

PADDOCKWOOD TOWN COUNCIL
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**MINUTES OF A MEETING OF PADDOCK WOOD TOWN COUNCIL HELD ON Monday 20th
 January 2020, at the Day Centre, Commercial Road, at 7.45 p.m.**

PRESENT: Cllr M Flashman, in the Chair
 Cllrs R. Atkins, (TWBC) D. Boyle, S. Hamilton, (TWBC & KCC)
 D. Kent, R. Moon, M. Ridger, D. Sargison,
 R. Turk, C. Williams

IN ATTENDANCE: Mrs N Reay, Clerk,
 10 residents

APOLOGIES: Cllrs S. Barrett, B. Hills, E. Thomas

QUESTIONS FROM RESIDENTS (15 minutes)

Would it be possible for the RiBA3 documents to be held in the library and the A1 plans displayed in the town to increase awareness?

This could be explored.

Does the Town Council have a policy on how long its members should take to respond to emails?
 (this is considering the issuing of email addresses to town councillors)

The Chairman advised that here was no protocol in place.

Can the Town Council advise on what date it was decided that the RiBA 3 decision would be split into 2 meetings?

That would need to be checked.

QUESTIONS/COMMENTS FOR THE BOROUGH & COUNTY COUNCILLOR (10 minutes)

No questions had been submitted in advance.

However, the Borough Councillors drew to the Clerk's attention that under Standing Order 23 a & b Borough & County Councillors should be copied into all correspondence to the Borough and County Council. They should also receive invitations to council meetings and copies of the Council agendas and minutes.

Cllr Williams advised that she had emailed Borough Councillor Hamilton about the Berkley Homes development regarding her attendance at meetings. Cllr Hamilton asked for the email to be resent.

Cllr Sargison advised County Cllr Hamilton that he had been in communication with KCC over several months regarding the large puddle which formed outside Waitrose during heavy rain. This had also been reported by Council officers, but the problem had not been resolved. CC Hamilton asked for the reference numbers so she could follow it up.

C111 DECLARATIONS OF INTEREST

There were no declarations of interest.

C112 MINUTES OF PREVIOUS MEETINGS

- (a) The minutes of the meeting held on 16th December 2019 were APPROVED.
- (b) The minutes of the Estates Committee meeting held on 17th December 2019 were NOTED.
- (c) The minutes of the meeting of the Planning Committee held on 16th December 2019 & 6th January 2020 were NOTED.
- (d) The minutes of the Finance Committee meeting held on 13th January 2020 were NOTED.

C113 MATTERS ARISING FROM THE PREVIOUS MINUTES

- a) Email addresses – all members had been issued with their new email addresses and password. It was hoped to start using the new email addresses in February. It was recommended that 2 stage authentications should be implemented for improved security.
- b) C104 (a) – the Estates Committee had met with representatives of Paddock Wood Cricket at their meeting on 17th December 2019. (minutes attached.) Cllr Boyle advised that the committee had offered to allow soft cricket for now, but the group did not wish to play soft cricket.

C114 FINANCE

- (a) Cllr Williams proposed, Cllr Boyle seconded:
To APPROVE the payments list voucher nos: 608 – 705
CARRIED unanimously

- (b) The receipts list voucher nos: 246 – 262 was NOTED.

- (c) Budget 2020/21:

The following points were drawn to members' attention:

- The budget included the costs for an additional member of staff for the Estates team.
- The budget included a further £10,000 towards the community centre costs to allow for additional project management.
- A sum had been included to allow for the installation of water fountains.
- A sum had been included to allow for additional tree planting.

Cllr Williams proposed, Cllr Boyle seconded:

To APPROVE the budget for 2020/2021

CARRIED 7 in favour, 3 abstentions

- (d) Cllr Boyle proposed, Cllr Turk seconded:

To APPROVE the precept £461,642 for 2020/2021

CARRIED 8 in favour & 2 abstentions

This equates to 2.3% increase on the 2019/2020 budget or £3.47 pa. (for a band D property)

- (e) A letter of thanks has been received from the Community Advice Centre for the grant made to them by the Town Council

C115 COMMUNITY CENTRE

- (a) Cllr Boyle proposed, Cllr Moon seconded:

That the meeting to agree the remainder of the RiBA 3 documents should be held on 24th February 2020.

CARRIED 9 in favour, 1 abstention

- (b) Members reviewed the governance documents for the Community Centre project. Cllr Hamilton made a statement which expressed the following concerns:

- The structure should be robust
- There are two non-voting members from the borough council on the board, the Paddock Wood Borough & County Councillors should be included
- There should be an external audit & scrutiny
- Working party has a disproportionate number of members of the town council
- There should be a head of terms between the Borough, County and Town Council as the project manager is employed by the borough council

Members considered the comments and although not agreeing with all of them it was agreed that the document did need reviewing.

