



TO ALL MEMBERS OF MARDEN PARISH COUNCIL

Dear Councillor

YOU ARE HEREBY SUMMONED TO ATTEND the Marden Full Council meeting to be held on Tuesday 14th July 2026 at 7.30pm at The Allens, Albion Road, Marden

Alison Hooker

Alison Hooker (Mrs)

Clerk to Marden Parish Council

9th July 2026

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

Members of the public and press are welcome to attend this meeting and may speak during the public adjournment at the discretion of the Chairman and in accordance with standing order 1 e-g. Questions relating to any other items that are not on this agenda should be referred to the Chair of the Council or Clerk as appropriate and outside this meeting.

The law allows the public proceedings of council meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted. By attending this meeting, you are consenting to be filmed. As a matter of courtesy, please advise the Clerk if you intend to record any part of the proceedings.

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

AGENDA

052/26 PRESENT

053/26 APOLOGIES FOR ABSENCE

Apologies for absence to be received.

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

054/26 COUNCILLOR INFORMATION

Declaration of Pecuniary and Non-Pecuniary Interests

Changes to Register of Interest

Granting of Dispensation

055/26 MINUTES OF THE PREVIOUS MEETING

To receive and accept as true records the Minutes of the Parish Council and EFCM meetings held on 9th and 16th June.

056/26 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.

The meeting to be 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

Borough Councillors Report

Police

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

057/26 CLERK'S REPORT

To receive and note the Clerk's report – *in meeting pack*

058/26 PARISH MATTERS

Reports from MBC and KCC

Cllrs to receive and note written reports from Borough and County Councillors

Borough Cllr reports in meeting pack.

Police Update/Report from Police Forum

Crime Figures

Cllr Rabot to provide a report on receive crime figures.

Crime Figures can be found at: [Marden and Yalding | Your area | Kent Police | Kent Police](#)

Other Police Matters

Communication

Newsletter

Summer edition

[News Articles – Marden Parish Council](#)

Marden Flooding

Cllrs to receive and updates from Southern Water

Infrastructure Spend Plan (ISP)

Cllrs to receive any new requests for inclusion in the ISP

Changing Rooms Refurbishment

Cllrs to receive the draft Management Plan to be submitted to MBC as a condition of the planning approval.

Cllrs to receive any updates on the proposed works.

Clerk to provide Cllrs with VAT update

Public Conveniences – Solar Panels

Cllrs to receive updates on structural work

Allotments

Cllrs to receive update from Redrow.

Cllrs to consider the draft commuted sum compiled by Cllr Rabot to be received from Redrow following completion of transfer.

Full Council Action Log

For Cllrs to note – *in meeting pack*

Deputy Clerk vacancy

Cllrs to receive information regarding the vacancy following the resignation of the Deputy Clerk.

Marden Parish Council Terms of Reference

Cllrs to consider delegating authority to the HR Sub-Committee to recruit the Deputy Clerk following interviews in August.

059/26 COMMITTEE REPORTS

Amenities Committee

There was no Amenities Committee meeting held in June.

[Meetings – Marden Parish Council](#)

Planning Committee

There were no Planning Committee meetings held in June.

[Application 24/505235/FULL – Land West of Pattenden Lane](#)

Cllrs to consider attendance at Maidstone Borough Council planning meeting on 16th July

Finance Committee

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

[Meetings – Marden Parish Council](#)

Conferences/Meetings/Webinars/Other attended

Those in attendance to update the meeting on the following:

22nd June – Age Friendly Parishes meeting

24th June – Police Surgery

25th June – PPG AGM

29th June – Maidstone KALC Area Committee AGM

9th July – Road Safety Seminar (virtual)

10th July – Police Drop-In at Village Café

14th July – Chairmen/Vice-Chairmen (Council/Committees) meeting

Conferences/Meetings/Webinars/Events forthcoming

20th July – Memorial Hall meeting

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

060/26 CORRESPONDENCE

Cllrs to receive the following items for noting:

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

Marden Parish Church Magazine

KALC Newsletter

Clerk/Council publications

061/26 FINANCE

Bank Statements:

Details of bank statements will be made available at the meeting.

Payments for Approval

[Invoices for Payment](#)

Invoices due for payment to be submitted to the meeting.

