

Paddock Wood Town Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
417	11/10/2021		Current/Business Rese	bacs	Electricity supply street lights	Southern Electric	S	-1,600.69	-80.03	-1,680.72
418	01/06/2021		Current/Business Rese	bacs	Electricity/ St Andrews	Southern Electric	S	791.89	158.37	950.26
419	01/06/2021		Current/Business Rese	bacs	Electricity supply Day centre	Southern Electric	S	156.73	7.83	164.56
420	01/06/2021		Current/Business Rese	bacs	Electricity supplies Memorial	Southern Electric	S	92.87	4.64	97.51
421	01/06/2021		Current/Business Rese	bacs	Electricity supplies elm tree	Southern Electric	S	89.64	4.48	94.12
422	01/06/2021		Current/Business Rese	bacs	Electricity Podmore	Southern Electric	S	303.21	60.64	363.85
423	01/06/2021		Current/Business Rese	bacs	Electricity supplies Memorial	Southern Electric	S	9.93	0.49	10.42
424	21/09/2021		Current/Business Rese	132	Audit fees	PKLittlejohn	S	1,600.00	320.00	1,920.00
425	20/09/2021		Current/Business Rese	133	fires extinguisher servicing	EPJ Fire Protection	S	50.20	10.04	60.24
426	20/09/2021		Current/Business Rese	133	fires extinguisher servicing	EPJ Fire Protection	S	50.20	10.04	60.24
427	20/09/2021		Current/Business Rese	133	fires extinguisher servicing	EPJ Fire Protection	S	50.20	10.04	60.24
428	20/09/2021		Current/Business Rese	133	fires extinguisher servicing	EPJ Fire Protection	S	50.20	10.04	60.24
429	20/09/2021		Current/Business Rese	133	fires extinguisher servicing	EPJ Fire Protection	S	50.20	10.04	60.24
430	24/09/2021		Current/Business Rese	134	Hedge cutting	Kent County Council	S	2,806.56	561.31	3,367.87
431	14/10/2021		Current/Business Rese	135	Wages - Office	SLCC Enterprises	S	2,182.60	436.52	2,619.12
432	14/10/2021		Current/Business Rese	136	Estates Materials	Corker Outdoors	S	105.24	21.05	126.29
433	14/10/2021		Current/Business Rese	137	Estates equipment	Paddock Wood Motorist cent	S	40.00	8.00	48.00
434	14/10/2021		Current/Business Rese	138	street lighting contract	Eon	S	61.71	3.09	64.80
435	14/10/2021		Current/Business Rese	139	Alarm contract & repairs	Spy alarms	S	110.00	22.00	132.00
436	14/10/2021		Current/Business Rese	140	IT Support	Symcar	S	96.10	19.22	115.32
437	14/10/2021		Current/Business Rese	141	Pavillion cleaning	F & C Cleaning	S	250.00	50.00	300.00
438	14/10/2021		Current/Business Rese	142	Estates Materials	Jewsons	S	48.01	9.60	57.61
439	14/10/2021		Current/Business Rese	141	Clean Podmore	F & C Cleaning	S	48.33	9.67	58.00
440	14/10/2021		Current/Business Rese	143	Hedge cutting	Kent Gardening & Tree Surge	S	792.00	158.40	950.40
441	14/10/2021		Current/Business Rese	143	Hedge cutting	Kent Gardening & Tree Surge	S	396.00	79.20	475.20
442	14/10/2021		Current/Business Rese	143	Hedge cutting	Kent Gardening & Tree Surge	S	1,584.00	316.80	1,900.80
443	15/10/2021		Current/Business Rese	144	Putlands	TWBC	S	4,963.55	992.71	5,956.26
444	15/10/2021		Current/Business Rese	145	security - St andrews	Prestige Guarding	S	152.00	30.40	182.40
445	15/10/2021		Current/Business Rese	145	security - Memorial	Prestige Guarding	S	152.00	30.40	182.40
446	15/10/2021		Current/Business Rese	145	security - FHW	Prestige Guarding	S	152.00	30.40	182.40
447	15/10/2021		Current/Business Rese	146	Telephone Podmore	British Telecommunications L	S	62.65	12.53	75.18
448	06/09/2021		Current/Business Rese	DD	Phone line	British Telecommunications L	S	37.91	7.58	45.49
449	09/09/2021		Current/Business Rese	Credit Card	license fee	zoom	S	9.99	2.00	11.99
450	09/09/2021		Current/Business Rese	Credit Card	Van rental	Ton Hire	S	325.00	65.00	390.00
451	09/09/2021		Current/Business Rese	Credit Card	fees	Lloyds Bank	Z	3.00		3.00
452	14/09/2021		Current/Business Rese	DD	fuel	Wex Retail Cards	S	144.78	28.96	173.74

