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**PADDOCKWOOD TOWN COUNCIL**

**The Podmore Building, St Andrews Field, St Andrews Road**

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**MINUTES OF A MEETING OF PADDOCK WOOD TOWN COUNCIL HELD ON Monday 18 July 2022 at 7.45 pm in The Day Centre, Commercial Road, Paddock Wood**

**PRESENT:** Cllrs: Flashman (Chair), H. Atkins, R. Atkins (TWBC), Bisdee,

Mackie, Moon (TWBC), Ridger & Williams

**ALSO PRESENT:** Mrs K. Bell (Locum Clerk), Borough Cllr. S Wakeman (until item 33) and Mr J White (until item 34)

**APOLOGIES:** Cllrs: Kent, Sargison and Turk

**ABSENTEE**: Cllr. Hamilton

**QUESTIONS FROM RESIDENTS:** No residents present

**BOROUGH & COUNTY COUNCILLORS UPDATE:** It was reported that no questions had been submitted to the Borough or County Councillors. The Chairman welcomed Borough Cllr Wakeman to the meeting: she drew attention to the following:

* She would be opposing the loss of free parking at the two central Paddock Wood car parks when it was due to be considered by cabinet on 20 July 2022.
* TWBC Overview & Scrutiny Committee were investigating developers who did not strictly comply with planning conditions. Cllr. Williams asked Ms Wakeman to feedback to TWBC that PWTC wished to know what action was being taken against organisations who were habitual in not properly adhering to approved planning conditions.

Borough Cllrs Atkins and Moon advised that they would also be opposing the proposed loss of free parking at the two central Paddock Wood Car Parks. Cllr Atkins also mentioned that the Cabinet meeting would be held on 20 June 2022 in Sandhurst.

**C30 APOLOGIES FOR ABSENCE:** It was reported that apologies had been received from Cllrs. Turk (Holiday) and Sargison (unwell). It was proposed, seconded and:

**RESOLVED:** That the apologies and reasons would be accepted

**Unanimous**

**C31 DECLARATIONS OF INTEREST:** There were none

**C32 MINUTES OF THE PREVIOUS MEETING HELD ON 20 JUNE 2022**

1. A minor amendment was made to the attendance list as Cllr. Bisdee had been recorded as both being present and having sent apologies. It was proposed, seconded and:

**RESOLVED:** That the minutes be signed as a true record of the proceedings.

**Majority Decision (** **2 abstentions)**

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(b) The minutes of the meeting of the Planning & Environment Committee meeting held on the 20 June were NOTED

(c) The minutes of the meeting of the Governance Committee meeting held on 11 July were NOTED.

**C33 MATTERS ARISING FROM THE PREVIOUS MINUTES:** There were none.

It was proposed, seconded and

**RESOLVED:** That Standing Orders would be suspended to vary the order of the agenda on order to bring forward item C39 (a) on the agenda (to consider PWTC response to the proposed loss of free parking in Paddock Wood. **Unanimous**

**C34** **TUNBRIDGE WELLS BOROUGH COUNCIL:** Proposed installation of Parking Charges and loss of free parking in Paddock Wood. A discussion took place during which attention was drawn to an online petition which had over 1,400 signatures and a paper petition which had over 1,100 signatures. During the discussion, members expressed their strong objection to the proposed loss of the free parking at the two central Paddock Wood car parks. Following the discussion, it was proposed, seconded and:

**RESOLVED**: That the councils objection would be conveyed to TWBC **Unanimous**

It was further

**RESOLVED:** That Cllr. Flashman would attend the TWBC Cabinet Meeting on 20.07.22 to speak against the proposals. **Unanimous**

Borough Councillor Wakeman left the meeting at this point

It was proposed, seconded and:

**RESOLVED:** That Standing Orders be reinstated **Unanimous**

It was proposed, seconded and:

**RESOLVED:** That under section 1 (2) of the Public Bodies (admission to meetings) Act 1960 the following item (C35) was exempt from the press and public due to legal privilege and commercial confidentiality.

