

PADDOCK WOOD TOWN COUNCIL
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MINUTES OF A MEETING OF THE ESTATES COMMITTEE held on Monday
8th July 2019 at the Day Centre, Commercial Road, at 7.45pm

PRESENT: Cllrs R Atkins, M Flashman, R. Moon, D. Sargison,
 B. Hills, E. Thomas.

IN ATTENDANCE: Mrs C Stewart, Deputy Clerk, Mr K Butler Estates Manager
 Representatives from Paddock Wood Cricket

APOLOGIES: Cllrs R Turk, D. Boyle, R. Moon, Mrs N Reay (Clerk)

ES18 ELECTION OF CHAIRMAN FOR THE MEETING.

Cllr Atkins proposed that Cllr Flashman chair the meeting, was seconded by Cllr Thomas and this was agreed unanimously.

ES19 DECLARATIONS OF INTEREST

There were none.

ES20 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on Monday 10TH June 2019 were approved.

ES21 MATTERS ARISING FROM THE PREVIOUS MINUTES

- (a) ES5 (c) – Quotes are being sought to update the Green Lane Spinney Management plan. One quote has been received and a second is pending. This was noted.
- (b) ES7 - Waitrose Property Department have been contacted to find out who owns the car park and how to obtain permission to install a bin. This was noted.
- (c) ES8 – an application to install the bench outside the Memorial Field has been sent to KCC and has now been approved. Town Council staff have scheduled installation for the end of July.
- (d) ES13 – a complaint has been received in the office regarding the timing of the watering of the hanging baskets, in the mornings. Staff water twice a week and arrive in Commercial Road at approximately 6.20 am. The council was also reported to the Environmental Protection Team at Tunbridge Wells, who emailed asking if it was possible to start at 7 am. The Estates Manager has advised that due to the level of traffic congestion in Commercial Road in the mornings it would not be possible to water any later. This was discussed and members agreed that later watering was not possible due to the traffic and parked cars that would block access to the baskets.

- (e) ES15 - the security bollards have been installed at the Elm Tree, Green Lane, Putlands & St Andrews Field. This was noted.
- (f) ES16 – the new football pitch is now growing well, but has some thistles growing in it. The contractor has advised that they should die down once mowing starts. If they do not, they will come back in the autumn and spray them off. PWFC have reported that there are still some bare patches in the grass. The Estates manager advised that the contractors have agreed to come back and over seed when there is some rain forecast. (No cost)
- (g) The Personnel Committee has agreed that consideration should be given to recruiting a new member of staff for the Estates Team. The job description will be discussed at the September meeting. This was noted.

ES22

CRICKET

Paddock Wood Cricket gave a report on the Charity Cricket match which took place on 7th July 2019. The Chairman suspended standing orders and Mr Thompson read out a report supplied by Mr Haffenden of the event (attached to minutes). Mr Thomson complained that the pavilion was not clean when they arrived, and they had to clean it. He said that the group wanted to have another match this summer possibly in September. The Estates Manager advised that this was not possible as the football would have resumed on the field and that any future fixtures should be requested well in advance in order to schedule preparation of the wicket. Paddock Wood Cricket were asked to contact the office.

ES23

THE BATTERS

Complaints had been received from residents regarding the brambles which grow along the edge The Batters adjoining Allington Road. They are beginning to encroach onto resident's property.

However, the presence of the brambles does give a degree of security to residents backing onto The Batters, which they may prefer to retain.

The Estates Manager had been asked to report to members on whether it is possible to cut the brambles back without exposing the rear gardens. The Estates Manager advised that the brambles can be cut back a metre without loss of privacy or security for the residents. Cllr E Thomas proposed and Cllr D Sargison seconded that that the Estates Manager or office should check with residents whether access from their gardens was feasible and whether they were concerned about the loss of privacy and security that may result. Carried unanimously.

ES24

ST ANDREWS HALL

Scalliwags are seeking permission to install the attached sign to the outside of the hall. They had checked with TWBC to see if planning permission is required. The deputy clerk reported that this was not required, and members agreed that they should be permitted to affix the sign.

ES25 ELM TREE FOOTBALL PITCH

Paddock Wood Football Club would like to install barrier fencing around the new senior pitch and are seeking grant funding. Before grants can be approved however the council needs to give permission. Members considered the request. The supplied estimates gave details of the fencing and the estates manager explained that the 350 metres of fencing would have to be strimmed rather than mowed with the rest of the area. Members discussed this and whether the football club would maintain the fence and carry out repairs in the event it is damaged. It was agreed that this should be discussed with the football club before the September meeting.

ES26 NOTICE BOARDS

The noticeboards at the Day Centre & Whites Corner are in a poor state of repair.

Costs of replacement boards and options were attached. The Boards outside the Town Council office and at the Closed Church Yard are both made from Man Made Timber (recycled plastic) by Greenbarnes.

No specific budget has been allocated to replace the noticeboards and members are asked to consider whether they wish to request that funds from the General Reserve are used or whether to budget for the next financial year.

It was agreed that the replacements should be budgeted for in the next financial year.

ES27 NEW CEMETERY

The Cemetery Clerk has reported that there are several unauthorised tributes at the cemetery. The Deputy Clerk advised that all grave owners are being contacted to remind them of the rules regarding the placing of tributes on the grave spaces and that notice is being given that items in contravention of the rules will be removed and kept for a period of time in case people wish to collect them. Plenty of notice of this is being given to avoid upsetting families. A set of rules with the relevant passages highlighted is displayed at the cemetery and applicants agree to observe the rules when they sign application forms for plots and memorials. There was discussion of the difficulties of dealing with this emotive subject and the actions to be taken were noted.

ES28 SAFETY INSPECTIONS

- (a) The arboricultural inspection of Green Lane Spinney has been completed and a copy is attached for members information. Some work is required, and the tree surgeons will be asked to quote for the work. None of the work required is high risk. This was noted.
- (b) The inspections for the Children's Play areas are due to be carried out and the Council's usual inspector has advised that she is unable to carry out the inspections this year. All alternative inspector has been

contacted and asked to carry out the work as soon as possible. This was noted.

ES29

DATE OF NEXT MEETING

The next meeting will take place on the 9th September 2019.

Meeting closed 8.30pm

CHAIRMAN