

**PADDOCKWOOD TOWN COUNCIL**  
**The Podmore Building, St Andrews Field, St Andrews Road**  
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**MINUTES OF A MEETING OF PADDOCK WOOD TOWN COUNCIL HELD ON**  
**Monday 15<sup>th</sup> October 2018, at the DAY CENTRE COMMERCIAL ROAD, at**  
**7.45 p.m.**

**PRESENT:** Cllr M Flashman, in the Chair  
 Cllrs D. Boyle, J. Flashman R. Moon, D. Sargison, R. Steward,  
 E. Thomas (TWBC), C. Williams,  
 E. Wilson

**IN ATTENDANCE:** Mrs N Reay, Town Clerk  
 Borough Cllr C Stewart  
 Mrs W Morris, 1 resident  
 Mr J Jenkinson, Knells Solar Farm  
 Mr J White, TWBC for item C71

**APOLOGIES:** Cllr R. Atkins, S. Hamilton (TWBC & KCC) D. Henshaw, R. Turk,

The chairman introduced Mr Jenkinson from Knells Solar Far, who gave members an update on work at the solar farm. The company have been enhancing to the site by planting apple trees and hedges. The site was used for staff induction courses as they were very proud of what had been achieved there. Technology for solar power is moving forward and the company are looking at the possibility of battery storage in the future. Likely to be 3 or 4 years before it is possible. The technology is not yet far enough advanced to be financially viable.

Members raised the following queries:

- Future viability of solar farms – currently not profitable to build, although the costs have come down
- Were they open to school visits – currently investigating the possibility, but there are Health and Safety concerns. Welcome to contact them to explore further
- Section 106 funds were used to help fund the Hop Pickers Line which were very welcome

The Chairman thanked Mr Jenkinson for the update.

#### QUESTIONS FROM RESIDENTS

Mrs Morriss asked where the decision to build the community centre was minuted, and why the deed has not yet been made available.

The Clerk advised that the solicitors had not yet sent copies of the deeds, but Mrs Morris would be notified as soon as they were available. The decision dates would be checked.

Mrs Morris also asked if a parish poll was held would the council take any notice if there was a significant response.

The Chairman advised that question would require a decision by the Full Council.

It was further re-iterated by members that a number of sites had been considered, and that it had also consulted via the Neighbourhood Plan. Putlands was earmarked for additional sporting facilities.

## QUESTIONS FOR THE BOROUGH AND COUNTY COUNCILLORS

There were no questions from the Borough Councillors.

Members asked the following:

How will the change to the refuse contract impact on the CAV?

The CAV is under review but will no longer accept green waste. There was no statistical evidence to suggest an increase in fly tipping.

Members asked if there was any evidence that mixed recycling worked.

The County Councillor was asked what the results of the Big Conversation on the Buses had been, and if pensioners bus passes would still work.

### **C68 DECLARATIONS OF INTEREST**

There were no declarations of interest

### **C69 MINUTES OF THE PREVIOUS MEETING.**

- (a) The minutes of the meeting held on Monday 17<sup>th</sup> September 2018 were approved.
- (b) The minutes of the Estates Committee held on 8<sup>th</sup> October 2018 were NOTED.

### **C70 MATTERS ARISING FROM THE PREVIOUS MINUTES**

Following a request for a parish poll at the meeting held on 17<sup>th</sup> September 2018, KALC have advised that the call for a poll at a town council meeting is not valid. A parish poll can only be called for at a Parish Meeting. As a consequence, the request for a Parish Poll was not progressed.

### **C71 PADDOCK WOOD COMMUNITY CENTRE**

Members NOTED the Draft minutes from the community centre board meeting and discussed the following plans. Mr White was available to answer questions:

- a) Internal layout
- b) Parking layout

The following issues were raised:

- Parking has increased to 77 spaces – additional grasscrete could be included, this included disabled bays
- The TWBC Trees officer was happy with the access
- 20 cycling spaces

- The access to the servery had been opened to enable increased seating to be seen if required.
- Costs had increased – revised figures were being worked on
- The council will still not require more than £1.5 m loan
- The Church Farm site section 106 money should be discounted for the time being
- Planning will take 12 weeks
- Toilets will conserve water – there will be a 15,000-litre rainwater recycling system
- Concerns about the viability of the Café – there are challenges -if commercial will not be able to use for domestic purposes  
Need to decide on element of risk for café
- Tennis courts not viable and should be used for overflow parking -

These plans will be submitted to the town council along with the RiBA stage 3 report for final approval.

- c) Although the town council had originally considered locating its offices in the new building the board has discussed this further and is recommending that the town council staff remain in the Podmore Building at St Andrews Field. A tenant should be sought for the office space in the current design.

The office space could only be let on a D1 basis otherwise a change of planning permission would be required.

If the town council was in the building it would have to pay rent to the management company or trust. If it did not do so it could jeopardise the independence on the Trust, which would impact on the VAT position.

However, the St Andrews Site could be redeveloped. The presence of the town council in the Community Centre could attract greater footfall to the Centre.

No decision was taken on this matter.