Tree Cutting Quote

Clerk to report to the meeting quote received for tree work at Playing Field

Grant Request

Cllrs to discuss grant request received

062/26 HIGHWAYS AND PUBLIC TRANSPORT

Highways

Highways Improvement Plan (HIP)

[MPC Highways Improvement Plan - Marden Parish Council - Marden Parish Council, Marden, Tonbridge](#)

Kent County Council proposals for Howland Road traffic signs

Speed Watch

Cllrs to note dates for future sessions.

Public Transport

Meeting papers can be found separately to the agenda at: [Full Council Meeting – 14th July 2026 – Marden Parish Council](#)

If you have any questions etc that you wish to ask regarding this meeting please contact the Clerk on 01622 832305 or email clerk@mardenkent-pc.gov.uk

Copies of agendas will be posted on the council's website, Facebook page and noticeboards or can be requested in advance by telephoning 01622 832305 or emailing clerk@mardenkent-pc.gov.uk



DRAFT MINUTES OF THE FULL COUNCIL MEETING HELD ON TUESDAY 9TH JUNE 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.

In the absence of both the Chairman and Vice-Chairman Cllrs elected Cllr Tippen to be in the chair for this meeting.

035/26 PRESENT

Cllrs Adam, Gibson, Goda, Newton, Rabot, Summersgill, Tippen and Turner. The Clerk, Borough Cllrs Couch and Russell and 5 members of the public were in attendance.

036/26 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Boswell, Dobinson and Griffiths. County Cllr Black also gave his apologies.

037/26 COUNCILLOR INFORMATION

Declaration of Pecuniary and Non-Pecuniary Interests

Cllr Gibson declared an interest in item 041/26 Allotments as a resident of Highwood Green.

Changes to Register of Interest

There were no changes to Cllrs Registers of Interest

Granting of Dispensation

There were no requests for dispensation.

038/26 MINUTES OF THE PREVIOUS MEETING

Cllrs received, and agreed, as true records the Minutes of the Annual Parish Council and EFCM meetings held on 12th, 19th, 26th May and 2nd June. These were duly signed by the Chairman.

039/26 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

Members of the public were in attendance for item 041/26 – Employing a Planning Consultant.

The Chairman proposed that this item be brought to the beginning of item 041/26. All Cllrs in agreement.

The meeting was adjourned for the following items:

PUBLIC FORUM

It was agreed that members of the public would speak at item 041/26 as detailed above.

EXTERNAL VERBAL REPORTS (if in attendance)

County Councillor Report – not in attendance

Borough Councillors Report – nothing verbal to report.

Police – not in attendance

Before the meeting was reconvened the Chairman welcomed comments from the residents regarding item 041/26 Employing a Planning Consultant.

Residents felt that, although the Parish Council had submitted a detailed response felt that assistance from a planning consultant was needed to offer expert advice. The land in question at Plain Road was not in Maidstone Borough Council's Local Plan and a technical overview to look at the transport assessment would be welcomed.

The meeting was reconvened to discuss item 040/26 onwards.

041/26 PARISH MATTERS

Employing a Planning Consultant

Cllrs considered the comments raised by residents and the merits of employing a planning consultant for the proposed development at Plain Road. Questions were raised as to how much it would cost and where the money would come from as no budget had been put aside for this financial year. Cllrs were all in agreement that the Clerk would investigate costs and speak with other parish councils who had instructed planning consultants. This would be reported back to a future meeting.

The 5 members of public then left the meeting.

040/26 CLERK'S REPORT

Cllrs received the Clerk's Report for May. Noted.

041/26 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

21 offences were reported on the Kent Police website which is lower than normal. Most crimes have been criminal damage, anti-social behaviour and burglary.

Other Police Matters

Police Surgery to be held in the Parish Office on Wednesday 24th June from 5pm to 6pm and the Police Drop-In Session at the Vestry Hall will be on Friday 10th July.

Communication

Newsletter

Currently being edited. Hoping to get it to the printers on 22nd June so that they are returned on 26th ready for distribution.

Marden Flooding

No updates received. The Clerk had chased Katie Lam but no response to date.

Infrastructure Spend Plan (ISP)

No additional items to be added.

