



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

**075/26 PRESENT**

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

**076/26 APOLOGIES FOR ABSENCE**

There were no apologies received for this meeting. Cllr Goda was absent.

**077/26 COUNCILLOR INFORMATION**

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

Cllrs Newton, Tippen and Turner declared an interest in item 085/26 (Outside Bodies Reports - Memorial Hall) as Trustees of the Memorial Hall. Cllr Boswell declared an interest in item 081/26 (Open Space – Southons Field) as a resident backing onto Southons Field.

There were no requests for dispensation

**078/26 MINUTES OF THE PREVIOUS MEETING**

Cllrs received, and accepted as a true record, the Minutes of the Amenities Committee meeting held on 27<sup>th</sup> January 2026. These were duly signed by the Chairman.

**079/26 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING**

There were no members of the public in attendance.

**080/26 DEPUTY CLERK REPORT**

The report was submitted to Cllrs prior to the meeting. Dog signs have been ordered for the cemetery and once received, these will be installed. The new container storage at Southons Field will be ordered in April once the ground is drier. The Caretakers will dismantle the metal shed and a skip will be ordered. The Cemetery Groundsman has been asked to plant the remaining hedge saplings in the gap of the hedging at the Cemetery and the space between the Napoleon Drive play area and the Playing Field. The Annual Play Inspections have been received and the Admin Assistant has created a breakdown of them looking to see if the outcomes can be conducted by the Caretaker or a Contractor. Once complete it will be shared with Cllrs and added to the March Amenities Committee meeting agenda. Cllrs noted.

**081/26 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

There were no further updates to report at this meeting.

**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.

Chequer Tree

Cllr Boswell reported that there was a plaque to commemorate Queen Elizabeth II and she had been growing a chequer tree for it to go with. She proposed to plant this in Southons Field and Cllrs agreed.

**Other Open Space**

There were no issues to report.

**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.

**082/26 CEMETERY****Exclusive Right of Burial Certificates**

There was one exclusive right of burial certificate which was signed by two Cllrs.

**Container Entrance**

Following the last Amenities Committee meeting when Cllrs were asked to consider laying road planings down to allow the Caretakers to access the container in all weathers, the Deputy Clerk had obtained quotes. Cllr Boswell raised the question of whether bark could be laid instead but as this area would be used for parking the groundsman's vehicle it was not felt suitable. There were two quotes received in time for this meeting. Cllrs discussed and agreed to wait till Friday for a quote from the other company. Cllrs agreed that the Deputy Clerk will email the outcome around to Cllrs and that a decision will be made on what company to use.

*Cllr Turner arrived at 19.41*

**083/26 PUBLIC TOILETS AND CAR PARK****Public Toilet Issues**Solar Panels

Cllr Summersgill reported that the lawyers have approved the Licence but a formal paperwork needs to come from MBC Property which has not been received as yet.

Baby Changing Facilities

Following the Clerks visit to the Public Toilets to assess the site, Cllrs were asked to consider having baby changing facilities in both Mens and Ladies

toilets. The Deputy Clerk had circulated an example of baby changing station and costs for nappy disposal. Cllrs discuss and agreed for the Clerks to purchase two stations and arrange for Ecosan to provide and empty the nappy disposal bins for both toilets.

#### **Car Park Issues**

There were no car park issues to report.

### **084/26 AMENITIES SUB-COMMITTEES AND SUB-GROUPS**

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

The Sub-Group met on 17<sup>th</sup> February at 6.30pm and the notes had been circulated prior to this meeting. Cllrs noted. Cllr Boswell requested that a Cemetery Sub-Committee meeting be arranged to discuss maintenance at the hedge planting at the back of the Cemetery.

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

Cllr Boswell updated Cllrs on the upcoming event. KCC have drafted an agenda. This will take place at the Marden Village Club at 10am till midday.

### **085/26 OUTSIDE BODIES REPORT**

#### **Memorial Hall**

Cllr Newton reported that the large window above the main entrance had started leaking during the past few weeks after all the wet weather. The water was going into the electrical trunking. A company has attended to fix the window and discovered that the window frame itself does not have a lintel. Trustees will be engaging builders to investigate the window on that wall and the ones in the Old School Room and Pre-School room. The refurbishment of the kitchen will need to be put on hold as the hall fire alarm system is now obsolete and no new parts can be obtained. The Hall Facilities Administrator is being requested to seek quotes from fire safety companies.

#### **Youth Issues**

There were no youth issues to report.

### **086/26 OUTSTANDING ISSUES**

#### **Outstanding Issues List**

The Deputy Clerk has changed the Outstanding Issues List to the Amenities Meeting Action Log. This included all actions starting from the beginning of 2026 and instead of having just projects on, would record actions out of the meeting, by whom with a to do and when completed. This had been circulated prior to the meeting and will be updated and circulated at each meeting. Cllrs agreed and noted.

### **087/26 OTHER AMENITIES ISSUES FOR DECISION**

#### Amenities Policies for Review

The policies had been circulated to Cllrs prior to the meeting for them to review. All Cllrs agreed that they agreed the policies and only one change had been made to the Tree Management Policy. These policies would now be taken to the Full Council Meeting to be ratified on Tuesday 10<sup>th</sup> March.

#### Village Litter Pick

The Deputy Clerk updated Cllrs that the volunteers list was being added to. All the arrangements for litter picker, gloves, etc was being organised. The John Banks Hall has been booked for Saturday 28<sup>th</sup> March.

### Marden at Christmas

The notes of the Post Marden at Christmas had been circulated prior to the meeting along with feedback received from residents. The Deputy Clerk explained further some of the changes. Cllrs noted.

### **088/26 INVOICES FOR PAYMENT**

The following invoice was put before Cllrs for payment:

MBC Building Control – Building Regs Plan Check Fee – £311.88

Marden PCC – Hire of Vestry Hall 7/3/26 - £68.00

Viking – Office Supplies - £55.09

The Hop Press – Newsletter Printing - £1,525.00

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

Total: £2,159.95

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

At the end of the meeting Cllr Adam requested that the Deputy Clerk obtain details of reflective strips for the railings at Napoleon Drive. Information would be circulated via email.

There being no further business, the meeting closed at 20.20.

Date: 24<sup>th</sup> March 2026

Signed:

Cllr Dobinson

Chairman, Amenities Committee

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