



DRAFT MINUTES OF MARDEN PARISH COUNCIL FULL COUNCIL HELD ON TUESDAY 14TH APRIL 2026 IN THE OLD SCHOOL ROOM, MARDEN MEMORIAL HALL, MARDEN COMMENCING AT 8.15PM

Marden Parish Council operates under General Power of Competence since adopted on 7th May 2024. Minute Reference 012/24.

136/26 PRESENT

Cllrs Adam, Dobinson, Griffiths, Newton, Rabot (in the chair), Tippen and Turner were present. The Clerk, County Cllr Black and Borough Cllrs Couch and Russell were also in attendance.

137/26 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Boswell, Gibson, Goda and Summersgill.

138/26 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 registers of interest

Granting of Dispensation

There were no requests for dispensation.

139/26 MINUTES OF THE PREVIOUS MEETING

The Minutes of the Parish Council meeting held on 10th March 2026 were agreed and signed as a true record by the Chairman.

140/26 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

No members of the public were in attendance.

The meeting was adjourned for the following:

PUBLIC FORUM

No members of the public in attendance.

EXTERNAL VERBAL REPORTS (if in attendance)

County Councillor Report

County Cllr Black reported on the following:

Thanked MPC for invite to recent open morning, is working with Kent Highways regarding Hawkenbury bridge and the pothole situation within the village; Will update MPC once any update is received regarding Local Government Review and is supporting Maidstone River Festival. He also offered grants which were available to parishes.

Borough Councillors Report

Borough Cllrs Couch and Russell reported on the following:

A lot of fly tipping had been reported recently but MBC are getting on top of it; a new Mayor is due to take the position shortly; Heathlands SPD has been adopted and Call for Sites is scheduled for the new Local Plan Review in the next few months.

Police

Not in attendance.

The meeting was reconvened to discuss item 141/26 onwards.

141/26 CLERK'S REPORT

Cllrs had received the Clerk's report which included updates on outstanding issues/projects. These were duly noted.

142/26 PARISH MATTERS**Reports from MBC and KCC**

Cllrs had received the written reports from Borough Cllrs. These were noted.

Police Update/Report from Police ForumCrime Figures

Cllr Rabot provided a report on receive crime figures. Fairly low for February with 19 crimes reported, 10 of which were within the village area.

The Admin Assistant had started to retrieve crime information from the e-watch newsletter and produce a spreadsheet. From 10th March to date three crimes had been reported. Once reports from the Police website are received for March these would be reviewed against the spreadsheet.

Other Police Matters

Cllr Rabot was working with the Beat Officers to arrange further surgery dates.

CommunicationNewsletter

The next newsletter is due for publication end of June. This edition will include the Parish Council annual reports from the Annual Residents' Meeting held earlier this evening.

Marden Flooding

No further information had been received from Southern Water or the MP.

Infrastructure Spend Plan (ISP)

No new requests had been received to be included in the ISP.

Changing Rooms Refurbishment

The Clerk had spoken to the architect and received all the tender information. This was currently being uploaded onto Find a Tender website.

Cllrs were asked to consider the architect being in attendance when the tenders were opened and for him to take away the tenders for analysis. This would then be reported back to Council.

RESOLVED: Cllrs agreed for the architect to be in attendance with two Cllrs and the Clerk when the tenders were open and to provide an analysis for Cllrs to review.

Public Conveniences – Solar Panels

The licence had been received from Maidstone Borough Council's solicitors and the Clerk and Cllr Rabot signed. This was witnessed by Cllr Turner. The document would now be returned to the solicitors and confirmation requested as to when work can commence.

Allotments

Cllrs had received a query on the response sent to Redrow regarding fencing which the Clerk had been replied to.

Assets of Community Value (ACV)

Cllrs were asked to consider the documents for resubmission of The Unicorn ACV.

RESOLVED: Cllrs agreed the application for resubmission for The Unicorn. The Clerk would now forward this to Maidstone Borough Council.

Swift Activity/Surveys in Marden

Cllrs considered Cllr Boswell's report on agreement of supporting proposal by High Weald Swift project and Marden Wildlife. No expenditure was required other than if MPC wished to install Swift boxes on parish owned land.

RESOLVED: Cllrs agreed to support this proposal with Marden Wildlife.

GDPR Training

Several Cllrs had undertaken GDPR training either via the Information Commissioner's Office website or through work. The Clerk had recorded this on the training spreadsheet. Other Cllrs/staff members were encouraged to complete as soon as possible.

MPC Resilience Plan

Cllrs considered the document and to the purchasing of equipment.

RESOLVED: Cllrs agreed to adopt the Resilience Plan and to purchase hi-viz vests, lighting and traffic cones at a cost of £85.00. Cllrs wished further information on generators – this would be taken back to the Resilience Planning Working Group.

MPC Documents

Risk Assessments

Cllrs agreed to adopt the risk assessments. The Clerk was in the process of updating the format and these would then be placed on the website.

