



Amended Agenda: Additional items added at 039/26: Village Events and 041/26: MPC Stallholder Policy

TO ALL MEMBERS OF MARDEN PARISH COUNCIL AMENITIES COMMITTEE

Dear Councillor

YOU ARE HEREBY SUMMONED TO ATTEND the meeting of Amenities Committee meeting to be held 22nd September 2026 at 7.30pm in the Parish Council Offices, Marden Memorial Hall, Goudhurst Road, Marden, Kent

Alison Hooker

Alison Hooker
Clerk to Marden Parish Council
Date: 15th September 2026
01622 832305 / clerk@mardenkent-pc.gov.uk

Members of the public and press are welcome to attend this meeting and may speak 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 Amenities Committee 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

030/26 PRESENT

Cllrs to inform the Clerk by 5.00pm on the day of the meeting if they will be taking part in the meeting.

031/26 APOLOGIES FOR ABSENCE

To receive apologies for absence.

Office Opening Times:
Mondays, Tuesdays & Fridays 10am - 12 noon
Email: deputyclerk@mardenkent-pc.gov.uk
Website: www.mardenkent-pc.gov.uk



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

032/26 COUNCILLOR INFORMATION

Declaration of Pecuniary and Non-Pecuniary Interests
Granting of Dispensation

033/26 MINUTES OF THE PREVIOUS MEETING

To receive and accept as a true record the Minutes of the Amenities Committee meeting held on 25th August 2026.

034/26 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.

035/26 DEPUTY CLERK REPORT

Report available in the meeting papers

036/26 OPEN SPACE COMMITTEE

Playing Field

Changing Rooms Refurbishment

Cllrs to receive updates on the changing rooms refurbishment

Southons Field

Other Open Space Issues

Site meetings

Cllrs to confirm date for site meetings of 8th October

Tree Audit Quotes

Cllrs to consider quotes received from tree audits

037/26 CEMETERY

Cemetery Issues

Exclusive Right of Burial Certificates

Cllrs to sign any Exclusive Right of Burial Certificates received in time of this meeting.

Other

ICCM Journal

For noting

Hedge Saplings at Cemetery

Cllrs to consider replacing saplings which have died.

038/26 PUBLIC TOILETS AND CAR PARK

Public Toilet Issues

Solar Panels

Cllrs to be provided with any update on the project.

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Public Toilet Survey

Town and Parish Councils Public Toilets Survey - Online Surveys | Online surveys – Closing date 31st October 2026

Car Park Issues

039/26 AMENITIES SUB-GROUPS

Environmental Sub-Group

Next Meeting

The next meeting of the Environmental Sub-Group will be held on 15th October at 10.00am.

Village Events Sub-Group

Marden at Christmas

Cllrs to be provided with an update following the meeting held on 17th September.

2027 Events

Cllrs to consider events for 2027 for budgeting purposes.

040/26 MARDEN MEMORIAL HALL REPORT

Cllrs to be provided with an update following the Memorial Hall meeting held on 21st September.

041/26 AMENITIES ISSUES FOR DECISION / NOTING

MPC Stallholder Policy

Cllrs to agree changes to the Stallholder Policy

Health and Wellbeing

Cllrs to be provided with an update following the Dementia Friendly meeting held on 16th September.

Cllrs to be provided with an update following the Age Friendly meeting held on 17th September.

042/26 INVOICES FOR PAYMENT

Invoices due for payment to be submitted to the meeting.

Meeting papers can be found separately to the agenda at:

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

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DRAFT MINUTES OF THE AMENITIES COMMITTEE **MEETING HELD ON TUESDAY 25TH AUGUST 2026 IN THE** **PARISH COUNCIL MEETING ROOM, MARDEN MEMORIAL** **HALL, MARDEN COMMENCING AT 8.45PM**

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

017/26 PRESENT

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

018/26 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Goda.

019/26 COUNCILLOR INFORMATION

Declaration of Pecuniary and Non-Pecuniary Interests

Cllrs Newton and Tippen declared an interest in item 027/26 as Trustees of Marden Memorial Hall. The Clerk was also a Trustee.

Granting of Dispensation

There were no requests for dispensation.

