

PADDOCK WOOD TOWN COUNCIL
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**NOTICE OF A MEETING OF THE ESTATES COMMITTEE to be held on Monday
13thSeptember 2021 at 7.45pm in the Day Centre, Commercial Road.**

APOLOGIES

ES18 DECLARATIONS OF INTEREST

ES19 MINUTES OF THE PREVIOUS MEETING

To APPROVE the minutes of the meeting held on 23rd August 2021

ES20 MATTERS ARISING FROM THE PREVIOUS MEETING

(a) Paddock Wood Cemetery ES9 a -There has been correspondence with the contractor following the site meeting. The matter is currently unresolved and will be followed up by the Estates Manager.

(b) Paddock Wood Cemetery - ES9 b- The drainage work is complete.

(c) ES12- The offer on the Nissan electric van was no longer available. The office sought quotes for all other brands of E vans of suitable size, but few were available. There appears to be a national shortage of e vans. The only company which had one available within budget would only progress the order if the Proper Officer submitted personal details for the financial agreement.

Members are asked to consider whether to continue hiring a van (£325/month) until a suitable e van can be sourced or revert to a diesel/petrol model.

(d) ES10 Brown moths- various locations. Following advice, a quotation was obtained and accepted for removal instead of spraying. The company in question failed to attend or schedule the work so it was cancelled. A contractor was asked to quote based on spraying with a pesticide that does not persist in the environment and is harmless to other wildlife such as hedgehogs which might eat the dead caterpillars. This work has now been carried out and the cutting of the hedges started w/c 6th September 2021.

ES21 HURRICANES BASEBALL

To consider the attached request from the Hurricane Baseball Club.

ES22 FLOODING, PUTLANDS FIELD

To receive a verbal update from the chairman.

ES23 WORK REQUIRED BY LEGIONELLA SURVEYS

Several plumbing contractors were approached to carry out the work required by the survey. Only one was willing to survey and quote. This quotation is attached for members only. Members to decide whether to accept this, bearing in mind that legionella is a safety issue and failing to do the recommended work will have liability implications.

ES24 ANNUAL INSPECTIONS

a) Tree safety inspection – the work from last year's inspection has been completed over the summer. The original report had recommended felling a tree at Fuggles Close, however the tree surgeon has suggested that the tree could be saved by bracing. Advise is being sought from the tree inspector as to whether this would be acceptable.

- b) The playground inspections have been completed and the Estates Manager will arrange for remedial work to be carried out as required. It was recommended that the stage at St Andrews should be removed for safety reasons. It is currently fenced off and will be removed during the autumn.

ES23 OFFICE TELEPHONE SYSTEM

As phones are to go cloud based by December 2025, the office has been looking into changing the phone systems to comply with this. Over the summer the phones in the office developed significant faults which could not be corrected by BT.

Quotations have been obtained and the office phone system will shortly be upgraded. The quotation received is only marginally more expensive than what is currently in place which is outdated and not operating properly. It also has additional features that will enable staff to divert calls to facilitate home working if that becomes necessary.

The Council has also been seeking to have WIFI installed in the Day Centre. Most providers have advised that the Wi-Fi signal in the area is too weak. BT may be able to overcome this, and discussions are continuing to try to resolve the problems.

ES24 PADDOCK WOOD CARNIVAL & ROCKIN' IN THE REC

Paddock Wood & District Lions have contacted the Council seeking permission to move the Carnival 'weekend' to run on the Saturday and Sunday - with Rockin in the Rec taking place on Saturday evening and maintaining the finish time of 9:30pm and the Parade and Fete to be held on the Sunday. This would be a trial for next year.

Members views are sought.

ES25 BUDGET 2022/2023

Members are asked to consider any projects they would like to put forward for next year. These can be discussed at the October meeting and put to the Finance meeting in November.

ES26 SOUTHERN WATER WORKS AT GREEN LANE

To receive an update on the progress of the works.

ES27 FOAL HURST WOOD

The bench by the dipping pond has been damaged beyond repair. Members are asked to approve a replacement bench. Details of a suitable replacement will be available at the meeting. There is currently £3000 in the reserve fund.

ES28 ESTATES MANAGER'S REPORT

To receive an update from the Estates Manager.

Under section 1 (2) of the Public Bodies (admission to meetings) Act 1960 the following items may be exempt from the press and public.

ES29 PITCH FEES

To consider the attached.

ES30 KENT CLOSE ALLOTMENTS

To consider the attached advice from the Council's solicitor & Clerk's report

ES31 BOWLS CLUB LEASE

To APPROVE the draft lease.

ES32

DATE OF NEXT MEETING

The next meeting will be held on Monday 11th October 2021.

NICHOLA REAY
Clerk to the Council
7th September 2021