



**DRAFT MINUTES OF THE MEETING OF THE MARDEN  
PARISH COUNCIL AMENITIES COMMITTEE HELD ON  
TUESDAY 24TH MARCH 2026 COMMENCING AT 7.30PM  
AT THE ALLENS, ALBION ROAD, MARDEN**

**089/26 PRESENT**

Cllrs Boswell, Dobinson (in the Chair), Rabot, Summersgill, Tippen and Turner were present. Cllr Adam and the Deputy Clerk were also in attendance.

**090/26 APOLOGIES FOR ABSENCE**

Cllr Newton gave his apologies for this meeting. Although not an Amenities Committee member, Cllr Gibson gave her apologies for this meeting.

**091/26 COUNCILLOR INFORMATION**

**Declaration of Pecuniary and Non-Pecuniary Interests**

Cllrs Tippen and Turner declared an interest in item 099/26 (Outside Bodies Reports - Memorial Hall) as Trustees of the Memorial Hall. Cllr Boswell declared an interest in item 095/26 (Open Space – Southons Field) as a resident backing onto Southons Field.

**Requests for Dispensation**

There were no requests for dispensation

**092/26 MINUTES OF THE PREVIOUS MEETING**

Cllrs received, and accepted as a true record, the Minutes of the Amenities Committee meeting held on 24<sup>th</sup> February 2026. These were duly signed by the Chairman.

**093/26 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING**

There were no members of the public in attendance.

**094/26 DEPUTY CLERK REPORT**

The report was submitted to Cllrs prior to the meeting. The dog signs have been passed to the Caretaker to be put on stakes and positioned at locations agreed. The Caretaker has agreed to undertake Play Inspection Training in June along with Cllr Newton. The resident has responded with regard to a bench at the Marden Playing Field. They are also exploring having a bench at the Marden Parish Church grounds. They will let me know what they decide. The Tree Warden was unable to conduct the Tree Warden Report this year due to health issues. However, they will try again in Autumn 2026. The baby changing facilities and nappy bins will shortly be ordered by the Clerks. Cllrs noted.

**095/26 OPEN SPACE****Playing Field**Play Inspection Report 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 Refurbishment

Cllrs discussed creating Working Group and agreed that Cllrs Tippen, Turner and Boswell would sit on the group on behalf on the Amenities Committee along with Cllr Griffiths.

**Southons Field**Play 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.

Events on Southons Field

A list of the future events on Southons Field was circulated prior to the meeting. Cllrs noted.

Security Metal Shed

Cllrs had received a letter from a member of staff who had requested agreement from Cllrs to take away the metal from the shed for personal use. Cllrs discussed and agreed to the request.

**Other Open Space**Annual Play Inspections

Cllrs were circulated prior to the meeting the Annual Play Inspections for the Marden Playing Field, Napoleon Drive and Southons Field. The findings were all found to be "Low Risk". The Clerks had created a breakdown on jobs for the Caretaker or a Contractor to carry out. There were also some issues to monitor. Cllrs asked that the Deputy Clerk provides a list to the Caretaker of what could be undertaken.

**Trees**Monthly Tree Inspections

The monthly tree inspections had been received for the Playing Field and Southons Field and no issues were reported. Cllrs noted.

**096/26 CEMETERY****Exclusive Right of Burial Certificates**

There were no exclusive right of burial certificates to sign for this meeting.

**Container Entrance**

Following the last Amenities Committee meeting when Cllrs received quotes to carry out the work. It had been decided to wait for a Contractor to respond before Cllrs made the final decision, unfortunately, no response had been received from the outstanding Contractor. Therefore, Cllrs agreed that the contract would be awarded to GR Contractors at a cost of £750 via email to carry out the work on the hardstanding. This work was carried out on Saturday 21<sup>st</sup> March 2026.

**Maintenance at the back of Cemetery**

Following the Cemetery Sub-Committee Meeting that took place prior to this meeting, Cllrs discussed the maintenance at the back of the Cemetery. The outcome of the meeting was the maintenance plan will be updated for the

Cemetery with the following: the central area will be strimmed one metre from the base of the trees, the hedging areas will be strimmed one metre in front of the hedge and the area that has not been planted will be strimmed to keep on top of brambles/invasive weeds. All maintenance would be conducted once a year.

#### **097/26 PUBLIC TOILETS AND CAR PARK**

##### **Public Toilet Issues**

###### Solar Panels

The licence has been received for the work and this will be signed at the next Full Council meeting on 14<sup>th</sup> April 2026. Cllr Goda reported that he will be working with the Clerk to come up with a suitable electricity provider.

##### **Car Park Issues**

Cllr Summersgill mentioned that MBC has some “No Idling” banners that could be provided for the village and were there any suggestions of locations. It was suggested that the car park would be good and in the High Street if there was appropriate space.

#### **098/26 AMENITIES SUB-COMMITTEES AND SUB-GROUPS**

##### **Environmental Sub-Group**

The Sub-Group will meet again on 16<sup>th</sup> June 2026.

##### **Green Homes Event – 17<sup>th</sup> May 2026**

Cllr Boswell updated Cllrs on the upcoming event. KCC have drafted an poster which was circulated prior to the meeting. This will take place at the Marden Village Club at 10am till midday.

#### **099/26 OUTSIDE BODIES REPORT**

##### **Memorial Hall**

Cllr Tippen informed Cllrs that there were no issues to report.

##### **Youth Issues**

There were no youth issues to report.

#### **100/26 AMENITIES MEETING ACTION LOG**

##### **Meeting Action Log**

The Deputy Clerk had circulated prior to the meeting an update Meeting Action Log. Cllr Adam recommended that the reflectors be added.

#### **101/26 OTHER AMENITIES ISSUES FOR DECISION/NOTING**

There were no other Amenities Issues for decision/noting.

#### **102/26 INVOICES FOR PAYMENT**

The following invoice was put before Cllrs for payment:

GR Contracting – Container Entrance Hardstanding – £750.00

Castle Water – Water Bill - £3.67

Sevenoaks District Council – Licence Recharges – Premises Licence - £70.00

Ian Jones – Locking/Unlocking S/F and P/C - £200.00

Alison Hooker – Ebay Reflectors/Glue - £20.55

Alison Hooker – Tesco Mobile Payment - £5.00

Total: £1,049.22

Cllrs agreed the payments and Cllrs Adam and Rabot would authorise on Unity.

There being no further business, the meeting closed at 20.00.

Date: 28<sup>th</sup> April 2026

Signed:

Cllr Dobinson  
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