

**PADDOCK WOOD TOWN COUNCIL**  
**The Podmore Building, St Andrews Road, Paddock Wood**  
**Tonbridge, Kent, TN12 6HT**  
**Telephone: 01892 837373**  
**www.paddockwood.kentparishes.gov.uk**

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**NOTICE OF A MEETING OF THE ESTATES COMMITTEE to be held on Monday**  
**10th June 2019, at the Day Centre, Commercial Road, at 7.45pm**

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**APOLOGIES**

- ES1 ELECTION OF CHAIRMAN AND VICE-CHAIRMAN**  
To elect a Chairman and Vice Chairman for the year 2019/2020
- ES2 DECLARATIONS OF INTEREST**
- ES3 MINUTES OF THE PREVIOUS MEETING**  
To APPROVE the minutes of the meeting held on Monday 8<sup>th</sup> April 2019.
- ES4 MATTERS ARISING FROM THE PREVIOUS MINUTES**
- (a) ES84(b) – The defibrillators have been delivered and arrangements have been made for their installation at Green Lane & The Day Centre. The one for the Day Centre cannot be installed in the porch as the doors will catch it when in use. It will therefore be installed on the front of the building. CCTV from Dowding House covers the front of the building.
- (b) ES84 (e) – the police investigation into the damage to the fences is ongoing.
- (c) ES88 – Steve Songhurst has been asked for a quote to update the Management plan for Green Lane Spinney.
- ES5 CRICKET**  
To receive an update from Paddock Wood Cricket on the plans for a charity fun match on the 7<sup>th</sup> July 2019.
- ES6 ROUNDABOUT, ST ANDREWS FIELD**  
The roundabout at St Andrews Field needs replacing, as several the parts are worn and broken. The manufacturer of the roundabout has ceased trading and parts are no longer available.
- Contractors have given two options:
- 1) Remove the existing roundabout and make good the area = £2,198.75
  - 2) Replace the roundabout - £11,670. (Further quotations can be sought which may reduce this figure slightly from a different supplier)

There is £5,500 in the playground reserve fund. Any additional funds would need to be taken from the General Reserve. Decision required.

- ES7            **BINS**  
New bins have been ordered for Foal Hurst Wood, to replace the broken one, Putlands Field and the Cemetery.
- Enquiries have been made regarding the green space opposite the John Brunt. However, as there are several BT boxes located on the site it would not be possible to install a bin due to the underground services.
- ES8            **REPLACEMENT BENCH AT MEMORIAL**  
KCC have advised that for the town council to replace the broken bench on highways land outside the Memorial Field, a suitably qualified contractor must be employed to carry out the work. Town Council staff may not install the bench. Contractors will charge £637 to install the bench. Decision required.
- ES9            **RELAYING HEDGE OF ST ANDREWS CLOSED CHURCHYARD**  
The deputy clerk is getting quotes for the hedge to be re laid in the traditional manner. The tree ivy has resulted in sections collapsing so that people are stepping over instead of using the gate. The two contractors both advise that if the hedge is left to grow up over the next 18 months or so it can be re laid with temporary section of woven fence to fill gaps where the tree ivy is removed. In the meantime the estates staff should cut off the large tree ivy plants at the root to enable adjacent species to bush out. The faces will continue to be cut so that they do not spill over the path. Decision required whether to go ahead with this pending quotes.
- ES10          **FHW BYELAWS**  
Draft bye laws have been prepared by the deputy clerk including amendments from the FHW volunteers. These would have to be submitted to Natural England for their comments and then submitted , together with the Natural England comments, to the Secretary of State for approval. The Town Council has no enforcement powers and as the Brough Council are not owners of the land they would not be able to enforce the byelaws. Town Council needs to decide whether to go ahead with the byelaws in view of this. Decision required.
- ES11          **CONIFER HEDGES MAIN CEMETERY**  
These are dying off due to an insect infestation of some sort. One section has had to be removed. Decision required as to whether to replace with another species of hedging or remove dead and dying plants , grind out roots and turf over. Memorial benches have been placed along the hedge line and theses would have to be re sited which may cause complaints.
- ES12          **U3A**  
The “Mainly Men” U3A group has asked for permission to carry out maintenance work on a voluntary basis in the Closed Church Yard. Decision required.

ES13      **HANGING BASKETS**  
The hanging baskets were installed week commencing 4<sup>th</sup> June

ES14      **BOLLARDS**  
Following agreement at the council meeting on 20<sup>th</sup> May 2019 the bollards are being installed in the gateways leading to the playing fields. An additional bollard has been ordered to be placed in the rear entrance to Putlands Field. The skips blocking the fields will remain in place until the bollards are installed.

ES15      **CONTRACTORS**  
The costs of contractors for the following work is being sought:  
Strimming the Closed Church Yard  
Car park hedges  
Mowing the edges and smaller sites

This work was carried out by contractors in 2018.

ES16      **NEW FOOTBALL PITCH**  
Due to the ongoing dry weather the necessary equipment to water the newly laid football pitch is being sourced by the Estates Manager.

ES17      **DATE OF NEXT MEETING**  
The next meeting will take place on 8<sup>th</sup> July 2019.

NICHOLA REAY  
Clerk to the Council  
4<sup>th</sup> June 2019