

**PADDOCK WOOD COMMUNITY CENTRE BOARD**  
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**MINUTES OF A MEETING OF THE COMMUNITY CENTRE BOARD held on  
Wednesday 3<sup>rd</sup> July 2019 in the Podmore Building, St Andrews Road Paddock  
Wood at 7pm**

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PRESENT: Cllr M Flashman, in the Chair  
Cllrs D Boyle, C. Williams  
Borough Cllr C Mackonochie (Portfolio holder for Community & Welfare)  
Mrs N Reay (Town Clerk) Mr J White (TWBC Project Manager)  
Mrs D Haylett (TWBC Head of Facilities & Community Hubs)

CCB1 MINUTES OF THE PREVIOUS MEETING  
The minutes of the meeting held on 6<sup>th</sup> March 2019 & 12<sup>th</sup> June were agreed.

CCB2 PROJECT UPDATE  
The project manager updated the group as follows:  
It is not anticipated that the Riba 3 report will be ready until September – there still approximately 6 – 8 weeks work to do.

The cashflow will be adjusted to show the changes. A copy of the expenditure to date was also provided. A total of £87,540 has been spent to date. The council will need to start the process to seek borrowing approval in January 2020.

Berkeley Homes are seeking permission to build an additional 112 homes on the Mascalls Farm site. If permission is granted, then additional s106 money will be applied for. This will amount to a further £112K. This has not been allowed for in the cashflow at present. A further two section 106 requests can be made for the project, in the future.

The Section 106 money from the site at Mascalls Court Farm (£384.750) has been released to the Borough Council. DH will check the contracts to see at what point in the project the funds need to be hand over to the Town Council.

It was agreed that the project manager should seek formal pre-application advice from the planning department.

The project manager would also prepare an update for the town council meeting on the 15<sup>th</sup> July 2019.

CCB3

#### COST CONTROLS

Members considered the cost controls which had been submitted by the architects for agreement. Some of the costs had occurred as the architect had been asked to carry out work which was not included in the original specification. Others were disputed and it was felt that they should have been included in the original fee.

The final cost control (CCN14) reflected the fact that the costs of the community centre had increased since the contract had been placed with the architect and they base their fees on the value of the contract.

Members agreed that CCN 14 should be allowed and accepted the project managers recommendations for the disputed change controls. The architect would be advised.

CCB4

#### FRIENDS OF THE MEMORIAL FIELD

At the last town council meeting the FMF attended and asked if the Council would re-consider the Putlands proposals which were drawn up in 2015. It was agreed at the time that this could be discussed at the July meeting. The Board members agreed that FMF should be asked to give a short presentation (10 minutes) to the council outlining why they felt Putlands was a better site.

Members also noted the leaflet which had been distributed by the FMF and were concerned about some the inaccuracies.

The Board asked that the working party re-publish the FAQs to dispel some of the myths. The Youth Council in particular had expressed concerns about some of the information which they had heard.

CCB5

#### WORKING PARTY

The working party met on the 29<sup>th</sup> June and a copy of the draft minutes was attached.

CCB6

#### DATE OF NEXT MEETING

The next meeting will be held on 7<sup>th</sup> August 2019.

The meeting closed at 8.30 pm

CHAIRMAN