

**PADDOCKWOOD TOWN COUNCIL**  
**The Podmore Building, St Andrews Field, St Andrews Road**  
**Paddock Wood, Kent, TN12 6HT**  
**Telephone: 01892 837373**  
**www.paddockwood-tc.gov.uk**

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**NOTICE OF A MEETING OF PADDOCK WOOD TOWN COUNCIL TO BE HELD ON MONDAY**  
**15<sup>th</sup> November 2021 IN THE DAY CENTRE COMMERCIAL ROAD AT 7.45 PM**

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*A minute silence will be held in memory of Elizabeth Thomas who passed away on the 24<sup>th</sup> October 2021. Elizabeth was a town councillor for 38 years until her retirement earlier this year.*

**Residents do not need to attend a meeting to ask a question of the Council. Questions can be sent at any time to the Council offices using the details above.**

**QUESTIONS FROM RESIDENTS (15 minutes)**

*If any member of the public wishes to ask a question or make a statement in respect of the business on the agenda these should be submitted in advance. You can do this either in writing to or by telephoning the town council office 2 working days before the meeting. This will allow the relevant information to be gathered.*

*Where you are not able to submit questions in respect of business on the agenda 2 days in advance, in exceptional circumstances and at the discretion of the Chairman, you may be permitted to ask the question at the meeting. In this event a written or oral response will be provided later. (Please see the Protocol for the public attending Town Council and Committee meetings, which can be found on the website.)*

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

*Town Councillors should submit questions a week in advance, if possible, to the Borough/County Councillor concerned (copied to the Town Clerk).*

APOLOGIES: Cllr R Turk, D Sargison

**C66 DECLARATIONS OF INTEREST**

**C67 MINUTES OF THE PREVIOUS MEETING.**

Minutes of previous meetings are available on the Council website

- (a) To APPROVE the minutes of the meeting held on 18<sup>th</sup> October 2021
- (b) To NOTE the minutes of the Planning & Environment Committee meeting held on the 18<sup>th</sup> October & 1<sup>st</sup> November 2021.
- (c) To NOTE the minutes of the PPP meeting held on the 25<sup>th</sup> October 2021
- (d) To Note the minutes of the Estates Meeting held on 8<sup>th</sup> November 2021

**C68 MATTERS ARISING FROM THE PREVIOUS MINUTES**

- a) C58 a) - Cllr A Fairweather, portfolio holder for Communities & Wellbeing has been contacted regarding the need for social housing in Paddock Wood.
- b) C58 b) - a request has been sent to all 4 Borough Councillors with members request that they seek to expedite a solution to the suspension of the garden waste collections
- c) C63 Stephen Baughan has been contacted at TWBC to ask for a copy of the risk assessment as requested by members,

**C69 COMMUNITY CENTRE**

- a) The Secretary of State for Levelling Up Housing and Communities has approved the planning application for the community centre and TWBC have issued the decision notice.

- b) The Board will meet on the 18<sup>th</sup> November to review the final details from Baxalls. A meeting would then be arranged for the Council to APPROVE the contract to build.
- c) The Working Party met on the 27<sup>th</sup> October and are arranging to hold two events. One will be for representatives for local user groups, the other will be an open event for residents.

#### **C70 NEIGHBOURHOOD PLAN**

To receive an update from the group chairman.

#### **C71 FINANCE**

If any member has any queries regarding the financial transactions, would they please contact the office prior to the meeting.

- a) To APPROVE the payments list. 417 - 496
- b) To NOTE the receipts list 167 - 177
- c) To consider the attached grant requests:
  - i) The Community Car Service (Tunbridge Wells & District Volunteer Bureau) - £500.  
<https://communitycarservice.org.uk/>
- d) Land at the junction of Green Lane & Dumbrells Close – as previously advised developers encroached onto Town Council land when building the splays to the above junction. The Council accepted an offer of £30,000 for the land from the developers. The transfer has finally been completed and the funds transferred into the Town Council's account. The sale of land (even a small amount) is a capital sale. The funds can therefore only be used for a capital project.

#### **C72 KENT FIRE HYDRANT INITIATIVE**

KFRS are asking Town and Parish Council's to support this initiative. Details are attached for consideration.

#### **C73 PLATINUM JUBILEE**

The Estates Committee is planning tree planting as part of the Queen's Green Canopy Project to celebrate her Platinum Jubilee. <https://queensgreencanopy.org/>

Members are asked to consider if they wish to arrange any further celebrations. Suggestions can be found on the official website <https://platinumjubilee.gov.uk/>

Councillors have previously arranged events for both the Golden and Diamond Jubilees. If funding is required it will need to be included in the budget for 2022/23, which will be finalised in January 2022.

#### **C74 ANNUAL TOWN MEETING**

The Council's Annual Town Meeting is due to be held next on 6<sup>th</sup> April 2022. Members are asked to consider speakers, and report back to the December meeting.

#### **C75 MEMBERS TRAINING**

The Town Council's training policy only allows the Clerk to authorise members attendance at courses or conferences run by KALC and the Borough Council. Attendance at any other course must be approved by the Council.

Cllr Kent has asked to attend the following courses/conference run by NALC.

Making rural housing more affordable – 17<sup>th</sup> November 2021 - £30  
Future Communities 2021 – 2<sup>nd</sup> December 2021 - £60

There is currently £1300 in the members allowances budget.

**C76 REPORTS FROM REPRESENTATIVES**

- (a) Chairman's meeting.
- (b) Paddock Wood Business Association
- (c) Bereko Committee
- (d) KALC – AGM will take place on the 13<sup>th</sup> November 2021 the chairman will attend.
- (e) Medway Valley Line
- (f) Hop Pickers Line
- (g) Youth Council – minutes/meeting notes have been uploaded onto the website
- (h) Putlands Leisure Centre Liaison meeting – the meeting took place on the 28<sup>th</sup> October 2021
- (i) Liaison Meeting with developers
- (j) Strategic Sites Meeting & Future Development Plans
- (k) Royal British Legion

**C77 DATE OF NEXT MEETING**

The next meeting will be held on Monday 20<sup>th</sup> December 2021.

NICHOLA REAY  
Clerk to the Council  
9<sup>th</sup> November 2021