Changing Rooms Refurbishment

The Amenities Committee were unable to view the tenders as both Cllrs Griffiths and Turner were not in attendance. It was proposed, and agreed, that an EFCM be called on 16th June to discuss and reach an agreement of the contract and to agree the Management Plan to be submitted to MBC. Cllrs Griffiths and Turner would arrange to meet beforehand to go through the technical details.

Public Conveniences – Solar Panels

The Clerk had chased the solicitors to request consent to go ahead with the structural work and installation of the solar panels but no response received to date.

Cllr Gibson left the meeting for this item.

Allotments

An email had been received today outlining the work planned for the allotments and the timescale for the work is estimated at 8 to 10 weeks. There seemed to be some discrepancies in this compared to the MPC specification and it was agreed that Cllrs Rabot and Tippen would look through both documents and report back.

Cllr Gibson returned to the meeting.

Full Council Action Log

Noted

Appointment of MPC Representative on Marden Memorial Hall Committee

Cllrs appointed Cllr Goda as representative for Marden Memorial Hall.

Chairmen's Board

Cllrs received an updated quote of £185.00 from Hallmark Signs Ltd for the addition of the names of the 4 Chairmen to be engraved on the Chairmen's Board. This was agreed and the Clerk would arrange to have it taken to the company for the work to be completed.

Employing a Planning Consultant

See above.

042/26 COMMITTEE REPORTS

Amenities Committee

Cllrs noted the Minutes of the Amenities Committee meeting held on 2nd June which had previously been circulated and were available on the Parish Council website.

There would be no Amenities Committee meeting on 23rd June.

Planning Committee

Cllrs noted the Minutes of Planning Committee meeting held on 26th May which had been previously circulated and available on the Parish Council website.

Planning Application

26/501894/FULL – Turkey Farm House, Goudhurst Road, Marden
Erection of a double bay car port with storage bay and landscape alterations
Cllrs noted that the applicant has taken consideration of most of the pre-app guidance but there does not appear to be a robust justification for not converting the existing outbuildings as advised.

Finance Committee

No Finance meeting had been held in May.

Meetings – Marden Parish Council

Those in attendance updated the meeting on the following:

18th May – Age Friendly Parishes webinar: Cllr Boswell attended

19th May – Cloudy IT webinar – The Clerk and Deputy Clerk attended on Hybrid meetings – not yet legislation, provided details of what Cloudy IT could provide.

19th May – HR webinar – The Clerk attended – details give on employment law changes and being compliant with legislation.

26th May – KALC Area Committee AGM - Cancelled

30th May – Meet the Council at Marden Library – Cllrs Boswell and Tippen attended and a couple of issues were raised

2nd June – HR Sub-Committee meeting – Notes to be circulated and reported to Finance Committee

4th June – Community Forum – Cllr Boswell attended. This would be the last forum meeting as numbers were dwindling. Any issues would be discussed via email to interested parties.

9th June – Play Inspection Training – Cllr Newton and the caretaker attended.

Conferences/Meetings/Webinars/Events forthcoming

10th June – HR Sub-Committee meeting

22nd June – Age Friendly Parishes meeting

23rd June – Parish Environmental Network meeting

24th June – Police Surgery in the Parish Office

25th June – PPG AGM

29th June – Maidstone KALC Area Committee AGM

9th July – Road Safety Seminar (virtual)

10th July – Police Drop-In at Village Café (tbc)

20th to 31st July – Marden Summer Play Scheme

043/26 CORRESPONDENCE

Cllr received information on the Kent Downs Management Plan Review. Cllrs noted this consultation but as Marden is not mentioned no response would be made.

Cllrs received the following items for noting:

Marden Parish Council Office Correspondence Log – May

Marden Parish Church Magazine

KALC Newsletter

Marden Parish Council, Parish Office, Goudhurst Road, Marden

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

Clerk/Council publications

044/26 FINANCE

(A) Bank Statements:

Revenue Accounts

Nat West: £13,742.12

Unity: £206,610.79

Capital Account

CCLA: £57,614.34

(B) Accounts 2025/2026:

(B)(i) Statement of Internal Control

Cllrs received and agreed the Statement of Internal Control previously circulated to Cllrs. Document was signed by the Chairman and RFO.

