DRAFT MINUTES OF THE AMENITIES COMMITTEE MEETING HELD ON TUESDAY 27TH OCTOBER 2026 IN THE PARISH COUNCIL 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.

043/26 PRESENT

Cllrs Boswell, Newton, Rabot (in the chair), Summersgill, Tippen and Turner. Cllrs Adam and Gibson and the Clerk were also in attendance.

044/26 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Goda. The Deputy Clerk has also given her apologies. In her absence the Clerk took the minutes.

045/26 COUNCILLOR INFORMATION

Declaration of Pecuniary and Non-Pecuniary Interests

Cllr Boswell declared an interest in item 050/26 Southons Field

Cllrs Newton and Tippen declared an interest in item 054/26 Memorial Hall

Granting of Dispensation

There were no requests for dispensation.

046/26 MINUTES OF THE PREVIOUS MEETING

Cllrs received and accepted as a true record the Minutes of the Amenities Committee meeting held on 22nd September 2026. These were duly signed by the Chairman.

047/26 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

There were no members of the public in attendance.

048/26 DEPUTY CLERK REPORT

Cllrs noted the Deputy Clerk's report but no issues were raised.

049/26 ACTION LOG

Cllrs noted the action log for Amenities.

050/26 OPEN SPACES

Playing Field

Changing Rooms Refurbishment

It was understood that the architect had contacted Cllr Griffiths and the Clerk would liaise direct with Cllr Griffiths for an update.

New Play Equipment

No quotes had been received for a basket swing, toddler swing and 4-bay swing. These would be reported to the next available meeting once received.

Dog Waste Collection
Cllrs considered quotes and implications for dedicated dog waste collection from MPC owned bins. It was agreed to contact a couple more companies before a decision would be made at the November Full Council meeting.
Tree Audit Quotes
Cllrs considered the proposal from Open Spaces Sub-Committee for Silva Arboricultural Services to undertake the tree audit. This was agreed and the Deputy Clerk would contact the company to book in a date.

Southons Field

No issues were raised for Southons Field.

Other Open Space Issues

New Machinery
The parish groundsman had requested two pieces of equipment for grounds maintenance work at the cemetery. The Clerk was looking at pieces of equipment and would report back once more information was forthcoming.
Skate Park
Cllrs considered an e-mail from resident requesting a Skate Park in Marden. Although this is included in the Infrastructure Spent Plan unfortunately no location is available at the current time. The resident would be written to and given an explanation of the situation.

051/26 CEMETERY

Cemetery Issues

New Cemetery Database
The Open Spaces Sub-Committee had reviewed quotes for a new cemetery database and proposed to request a 3-month trial with Parish Online. This was agreed by the Amenities Committee Cllrs and the Clerk would arrange to put this into place.
Grave Surrounds Policy
Cllrs agreed to amend the policy regarding Section 4 graves as proposed by the Open Spaces Sub-Committee earlier today.
Memorial Benches and Plaques Policy
The Deputy Clerk had drafted a discussion paper to draw up a policy for memorial benches and plaques. A policy would be drafted and circulated for approval at the next Amenities Committee meeting.
Exclusive Right of Burial Certificates
No certificates to sign.

Other

ICCM Journal
Noted

052/26 PUBLIC TOILETS AND CAR PARK

Public Toilet Issues

Nothing to report

Car Park Issues

Cllr Summersgill to update the meeting.

053/26 AMENITIES SUB-GROUPS

Environmental Sub-Group

Meetings

The Environmental Sub-Group met on 15th October – meeting notes were circulated to Cllrs and would meet again in February 2027.

Green Homes Initiative

Cllr Boswell had proposed provisional dates in March 2027 for this event but was awaiting confirmation from KCC.

National Emergency Briefing on Climate and Nature

Cllrs Boswell and Summersgill attended the screening of this at the Village Club although it wasn't very well attended. It was proposed to wait to see whether the screening would be more widely publicised before looking to hold an additional screening.

Village Events Sub-Group

Marden at Christmas

The Deputy Clerk would update the Village Events Sub-Group tomorrow with the plans for Marden at Christmas.

2027 Events

The Sub-Group are meeting on 28th October 2026 to discuss ideas for events in 2027.

054/26 MARDEN MEMORIAL HALL REPORT

The next meeting is planned for 16th November 2026.

055/26 AMENITIES ISSUES FOR DECISION / NOTING

Estate Management Plan

Cllrs agreed the majority of changes to the Estate Management Plan. However, the HR Sub-Committee would review the Working from Home policy regarding office working and report back.

Site Visits

A site visit took place on 8th October 2026 and notes had been circulated to Cllrs.

MBC Wildlife and Orchard Bundle Offer

Cllrs noted that MPC had submitted an application for this offer and it is understood that at least one pack would be made available.

Cemetery and Open Spaces Fees for 2027/2028

Cllrs received proposals from the Open Spaces Sub-Committee for changes to fees for 2027/2028. These were agreed and would be put before the Finance Committee for next year's budgeting.

056/26 INVOICES FOR PAYMENT

The following invoices were due for payment:

Ian Jones – Southons Field and toilet locking/unlocking (Budget Code 4222/4328) - £200.00

P&F Cleaning – Public Conv. Cleaning (Budget Code 4326) - £775.00

KCC – street lighting (xmas) licence (Budget Code 4201) - £145.00

Alison Hooker – travel expenses/miscellaneous (Budget Codes 4005, 4201, 4222) - £124.81

Total: £1,244.81

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

057/26 DECEMBER AMENITIES COMMITTEE

Cllrs agreed not to hold an Amenities Committee meeting in December.

There being no further business, the meeting closed at 20.22

Date:

Signed:

Cllr Adrian Rabot
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