



MINUTES OF THE FULL COUNCIL MEETING HELD ON TUESDAY 14TH JULY 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.

052/26 PRESENT

Cllrs Boswell (in the Chair), Dobinson, Goda, Griffiths, Newton, Rabot, Tippen and Turner. The Clerk was also in attendance.

County Cllr Black and Borough Cllr Couch arrived during the meeting.

053/26 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Adam, Gibson and Summersgill.

054/26 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 Cllrs Registers of Interest

Granting of Dispensation

There were no requests for dispensation.

055/26 MINUTES OF THE PREVIOUS MEETING

Cllrs received and agreed as true records the Minutes of the Parish Council and EFCM meetings held on 9th and 16th June. These were duly signed by the Chairman.

056/26 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

There were no members of the public in attendance.

The meeting was adjourned for the following items:

PUBLIC FORUM

Members of the public will be given the opportunity to raise any issue under this item.

EXTERNAL VERBAL REPORTS (if in attendance)

County Councillor Report

The Clerk confirmed that the grant for Play Scheme had been received

Following concerns in the parish office Cllr Black offered to purchase a Ring doorbell to be installed.

Kent Highways have some funding for Hawkenbury bridge and Cllr Black is working with them to try to resolve the issues of repetitive damage.

Borough Councillors Report

Borough Cllr Couch asked whether the parish council was notified of agricultural planning applications. The Clerk responded that it was not a statutory consultee for these applications along with submissions of details etc but that the monthly list was checked regularly in case these types of applications were received. They would then be added to the planning agenda for Cllrs to view. Borough Cllr Couch advised Cllrs that the recent agricultural application for Cannon Farm had been refused. Cllr Tippen asked why the G&T Call for Sites had been withdrawn. Borough Cllr Couch responded to say that it was only being put on hold for the time being and would be revisited when the Local Plan is reviewed.

Police

Not in attendance.

The meeting was reconvened to discuss item 057/26 onwards.

057/26 CLERK'S REPORT

Cllrs received and noted the Clerk's report

058/26 PARISH MATTERS

Reports from MBC and KCC

Cllrs received and noted the written reports from Borough Councillors

Police Update/Report from Police Forum

Crime Figures

Cllr Rabot provided a report on receive crime figures. Lower this month with 18 crimes reported.

19.35 County Cllr Black arrived

19.39 Cllr Turner arrived

19.45 Borough Cllr Couch arrived

The Chairman adjourned the meeting for the County/Borough Cllrs verbal reports (see above).

Other Police Matters

Police Surgery at Parish Office held on 24th June. Two residents attended to discuss issues with the Beat Officers.

Police Drop-In Session at Vestry Hall held on 10th July. Attended by the Beat Officers, PCSO and Community Protection Team.

Next Drop-In Session being held on Friday 25th September.

Communication

Newsletter

Summer edition was currently being delivered.

Marden Flooding

The Clerk had been in contact with Katie Lam MP regarding the letters sent to her in respect of Southern Water and South East Water. No response had yet been received.

Infrastructure Spend Plan (ISP)

There were no new requests for inclusion in the ISP

Changing Rooms Refurbishment

Cllrs received the draft Management Plan and agreed to submitted to MBC, via the architect, as a condition of the planning approval. Cllr Turner asked

that the planning decision be viewed to ensure there were no other conditions outstanding. If there were then these should all be applied for together to keep costs down.

Cllr Griffiths had been in contact with the architect to review the tender costs and was waiting for more information.

The Clerk had spoken to a VAT consultant (notes had been circulated to Cllrs) and was preparing figures to view to ensure that the Parish Council could reclaim the VAT on the refurbishment.

Public Conveniences – Solar Panels

It was hoped that confirmation would be received from MBC and their solicitors shortly so that work can commence for the installation of the solar panels.

Allotments

Redrow had sent answers over to questions raised by Cllrs on the specification which were acknowledged and agreed.

Cllrs considered the draft commuted sum compiled by Cllr Rabot to be received from Redrow following completion of transfer. Following discussion it was agreed to submit a submission of £80,000 to Redrow.

Full Council Action Log

Noted.

Deputy Clerk vacancy

Cllrs were updated on the information regarding the vacancy following the resignation of the Deputy Clerk. The closing date for applications was Monday 20th July.

Marden Parish Council Terms of Reference

Cllrs were asked to consider delegating authority to the HR Sub-Committee to recruit the Deputy Clerk following interviews in August. It was agreed, unless there were any issues, for the recruitment to be decided by the HR Sub-Committee. The decision would be reported to the September Full Council meeting.

Byelaws

Response had been received from Secretary of State refusing adoption of the byelaws. Cllrs Adam and Newton along with the Clerk were due meet on Friday to discuss the response.

059/26 COMMITTEE REPORTS

Amenities Committee

There was no Amenities Committee meeting held in June. It was also agreed that no Amenities meeting would be held in July.

Planning Committee

There were no Planning Committee meetings held in June.

Application 24/505235/FULL – Land West of Pattenden Lane

Cllrs considered the above application which was due to go to Maidstone Borough Council planning meeting on 16th July. Cllrs noted but did not wish to attend.

Finance Committee

There was no Finance Committee meeting had been held in June.

