cllr Boswell gave a brief report to Cllrs on what the Earth Charter is. Cllrs discussed and agreed to endorse the Earth Charter and Cllrs asked for the Environmental Sub-Group to identify how the Parish Council can get involved with the principles.

**Engagement with Current/Prospective MP**

Whilst Cllrs agreed in principle at the last Amenities Committee Meeting in February, Cllr Boswell had drafted a letter for Cllrs' approval. This had been circulated prior to this meeting. Cllrs asked Cllr Boswell to amend the letter to include other issues (e.g. the lifts at Marden station) and email the draft around for comment.

**Climate & Ecology Bill**

This item was deferred from the last Amenities Committee Meeting in February and the information had been circulated again prior to this meeting to Cllrs. The bill was discussed and it was agreed to add this in the letter to engage the current/prospective MP.

**152/24 CORRESPONDENCE**

There was no correspondence received for this meeting.

**153/24 HEALTH AND WELLBEING**

There were no issues to report for this meeting.

**154/24 OUTSIDE BODIES REPORTS****Memorial Hall**

The Clerk had circulated a report on the Memorial Hall. The Hall AGM for 2023 was held on 28<sup>th</sup> March 2024 and the accounts had been received from the auditor and agreed and signed at the meeting. The Committee Meeting was held on the same evening and Ian Newton (as representative of the Marden Theatre Group) was elected Chairman and Alison Hooker as Treasurer. Bridget Harvey, Trustee, has taken responsibility of hall bookings. A local company has been taken on to deal with caretaking duties. The main project at the moment is for the car park to be resurfaced and this would be done in Summer Holidays. The contract Caretaker was progressing through the maintenance schedule. Kate Tippen was thanked for apply for a grant for solar batteries to enable electricity from the solar panels to be stored and used by the Hall. Cllrs noted.

**155/24 OUTSTANDING ISSUES**Outstanding Issues List

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

**156/24 OTHER AMENITIES ISSUES FOR DECISION****Windsor Meadows Pathway**

Cllrs viewed the area at the Amenities Site Meeting on Saturday 13<sup>th</sup> April. The Deputy Clerk had written to the contact at Trinity Estates, the management company for Windsor Meadow with photos of the pathways and a request for work to be undertaken. Cllrs noted.

**157/24 INVOICES FOR PAYMENT**

The following invoices were submitted for payment:

Kompan – Napoleon Drive Play Area Picnic Table - £1,962.24

Viking – Office supplies/Office chair - £239.86

P&F Cleaning – Public Conveniences Cleaning - £725.00

Castle Water – Cemetery Water Supply - £15.64

Maidstone Borough Council – Changing Room Rates - £354.29

SLCC – VAT Training - £36.00

Pitney Bowes – Postage - £301.06

Total: £3,634.09

All invoices were agreed, Cllrs Adam and Turner would authorise on Unity. Cllrs Adam, Boswell and Tippen signed the cheque for Preparation of Plot at the cemetery.

There being no further business, the meeting closed at 21.00.

Date:

Signed:

Cllr

Chairman, Amenities Committee

Marden Parish Council, Parish Office, Goudhurst Road, Marden, Kent, TN12 9JX

T: 01622 832305 / 07940 241333

E: [deputyclerk@mardenkent-pc.gov.uk](mailto:deputyclerk@mardenkent-pc.gov.uk)

W: [mardenkent-pc.gov.uk](http://mardenkent-pc.gov.uk)