



## **BRIEFING NOTE**

**For the meeting of Amenities Committee meeting to be held on Tuesday 23<sup>rd</sup> September 2025 at 7.30pm at The Allens, Albion Road, Marden, Kent.**

### **033/25 PRESENT**

Cllrs to inform the Clerk by 5.00pm on the day of the meeting if they will be taking part in the meeting.

### **034/25 APOLOGIES FOR ABSENCE**

To receive apologies for absence.

Cllrs to inform the Clerk by 5.00pm on the day of the meeting if they will not be taking part in the meeting.

### **035/25 COUNCILLOR INFORMATION**

Declaration of Pecuniary and Non-Pecuniary Interests  
Granting of Dispensation

### **022/25 MINUTES OF THE PREVIOUS MEETING**

To receive and accept as a true record the Minutes of the Amenities Committee meeting held on 22<sup>nd</sup> July 2025.

### **023/25 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING**

Members of the public to make themselves known to the meeting as to whether they wish to raise any issue under this item.

### **024/25 DEPUTY CLERK REPORT**

Report to be submitted to Cllrs prior to the meeting.

### **025/25 OPEN SPACE**

#### **Playing Field**

##### Play Inspection Report from MPC

Cllrs to accept the weekly reports received from the Caretaker.

##### Caretakers To Do List

A new Caretakers To Do List was created in September. **Circulated to Cllrs prior to the meeting for information.**

#### **Southons Field**

##### Play Inspection Report from MPC

Cllrs to accept the weekly reports received from the Caretaker.

#### **Other Open Space**

##### Strategically Important Play Areas (SIPA)

MBC are gathering information about future play provision in the borough and the condition of the play spaces. Cllrs to answer questions about MPC owned play areas at Marden Playing Field and Southons Field.

Office Opening Times:

Mondays, Tuesdays & Fridays 10am - 12 noon

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



Machinery for Open Space

Cllrs to discuss current MPC owned machinery and discuss future needs. **The Deputy Clerk will report on current issues and discuss with Cllrs.**

**Trees**Monthly Tree Inspections

Cllrs to receive monthly reports from the Caretakers.

**026/25 CEMETERY****Exclusive Right of Burial Certificates**

Cllrs to sign any Exclusive Right of Burial Certificates received in time of this meeting.

**Hedgerow Planting**

Cllrs to discuss planting more hedgerow at the extended. **Cllr Rabot to report to other Cllrs.**

**ICCM Journal**

Autumn ICCM journal received and Cllrs to review. **Hard copy to be available at the meeting. An online link will be circulated prior to the meeting Cllrs information.**

**027/25 PUBLIC TOILETS AND CAR PARK****Public Toilet Issues****Car Park Issues****028/25 AMENITIES SUB-COMMITTEES AND SUB-GROUPS****Environmental Sub-Group**

The Environmental Sub-Group meeting took place on Tuesday 29<sup>th</sup> July. Notes of the meeting were circulated to Cllrs.

**Estate Management Plan**

Cllrs to review and agree the Estate Management Plan.

**Nature Recovery Plan**

Discuss whether to complete an expression of interest form.

**029/25 OUTSIDE BODIES REPORT****Memorial Hall**

Cllr Turner to provide an update following the meeting of the Trustees that took place on Monday 14<sup>th</sup> July and Monday 8<sup>th</sup> September 2025.

**Youth Issues**

Update from Cllr Rabot on detached youth activities on the Playing Field.

**030/25 OUTSTANDING ISSUES****Outstanding Issues List**

The list to be circulated to Cllrs prior to the meeting.

**031/25 OTHER AMENITIES ISSUES FOR DECISION****032/25 INVOICES FOR PAYMENT**

Invoices due to payment to be submitted to the meeting.

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If you have any questions etc that you wish to ask regarding this meeting, please contact the Deputy Clerk on 01622 832305 or email [deputyclerk@mardenkent-pc.gov.uk](mailto:deputyclerk@mardenkent-pc.gov.uk).

Local electors and the press are entitled to listen to Parish Council Meetings but not to take part. An opportunity to speak will be given at the beginning of Council Business in line with MPC's Public Participation Policy which can be found at: [Council Policies and Procedures - Marden Parish Council - Marden Parish Council, Marden, Tonbridge](#)

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