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453	16/09/2021		Current/Business Rese	DD	software	Sage Payroll	S	36.50	7.30	43.80
454	21/09/2021		Current/Business Rese	DD	Mower Lease	BNP paribas	Z	398.00		398.00
455	22/09/2021		Current/Business Rese	DD	Mobile phone Account Office	O2	S	21.47	4.29	25.76
456	22/09/2021		Current/Business Rese	DD	Mobile phone Account Office	O2	S	20.28	4.06	24.34
457	28/09/2021		Current/Business Rese	DD	fuel	Wax Retail Cards	S	63.25	12.65	75.90
458	28/09/2021		Current/Business Rese	DD	Water rates Kent close	Castle Water	S	46.96	9.39	56.35
459	28/09/2021		Current/Business Rese	DD	Water rates Ringden Allotment	Castle Water	Z	114.67		114.67
460	28/09/2021		Current/Business Rese	DD	Water rates St Andrews	Castle Water	S	26.26	5.25	31.51
461	28/09/2021		Current/Business Rese	DD	Water rates Badsell Allotments	Castle Water	S	4.17	0.83	5.00
462	28/09/2021		Current/Business Rese	DD	Water rates Memorial	Castle Water	S	4.17	0.83	5.00
463	29/09/2021		Current/Business Rese	DD	Pension - fees	Avva Life	Z	15.25		15.25
464	29/09/2021		Current/Business Rese	DD	Pension - fees	Avva Life	Z	15.25		15.25
465	30/09/2021		Current/Business Rese	DD	Electrical Repairs St Andrews	Southern Electric	S	89.11	4.46	93.57
466	30/09/2021		Current/Business Rese	DD	Electricity supply Day centre	Southern Electric	S	36.28	1.81	38.09
467	30/09/2021		Current/Business Rese	DD	Electricity supplies workshop	Southern Electric	S	44.73	2.24	46.97
468	30/09/2021		Current/Business Rese	DD	Electricity supplies elm tree	Southern Electric	S	94.61	4.73	99.34
469	30/09/2021		Current/Business Rese	DD	Electricity supplies Memorial	Southern Electric	S	24.02	1.20	25.22
470	30/09/2021		Current/Business Rese	DD	Handling fees	Unity bank	Z	4.60		4.60
471	30/09/2021		Current/Business Rese	DD	Bank charges	Unity bank	Z	40.05		40.05
472	30/09/2021		Current/Business Rese	DD	Refuse Collection	Veolia Environmental Service	S	168.25	33.65	201.90
473	30/09/2021		Current/Business Rese	DD	Electricity Podmore	Southern Electric	S	79.53	3.98	83.51
474	08/09/2021		Wages Imprest	DD	Tax NI Estates	PWTC Wages Imprest Acc	Z	1,758.62		1,758.62
475	08/09/2021		Wages Imprest	DD	Tax NI Office	PWTC Wages Imprest Acc	Z	1,758.62		1,758.62
476	30/09/2021		Wages Imprest	DD	Bank charges	Unity bank	Z	18.00		18.00
477	31/10/2021		Current/Business Rese	DD	Tree maintenance	Green Oak Services	S	400.00	80.00	480.00
478	31/10/2021		Current/Business Rese	DD	Tree maintenance	Green Oak Services	S	220.00	44.00	264.00
479	31/10/2021		Current/Business Rese	DD	Tree maintenance	Green Oak Services	S	400.00	80.00	480.00
480	31/10/2021		Current/Business Rese	DD	Tree maintenance	Green Oak Services	S	220.00	44.00	264.00
481	31/10/2021		Current/Business Rese	DD	Christmas trees	Hole Park	S	320.00	64.00	384.00
482	31/10/2021		Current/Business Rese	DD	Grant to Bereko	Bereko Community Partnerst	E	316.00		316.00
483	31/10/2021		Current/Business Rese	DD	Grant to Olympian Boxing	Olympian Boxing	E	500.00		500.00
484	31/10/2021		Current/Business Rese	DD	Locum Fees	K Bell	Z	300.00		300.00
485	31/10/2021		Current/Business Rese	DD	Plants for town centre	Brookside Garden Centre	S	34.08	6.82	40.90
486	31/10/2021		Current/Business Rese	DD	Cemetery plants	Kent Gardening & Tree Surgt	S	295.00	59.00	354.00
487	31/10/2021		Current/Business Rese	DD	strimming	Kent Gardening & Tree Surgt	S	1,584.00	316.80	1,900.80
488	31/10/2021		Current/Business Rese	DD	Equipment servicing	Kidmans	S	318.39	63.68	382.07
489	31/10/2021		Current/Business Rese	DD	Equipment servicing	Kidmans	S	1,027.75	205.55	1,233.30
490	04/11/2021		Current/Business Rese	DD	street lighting contract	Streelights	S	220.68	44.14	264.82
491	31/10/2021		Current/Business Rese	DD	Training - H Atkins	Kent Association of Local Cou	S	50.00	10.00	60.00

