

PADDOCK WOOD TOWN COUNCIL
The Podmore Building, St Andrews Road, Paddock Wood
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MINUTES OF A MEETING OF THE ESTATES COMMITTEE held on Monday
11th FEBRUARY 2019, at the Day Centre, Commercial Road, at 7.45pm

PRESENT: Cllr R. Steward, in the chair
 Cllrs R Atkins, M Flashman, R. Moon, D. Sargison

IN ATTENDANCE: Mrs N Reay, Town Clerk

APOLOGIES: Cllrs D Boyle, E. Wilson
 Mr K Butler, Estates Manager

ES58 DECLARATIONS OF INTEREST

ES59 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 10th December 2018 were approved.

ES60 MATTERS ARISING

- (a) ES53 – the new roundabout at Green Lane play area is due for installation at the beginning of February.
- (b) ES54 - the deputy clerk had met with the designer 6th February to discuss the design for the Paddock Wood Walks.
- (c) ES56 – The residents of Mascalls Park have telephoned and withdrawn the request to have the netting removed along the boundary of the Memorial
- (d) The vegetation work around the ponds has been completed.
- (e) The pollarding work at the Closed Churchyard had started week commencing 4th February 2019. The tree surgeon has advised that the pollarding work should be completed by the end of February which is the latest the work should be carried out.
- (f) The Clerk reported that there had been vandalism to the fences at St Andrews Field again over the weekend. The cost of repair would be about £500. The police had been informed.

ES61 PARKING ON COUNCIL PROPERTY

- (a) St Andrews Field – members discussed the concerns that local businesses/employers were using the car park at St Andrews for staff/visitor parking during the day time. This was making it difficult for the users of St Andrews Field to park. Some days the car park is full all day, with council & Scalliwags staff having to park elsewhere.

It was agreed that signs should be installed in the first instance stressing that the car park was for the users of St Andrews Field only. It was also agreed that a similar sign should be installed in the Memorial Car Park.

The Clerk would ask the Borough Council parking department for advice on appropriate wording.

- (b) Day Centre – complaints had been received from the users of the Day Centre that the parking to the rear of the building was being used for unauthorised parking.

Residents/users of Dowding House were also parking outside the building making access difficult.

Members agreed that drop down posts could be installed on either side of the Day Centre. Keys would be left with the Day Centre key so that users can drop the posts on arrival.

The Borough Council has been asked if it could mark an area at the front of the Day Centre as “No Parking/ Drop Off” only, to assist users.

ES62

DAY CENTRE CURTAINS

Members discussed replacing the curtains in the Day Centre. The existing ones had been in place for over 15 years and are washed regularly by the cleaner. It was suggested that they should be replaced with vertical blinds.

Cllr Moon proposed, Cllr Flashman seconded:

That the existing curtains should be replaced with suitable new curtains.

CARRIED unanimously

ES63

DEFIBRILLATORS

The council has budgeted a further £3000 for 2 more defibrillators – one at the Day Centre and one at Green Lane.

Costs are as follows:

Defibrillator	£1050 ea.
External case	£560 ea.
Installation costs	£250
Internal case	£245 ea.

Whilst the one at Green Lane will require an external case, members are asked to consider whether the Day Centre one should be located inside the building only. The device will be safer and will not require the £250 installation costs.

Members agreed that the defibrillator at the Day Centre should be installed in the porch, where it was accessible outside.

ES64

GREEN LANE SPINNEY

The Mascalls Court Farm development section 106 agreement allows for £3,000 to spent on the spinney towards the costs of “measures to mitigate increased recreational pressure on the woodland”.

A detailed costed scheme must be submitted to the Borough Council for the release of the funds. The money must be spent in strict accordance with the agreement. This could mean path improvements, interpretation material and signage.

Members discussed various options as suggested above, and the Clerk was asked to contact Kent High Weald Partnership for advice.

- ES65 **FOAL HURST WOOD BYELAWS.**
 Following the advice that Mid Kent Legal Services could not assist with the implementation of byelaws at Foal Hurst Wood members asked the Clerk to contact KALC/NALC for further advice.
- MKLS had however given some guidance that costs could be in the region of £8,000.
- ES66 **LITTER PICK**
 The Great British Spring Clean will take place between 22nd March & 23rd April 2019. It was agreed that the Litter Pick should take place on Friday 5th April 2019 between 5 & 7 pm. Publicity would be arranged.
- ES67 **COFFEE MORNINGS – AGE UK**
 Cllr Moon proposed, Cllr Sargison seconded:
AGE UK should be given use of the Day Centre free of charge to arrange coffee mornings.
 CARRIED unanimously
- This would replace the coffee mornings which had previously been organised by volunteers.
- ES68 **ESTATES MANAGERS REPORT**
 The Clerk reported that the Estates Manager had recently completed the RPII Operational Inspections of Children’s Playground course
- ES69 **DATE OF NEXT MEETING**
 The date of the next meeting is 11th March 2019.

The meeting closed at 8.57 pm.

CHAIRMAN