(B)(ii) Internal Auditor Report

Cllrs received and noted the end of year Final Report received from the Internal Auditor.

(B)(iii) Bank Reconciliation/Balance Sheet 31st March 2026

Cllrs received and noted the end of year bank reconciliation/balance sheet at 31st March 2026. Cllrs received and noted and were signed by the Chairman and RFO.

(B)(iv) Annual Governance and Accountability Return (AGAR) 2025/2026

(B)(iv)(a) Section 1 – Annual Government Statement 2025/2026

The Clerk read out the following statements to Cllrs:

- (1) We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements;
- (2) We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness;
- (3) We have assured ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances;
- (4) We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations;
- (5) We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required;
- (6) We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems;
- (7) We took appropriate action on all matters raised in reports from internal and external audits;
- (8) We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements;
- (9) Trust funds including charitable. In our capacity as the sole management trustee we discharged our accountability responsibilities for the

fund(s)/assets, including financial reporting and, if required, independent examination or audit. *Not appropriate to Marden PC as not a sole managing trustee of a local trust(s).*

We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review.

The relevant boxes were ticked Yes on the AGAR for items (1) to (8) and (10) ((9) was N/A as the Council is not a sole managing trustee) and the Chairman and Clerk (RFO) signed and recorded the minute number.

(B)(iv)(b) Section 2 – Accounting Statements 2025/2026

The Clerk had completed and signed Section 2 with figures from 2024/2025 and 2025/2026 accounts (also discussed at Finance Committee meeting).

Cllrs confirmed the statements and the Chairman signed and recorded minute number.

(C) Other Papers for External Auditor

Internal Auditor certificate

Cllrs received and noted the Internal Auditor's year-end AGAR certificate.

AGAR documentation:

Cllrs noted the additional documents to be sent to the External Auditor.

- i. Bank Reconciliation as at 31st March 2026
- ii. Statement of Variances – Year ending 31st March 2026
- iii. Explanation of differences between Box 7 and Box 8 on Annual Return
- iv. Explanation of Earmarked Reserves
- v. Contact Details of Parish Council Clerk and Chairman
- vi. Declaration and Notice of Appointment of Exercise of Public Rights
- vii. Assertions for Intermediate Audit

The relevant notices would be placed on the notice boards and website tomorrow and all the above documentation would be sent back to Mazars, our External Auditor.

Thanks were expressed to the Clerk for the work undertaken.

Grant Applications

Grant applications have been received from Paddock Wood Community Advice Centre.

After discussion all Cllrs agreed to grant £350 to Paddock Wood Community Advice Centre and £250 to the Heart of Kent Hospice.

Payments for Approval

Invoices for Payment

The following invoices were due for payment and were put in front of Cllrs:

Signature Plants: plants for troughs (Budget Code 4310) £130.25

Mulberry LAS – EOY Internal Audit (Budget Code 4050) £273.00

KALC – Annual Subscription (Budget Code 4100) £2,258.32

Employees/HMRC – June salaries/NIC/PAYE (Budget Codes 4000/4002 - £8,382.42

Alison Hooker – office postage (Budget Code 4075) £10.95

Total: £11,054.94

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

045/26 HIGHWAYS AND PUBLIC TRANSPORT**Highways**Highways Improvement Plan (HIP)

Cllr Tippen and the Clerk will review the document to ensure it is up to date in regard to the priority list.

Speed Watch

Cllr Summersgill will circulate dates to the group shortly.

Public Transport

Nothing to report.

There being no further business the meeting closed at 8.57pm

Cllr Anne Boswell

Chairman

Date: 14th July 2026



**DRAFT MINUTES OF THE EXTRA ORDINARY FULL
COUNCIL MEETING HELD ON TUESDAY 16TH JUNE 2026
IN THE PARISH OFFICE MEETING ROOM, MARDEN
MEMORIAL HALL, MARDEN COMMENCING AT 7.30PM**

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

046/26 PRESENT

Cllrs Adam, Boswell (in the Chair), Dobinson, Gibson, Goda, Griffiths, Rabot and Tippen were present. The Clerk was also in attendance.

047/26 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Newton, Summersgill and Turner.