020/26 MINUTES OF THE PREVIOUS MEETING

Cllrs received and accepted as a true record the Minutes of the Amenities Committee meeting held on 2nd June 2026. These were duly signed by the Chairman.

021/26 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

There were no members of the public in attendance.

022/26 DEPUTY CLERK REPORT

The report had been circulated by the Clerk which gave Cllrs updates on outstanding issues including storage at Southons Field, reflectors on gateway at Morello Path and play/tree inspection reports. The Action Log had also been updated and circulated to Cllrs.

023/26 OPEN SPACE COMMITTEE

Playing Field

Changing Rooms Refurbishment

Cllr Griffiths was in discussion with the architect regarding obtaining new quotes for phased work alongside informing Maidstone Borough Council of the proposals.

OtherTrees

A resident had requested that trees be cut back in Rookery Path/Playing Field as overhanging the property. The Clerk reported that some of the trees may be covered by TPOs. It was agreed to view these at the next site meeting.

Playing Field Vehicle Gate

For information: The Clerk reported that the padlock to the vehicle gate had been changed to a combination one for emergency use. Several Cllrs who lived nearby, along with the manager of Rookery Court, had been given the code for access if required. It was agreed that once the Resilience Planning mobile had been set up this number would be advertised.

Strategically Important Play Areas (SIPA) Funding

Cllrs discussed options for the grant funding available following a submission made to Maidstone Borough Council. A grant of £5,000 was available for equipment at Marden Playing Field and it was proposed to view and discuss at the site meeting.

Other

The Clerk was due to install the reflectors on Morello Path gateway shortly.

Southons FieldGoals

Cllrs received details of quotes received for replacement goals at Southons Field. Cllrs agreed to purchase a like for like goal and the joints taped to give more support.

Other Issues

Anti-social behaviour had been reported by Cllr Boswell around the boundary and access was being made from the BT Telephone Exchange. It had been reported to 101 and the local Beat Officers had been informed to check locations when in the area.

Storage at pavilion had been rearranged to accommodate equipment from the two main users of the Southons Field.

Other Open Space Issues

Cllrs agreed for 15th September starting at 9am at the cemetery.

Maintenance Strategies

Cllrs reviewed the maintenance strategies for all areas of open space. A couple of changes were discussed. The Clerk would update and provide copies to the caretakers.

024/26 CEMETERY**Cemetery Issues**

Cllrs agreed to consider the management of the additional trees at the Cemetery site meeting and for the information to be added to the Management Policy.

Cllr Summersgill proposed that the external tree audit be undertaken every 18 months rather than every 3 years. It was agreed that this would be undertaken in the Autumn 2026. The Clerk would contact the tree surgeon to arrange a date.

Exclusive Right of Burial Certificates

There were no Exclusive Right of Burial certificates to sign.

Other

ICCM Journal for noting

025/26 PUBLIC TOILETS AND CAR PARK**Public Toilet Issues**Solar Panels

The licence had now been completed and received. Cllr Griffiths was due to contact the contractors to arrange a start date for the structural work and installation of the solar panels.

Car Park Issues

No issues were raised for the car park.

026/26 AMENITIES SUB-GROUPS**Environmental Sub-Group**Next Meeting

The Environmental Sub-Group meeting was cancelled on 18th August. Cllrs to consider meeting during the daytime rather than an evening meeting. Dates would be circulated for agreement.

Estate Management Plan

Cllrs agreed to defer the Estate Management Plan to the next Environmental Sub-Group meeting.

Village Events Sub-GroupMarden at Christmas

Cllrs noted that the next meeting to discuss Marden at Christmas will be 17th September.

Play Scheme Sub-Group

Cllrs received a report following the end of Summer Play Scheme. Thanks were expressed to Cllrs Dobinson and Tippen for helping to pack away at the end of the scheme and to the Clerk for the work she had put in to make this a success.

027/26 MARDEN MEMORIAL HALL REPORT

Cllrs Tippen provided an update following the Memorial Hall meeting held on 20th July. The fire alarm system was being replaced, and it was reported that if there were no bookings at weekends the car park would be blocked off to prevent unauthorised parking.