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492	31/10/2021		Current/Business Rese	160	Training - T Bisdde	Kent Association of Local Col	S	50.00	10.00	60.00
493	31/10/2021		Current/Business Rese	161	MOT for Toyota Van	East Peckham MOT station	E	45.00		45.00
494	31/10/2021		Current/Business Rese	300387	Tax disc	Post office	E	275.00		275.00
495	31/10/2021		Current/Business Rese	300386	Refreshments	Waitrose (PC)	S	2.21	0.44	2.65
496	31/10/2021		Current/Business Rese	300386	Diesel	Waitrose (PC)	S	62.91	12.59	75.50
Total								27,741.68	4,559.15	32,300.83

Paddock Wood Town Council RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
167	23/09/2021		Current/Business Rese	250	Memorial fee	Wescombe (Sears)	Z	81.00		81.00
168	07/09/2021		Current/Business Rese		Pitch fees	Insulators	S	146.12	29.23	175.35
169	07/09/2021		Current/Business Rese		Pitch fees	Insulators	S	97.42	19.48	116.90
170	07/09/2021		Current/Business Rese		Cricket pitch hire	Sahnrudaya	S	122.32	24.47	146.79
171	07/09/2021		Current/Business Rese		Hire of Day centre	A Peach	Z	93.60		93.60
172	07/09/2021		Current/Business Rese		Hire of Day centre	Steinle/Salter	Z	73.74		73.74
173	20/09/2021		Current/Business Rese		Hire of Day centre	Church of god ww Associatio	Z	112.32		112.32
174	24/09/2021		Current/Business Rese		Precept	Tunbridge Wells Borough Cou	Z	230,296.50		230,296.50
175	02/09/2021		Current/Business Rese		Allotment Rents	Dobbin	Z	20.00		20.00
176	08/09/2021		Current/Business Rese		Opening Fee	Henry Paul	Z	230.00		230.00
177	08/09/2021		Current/Business Rese		Opening Fee	Howells	Z	230.00		230.00
Total								231,503.02	73.18	231,576.20



Grant Application Form.

Please complete this form and attach any other relevant information and send to Paddock Wood Town Council, The Podmore Building, St Andrews Road Paddock Wood, TN12 6HT – 01892 837373 – paddockwoodtc@btconnect.com

Application from Title/organisation

THE COMMUNITY CAR SERVICE

Contact details

Name:

LORRAINE ASH

Address:

WOOD STREET, TUNBRIDGE WELLS
TN1 2QS

Telephone/e-mail

01892 540 131

Aims of the Group

THE COMMUNITY CAR SERVICE PROVIDES TRANSPORT SERVICES FOR ELDERLY AND DISABLED RESIDENTS WHO HAVE DIFFICULTY USING PUBLIC TRANSPORT. THE SERVICE PROVIDES TRANSPORT TO AND FROM MEDICAL APPOINTMENTS OR FOR SHOPPING ETC.

Number of members

Percentage of Paddock Wood residents?