048/26 COUNCILLOR INFORMATION

Declaration of Pecuniary and Non-Pecuniary Interests

There were no declarations of interest

Changes to Register of Interest

There were no requests to changes to the Register of Interest

Granting of Dispensation

There were no requests for dispensation.

049/26 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 9th June would be deferred until the July Full Council meeting.

050/26 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

There were no members of the public in attendance.

51/26 CHANGING ROOMS/PAVILION REFURBISHMENT

Tenders

Cllrs had been sent details of all the tender information received and were asked to consider the next steps.

13 tenders had been received initially but 2 had been disregarded due to lack of information/incomplete forms. Of the 11 accepted a spreadsheet had been prepared by the architect with all company names redacted. Majority of the tenders received were over the budget held (S106 funds) and therefore it was agreed for Cllr Griffiths to go back to the architect to ask:

- (1) Can anything be removed/reduced to lower costs;
- (2) Is there anything significant that Cllrs should know about the two lowest tenders.

The Clerk had contacted the auditor to ask the question; "if the project was put on hold for a period of time could the Council shortlist to approx. 5 tenders and then revisit these 5 at a later time?" – a response was awaited.

Other actions:

- (1) Cllrs would investigate other funding streams;
- (2) The Clerk was asked to contact other Parish Clerks to ask if any had been successful in obtaining grants for community buildings.

Management Plan

Cllr Griffiths had drafted the management plan which needs to be submitted to MBC as part of the planning application condition and the Clerk had made some amendments.

Cllrs Rabot and Tippen agreed to review this and report back to the July Full Council meeting.

There being no further business the meeting closed at 8.15pm

Cllr Anne Boswell

Chairman

Date: 14th July 2026

Marden Parish Council, Parish Office, Goudhurst Road, Marden

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www.mardenkent-pc.gov.uk

Clerk's Report – Full Council 14th July 2026

Meetings etc 14th July to 11th August 2026

20th July to 31st July – Marden Summer Play Scheme

20th July – Memorial Hall Trustees Meeting

21st July – Environmental Sub-Group Meeting CANCELLED

23rd July – Meeting with Cllrs Boswell, Dobinson, Rabot and Tippen and Clerk to discuss final week of play scheme and office cover

27th July – Bowls Club parking at Southons Field 12noon to 6pm

9th August – Dog Show CANCELLED

10th August – Resilience Planning Meeting

Correspondence Log

In meeting pack

Full Council Action Log

Action Log updated following June's meeting – available in the meeting pack and on the website. Cllrs to note any outstanding issues assigned to them.

Clerk's Outstanding Issues:

Public Conveniences – Solar Panels

Have chased solicitors again on 9th July for update – no confirmation received back yet as to when work can start.

MPC Website

Still updating – if Cllrs see any issues please let me know.

Play Scheme

Majority of days are now full and waiting to hear whether we have been successful with the KCC grant to purchase a marquee to use for additional children to attend. Starts Monday 20th July and if any Cllrs wish to attend please pop along (9.30am to 3.30pm)

Allotments

Update received from Redrow – on agenda.

Other

Following the resignation of the Deputy Clerk there will need to be some assistance in the parish office/meetings to cover my annual leave. The dates have been circulated to Cllrs and if any Cllrs can assist please let me know.

Awaiting Response From:

Solicitors – public conveniences

Redrow – allotment work

MBC – Asset of Community Value application for The Unicorn

Katie Lam MP – response to letters regarding water/development and Southern Water

Green Party Councillors' Report of JUNE 2026, for Marden & Yalding Ward Parishes –

After the slight May hiatus, Council meetings resumed in June with PACs (Policy Advisory Committees) in the first week and a Cabinet meeting on June 17th; decision made then will be debated at Full Council on 1st July. The first PAC discussed the expected outcome for last financial year of a £700,000 surplus (much higher than in 2024/25), and asked various questions on that; what to do with the MBC surplus will be discussed next month. Democracy & General Purposes Committee on 29th June will have discussed details of the 'shadow' operation of the proposed Town Council, which will come into formal being on 1st April 2027, and also set out its first year budget.