028/26 AMENITIES ISSUES FOR DECISION / NOTING**Young People**

Cllr Rabot gave an update following the event organised by Golding Homes at Marden Playing Field. It was hoped that further events would be held next year.

Community Pay Back Team

Cllrs would view the locations when holding the site meetings to see if there were any thing that could be undertaken by the Pay Back Team.

029/26 INVOICES FOR PAYMENT

The following invoices were due for payment:

Alison Hooker: Miscellaneous office supplies (Budget codes: 4076) £17.40

Ian Jones: Locking/Unlocking Southons Field and Toilets (Budget codes: 4222 / 4328) £200.00

Marden Scout Group: Hire of Scouts HQ for Play Scheme (Budget Code: 4215) £250.00

P&F Cleaning: August toilet cleaning (Budget Code: 4326) £775.00

Castle Water: Toilet water supply (Budget Code: 4327) £77.68

Total: £1,320.08

Cllrs agreed invoices and Cllrs Dobinson and Tippen authorised on Unity.

There being no further business, the meeting closed at 20.40.

Date: 22nd September 2026

Signed:

Cllr Adrian Rabot

Chairman, Amenities Committee

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Amenities Committee Clerk's Report

We welcome Sue Smith, the new Deputy Clerk, to the meeting. From October Sue will be clerking the Amenities meeting.

Reflectors on Napoleon Drive Gateway

Additional reflectors have now been installed – hopefully this will remain in place!

Action Log

The Amenities action log has been updated and will continue to be done following each Committee / site meeting. Cllrs are asked to view this when sent out to ensure that any items they have volunteered for are being done and a report, if relevant, to be given to the next available meeting.

Play/Tree Inspection Reports

No issues have been raised on the last month's reports

Update information for meeting

Changing Rooms refurbishment: Architect is working with companies to revise their tenders.

Solar Panels at Public Conveniences: Structural work should have commenced on Thursday 24th September (would take up to 2 days) but as there is a large funeral in the village on this day the contractor has been advised to move – waiting for a new date. Once the structural work has been done the solar panels should be installed in the next month or so.

Amenities Meeting Action Log

	Action for Cllrs
	Action for Clerk/Deputy Clerk/Admin Asst
	Action for Cllrs and Deputy Clerk
	Ongoing

ONGOING

Action No.	Minute No.	Date of Meeting	Minute Action	Allocated to	To Do	Date completed
			Allotments	Deputy Clerk	ONGOING: Take over once transfer has taken place	
			Changing Rooms	Clerk/Deputy Clerk and Cllrs Griffiths and Turner	ONGOING: Work with Clerk on refurbishment project	
			Public Conveniences - Solar panels	Deputy Clerk	ONGOING: Take over once legal work has been completed	
			Review Policies annually	Deputy Clerk	ANNUALLY for January meeting	
			Update Caretakers to do lists	Deputy Clerk	MONTHLY or following site meetings	

2025/26

Amenities Meetings Action Log

Action No.	Minute No.	Date of Meeting	Minute Action	Allocated to	To Do/Current situation	Date completed
A10	030/25	22nd July 2025	Liaise with MBC to move litter bins from opposite West End Stores to the corner of Albion Road and for a double bin to be installed outside the shops at Church Green	Deputy Clerk	To undertake a new litter bin audit and report back to Amenities regarding further actions	
A12	039/25	23rd September 2025	Produce a spreadsheet of current MPC owned machinery with value, replacement costs and expected lifespan	Deputy Clerk	Liaise with grounds staff as to what is held and where	
A14	041/25	23rd September 2025	Wheelchair accessibility at public conv. To be discussed at next site meeting	Cllrs and Deputy Clerk	To be discussed at next site meeting	
A15	042/25	23rd September 2025	Estate Management Plan to be amended	Deputy Clerk / Admin Assistant	Take to next Environmental S/G meeting on 15/10/26	
A18	043/25	23rd September 2025	Produce a communication strategy on how to reach young people	Cllr Rabot	In conjunction with Kent Cricket Community Trust	
A34	069/26	27th January 2026	Purchase baby changing unit x 2 (agreed at 24/2/26 mtg) and arrange for installation	Deputy Clerk	On hold until structural work has been completed	
A36	081/26	24th February 2026	Chequer Tree to be planted in Southons Field to commemorate Queen Elizabeth II	Cllr Boswell		
A38	083/26	24th February 2026	Once baby changing facilities have been installed instruct Ecosan to provide 2 x nappy disposal units and arrange signage for doors	Deputy Clerk	See A34 above	
A44	095/26	24th March 2026	Provide details of the annual play inspection to caretaker to ascertain what can/can't be undertaken	Deputy Clerk	Contact contractors if work cannot be done in house	
A47	109/25	28th April 2026	Local contractor to be contacted to ask for quote for basket swing/have any in stock	Deputy Clerk	Emailed contractors - no response. To chase	
A50	109/26	28th April 2026	Look at maintenance equipment (see A12)	Deputy Clerk		
A51	109/26	28th April 2026	Action anything from site meetings	Deputy Clerk	Will review list at next site meeting	