Amount requested:

£500

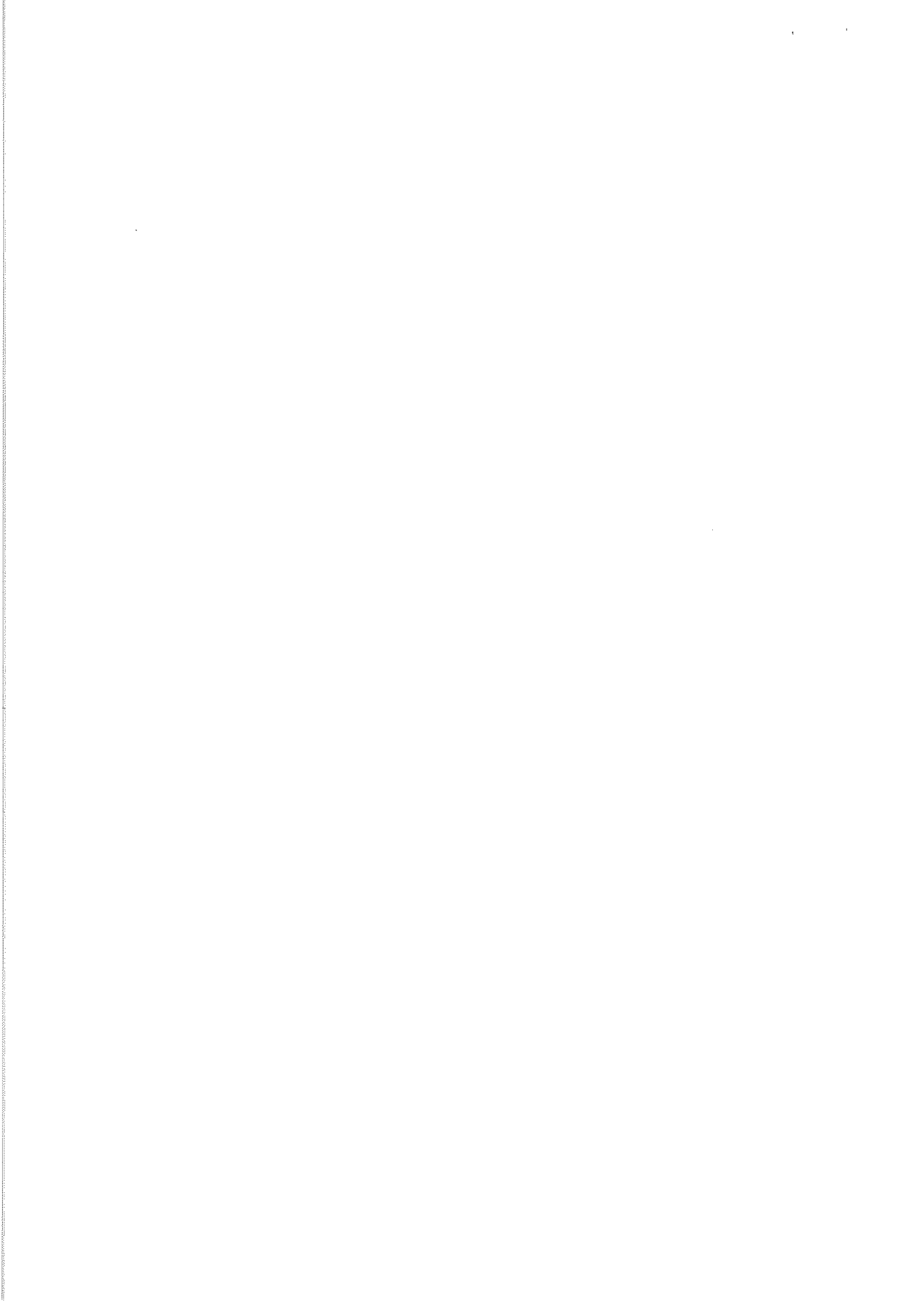
Total cost of project:

£700

Purpose of the Grant

THE GRANT WOULD COVER THE COST OF PROVIDING TRANSPORT TO AND FROM COVID BOOSTER VACCINATIONS FOR PADDOCK WOOD RESIDENTS. NORMALLY CLIENTS ARE CHARGED A FEE TO COVER THE COSTS FOR THEIR VOLUNTEER DRIVERS. THE GRANT WOULD ENABLE THE SERVICE TO BE FREE.

May 2017



Have you included a copy of the last year end accounts? YES/~~NO~~

If not available please explain why.


Are there any restrictions placed on who can use/access the services. YES/~~NO~~.

If yes, please supply details of the restrictions. FOR ELDERLY AND DISABLED RESIDENTS.