Of slightly more importance to our Ward, the Housing PAC on 3rd June discussed the Gypsy & Traveller DPD (Development Plan Document) Regulation 19 submission, and recommended that it was NOT adopted nor taken forward to the Planning Inspector for evaluation (there is a deadline of end of 2026 to do so now for DPDs, newly imposed by central government); the Cabinet agreed with that recommendation and Council will now debate/confirm. A significant problem with the Reg19 (after 'instructions' from the Planning Inspectorate as to what MBC should add/include, or not) was that existing & new sites put forward under Reg.18c 'Call for Sites' were now being evaluated to take their maximum 'footprint' capacity, not their application numbers – this meant a new potential site in our Ward put forward for a family occupation would now be 'suitable' for 12 caravans; not good!

We are still waiting to hear from Central Government about the future make-up of Kent for Local Government Reorganisation in 2028; a decision is still expected in mid-July, but recent government changes may mean that date could be brought forward, or postponed... Maidstone could be part of a West Kent grouping, but possibly also tied into Ashford & Folkestone! Or it could all go backwards.

Grace supported Maidstone Big Day out events, including Maidstone Pride, and she asked a question to Cabinet on June 17th after several homophobic attacks over that Pride weekend, along with a request to continue to support community groups.

Mike & Grace continued liaison with the 'River Medway Matters' group; there is going to be a repeat of last year's 'Source to Sea' pilgrimage, and this will pass through the Ward on 21/22 July. Mike and some fellow Councillors will be on the Medway on 4th July, as part of the annual 'swan upping' count

Updates for Newsletters/Sharing with Residents:

There is now a weekly Farmers' Market on Jubilee Square, by the Town Hall, every Saturday

Maidstone River Festival also returns on 25th July, with bands all day on Coronation Square.

Brenchley Bandstand Concerts start again every Sunday, 2-4pm, from 26th July; they are Free!

www.visitmaidstone.com/whats-on/events-calendar for full details of July events. There are a substantial number of free events being held at the Museum for schoolchildren in the holidays.

Consultations:

A request to do a Survey on Rural Business Support, with £500,000 potentially available, is open until 12th July: <https://letstalkmaidstone.uk.engagementhq.com/rural-business-survey-2026>

The 'Call for Sites' for the next Local Plan Update is now 'open', and closes on 23rd August.

A consultation on how to transform Earl Street in town for public access is open until 19th July.

Parish Matters –

Collier Street – Grace and Mike attended the last PC meeting, and Mike ran a SpeedWatch 'running' track for the kiddies at the Junior School fete on 20th June (but didn't see any Councillors there?). All Ward Councillors received an email about Council Pesticide usage in early June, which the MBC Biodiversity Manager responded to technically (via Claudine) from the same person in February.

Hunton – We continue to await details of the proposed polytunnels along Lughorse Lane, by Clockhouse Farm, but rainwater is accumulating in the new reservoir there. No Parish meeting this month, but preparations for the Village Hall Centenary celebrations were discussed at a Planning Committee; we have a band from Madrid coming on June 25th, ten years after they last played there. Grace had a positive response from the Police Inspector, regarding Beat Officers' visits to the Parish - responses from Police & Crime Commissioner and Chief Inspector forwarded to the Parish Clerk.

Marden – Mike & Claudine attended a second meeting of the Parish Council on 2nd to discuss the final Parish submission about the Plain Road 'hostile' PlanAp for 115 houses; the deadline for Comments to MBC Planners has now extended into July, and the views of KCC Highways and other statutory consultees are keenly awaited. Residents in Chainhurst have been sending co-ordinated emails from an 'Action Group' about a potential traveller site in Dairy Lane; Councillors have responded separately, but the withdrawal of the DPD Reg.19 (see above) wasn't known at the time.

Nettlestead – The Pelican Crossing is at 'funding stage' with KCC; it has appeared on a list of projects for CIL (Community Infrastructure Levy) funds to be disbursed by MBC, which is still undergoing Cabinet review and prioritisation. A Planning Appeal against Enforcement at Hempstead Lane (concerning extension of hard cover in the flood plain) will be held by the national Inspector.