2026/27

Amenities Meetings Action Log

Action No.	Minute No.	Date of Meeting	Minute Action	Allocated to	To Do/Current Situation	Date completed
A57	023/26	25th August 2026	Continue working with architect for phasing the changing rooms project	Cllr Griffiths and Clerk	Obtain new quotes from preferred contractors (via previous tender) and review	
A58	023/26	25th August 2026	Submit Management Plan for changing rooms conditions (and other conditions)	Cllr Griffiths and Clerk (via Architect)	Passed to architect	
A59	023/26	25th August 2026	Review trees (?TPOs) at Playing Field/Rookery Path	All Cllrs and Clerk	Site meeting	
A60	023/26	25th August 2026	Erect signage with Resilience Planning / Emergency contact number for vehicle gate padlock	Clerk	Reviewing mobile phone and number for emergency use	
A61	023/26	25th August 2026	Consider new play equipment for grant funding (SIPA)	All Cllrs and Clerk	Site meeting	
A62	023/26	25th August 2026	Purchase one goal for S/F	Admin Assistant	Passed to Admin Asst for purchase (Like for like)	
A63	023/26	25th August 2026	Update Maintenance Strategies	Clerk	Pass to caretakers	
A64	024/26	25th August 2026	Review management of trees at cemetery to add to Tree Management Policy	All Cllrs and Clerk	Site meeting	
A65	024/26	25th August 2026	Obtain quote for tree audit (now every 18 months - Autumn/Spring)	Clerk	In process of obtaining quotes	
A66	025/26	25th August 2026	Make contact with contractors re solar panel installation	Cllr Griffiths and Clerk		
A68	027/26	25th August 2026	Review Estate Management Plan	Environmental Sub-Group	Meeting 15th October 2026	
A69	028/26	25th August 2026	Review possible work for Community Payback Team	All Cllrs and Clerk	Site meeting	



Marden at Christmas

Notes of the Meeting held on Thursday 17th September 2026 commencing at 11.30am in the Parish Office, Goudhurst Road, Marden

1. PRESENT

Cllrs Boswell, Newton and Tippen were present.

The Clerk, new Deputy Clerk and Revd Nicky Harvey

Representatives also in attendance for Santas Grotto and Marden PTA

2. APOLOGIES

No apologies were received

3. CHRISTMAS 2026

Date:

Confirmed for Saturday 5th December 2026

Activities for the Day

Those in attendance discussed the following:

The Allens

Start time: It was agreed to move the start time earlier to accommodate the rest of the activities during the day.

Tea and coffee etc would be ready to start serving at 10.00am

Antiphony would be asked to lead/sing carols from 10.15am to 10.45am: The Clerks would liaise with Antiphony for details of carols to be sung so that carol sheets can be made available and for someone to lead/announce the carols.

Morris Dancers (Loose Women/Boughton Morris) to start at 10.45am and finish no later than 11.30am

NH agreed to book out the Vestry Hall in case of wet weather.

Village Activities

The Clerks would speak to businesses/shops/pubs etc leading from The Allens to the Memorial Hall to see what activities they are planning to put on to incorporate into the programme.