## **C72 DOWDING HOUSE**

The borough council has updated the council as follows:

- All 25 flats are now occupied
- Coffee Mornings – held weekly – These sessions are helping to form a sense of community and enable better engagement with the tenants – they are aiming to have local businesses/community health care talks, and have already had a session with the Food Bank and Children Centre
- Provide support to tenants to assist with schooling, benefit claims, safeguarding issues and generally trying to assist tenants to go back into the work environment or assist them in managing their finances
- Assist with food nutrition
- Obtaining grants for furniture and washing machines for some tenants
- Residents of Paddock Wood have generously donated items to tenants for which they are thanked

**C73 FINANCE**

- (a) The payments list voucher nos: 350 – 458 was APPROVED.
- (b) The receipts list voucher nos: 209 - 240 was NOTED.
- (c) Cllr Boyle proposed, Cllr Williams seconded:  
*That a grant of £470 should be made to the Paddock Wood Lights Up group.*  
CARRIED unanimously
- (d) External Auditor's report – the external auditor's report had been returned with no matters of concern. The External Audit should have been completed by the 30<sup>th</sup> September and the notice of Completion of Audit posted by that day. The auditors were running late and did not sign off the accounts until the 2<sup>nd</sup> October 2018. They did however send an interim report on the 29<sup>th</sup> September 2018 which was not received in the office until 1<sup>st</sup> October.

The Completion of Audit Notice was posted on the 3<sup>rd</sup> October 2018. This issue is being taken up with PKF Littlejohn by both KALC & the SLCC.

The Clerk was thanked for the completion of the audit.

**C74 REPORTS FROM REPRESENTATIVES**

- (a) Chairman's meeting – Briefing notes on
  - i) Recycling & Waste Collection contract
  - ii) Neighbourhood plans
 were circulated to members
- (b) Paddock Wood Business Association – AGM to take place on 16<sup>th</sup> October 2018. The Association was looking for a Treasurer, and from Christmas a new Chairman.
- (c) Bereko Committee – a letter from the Chairman and two Heritage Calendars had been sent with the group for the Bereko sub town council.
- (d) KALC - AGM will take place on 17<sup>th</sup> November 2018.
- (e) Medway Valley Line
- (f) Hop Pickers – the group will be attending the Horsemonden Nostalgia Event.
- (g) Council Web site
- (h) Youth Council – the winner of the Young Person of the Year had been chosen and would be announced at the PW Lights Up event.
- (i) Councillor's surgery – the next Surgery will take place on Saturday 27<sup>th</sup> October in Waitrose. Cllr Hamilton and Williams will attend.
- (j) Newsletter – the autumn newsletter was now available.

**C75 HIGHWAYS**

- (a) The highways priorities as requested by CC Hamilton were agreed as below:

Paddock Wood Primary School – signing/buildout	3
Paddock Wood Lining – refreshing of lines through Paddock Wood	2
Forest Road – 20mph feasibility info	3
Church Road – Signing/speed alteration	1
Commercial Road – Speed hump	5
Gedges Hill – Signing	6

- (b) A request has also been received from a resident concerned about commuter parking in Forest Road. They have approached the Borough Council for assistance but are seeking the town council's help to resolve the problem. Members asked for this to be passed to the Borough councillors for assistance.

**C76 BOUNDARY REVIEW**

The 2018 Review of Parliamentary Constituency Boundaries has been completed and were presented to Parliament on the 5<sup>th</sup> September. Paddock Wood has been moved into Weald of Kent Constituency. See attached. **(Paddock Wood remains part of Tunbridge Wells Borough.)**

Full details of the review can be found at

<https://boundarycommissionforengland.independent.gov.uk/2018-review/>

**C77 ANY OTHER INFORMATION**

The Clerk & Chairman will attend the Annual KALC Finance conference on the 18<sup>th</sup> October 2018.

The Clerk will attend the SLCC Branch meeting on 24<sup>th</sup> October 2018

The KALC Annual General Meeting will take place on Saturday 17<sup>th</sup> November 2018.

The 5-year plan meeting will take place on Monday 29<sup>th</sup> October 2018.

Members are invited to attend.

Tom Bells had closed but the future of the fruit and veg stall was secure for now.

There was no news on the plans by Churchill homes.

Cllr Thomas was looking for helpers to decorate Commercial Road with knitted poppies in time for Remembrance Sunday.

Members asked that White's Corner be tidied up and litter picked before the 11<sup>th</sup> November.

The Chairman reported that she and the Clerk had met with Chief Inspector Steenhuis.

Cllr Boyle proposed, Cllr Thomas seconded:

*Under section 1 (2) of the Public Bodies (admission to meetings) Act 1960 the following information may be exempt from the press and public CARRIED unanimously.*

**C78 WORKSHOP WITH TUNBRIDGE WELLS BOROUGH COUNCIL**

The minutes of the meeting were attached for members information along with the briefing from the Chairman's meeting.

**C79 DATE OF NEXT MEETING**

The next meeting will be held on Monday 19<sup>th</sup> November 2018.

The meeting closed at 10 pm.

CHAIRMAN