Yalding – the Post Office managed to arrange suitable temporary outreach services after Tim & June retired, which seem to be working suitably albeit only on two afternoons a week. An Appeal against Planning Enforcement on a Site in Symonds Lane, where brick-built buildings were started last year, will be held at MBC offices in August. A second Appeal about 3 houses on Vicarage Road was lost. Grace has new casework at Cleavesland (Laddingford) being raised with Golding Homes, after a resident contacted the Ward Councillor for Harrietsham & Lenham with several concerns; these are not all new matters, and local Ward Councillors have dealt with some of these concerns before.

Borough Councillors Grace Couch & Mike Summersgill – 30th June 2026

Emails: michaelsummersgill@maidstone.gov.uk, gracecouch@maidstone.gov.uk

Full Council Meetings Action Log**ONGOING**

Action No.	Minute No.	Date of Meeting	Minute Action	Allocated to	To Do	Date completed
A18	138/24	13th February 2024	Risk Assessments - review format (see A109)	Clerk	ONGOING: Continuing to be updated.	
A27	153/24		Review faint yellow lines in village	Cllrs	ONGOING: To report to the Clerk	
A105	125/25	10th December 2024	Update Word documents to meet new Accessibility regulations	Ali	ONGOING	
A109	136/25(F)	11th March 2025	Update Risk Assessments and upload to website	Ali	ONGOING	
A177	085/25	11th November 2025	Arrange further Speed Watch dates	Cllrs Rabot and Summersgill	ONGOING	

2024/2025

Full Council Meetings Action Log

Action No.	Minute No.	Date of Meeting	Minute Action	Allocated to	To Do	Date completed
A111	137/25(D)(e)	11th March 2025	Trial Sharepoint with a few Cllrs	Ali/Rachel		
A117	148/25(D)		Chase Southern Water	Ali	Chased April - September Mike Russell is now contact	

2025/26

Full Council Meetings Action Log

Action No.	Minute No.	Date of Meeting	Minute Action	Allocated to	To Do	Date completed
A150	046/25	12th August 2025	Write to Southern Water regarding the new pipework system at Bewl Water / flood risk assessment	Ali	Emailed Mike Russell 9/9/25	
A168	069/25	14th October 2025	Arrange meeting with Allotment Society	Ali / Cllr Rabot		
A171	074/25		Obtain quotes for wooden fingerposts	Ali / Admin Asst		
A172	080/25	11th November 2025	Invite PCSO to next Community Forum	Cllr Boswell		
A184	091/25		Apply for building Regs for public conv.	Cllr Turner		
A206	118/26	10th February 2026	Arrange meeting with MBC/KCC re asset transfers	Ali	Asset Transfer WG	
A208	118/26		Update Chairmen's board after May APCM	Ali		
A213	123/26	10th March 2026	Cllr Turner to view Business Stream account due to high invoice	Cllr Turner		
A230	142/26	14th April 2026	Cllr Rabot to liaise with Beat Officers for surgery dates	Cllr Rabot	ONGOING	
A234	142/26		Cllrs to look at GDPR training	Cllrs		
A235	142/26		Purchase equipment for Resilience Planning	Ali		

LOG OF CORRESPONDENCE AND HOW DEALT WITH?*No names/contact details should be added here*

Date:	Contacted via	Who took call/emails?	Brief details of issue raised	Council/Committee	Outcome
01/06/2026	Telephone	Rachel	Resident querying EFCM Meeting and what was being discussed	Full Council	Gave information on the agenda and asked whether the resident wanted to attend
01/06/2026	Email	Ali	Russet Runners confirming 2027 date for Marden 10k	Amenities	Added to 2027 diary
01/06/2026	Email	Ali	Mazars confirming extension to returning AGAR if required	Finance	Noted
01/06/2026	Email	Ali	Neighbouring PC asking to speak to someone regarding facebook/social media	Office	Passed to Rachel
02/06/2026	Telephone	Rachel	Resident querying email address on Playscheme registration form	Amenities	Checked form and reassured resident
03/06/2026	Email	Ali	Gravedigger confirming date of interment of ashes	Cemetery	Contacted Funeral Directors
03/06/2026	Email	Ali	MBC to confirm MPC Cllr details on their website is correct	Office	Updated and responded
04/06/2026	Email	Ali	Resident querying response date for planning application	Planning	Informed for MPC's response date but suggested contacting Borough Cllrs to see if there is an extension
04/06/2026	Email	Ali	Play Scheme forms received	Play Scheme	Booked in and confirmation letter sent
04/06/2026	Email	Ali	Internal Auditor to arrange a telephone conversation	Finance	Arranged for 5/6/26
05/06/2026	Telephone	Ali	Internal Auditor to finalise the AGAR response	Finance	Received IA report
08/06/2026	Email	Ali	Financial software with information regarding I&E	Finance	Noted (still having problems waiting for call back)
08/06/2026	Telephone	Ali	Financial Software updated system	Finance	Able to complete Year End
08/06/2026	Email	Ali	Resident reporting issues with road	Highways	Reported to Highways
08/06/2026	Telephone	Ali	Resident reporting dead fox	General	Reported to MBC Ref. DIG845306619
08/06/2026	Email	Ali	IT Support to arrange to set up new laptop	Office	Arranged for 15/6/26
09/06/2026	Telephone	Rachel	Contractor inspecting access to S/F delivering container	Amenities	Confirmed access if hinges could be removed. Will discuss with Caretakers and arrange delivery thereafter
09/06/2026	Email	Ali	Resident reporting dead fox	General	Informed reported to MBC