Craft Fair

Times: 12noon to 3.30pm

Unfortunately the PTA was unable to secure the school to hold an extension of the craft fair so it was proposed to amend the Stallholder Policy to allow only one table per person/organisation. The Clerk also reported that each stallholder would also need to provide a copy of their public liability insurance, a risk assessment and, if selling food, a food hygiene certificate.

MPC now had a large marquee and it was agreed to erect this in the car park for children's crafting sessions/face painting – the PTA agreed to run this. The Clerk had received a request for a stall holder to hold crafting sessions so it was agreed to put them in touch with the PTA.

Tables would be borrowed from the Memorial Hall, Congregational Chapel and Vestry Hall. Smaller tables for the café area would be from pre-school. The Clerks to make contact to ask for permission to borrow.

Santa's Grotto

Setting up would take place on Friday 4th December. The Clerks would start to get the trees decorated during the afternoon with Cllrs attending in the evening to help with the grotto.

Father Christmas would arrive at 12noon and would stay until all children in the queue had been seen.

The Clerks would provide a rota for elves and the PTA may also be able to provide some to assist.

Presents were currently being sourced by the Clerks.

BBQ

The PTA had agreed to run the BBQ using MPC's equipment. The Clerk would meet with them to go over what has been purchased/undertaken in previous years.

Other Items to be discussed

A folk choir had approached the Clerk to perform during the afternoon. It was agreed for them to use the stage for half an hour and the Clerk would make contact to ask for timings and if power was required.

Posters and signage would be reviewed from last year and printed as necessary.

It was agreed to run a Festive trail again this year.

The Elf Hunt would take place on Saturday 5th December and the Clerks would think of the quiz to run alongside this.

MTG had been approached earlier in the year to ask if they could do anything.

Unfortunately the Vestry Hall had been proposed but as this may need to be used if wet weather and the church will be using the kitchen for soup it was agreed to not pursue this for 2026 but to look at possibilities for 2027.

As the marquee will be in the car park it was proposed that cones would be placed along the road in front of the hall for Blue Badge vehicles.



AMENITIES COMMITTEE **STALLHOLDER POLICY**

(See also Events Policy)

Introduction

The purpose of this policy is to protect Marden Parish Council ("MPC") and Stallholders of an MPC event.

Regulations

Set out below are the regulations that are to be adhered to by the Stallholder:

1. Each Stallholder can book ~~a maximum of two tables~~ one table for their stalls. If the stallholder requests two they can be added to a reserve list for an additional table. MPC to contact the relevant stall holders one week/two weeks prior to the event if spaces remain available. -MPC will set a charge per year for each table. MPC reserve the right to review the cost of stalls annually.
2. In the interests of variation for the public, MPC reserve the right to make sure stalls provide a variety of products or services. Some stall requests may be refused a booking if there are already stalls booked selling the same product/service.
3. The Stallholder is the person who has completed and signed the Stallholder Booking Form.
4. Stallholder Booking Forms must be completed and paid for 14 days prior to the event.
5. The Stallholder must appoint sufficient number of persons to manage the operation of their stall in the interests of public safety.
6. Any Stallholder that sells food (e.g. sweets, bakery, fish, cheese, meat, fruit and vegetables etc) must be in possession of a Food Hygiene Certificate and provide the relevant Allergy Information which should be on display at the time of selling. Food being sold to customers must be kept off the floor, ideally 45cms above ground level.

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Parish Council Amenities – Stallholders Policy March 2026



7. Public liability insurance must be provided to the Parish Council prior to the event.

6-8. Individual stall holders must provide the Parish Council with a risk assessment for their stall prior to the event.

7-9. MPC has an Environmental Policy and encourages all Stallholders to be mindful of their carbon footprint.

8-10. MPC has the right to cease the operation of the stall without liability or penalty to MPC when MPC feels such operation is putting members of the public and other stallholders at risk of injury or damage to property.

9-11. Excluding exceptional circumstances, a Stallholder must give 31 days' notice before the event of non-attendance. This must be provided directly to MPC through the Clerks in writing by email or letter. If cancellation is given within 31 days of the event, MPC reserve the right to withhold the Stallholder booking fee.

10-12. In the case of non-attendance on the date of the event, no refund will be given of the Stallholder booking fee.

