

spelling
PADDOCK WOOD TOWN COUNCIL
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**MINUTES OF A VIRTUAL MEETING OF THE ESTATES COMMITTEE held on Monday 8th
 June 2020 at 7.30pm, this meeting will be held via ZOOM**

PRESENT: Cllr D Boyle, in the Chair
 Cllrs R. Atkins, M Flashman, R. Moon, D. Sargison

IN ATTENDANCE: Mrs N Reay, Clerk
 Mr K Butler, Estates Manager
 Cllr S Hamilton, 5 residents

APOLOGIES: Cllrs E Thomas, R Turk

ES1 DECLARATIONS OF INTEREST

There were no declarations of interest.

ES2 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 11th May 2020 were APPROVED.

ES3 MATTERS ARISING FROM THE PREVIOUS MINUTES

- a) Green Lane – the travellers left voluntarily after two weeks. The Estates staff have cleaned the area – two large skips were required to remove the rubbish which had been dumped. It was primarily garden and tree waste, plus an old wardrobe. The costs were in the region of £500 plus staff time. One tree had been damaged which would be monitored to see if regenerated.
- b) The Estates staff had returned to work full time as agreed by the Personnel Committee. The Estates Manager advised that due to staff holidays this was the first week all of them had been in, but the staggered starts were working well. The supplied PPE was suitable for the work that was required.

ES4 GREEN LANE SPINNEY

Cllr Moon & Atkins had met with representatives of UK Power Networks on Thursday 28th May 2020. A report was attached for members information. It was stressed that the council could not stop the work from going ahead as UK Power Networks had the power to carry out the work. The work will be quite disruptive and destructive to the wood. It would be approximately a 10 m diameter from the pylon. However, they were willing to offer some mitigation work. A deed of grant could be made for a one-off payment rather than a wayleave over a 20-year period. The payment would be in the region of £2,000.

It was agreed that a leaflet should be distributed to residents once the exact work schedule was known given the impact of the work.

It was agreed that a deed grant should be accepted rather than a wayleave payment over a 20-year period.

ES5 OPEN SPACE, GREEN LANE

Members discussed how to secure the open space from traveller incursions. The benefits of installing posts or a Kentish cleft post and rail fence were discussed.

The posts installed at Ringden Avenue were not popular with residents and considered to be aesthetically pleasing. There would also be implications for cutting the grass if the posts were installed.

Planting trees would be a longer-term solution but would not solve the short-term problem.

The costs of the two were similar. (£4300 -£4600) There was currently no budget, so the matter would need to be referred to full council for payment from the reserves.

Cllr Boyle proposed, Cllr Atkins seconded:

That a Kentish post & rail fence should be installed, and the area left as a flower meadow with tree planting in the autumn.

CARRIED unanimously

The clerk would check to see if there were any restrictions to erecting a fence in this area.

ES6 PADDOCK WOOD GUIDES

Members considered the request from Paddock Wood Guides to be allowed to use the town council recreation spaces over the summer for activities. They would also like to be able to use the toilets in the pavilions. They were willing to carry out all cleaning necessary.

Members considered the implications in the light of current government guidance. The following issues would need to be considered:

- Government guidelines at the time must be adhered to
- At present only 6 may meet in public, and always remain socially distanced
- Anyone with symptoms of Covid 19 should not attend
- A re-in forced risk assessment would be required

Cllr Boyle proposed, Cllr Sargison seconded.

That the guides be allowed to use the Council's recreation grounds subject to them following government guidelines at the time. The risk assessment should be shared with the council a week before the event.

CARRIED unanimously

ES7 TENNIS COURTS

Members considered the report regarding the safety of the tennis courts. Whilst not happy that the courts remained closed members, believed they were not in an acceptable condition to be opened at present. It was planned to re-configure the courts alongside the Community Centre project. As people were forcing their way through the fencing, the Estates Manager was asked to remove the nets.

Cllr Boyle proposed, Cllr Moon seconded:

That the courts should remain closed, and a review takes places in 3 months' time.

CARRIED 4 in favour, 1 abstention

ES8 CHILDRENS PLAY AREAS & OPEN SPACES

Members noted the attached report and agreed that a further 4 banners should be purchased.

ES9 TREE SURVEY

The safety inspection of the all the council's trees is due. Three quotations had been received – copied for members only.

Contractor 1 - £680

Contractor 2 - £1250

Contractor 3 - £1872

Cllr Boyle proposed, Cllr Sargison seconded:

That contractor 1 should be appointed to carry out the safety inspection.

CARRIED unanimously

ES10 NEW CEMETERY

Members considered the attached report on improvements to the Cemetery.

The costs of the bonded grave path for the baby plots was higher than anticipated, however members were in favour of having a good quality path for the area.

Increased parking at the cemetery was required, and members were not in favour of using the lower area of the cemetery for increased parking but were in favour of adding some additional spaces on the green area just inside the gates. The quote was for eco surfacing and would allow 3-4 spaces.

The drainage scheme which had been quoted for was for an enhanced scheme which had been recommended to the council to improve drainage in the cemetery.

All three projects totalled £28,235.

£5325 for the path

£3250 for parking at the entrance to the cemetery

£19,660 - drainage

The council had set aside £29,400 improvements in the cemetery.

£18,000 for parking

£9,000 for drainage

£2,400 for maintenance

Cllr Boyle proposed, Cllr Moon seconded:

That all three projects should go ahead using the funds set aside for cemetery improvements.

CARRIED 4 in favour, 1 abstention

ES11 PADDOCK WOOD IN BLOOM

The hanging baskets and new flowering cubes had been installed overnight on Wednesday 3rd June 2020.

ES12 ESTATES MANAGER'S UPDATE

The Estates Manager advised that some of the play area had been painted and they had been catching up on cutting hedges and tidying the town centre.

ES13

DATE OF NEXT MEETING

The next meeting will take place on Monday 13th July 2020.

The meeting closed at 9.00pm

CHAIRMAN