Conferences/Meetings/Webinars/Other attended

Those in attendance to update the meeting on the following:

22nd June – Age Friendly Parishes meeting. Cllr Boswell updated the meeting on what was currently being undertaken and a further meeting would be arranged.

24th June – Police Surgery – reported above.

25th June – PPG AGM - cancelled. Moved to 24th September

29th June – Maidstone KALC Area Committee AGM – Minutes had been circulated.

9th July – Road Safety Seminar (virtual) – no representative attended

10th July – Police Drop-In at Village Café – reported above.

13th July – MBC Landscape Assessment workshop - Cllr Tippen attended.

Parish Councils would be consulted on the draft document later this year.

14th July – Chairmen/Vice-Chairmen (Council/Committees) meeting – Cllr Boswell gave an update on the meeting which was held to discuss the office cover/assisting the Clerk during the period of no Deputy Clerk.

Conferences/Meetings/Webinars/Events forthcoming

20th July – Memorial Hall meeting – Cllr Goda agreed to be the Parish Council representative but was unable to attend this meeting. The Clerk would provide minutes and an update.

20th July – closing date for Deputy Clerk applications

20th to 31st July – Marden Summer Play Scheme

23rd July – Meeting with Chairman/Vice-Chairman

10th August – Resilience Planning meeting

10th August – Highways Working Group meeting

060/26 CORRESPONDENCE

Cllrs received the following items for noting:

Marden Parish Council Office Correspondence Log – June – *in meeting pack*

Marden Parish Church Magazine

KALC Newsletter

061/26 FINANCE

Bank Statements:

Revenue Accounts

Nat West: £30,307.06

Unity: £178,735.23

Capital Account

CCLA: £57,614.34

Payments for Approval

Invoices for Payment

A number of invoices had been agreed via email and authorised between meetings. Details of these, along with the invoices presented tonight can be found at Appendix 1 of these Minutes.

Tree Cutting Quote

Clerk reported that a quote had been received for tree work at Marden Playing Field. However, the Parish Groundsman had informed the Clerk that he should be able to undertake the work himself. It was agreed for the Clerk to liaise with the Groundsman and to report back if any issues.

Grant Request

A grant request had been received from Kent Air Ambulance. It was agreed that £200 would be donated.

62/26 HIGHWAYS AND PUBLIC TRANSPORT**Highways**Highways Improvement Plan (HIP)

Cllrs viewed the proposals sent by Kent Highways for Howland Road traffic signs – these were noted and the Clerk would contact Highways to proceed with the work.

Cllr Tippen and the Clerk would review the HIP document and report back to the next meeting of the Working Group being held on 10th August at 3pm

Speed Watch

A further session was due to take place this week.

Public Transport

Charing Cross station was due to be closed later this month. This had been advertised on MPC's social media pages but the Clerk would share again.

There being no further business the meeting closed at 8.51pm

Cllr Anne Boswell

Chairman

Date: 11th August 2026

Marden Parish Council, Parish Office, Goudhurst Road, Marden

01622 832305 / 07376 287981 / clerk@mardenkent-pc.gov.uk / www.mardenkent-pc.gov.uk

Appendix 1

Invoices for Payment

Payments agreed via email and authorised between meetings

Employee/HMRC – Final salary & PAYE/NIC Payments (Budget Codes 4000/4002) £3,879.80

Paddock Wood Advice Centre – Donation (Budget Code 4155) £350.00

P&F Cleaning – Public conv. Cleaning June (Budget Code 4326) £775.00

Cloudy IT – Hotdesk laptop set up (Budget Code 4077) £77.71

Paul Waring – contract mowing (Budget Code 4014) £651.84

Authorised by Cllrs Rabot and Tippen 19th June 2026

Ian Jones – locking/unlocking Southons/Public conv (Budget Codes 4222/4328) £200.00

Viking – Office and Public Conv. Supplies (Budget Codes 4071/4328) £160.20

Rams Hill Mowers – strimmer code (Budget Code 4238) £45.00

Hallmark Signs – update Chairmen's Board (Budget Code 4076) £222.00

Authorised by Cllrs Dobinson and Tippen 30th June 2026

Employees – July salaries (Budget Code 4000) £6,267.63

Authorised by Cllrs Dobinson and Rabot 9th July 2026

Payments agreed authorised at July Full Council Meeting

HMRC – July NIC/PAYE (Budget Codes 4000/4002) £3,879.80

Cllr Ian Newton – travel claim Marden to Ashford return (Budget Code 4045) £26.10

Stanleys Garage – mower/vehicle fuel (Budget Code 4316) £36.68

Mrs J Lutener – compost for troughs (Budget Code 4140) £15.00

Castle Water – Cemetery water supply (Budget Code 4302) £28.82

Castle Water – Public Conv. Water supply (Budget Code 4327) £105.07

Castle Water – Changing Rooms Water supply (Budget Code 4225) £8.76

Parent – Play Scheme refund (Budget Code 4215) £114.00

Marden Memorial Hall – office rent, refuse and hall hire (Budget Codes 4052/4070/4074) £350.00

Lawrence Containers – Southons Field container (Budget Code 4320) £2,802.00

The Hop Press – Newsletter printing (Budget Code 4122) £1,525.00

Authorised by Cllrs Rabot and Tippen.