~~11-1. Public liability insurance must be provided to the Parish Council prior to the event.~~

12-13. If MPC cancels the event for any reason, all Stallholders fees will be refunded.

Stallholders at Marden at Christmas

(1) to (13) as above.

13-14. Marden at Christmas stalls are located in Marden Memorial Hall on an agreed date and time (normally the first Saturday in December).

14-15. MPC will layout the tables for stalls and Stallholders will not be able to move their table or change tables with another Stallholder. Any stall or items belonging to a Stallholder found to be blocking a fire exit will be moved. All wires, cables etc must be fully secured to the floor to prevent a trip hazard.

15-16. MPC require that any stallholder vehicle and its goods do not access Marden Memorial Hall any earlier than 2 hours before the event commences. The doors will be open all the time and therefore MPC cannot guarantee the security of items on the stall.

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Parish Council Amenities – Stallholders Policy March 2026



~~16.17.~~ Any Stallholders that are parking at the Marden Memorial Hall will not be able to access their vehicle until after the event has finished.

Outside Events

(i) to (xii) as above.

~~17.18.~~ Stallholders are responsible for ensuring their stall is weather resilient in the event of inclement weather.

~~18.19.~~ If very wet weather and/or high winds are forecast for the day of the event, MPC reserves the right to either cancel the event or change the venue. Stallholders will be kept updated in the week prior to the event and if cancellation or venue change is necessary, will be notified no later than 6.00pm on the previous day.

~~19.20.~~ If the venue is changed due to inclement weather and a Stallholder chooses not to attend a refund will be offered to them.

Adopted by Marden Parish Council on: 10th December 2019

Reviewed/Amended on: 11th June 2020 / 6th April 2021 / 8th March 2022 / 14th March 2023 / 11th July 2023 / 12th March 2024 / 28th January 2025 / 10th March 2026

Review date: March 2027

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Parish Council Amenities – Stallholders Policy March 2026



Marden Parish Council Age Friendly Community

Notes of meeting held on Tuesday 17th September 2026 in the Parish Office meeting room commencing at 10.30am.

Present:

Cllrs Boswell and Tippen. Also present was the Clerk and Revd Harvey.

Apologies:

The list of apologies was presented to the meeting.

Notes of the meeting held on 22nd June

These had been circulated prior to today's meeting and were noted.

Age Friendly Co-ordinator

An article would be placed in Marden Parish Council's Autumn newsletter asking for a volunteer to be the Age Friendly Co-ordinator. The role would include liaising with village groups to advertise all events in one document and to make it available to residents especially those who were elderly, lonely and vulnerable.

Marden Dementia Friendly Community Group

A meeting had been held last night where it was raised about the 'What to do in Marden' list compiled by the Dementia Group which is sent to a number of residents in the village but does not always have all village events included on there. It was agreed at the Age Friendly Community meeting to wait until an Age Friendly Co-ordinator is appointed, who could provide a much more extensive list to give to residents and place in various venues and add to the website.

Age Friendly Survey

It was agreed to put this on hold until the Spring.

Medical Centre Update:

The Clerk would contact the Medical Centre for an update regarding providing patients with links to village organisations and ways to contact vulnerable residents in emergencies etc.

Bereavement Group

Revd Harvey would liaise with the medical centre and provide an update at the next meeting.

Age Friendly Ambassador

Sue E was looking into this and she would be asked to provide an update at the next meeting.

Compassionate Neighbours

This was a scheme being run by Hospice in the Weald. An item would be placed in the newsletter, posters had been put up in MPC newsletters and Revd Harvey took some to place in the Vestry Hall and Village Club.

Other Items Raised**Notifying Utilities**

Cllr Tippen was writing an article for the newsletter to remind the vulnerable and elderly that they can register with the utilities to receive priority assistance.

The Clerk was asked to contact the Village Club to ask if they would take part in the Warm Hubs again this year – preferably on a Wednesday. Revd Harvey said that the Vestry Hall was open on Mondays (am) for the Foodbank and (pm) for the Craft Club and Fridays (am) for the Village Café when residents can go in to keep warm and have a cup of tea/coffee. Cllr Boswell would also speak to the library to see if there was a possibility of people being able to sit in the warm at any time.

Date of Next Meeting

To be confirmed