

**PADDOCK WOOD TOWN COUNCIL**  
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**MINUTES OF A MEETING OF PADDOCK WOOD TOWN COUNCIL HELD VIA ZOOM ON**  
**Monday 19<sup>th</sup> October 2020, AT 7.30 PM**

**PRESENT:** Cllr M Flashman, in the Chair  
 Cllr R. Atkins, (TWBC) D. Boyle, D Kent, R. Moon, M Ridger, D. Sargison,  
 C. Williams

**IN ATTENDANCE:** Mrs N Reay, Town Clerk  
 Borough Cllr M Bailey  
 4 residents

**APOLOGY:** Cllr R. Turk, E. Thomas, S. Hamilton, (KCC & TWBC)

**QUESTIONS FROM RESIDENTS**

How was Fred Lemont appointed to the Design Team of 3 led by Councillors Carol Williams and Mike Ridger that will meet for the next 8 weeks with Baxalls? (2 meetings have already taken place .)

I am on that committee and I understand that a ballot was held for the resident member - nowhere can I find any record of this ballot being approved or held.

*On 16th September Baxalls met with the Community Centre working party to discuss the design of the community centre and asked where the design could be value engineered. The working party confirmed which areas were non-negotiable and which areas could be amended. Three representatives from the working party were invited to join the design team.*

*It was agreed at the Town Council meeting on 21st September that the Town Clerk, as the Proper Officer of the Council and Cllr Ridger, as he has expertise in this area should be appointed. Please note that Cllr Williams is NOT part of that group of three.*

*It was unanimously agreed that one other non-council representative from the working party should be appointed. The Town Council passed a resolution that the representative should not have a conflict of interest and in the event of there being several members wishing to join the Chairman would have the final decision. (Please see C53 of Minutes dated 21st September)*

*It was agreed that Cllr Williams would email working party members with no conflict of interest.*

*Those people considered not to have a conflict of interest were:*

*Fred Lemont*

*Rex Wakeling*

*Helen Fenner*

*Andrew Mackie.*

*Fred Lemont and Andrew Mackie both expressed interested in attending these meeting. As it was impossible to decide between the two as both had different strengths, following discussion with the Clerk, I decided to select the person by putting their names into a hat. This was done in the presence of both the Deputy Clerk and the Clerk of the Council in order to ensure impartiality.*

**BOROUGH & COUNTY COUNCILLORS UPDATE (10 minutes)**

Cllr Turk has re-submitted his questions from last months' meeting to the County Councillor requesting further information and asked the additional following questions

1. How is the scheme to be monitored and measured so that a judgment can be made to its success or failure. Please could you let the Council know the measurement criteria.
2. Please could you explain what route the Waitrose delivery lorries should be taking so that they do not break any Road Traffic Laws.

The County Councillor was not in attendance, but the Clerk advised that KCC had lifted the restrictions in Commercial Road on a temporary basis. This was due to the closure of Church Road for three months. The traffic restrictions in Commercial Road would be reviewed and consultation would take place before they were re-introduced.

Cllr Flashman had submitted a question to the County Councillor asking if there was any news on the re-opening of the library. Several libraries are re-opening in the County, but Paddock Wood's is not yet scheduled to be re-opened.

The County Councillor had advised that the Paddock Wood Library would not be re-opening at present. KCC had re-opened 32 libraries and it was not planned to re-open anymore this financial year. Members asked for a further discussion on this at the next council meeting.

**C63 DECLARATIONS OF INTEREST****C64 MINUTES OF THE PREVIOUS MEETINGS**

- a) The minutes of the meeting held on 21<sup>st</sup> September 2020 were APPROVED with the following amendment: C61g – the youth council had discussed the Young Person of the Year Award.
- b) The minutes of the Planning & Environment Committee meetings held on the 21<sup>st</sup> September 5<sup>th</sup> October 2020 were NOTED.
- c) The minute of the Estates Committee meeting held on 12<sup>th</sup> October 2020 were NOTED.

**C65 MATTERS ARISING**

- a) Active Travel Fund scheme – a letter has been sent from the Town Council to KCC asking for the scheme to be removed. A joint letter from the MP, County Member, Chairman of the Council & Chief Executive of the Borough Council has also been sent to the Cabinet Member for Highways and the Director of Highways at KCC requesting the removal of the restrictions. The issue was discussed at the TWBC Joint Transportation Board meeting due to be held at 6.30 pm on the 19<sup>th</sup> October 2020.

As reported above, this scheme had been lifted temporarily.

- b) C53 – Working Party Representatives for Design Team. The Working Party had requested that two resident members should attend the meetings. Consequently, both Fred Lemont and Andy Mackie attended the meetings along with the Clerk and Cllr Ridger. A report from the meeting followed.

**C66 COMMUNITY CENTRE**

- a) The members of the working party had been meeting with the Baxalls design team to agree amendments to the existing plans. The following had been discussed.

