

PADDOCK WOOD COMMUNITY CENTRE BOARD
c/o The Podmore Building, St Andrew's Road, Paddock Wood, TN12 6HT
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**MINUTES OF A MEETING OF THE COMMUNITY CENTRE BOARD on
Wednesday 22nd August 2018 in the Podmore Building, St Andrews Road
Paddock Wood at 4.30pm**

PRESENT : Cllrs M Flashman, in the chair
Cllrs D. Boyle, C. Williams

IN ATTENDANCE: Mrs N Reay Clerk, Cllr E Wilson

APOLOGIES: Mr J White, Mrs D. Haylett (TWBC)

CCB72 MINUTES OF THE PREVIOUS MEETING
The minutes of the previous were AGREED.

It was also agreed that the costs of the including a MUGA and improvements to the tennis courts should not be included in the costs of the community centre. Funding should be obtained elsewhere.

The working party had discussed high level ventilation. The board were concerned about noise to outside and asked for options to be looked at.

CCB73 PROJECT UPDATE
The working group met on the 14th August 2018 & the minutes of the meeting are attached. The chairman of the working group, Cllr Wilson attended the meeting to update members.

Cllr Wilson advised that the display boards would be taken to the Church Family day on the Bank Holiday weekend. She would also be willing to attend a Business Association Meeting.

Cllr Boyle agreed to visit the guide groups. The group also needed to look at spaces which were available to young people

Ninety-eight comment cards had been completed during the open events. Discussion had been open, and many did not necessarily want to complete a comment card.

The working group had looked at various cladding options for the centre and had asked for pictures.

Discussions regarding the café were still ongoing and the working party were visiting other facilities to see how they managed their catering arrangements.

CCB74

COMMUNITY ENGAGEMENT

(a)

The Town Council had received a petition from those objecting to the building of the community centre on the Memorial Field. This would be considered at the next council meeting. In the meantime, the clerk was asked to analyse the petition as follows:

- Paddock Wood Residents & non-Paddock Wood Residents. (the online petition would need cross checking against the electoral role as the electronic location given was not necessarily where the signatory lived)
- Cross check whether anyone had signed both the manual & online petition
- Identify those which were illegible or gave no address

(NR left the meeting)

(b)

The FAQ sheet was reviewed and amended. Members asked to see it again once the amendments had been completed, and before publication.

(c)

The attached Communication strategy was agreed with the addition of Contact Magazine.

It was agreed that board members would take it in turns to write articles for publication.

October Contact - deadline 6th September. F.A.Q. Also put on website.

October Town Crier: Eileen to organise. Photograph collage of engagement over the summer. Heading: We've been listening.

November Town Crier: Meryl to write

December Town Crier: Derek to write

January Town Crier: Carol to write

Cllr Wilson would also help the deputy clerk set up the Facebook page for the Town Council.

CCB75

ANY OTHER BUSINESS

Cllr Flashman would attend the next working party meeting.

CCB76

DATE OF NEXT MEETING

The problem of the TC meeting between working group and board meetings was discussed. For this not to happen again the board would need to meet 12th September, which was impractical. Currently the Town Council agendas are issued on the day the Working Party meet.

The working party meetings would need to be adjusted to allow the board to meet in good time before a council meeting.

Meeting Closed at 6.30 pm.