



**DRAFT MINUTES OF THE ANNUAL MARDEN PARISH
COUNCIL MEETING HELD ON TUESDAY 12TH MAY 2026
AT THE ALLENS, ALBION ROAD, MARDEN COMMENCING
AT 7.30PM**

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

The current Vice-Chairman, Cllr Anne Boswell, took the chair for the first item on the agenda.

001/26 ELECTION OF CHAIRMAN

Cllr Boswell put herself forward as Chairman – no other nominations had been received.

Cllr Gibson proposed and Cllr Tippen seconded that Cllr Boswell be elected Chairman of Marden Parish Council for the forthcoming Council year.

Cllr Boswell accepted the proposal and all Cllrs agreed.

Cllr Boswell, as newly elected Chairman, signed the Declaration of Office of Chairman and this was witnessed by the Proper Officer.

Cllr Boswell, as Chairman, to take the chair for the remainder of the meeting.

002/26 ELECTION OF VICE-CHAIRMAN

Cllr Dobinson put himself forward as Vice-Chairman – no other nominations had been received.

Cllr Boswell proposed and Cllr Griffiths seconded that Cllr Dobinson be elected Vice-Chairman for the forthcoming Council year.

Cllr Dobinson accepted the proposal and all Cllrs agreed.

003/26 PRESENT

Cllrs Adam, Boswell, Dobinson, Gibson, Griffiths, Newton, Rabot, Summersgill and Tippen were in attendance. The Clerk was also present.

004/26 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Goda and Turner.

Borough Cllr Couch also gave her apologies.

005/26 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

The Clerk reported that from 29th June 2026, section 65 of the new English Devolution and Community Empowerment Act 2026 (“2026 Act”) removed the requirement for a local government member’s home address to be published

in council registers of interest. The newly added section 32A of the Localism Act 2011 requires that councils do not publish details of a member's home address in public registers of interest unless an individual member explicitly requests it.

Therefore, all Cllrs addresses on their Registers of Interest would be removed from the website, address to be redacted and uploaded again.

Granting of Dispensation

There were no requests for dispensation.

006/26 MINUTES OF THE PREVIOUS MEETING

Cllrs received and agreed, as a true record, the Minutes of the Parish Council meeting held on 14th April 2026. These were duly signed by the Chairman.

007/26 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

The meeting was adjourned for the following items:

PUBLIC FORUM

There were no members of the public in attendance.

EXTERNAL VERBAL REPORTS (if in attendance)

County Councillor Report: Not in attendance

Borough Councillors Report: Borough Cllr Summersgill will no longer be on MBC's Planning Committee meeting from Saturday. Thanked Cllr Rabot for his support as Chairman over the last Council year.

Police: Not in attendance.

The meeting was reconvened to discuss item 008/26 onwards.

008/26 CLERK'S REPORT

Cllrs received and noted the Clerk's report which included a list of meetings, events etc for the next month along with actions taken on projects/outstanding issues.

009/26 APPOINTMENT OF COMMITTEES/SUB-COMMITTEES

The following Cllrs were appointed to the Parish Council Committees and Sub-Committees

(Chairman and Vice-Chairman ex-officio on Committees and Chairman ex-officio on Sub-Committees)

Committees

Amenities: Cllrs Boswell, Dobinson, Goda, Newton, Rabot, Summersgill, Tippen and Turner

Finance: Cllrs Adam, Boswell, Dobinson, Gibson, Griffiths, Tippen and Turner

Planning: Cllrs Adam, Boswell, Dobinson, Gibson, Griffiths, Newton, Tippen and Turner

Sub-Committees

Human Resources: Cllrs Boswell, Gibson, Newton and Tippen (1 vacancy)

Open Spaces: Cllrs Boswell, Dobinson, Newton, Rabot, Summersgill and Tippen

010/26 APPOINTMENT OF SUB-GROUPS, WORKING GROUPS AND OUTSIDE BODIES

The following Cllrs were appointed to the Parish Council Sub-Groups, Working Groups and Outside Bodies

Sub-Groups

Allotments: Cllrs Boswell, Rabot and Tippen

Byelaws: Cllrs Adam and Newton

Communications: Cllrs Boswell, Newton, Rabot and Tippen

Environmental: Cllrs Boswell, Dobinson, Rabot and Summersgill (2 Cllr vacancies)

Neighbourhood Plan Steering Group: Cllrs Adam, Boswell, Dobinson, Gibson, Tippen and Turner

Play Scheme: Cllrs Boswell and Tippen

Resilience Planning: Cllrs Dobinson, Gibson, Rabot and Tippen

Village Events: Cllrs Boswell, Newton and Tippen

Working Groups

Assets of Community Value: Cllrs Adam and Boswell

Asset Transfer Working Group: Cllrs Boswell, Dobinson and Tippen

Highways Working Group: Cllrs Boswell, Dobinson, Griffiths and Tippen

Outside Bodies

Community Engagement Forum: Cllrs Boswell and Tippen (substitute)

KALC Area Committee (Maidstone): Cllr Summersgill and the Clerk (substitute)

Maidstone Borough Council Cluster Group: Cllr Rabot

Marden Dementia Friendly Community: Cllr Boswell

Memorial Hall: To be confirmed

Patient Participation Group: Cllrs Boswell and Tippen

Public Transport: Cllr Adam

011/26 PARISH COUNCIL INFORMATION

Parish Assets

Cllrs received and agreed the list of parish assets at 31st March 2026.

Dates of Parish Council Meetings for 2026/2027

Cllrs received and noted the proposed dates for Parish Council meetings in 2026/2027. These would now be advertised on the website and notice boards.