This application will not be accepted unless the organisation's Equal Opportunities Policy is attached or it agrees to abide by the Town Council's Equal Opportunities Policy.

Statement of understanding.

I have read and understood the Paddock Wood Town Council Grants Policy and Procedure and agree that if a grant is awarded the organisation I represent will abide by the conditions therein outlined.

Signed.....

Date..... 25 Oct 2021



Kent Fire & Rescue Service

Fire Hydrant Initiative Project

Kent Association of Local Councils (KALC)



Background

The fire hydrants used by fire and rescue services to supply water for firefighting are called statutory fire hydrants (as opposed to private fire hydrants found on private water mains). They are owned, installed and maintained by Kent's five water companies.

Fire hydrants access covers are mainly found in pavements and roads, but can also be found in nearby public spaces, such as grass verges.

Currently the KFRS water services department inspects all statutory fire hydrants within Kent and Medway using a rolling four yearly programme. There are currently over 27,000 statutory fire hydrants within Kent. This number is steadily increasing on a monthly basis due to new infrastructure being built throughout the county.

KFRS has been working in partnership with KALC to help increase community resilience within local parish and town councils (PTC) and one of the initiatives put in place is for local residents to help monitor and report fire hydrant defects and water provision issues within their local area, ensuring issues are resolved in a timely manner. The fire hydrant initiative project has been in place for nearly ten years and KFRS is looking at getting as many PTCs involved as possible. Local councils should contact their insurers to let them know that they are looking to be involved in the project.

Introduction

KFRS will continue to inspect fire hydrants throughout Kent and Medway mainly on a rolling four yearly programme which for some hydrants is actually less due to the perceived risk they might support. Therefore the inspections we are asking local PTCs to undertake are in addition to the ongoing work KFRS undertakes.

- The inspections can be undertaken by anyone within the local council or community.
- The inspections are to be visual inspections only and no risks should be taken at any time.
- All issues reported to KFRS will be rectified based on the severity of the defect.

We are simply asking that.... If you see a defect PLEASE REPORT IT!

Reporting process

Problems with a fire hydrant can be reported in several ways:

Direct to KFRS Water Services team:

Email: water.services@kent.fireuk.org
By phone: 01622 692 121 - Extension 2391
In writing: Water Services team, Kent Fire and Rescue Service Headquarters, The Godlands, Straw Mill Hill, Tovil, Maidstone, ME15 6XB
Kent County Council online reporting tool: Report online to Kent County Council
Smartphone app: Country Eye

Out-of-hours reporting (including emergency issues)

If the problem appears to be dangerous or is a serious leak noticed outside office hours, please report directly to your local water company:

Affinity Water South East : 0800 376 5325
South East Water : 0333 000 0365
Southern Water : 0333 000 0365
SES Water : 01737 772000
Thames Water : 0800 714 614

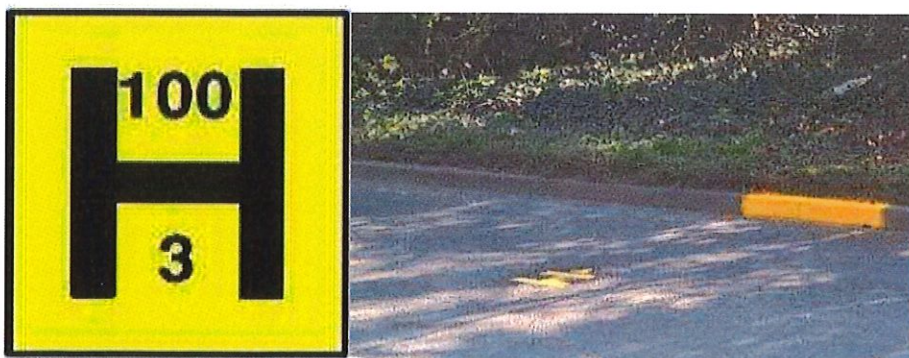
Problems that can be reported by PTCs include:

Missing, damaged or covered fire hydrant marker plates

Missing or damaged hydrant marker plates can usually be fixed by KFRS.

Hydrant marker plates are rectangular yellow signs, with a large black H and a pair of numbers, usually attached to a wall, lamp post or a short concrete post. The two numbers on the plate show the size of the water main and the approximate distance of the hydrant from the plate.

