TO ALL MEMBERS OF MARDEN PARISH COUNCIL

Dear Councillor

YOU ARE HEREBY SUMMONED TO ATTEND the Marden Parish Council meeting to be held on Tuesday 10th November 2026 at 7.30pm at The Allens, Albion Road, Marden

Alison Hooker
Alison Hooker (Mrs)
Clerk to Marden Parish Council
3rd November 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

109/26 PRESENT

110/26 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.

111/26 COUNCILLOR INFORMATION

Declaration of Pecuniary and Non-Pecuniary Interests
Changes to Register of Interest
Redaction of Cllr addresses
Granting of Dispensation

112/26 MINUTES OF THE PREVIOUS MEETINGS

To receive and accept as a true record the Minutes of the Parish Council meeting held on 13th October 2026.
Draft-Full-Council-Minutes-13102026.pdf

113/26 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.

114/26 ELECTION OF MPC VICE-CHAIRMAN

Election of MPC Vice-Chairman

Cllrs to elect a new Vice-Chairman of Marden Parish Council

Appointment on Committees (if new Vice-Chairman is already on relevant Committee)

Amenities
Finance
Planning

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 115/26 onwards.

115/26 CLERK'S REPORT

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

116/26 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

Crime Figures can be found at: Marden and Yalding | Your area | Kent Police | Kent Police

Other Police Matters

Update from Police Drop-In Session – 30th October 2026
Cllrs to note dates for future police surgeries

Communication

Newsletter

MPC Autumn Newsletter 2026 – Marden Parish Council

Water Issues

Cllrs to receive and updates on outstanding issues

Infrastructure Spend Plan (ISP)

Cllrs to receive any new requests for inclusion in the ISP

Changing Rooms Refurbishment

Cllrs to receive any updates from architect on the refurbishment work.

Public Conveniences – Solar Panels

Cllrs to receive update on works

Allotments

Cllrs to receive information from the Allotments Sub-Group on the new proposed commuted sum.

Dog Waste Bins

Deferred from last month's meeting and Amenities Committee meeting.
Cllrs to consider quotes for separate dog waste bins at Marden Playing Field

Meet the Council

Next date for Meet the Council is Saturday 28th November.

Maidstone Family Hubs
Consultation ends 17th November 2026
Relocating Maidstone Family Hub Services | Let's Talk Kent

Assets of Community Value
Cllrs to receive notification from MBC regarding The Unicorn Public House

Asset Transfers
Cllrs to receive notes of the Asset Transfer Working Group and to action recommendations laid out in the report.

MPC Action Plan 2023-2028
Cllrs to note this document and consider the next five year Action Plan
MPC 5-year Action Plan – Marden Parish Council

MPC Terms of Reference
Cllrs to agree Open Spaces Sub-Committee Terms of Reference following the amalgamation of Cemetery and Open Spaces Sub-Committees – *in meeting pack*

MPC Byelaws
Cllrs to receive the response from Secretary of State - *in meeting pack*.
Cllrs to discuss the next steps of making and publicising the byelaws

Agreement of Financial Policies
Cllrs to agree the Financial Risk Assessment and all other Financial policies.
Financial Risk Assessment – March 2026 – Marden Parish Council
Finance Policies – Marden Parish Council

Peoples Emergency Briefing
Cllr Boswell to update Cllrs at meeting.
Cllrs to consider writing to MP.

Full Council Action Log
For Cllrs to note – *in meeting pack*

117/26 COMMITTEE REPORTS

Amenities Committee
Cllrs to note the Amenities Committee draft minutes of meeting held on 27th October 2026.
Amenities Committee meeting – 27th October 2026 – Marden Parish Council

Planning Committee
Cllrs to note the Planning Committee draft minutes of 3rd November 2026
Planning Committee meeting – 3rd November 2026 – Marden Parish Council

Finance Committee
There was no Finance Committee meeting held in October.

Conferences/Meetings/Webinars/Other attended
Those in attendance to update the meeting on the following:
15th October – Environmental Sub-Group meeting
15th October – Allotment Sub-Group meeting
15th October – HR Sub-Committee
16th October – Planning Conference
21st October – SLCC Clerks Conference
22nd October – Nuts and Bolts of Clerking webinar
27th October – Open Spaces Sub-Committee
28th October – Village Events and Communications Sub-Groups
29th October – Waste Recycling (small electrical items) at Memorial Hall
29th October – KALC Funding webinar
30th October – Police Drop-in Session at Vestry Hall
3rd November – Asset Transfer Working Group
4th November – Internal Audit
5th November – VAT Asset Transfer webinar
8th November – Remembrance Sunday
9th November – KALC Clerks Conference

Conferences/Meetings/Webinars/Events forthcoming
16th November – Memorial Hall meeting
28th November – Meet the Council
5th December – Marden at Christmas

118/26 CORRESPONDENCE

Cllrs to receive the following items for noting:
Marden Parish Council Office Correspondence Log – October – *in meeting pack*
Marden Parish Church Magazine
KALC Newsletter
Clerk/Council publications

119/26 FINANCE

Bank Statements:
Details of bank statements will be made available at the meeting.
Membership to Society of Local Council Clerks (SLCC)
Cllrs to agree to pay membership to SLCC for Deputy Clerk to allow access for training and qualifications.
Internal Auditor Interim Report
Cllrs to receive the interim audit report for 2026/27 and note the recommendations.
Payments for Approval
Invoices for Payment
Invoices due for payment to be submitted to the meeting.

120/26 HIGHWAYS AND PUBLIC TRANSPORT

Highways
Highways Improvement Plan (HIP)
MPC Highways Improvement Plan - Marden Parish Council - Marden Parish Council, Marden, Tonbridge
Speed Watch
Cllrs to note dates for future sessions.
Kent Highways correspondence
Cllrs to receive response from Kent Highways regarding Albion Road proposals.
Public Transport
Letter to Network Rail
Cllrs to note letter sent to Network Rail regarding step-free access
Footbridge (PROW) across railway
Cllrs to discuss fence height

Meeting papers can be found separately to the agenda at www.mardenkent-pc.gov.uk/meetings (Full Council): Full Council Meeting – 10th November 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