



TO ALL MEMBERS OF MARDEN PARISH COUNCIL **OPEN SPACES SUB-COMMITTEE**

Dear Councillor

YOU ARE HEREBY SUMMONED TO ATTEND the meeting of Open Spaces Sub-Committee meeting to be held on Tuesday 27th October 2026 at 1.30pm in the Parish Council Offices, Marden Memorial Hall, Goudhurst Road, Marden, Kent

Sue Smith

Sue Smith
Deputy Clerk to Marden Parish Council
Date: 20th October 2026
01622 832305 / deputyclerk@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 Open Spaces Sub-Committee or Deputy 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 Deputy 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

001/26 PRESENT

Cllrs to inform the Deputy Clerk by 10.00am on the day of the meeting if they will be taking part in the meeting.

002/26 APOLOGIES FOR ABSENCE

To receive apologies for absence.

Cllrs to inform the Deputy Clerk by 10.00am on the day of the meeting if they will not be taking part in the meeting.

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



003/26 COUNCILLOR INFORMATION

Declaration of Pecuniary and Non-Pecuniary Interests
Granting of Dispensation

004/26 MINUTES OF THE PREVIOUS MEETING

No Open Spaces Sub-Committees held previously

005/26 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.

006/26 ELECTION OF OPEN SPACES SUB-COMMITTEE CHAIRMAN AND VICE-CHAIRMAN

Cllrs to elect a Chairman and Vice-Chairman

007/26 TERMS OF REFERENCE

Cllrs to review draft Terms of Reference supplied in meeting papers

008/26 SITE VISITS**Action Log**

Cllrs to review Action Log supplied in meeting papers

Playing FieldNew Play Equipment

Cllrs to consider quotes for replacement basket swing, baby swing seat and also replacement of full double bay swing set in Play Area.

Tree Audit

Cllrs to consider quotes for Autumn 2026 Tree Audits

Southons Field**Other Open Space Issues**New Machinery

Cllrs to consider options for new machinery requested by Groundsmen

009/26 CEMETERY**Cemetery Issues**New Cemetery Database

Cllrs to consider options for new software – report in meeting papers

Grave Surrounds Policy

Cllrs to review current Policy. Relevant extracts of the Cemetery Rules & Regulations are in the meeting papers.

Memorial Benches and Plaques Policy

Cllrs to review the Discussion Paper supplied with the meeting papers and discuss prior to a Memorial Benches Policy being drafted.

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Newly Planted Trees at Cemetery

Cllrs to review paper in meeting notes, re maintenance arrangements for trees planted in 2024.

010/26 CEMETERY AND OPEN SPACES FEES FOR 2027/2028

Cllrs to review fees for 2027/2028 for proposal to the Amenities Committee.

Meeting papers can be found separately to the agenda at: <https://mardenkent-pc.gov.uk/meetings/open-spaces-sub-committee-27-october-2026/>

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

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