012/26 PARISH MATTERS

Reports from MBC and KCC

Cllrs had received the written reports from Borough and County Councillors – noted.

Cllr Tippen requested that more engagement be made with Borough and County Cllrs and suggested holding regular meetings.

Police Update/Report from Police Forum

Crime Figures

Cllr Rabot provided a report on receive crime figures: 27 crimes reported in March.

Other Police Matters

Cllr Rabot was liaising with Police regarding future surgery at The Village Club in early June.

Communication

Newsletter

Cllr Boswell was currently contacting village organisations for input into the next edition of the newsletter. Cllr Griffiths would provide something on the changing rooms refurbishment.

Marden Flooding

No updates received from Southern Water. The Clerk will chase the MP to see if any response had been received.

Infrastructure Spend Plan (ISP)

Cllr Tippen had received a request for an outside table tennis table which would be added to the ISP.

Changing Rooms Refurbishment

13 tenders had been received which were opened on Thursday 7th May in the Parish Office meeting room with the Clerk, Cllrs Griffiths and Turner and the architect in attendance. The architect had taken all tenders away to analyse, and it was hoped that details would be available for Amenities Committee to discuss and make a recommendation to the June Full Council Meeting.

Cllr Griffiths asked that the Amenities Committee review the draft management plan which needs to be submitted to Maidstone Borough Council Planning Department and to discuss internal furnishings.

Public Conveniences – Solar Panels

The Clerk was still waiting for confirmation of work to be able to commence on the structural work.

Allotments

No information had been received back from Redrow. However, the Clerk had been copied in on an email from MBC to Redrow asking for information as to the current situation.

Full Council Action Log

Noted.

013/26 COMMITTEE REPORTS

Amenities Committee

Cllrs noted the Minutes of the Amenities Committee meeting held on 28th April which had previously been circulated and were available on the Parish Council website.

Planning Committee

Cllrs noted the Minutes of Planning Committee meeting held on 21st April and 5th May which had been previously circulated and available on the Parish Council website.

Neighbourhood Plan updates were due to have been sent to the Clerk by relevant Cllrs by today following the closing of Regulation 14 consultation. However, as none had been received it was agreed to discuss at the next Planning Committee meeting for deferment.

Finance Committee

Cllrs noted the Minutes of the Finance Committee meeting held on 28th April which had been previously circulated and available on the Parish Council website.

Conferences/Meetings/Webinars/Other attended

13th April – Open Spaces/Cemetery site meetings: Notes circulated and discussed at Amenities Committee.

21st April – Kent Road Safety Seminar: Cllr Tippen and the Clerk attended. Cllr Tippen raised several websites of interest.

7th May – Opening of Changing Rooms tenders (reported at item 012/26 above)

12th May – Highways Working Group: notes would be circulated shortly.

12th May – HR Sub-Committee: notes would be circulated shortly.

Conferences/Meetings/Webinars/Events forthcoming

17th May – Green Homes event (KCC/MPC)

19th May – Cloudy IT webinar

19th May – HR webinar

20th May – Primary Academy opening of new building

26th May – KALC Area Committee AGM

30th May – Meet the Council at Marden Library: Clerk and Cllr Boswell/Tippen to attend.

9th June – Play Inspection Training: Cllr Newton and the Village Caretaker to attend.

9th June – MBC Community Energy Webinar

014/26 CORRESPONDENCE

Cllrs received the following items for noting:

Marden Parish Council Office Correspondence Log for April.

Marden Parish Church Magazine

KALC Newsletter

Clerk/Council publications

015/26 FINANCE

Bank Statements:

Reserve Accounts

Nat West: £15,117.17

Unity: £217,701.83

Capital Account

CCLA: £57,614.34

Payments for Approval

Invoices for Payment

The following invoices were submitted for payment:

HMRC: April NIC/PAYE (Budget Codes 4000/4002) £2,465.90

Rams Hill: Mower repairs (Budget Code 4238) £320.40

Marden Memorial Hall: office rent, refuse and hall hire (Budget codes 4052/4070/4074) £340.00

Total: £3,126.30

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

Payments made between meetings

May Salaries (Budget Code 4000) £7,942.39

Authorised by Cllrs Gibson and Tippen.

Standing Orders/Direct Debits

Cllrs had received and agreed the standing orders and direct debits for 2026/27.

Financial Regulations, Policies and Risk Assessment

Cllrs received and ratified the financial documents submitted by Finance Committee.

016/26 HIGHWAYS AND PUBLIC TRANSPORT

Highways

Highways Improvement Plan (HIP)

At the Highways Working Group meeting today additional highways items were added which included Plain Road bend (Sheephurst Lane end) and reduction in 60mph speed limit in Howland Road.

Cllrs agreed to progress extending the double yellow lines in Albion Road/The Wickets.

The priority list would be reviewed once the single yellow lines in Goudhurst Road and signage in Howland Road had been completed.

The Clerk was asked to chase these two issues and also the signage on Sheephurst Lane river bridge.

Speedwatch

Cllr Summersgill will circulate dates for future sessions.

Other Highways Issues

Areas in Plain Road had been marked up for repair but unsure whether work had been undertaken.

Public Transport

Large pothole in the station approach road is still requiring repair. Cllr Tippen raised a complaint two months ago and asked that she be informed as and when this was repaired.

Yellow and white lines have been refreshed in the car park.

South Eastern have been more active in checking tickets.

There being no further business the meeting was closed at 8.40pm

Cllr Anne Boswell

Chairman

Date:

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