Cllr Hamilton proposed, Cllr Kent seconded:

That legal or professional advice should be sought to construct the governance going forward.

Voting: 3 in favour, (Cllrs Atkins, Hamilton, Kent) 4 against (Cllrs Boyle, Turk, Ridger Williams) 2 abstentions (Cllrs Moon, Sargison) The motion was therefore LOST

- (c) Cllr Atkins had advised that he has some issues following on from the meeting on the 9th December. However, he withdrew this item as he intended to hold over the issues he wished to discuss until the meeting on the 24th February 2020. Members asked if he would consider forwarding his concerns prior to the meeting.

C116 DRAINAGE AT PUTLANDS

Members considered the clerk's report on the drainage at Putlands and the impact flooding at Stace House garden.

The Chairman and Estates manager had visited before Christmas and reported that there was no evidence that the water was running from Putlands. The water was not running over the top of the bund. The resident had also advised that the problem had increased since the building of the new house in Sycamore Gardens.

Cllr Williams proposed, Cllr Boyle seconded:

That the Drainage engineer from KCC should be asked to look at the situation.

CARRIED unanimously

The clerk was also asked to check that the drainage from the football pitches was working properly.

C117 NEIGHBOURHOOD PLAN

The chairman updated members as follows:

The group had sought a second opinion on the (see minute C106 16th December 2019) on whether to progress with the project.

He felt that the Local Plan would not cover everything the NP group wanted and that there was still a clear role for the Neighbourhood plan to fulfil.

New consultants were being sought to carry project forward.

Members were also advised that there was KCC consultation on affordable homes underway and if they wished to respond they should do so by Friday 24th January.

C118 MEMORIAL FOR DAVID HENSHAW

Members discussed a memorial for David Henshaw following his long service as a town councillor. His wife had expressed support for a bench, possibly on the Memorial Field. This would be referred to the Estates Committee for consideration.

It was also suggested that a room in the new community centre could be named after him as he was a supporter of the project.

C119 ANNUAL TOWN MEETING

Due to be held on Wednesday 8th April 2020 at 7 pm. The Borough and county councillors have been asked if they wish to have an agenda item at the Annual Town Meeting. Those organisations who have been given grant funding for the year will also be invited to attend the meeting.

Clerk was asked to contact the CSU to see if they would address the meeting. Also, to see if a larger venue was available for the meeting.

C119 SECTION 106 FUNDING

Members considered the attached report regarding section 106 funding due if permission is granted for the additional 117 houses at Mascalls Farm, Badsell Road.

The following suggestions had been put forward:

Community Centre Contribution (Memorial Field) - £120,000, this has been calculated based on the existing S106 agreement.

Sports pitches – resurfacing and redesign of the tennis courts at Memorial Field. An estimate of £87,000 has been obtained and will be forwarded with the request. (to include at MUGA if possible)

Indoor Sport - improvements to the Putlands Leisure Centre in Paddock Wood - £106700

Foal Hurst Wood -mitigation measures improvements to car park and access paths
(estimates pending)

Members discussed whether it was appropriate to submit proposals as the Town Council had put forward a detailed objection to the application. However, the Planning Officer had asked for the council's proposals so that if permission was given, they would form part of the negotiations for the final agreement.

Cllr Boyle proposed, Cllr Williams seconded:

Whilst not condoning the development, the Town Council submits the above list, subject to members further consideration, as a starting point for negotiations.

CARRIED 7 in favour, 3 abstentions.

C120 REPORTS FROM REPRESENTATIVES

- (a) Chairman's meeting – the last meeting had been held on the 17th December and had covered the following:
Community Heartbeat (defibrillators)
An update on the Amelia Project
Stephen Baughan had given an update on planning
- (b) Paddock Wood Business Association – the group were awaiting details of the new Town Guide, and had also discussed anti-social behaviour
- (c) Bereko Committee – the group were travelling to Bereko this autumn and there was a space for a councillor if they wished to attend. The Clerk would circulate the details. A soup lunch was due to be held on the 14th February and a quiz on the 16th May 2020.
- (d) KALC – There had been no meeting
- (e) Medway Valley Line – There had been no meeting
- (f) Hop Pickers – there had been no meeting
- (g) Youth Council – The group had started discussing improvements to the skate park and would also like new benches in the skate park.
- (h) Councillor's Surgery – had been deferred until the 15th February 2020
- (i) Newsletter – was almost complete and would be ready for issue in time for the councillor's surgery
- (j) Training events – the Clerk advised the dates of the following:
Dynamic Councillor Courses
Planning Conference
- k) Putlands Leisure Centre Liaison meeting – due 4th March
- l) Persimmon Liaison Meeting – did not seem to be being held, Cllr Hamilton would make enquiries
- m) Strategic sites meeting – due the 5th February

C121 DATE OF NEXT MEETING

The next meeting will take place on Monday 17th February 2020.

The meeting closed at 10.04 pm.

CHAIRMAN