- The pre-school has been removed from the east side of the building and moved to the north side. This will result in a squarer building rather than a long narrow one and will lessen the impact on the field.
- The parking layout and surfacing is being reviewed. Increased use of grasscrete is being considered.
- The halls will still open out onto the field on the south side and the designers are working to ensure the three halls can still open into one large hall with a capacity for 300 seats – the costs of retractable seating are being sought.
- The toilets have all been located down the central aisle along with office space.
- The kitchen and café space is also being worked on to allow for a number of different options. eg commercial or community café, community kitchen for events
- The possibility of including some vending machines for when the café area is closed are also being looked at
- The secondary energy building which was at the entrance has been removed and all plant & equipment brought into the main building
- The inclusion of air conditioning is being reviewed as it is intended to make the building as sustainable as possible. More cost effective & sustainable methods of ventilation are being looked at.

A copy of the clerk's report is attached to minutes.

It was questioned why the plans were being amended as the Council had worked with Frankhams the previous architect for several years on the plans. It was explained that Frankhams had drawn up the outline plans for what the council wanted, but the costs were too high. Under the 2-stage design and build process, the plans were passed to Baxalls for value engineering. The design was basically the same except that the nursery had been moved from the east side of the building to the north side. This reduced the impact on the field.

It was also queried whether moving the services from the external energy centre was a good use of space. As there had to be an internal plant room as well no additional space was being lost.

- b) Business Plan – the updated business plan was noted by members. There were no questions regarding the plan.

## C67 NEIGHBOURHOOD PLAN & MASTER PLANNING MEETING

- a) Representatives from the Town Council & Neighbourhood Plan had attended a Master Planning meeting with the Borough Council's consultants.

The following issues were raised at the meeting:

The importance of green space and connection between town and country

- The need to retain the separate identities of Paddock Wood and the outlying settlements
- The need for good quality sports and leisure provision
- The impact of flooding (both fluvial and surface) and how this might influence the location of growth areas
- The need to consider sustainable and active travel measures (promoting walking and cycling) and making these safe and fully connected across the town
- The need to consider a flexible approach to the town centre that responds and adapts to changes arising from Covid and how we use the centre in the future, including provision of community facilities there as well as other uses that will attract people to visit

- The need to consider opportunities for home working and the benefits this might bring to the local community (as opposed to focusing on the daily commute to London)
- b) A questionnaire will shortly be distributed to all residents in Paddock Wood seeking their views on the emerging Neighbourhood Plan.

#### **C68 FINANCE**

- a) Cllr Boyle proposed, Cllr Williams seconded:  
*That the payments lists vouchers 349 – 453 was APPROVED*  
CARRIED unanimously
- b) The Receipts list voucher nos: 129 – 140 was NOTED.
- c) Cllr Williams proposed, Cllr Kent seconded:  
*That a grant of £250 should be made to Paddock Wood and District Lions.*  
CARRIED 7 in favour, 1 against

#### **C69 SOUTHERN WATER**

Southern Water have notified the Town Council which areas of its land the proposed new sewer will cross. The pipes will cross the open space at the junction of Green Lane & Mascalls Court road and Green Lane recreation field. See attached maps. The Estates Manager has asked for them to be mindful of the land drains on Green Lane Field. Work is scheduled to start in April 2021.

#### **C70 COVID 19 RISK ASSESSMENT**

The Covid 19 risk assessment was NOTED.

#### **C71 DAY CENTRE**

Members discussed whether the Day Centre should be re-opened. There were concerns that continued closure could have an impact on mental health as activities are cancelled. However, there were also concerns that due that the increased in reported cases it was not safe to re-open for the time being.

Cllr Boyle proposed, Cllr Williams seconded:  
*That the Day Centre re-opened subject to groups complying with government guidelines.*  
VOTING: 4 in favour, 4 against. The Chairman used her casting vote AGAINST the motion which was therefore LOST.  
This decision would be reviewed in a month's time.

#### **C72 REPORTS FROM REPRESENTATIVES**

- (a) Chairman's meeting – no meeting
- (b) Paddock Wood Business Association – the association were developing a social media presence
- (c) Bereko Committee - had held their first zoom meeting and were planning for next year's events.
- (d) KALC – continuing to hold fortnightly Covid 19 meeting which were attended by the Chiref Executive of TWBC.
- (e) Medway Valley Line – discussed:
  - an integrated transport system for Paddock Wood
  - Plans for the MVL to support the economy surround railway stations
  - Members council's to adopt a railway station and ensure it stays clean and tidy
  - Clock at PW station is in need of repair – can the Town Council help?

- (f) Hop Pickers Line – Have asked the developers to acknowledge the route of the Line  
Also looking for the developers at Church Farm to define their boundary
- (g) Youth Council – met using Zoom and discussed the young person of the year award, and a planning a quiz for Christmas – no meeting
- (h) Putlands Leisure Centre Liaison meeting – no meeting
- (i) Persimmon Liaison Meeting – no meeting
- (j) Strategic sites meeting – the minutes of the meeting held on the 7<sup>th</sup> October would be circulated to members

**C73 DATE OF NEXT MEETING**

The next meeting will be held on Monday 16<sup>th</sup> November 2020

The meeting closed at 9.10 pm

CHAIRMAN