09/06/2026	Email	Ali	KCC Members Grant requesting update from grant received for Christmas lights	Office	Completed
09/06/2026	Email	Ali	Resident reporting damage to play area sign at playing field	Amenities	Reported to caretaker to repair
15/06/2026	Email	Ali	Mazars confirming receipt of AGAR	Finance	Noted
15/06/2026	Email	Ali	Request for play scheme places	Play Scheme	Responded with dates available
15/06/2026	Email	Ali	Notification that defib at library has been used	General	Passed to resident who checks defib
15/06/2026	Email	Ali	Play Scheme forms received	Play Scheme	Passed to Lisa
15/06/2026	Email	Ali	Resident confirming Plain Road site notices have been put up	Planning	Noted
15/06/2026	Face to Face	Ali	Resident requesting information regarding Copper Lane application	Planning	Provided copy of 19/5/26 minutes and explained the process of the Outline application and future Reserved Matters
15/06/2026	Email	Ali	Cloudy IT to rearrange laptop upgrade	Office	Planned for 16/6/26 @ 1pm
15/06/2026	Telephone	Ali	Container company regarding delivery	Southons	Given details to Rachel to ring back when in office
15/06/2026	Face to Face	Ali	Play Scheme forms received	Play Scheme	Passed to Lisa
15/06/2026	Face to Face	Ali	Pre-School Manager - hall issue	Hall	Asked to email all trustees
15/06/2026	Telephone	Ali	Tree surgeon with costs for tree cutting at Playing Field	Amenities	Take to Full Council for agreement
15/06/2026	Email	Ali	Confirmation of receipt of 101 report re Cemetery ASB	Cemetery	Noted. Crime reference: DP-25827-26-4646-04
17/06/2026	Email	Ali	Request for meter reading for photocopier	Office	Sent
18/06/2026	Email	Ali	Confirmation of Police attendance at Vestry Hall on 10/7/26	Police	Noted
18/06/2026	Email	Ali	Teams meeting arranged for VAT 23/6/26	Office	Noted
19/06/2026	Telephone	Ali	Resident asking about a planning application in Goudhurst Road	Planning	Provided details of application number and Case Officer
19/06/2026	Email	Ali	Play Scheme forms received	Play Scheme	Passed to Lisa
22/06/2026	Email	Ali	Resident asking about restrictions on area of open space	General	Advised to contact Management Company as in private ownership
23/06/2026	Email	Ali	Log on details for Rialtas webinar	Finance	Due to start at 10.30am
23/06/2026	Teams	Ali	Meeting to discuss VAT	Finance	10am
23/06/2026	Email	Ali	Details of meeting re VAT	Finance	circulated to Cllrs

29/06/2026	Telephone	Rachel	Church called regarding anti-social behaviour asking for local police contact	Full Council	Asked them to email Cllr Rabot who may be able to enquire more urgently
29/06/2026	Telephone	Ali	Clerk to a Norfolk Parish Council asking details about tenders	General	Provided details of what MPC done for recent changing rooms tender application
29/06/2026	Telephone	Ali	Resident asking about food bank details	General	Passed Revd Nicky's telephone number