In some areas, thermal H markings are burnt into the roadway, as shown below. These are predominantly used in rural areas where marker plates are at higher risk of being covered over by roadside vegetation or damaged.



As well as marker plates, all hydrants are also shown on the digital maps available in fire engines, so that the nearest one can be found whilst firefighters are on their way to an incident. This also means that even if marker plates are missing or broken, the fire service will still be able to find them, and once reported they will be repaired in due course.

If the marker plate is covered by overgrown grass or plants, residents can help by cutting back any plants or bushes that are covering the hydrant indicator post.

Dangerous, missing or cracked hydrant covers and frames

When a fire hydrant cover is missing or cracked, it can expose the hydrant to the elements, which can cause it to freeze and/or silt up. This can stop it working when firefighters need it.



Leaks from fire hydrants

Most leaks are below ground and not visible, but even leaks on the surface are often not reported due to people assuming someone else will have already reported a problem. Leaks affect water flow and pressure from a fire hydrant, making it less effective if firefighters need to use it. Please report any leaks as soon as they are discovered.

Leaks from water supply pipes or mains

Leaks from water supply pipes or mains are the responsibility of the water company but can affect the availability of water from a fire hydrant. The sooner leaks are reported to the water company, the sooner they can fix the problem.



Illegal use of fire hydrants

Many problems with fire hydrants are caused by illegal use. It is illegal to use a fire hydrant to obtain water for purposes other than firefighting "unless authorised by the Water Authority or another person to whom the hydrant belongs" (Fire and Rescue Services Act 2004, section 42, subsection 6).

The public can inform the local water companies or KFRS when they suspect illegal use. Key pieces of information such as the registration number and any company names on a vehicle, along with the date, time and location of the activity are very helpful, but please avoid confrontation with suspected offenders.

Parking on or preventing access to a fire hydrant

It is an offence to be parked over or to prevent access to a fire hydrant when it is required for firefighting (source: Fire and Rescue Services Act 2004, section 42, subsection 7). If cars are seen to be continually parking over fire hydrants this should be reported to the Water Services Team at Kent Fire and Rescue Service.

Drivers should be considerate when parking near a fire hydrant marker post and the local council could ask friends, relatives and neighbours to be aware, as this could save time in an emergency.

Parking too close to fire hydrants can cause us real problems



When you choose where to park, please help your local firefighters by leaving access to hydrants clear. Hydrants provide an important source of water for putting out fires so we need them to be easy to reach in an emergency.

Alternative emergency water supplies

As well as fire hydrants, KFRS can use open water sources at incidents, including ponds and swimming pools. Please suggest these sources - if they are on private land owned or occupied by an individual or company - to the water services team, giving key information including the location and capacity if known. *KFRS is already aware of all public water sources such as rivers.*

In the event of a fire, KFRS will use every available water source to tackle it. After the incident, any water that has been used from for instance a private swimming pool or pond will be replenished free of charge by the local water company, in liaison with the fire service.

New Development sites

To ensure we capture all development sites within Kent and Medway, PTCs are encouraged to report any new developments within their area to the KFRS water services team so they can ensure all fire safety aspects of the new infrastructure are in place. Parish and town council fire hydrant maps

Due to their essential role in firefighting operations, the network of fire hydrants across Kent and Medway meet the UK government's definition of 'critical national infrastructure'. This definition is set out below:

'Those critical elements of infrastructure (namely assets, facilities, systems, networks or processes and the essential workers that operate and facilitate them), the loss or compromise of which could result in:

- a) Major detrimental impact on the availability, integrity or delivery of essential services – including those services whose integrity, if compromised, could result in significant loss of life or casualties – taking into account significant economic or social impacts; and/or
- b) Significant impact on national security, national defence, or the functioning of the state.'

<https://www.cpni.gov.uk/critical-national-infrastructure>

Consequently, we will not provide specific technical details about the network of fire hydrants across Kent and Medway as to do so would increase vulnerability to targets and or malicious attacks.

Maps identifying the locations of the fire hydrants within your parish or town are available through KALC or the local water company. Please note that due to data protection, these maps are not to be displayed on public domain websites.

Free home safety advice and services

KFRS offers free '[safe and well](#)' home visits. To request a visit:

- Call **0800 923 7000**
- Email home@kent.fire-uk.org

KFRS would like to thank KALC, local councils and their communities for their support and assistance with this initiative.