Full Council Action Log

Cllrs noted the action log and requested that only six months of completed actions be circulated.

143/26 COMMITTEE REPORTS

Amenities Committee

Cllrs noted the Minutes of the Amenities Committee meeting held on 24th March which had previously been circulated and were available on the Parish Council website.

Site meetings held on Monday 13th April which would be reported to the next Amenities Committee meeting.

Planning Committee

Cllrs noted the Minutes of Planning Committee meeting held on 17th March which had been previously circulated and available on the Parish Council website.

Finance Committee

No Finance Committee meeting held in March.

Conferences/Meetings/Webinars/Other attended

Police Surgery – 13th March: Held at the Vestry Hall. Several residents attended to speak to the Police.

Cyber Resilience Webinar – 19th March: Clerk attended and needed to speak to insurers regarding cover on MPC's policy.

Cemetery Sub-Committee meeting – 24th March: Notes had been circulated regarding the maintenance plan for the planted area at the rear of the cemetery.

Rialtas Webinar – 24th March: Clerk attended. Update given on changes to the financial software.

PPG Meeting – 26th March: Cllr Tippen attended. New GP starting following the retirement of Dr Morgan.

Litter Pick – 28th March: A large number of volunteers attended. Report given to Amenities Committee

Mazars (External Auditor) Webinar – 30th March: Clerk attended. Update on changes to the Annual Governance and Accountability Return (AGAR) for the financial year 2025/2026.

Asset Transfer Working Group – 30th March: Notes circulated.

Resilience Planning Working Group – 30th March: Update given earlier in the meeting regarding the Resilience Planning document.

KALC Area Committee meeting – 30th March: Clerk attended and had circulated notes. Minutes from the meeting had not yet been received.

Open Spaces site meetings – 13th April: Notes of these meetings would be circulated shortly.

Annual Residents Meeting – 14th April: Different set up for this year. Several residents in attendance.

Conferences/Meetings/Webinars/Events forthcoming

KCC Road Safety Seminar – 21st April

Play Scheme Manager meeting – 22nd April

Chairman/Vice-Chairman meeting – 27th April

Meet the Council – 30th May

144/26 CORRESPONDENCE

Cllrs received the following items which were noted:

Marden Parish Council Office Correspondence Log – March

Marden Parish Church Magazine

KALC Newsletter

Clerk/Council publications

145/26 FINANCE**Bank Statements:**Revenue

Nat West: £16,680.65

Unity: £239,509.15 (Precept of £227,568.00 was paid into account on 10th April)

Capital

CCLA: £57,614.34

Payments for Approval

Invoices for Payment

Groundsman – PPE (Budget Code 4312) - £69.99
 M&M – Wetpour/play equipment repairs (Budget Code 4235) - £2,160.00
 ICCM – Annual Subscription (Budget Code 4100) - £110.00
 Graham Carey – grounds maintenance (Budget Code 4014) - £88.00
 Rialtas – Annual Subscription (Budget Code 4100) - £252.00
 Castle Water – public conv. Water supply (Budget Code 4327) - £9.83
 Ecosan – sanitary units (Budget Code 4328) - £136.13
 Memorial Hall – hall hire/office rent/refuse (Budget Codes 4052/4070/4074/4210) - £410.00
 Stanleys Garage – fuel – Budget Code 4316) - £207.16
 Maidstone Borough Council – Changing Rooms rates – Budget Code 4226) - £309.68
 Alison Hooker – Miscellaneous (Budget Codes 4005/4210/4303) - £67.18
 HMRC – April PAYE/NIC (Budget Codes 4000/4002) - £3,444.87
 Castle Water – Changing Rooms Water supply (Budget Code 4225) - £7.64
 Castle Water – Cemetery Water Supply (Budget Code 4302) - £11.11
 Total: £7,283.59

Cllrs agreed invoices and Cllrs Adam and Turner authorised on Unity.

Invoices Paid between meetings

April Salaries (Budget Code 4000) - £9,233.13 (Authorised by Cllrs Dobinson and Tippen)

Business Stream (Budget Code 4327) - £4,233.28 (*see below*)
 (authorised by Cllrs Gibson and Tippen)

Business Stream Account

Although the large invoice had been paid and this was being contested a further invoice had been received for over £3,000. Cllr Turner agreed to look into this over the next couple of days.

146/26 HIGHWAYS AND PUBLIC TRANSPORT

Highways

Highways Improvement Plan (HIP)

A meeting to be arranged in May to discuss the 2026 priority list.

Speedwatch

Several Speed Watch days were being planned and dates would be circulated to the Speed Watch group shortly.

Public Transport

A new timetable is due in May.

There being no further business the meeting was closed at 8.51pm.

Cllr Adrian Rabot
 Chairman

Date:

Marden Parish Council, Parish Office, Goudhurst Road, Marden
 01622 832305 / 07376 287981 / clerk@mardenkent-pc.gov.uk /
www.mardenkent-pc.gov.uk