**C35 Community Centre Financial Information:** Mr White was welcomed to the meeting, he provided updated financial data in respect of the Community Centre Build. The information was received with interest

**C36 COMMUNITY CENTRE:** Following a discussion, it was proposed, seconded and:

**RESOLVED:** That 4caretaker directors for the proposed new company Paddock Wood Community Centre Operations Limited (Newco) would be appointed thus enabling the company’s formation. **Unanimous**

It was further:

**RESOLVED:** That the caretaker directors would be the Clerk and Cllrs Boyle, Flashman and Williams who would be appointed to a maximum term of 6 months subject to review if necessary **Unanimous**

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It was further

**RESOLVED**: That the 4 caretaker directors would supply to the councils’ legal advisors Minerva SC Solutions Ltd signed letters of willingness to become directors but acknowledge that once replacement directors had been appointed, they would resign. **Unanimous**

It was further

**RESOLVED**: That Minerva be authorised to set up the Newco and put in place arrangements enabling the Newco to commence trading with effect from a date to be agreed. **Unanimous**

It was further:

**RESOLVED:** That the 4 caretaker directors would be authorised to take such steps as they considered reasonable and / or as Minerva / Elysian Associations advised should be taken. **Unanimous**

It was further

**RESOLVED:** That regular director reports would be presented to council

**Unanimous**

It was further

**RESOLVED:** That a shortlist of possible candidates for replacement directors would include at least one paid executive director who would be employed as the Centre Manager and 2 non-executive directors likely to bring finance / accountancy skills and familiarity with community centre / leisure facilities operations. **Unanimous**

**C37 NEIGHBOURHOOD PLAN**

1. **Submission of documentation to TWBC:** Following a discussion, it was proposed, seconded and

**RESOLVED:** That approval would be given for Troy Planning to submit the documentation to TWBC.  **Unanimous**

1. **Steering Group:** Following a discussion, it was proposed, seconded and

**RESOLVED:** That the Steering Group would be wound up **Unanimous**

Cllrs. Boyle and Mackie asked for the councils thanks to be recorded in the minutes and placed on public record stating how grateful PWTC was to all members of the Steering Group, past and present for their work over the years which had culminated in the submission of the neighbourhood plan to TWBC. **Agreed**

Cllr. Flashman stated that she would write an article for the next issue of the Town Crier which would include an update and would publicly thank the Steering Group.

**C38 SPORT & PHYSICAL ACTIVITY SURVEY:** Members were asked to consider the council’s response to the TWBC survey. It was noted that the deadline for the completion of the survey was 22 July 2022. Following a discussion, it was proposed, seconded and:

**RESOLVED:** That the document would be completed on the councils behalf by the Chairman and Locum Clerk.  **Unanimous**

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It was noted that members could submit an individual response should they so wished..

**C39 FINANCE**

1. **Receipts 102 – 123:** It was proposed, seconded and:

**RESOLVED:** That the receipts would be approved **Unanimous**

1. **Payments 269 – 358:** It was proposed, seconded and:

**RESOLVED:** That the payments would be approved **Unanimous**

**C40** **COMMITTEE MEMBERSHIP:** It was reported that Cllr. Hamilton had asked to stand down from the Finance Committee. Following a discussion, it was proposed, seconded and:

**RESOLVED:** That this be agreed. **Unanimous**

**C41** **FIVE YEAR PLAN:** Therevised plan 2022/2023 – 2027/2028 was copied to members and noted with interest. It was further noted that plan would be updated as and when additional information was received. Following a discussion, it was proposed, seconded and:

**RESOLVED:** That the five-Year Plan would be approved as a strategic working document. **Majority Decision (1 abstention)**

**C42 LOCAL PLAN UPDATE:** The update which had been provided by the Deputy Clerk and copied to members was received and noted.

**C43 TWBC Cabinet Meetings:** It was reported that the TWBC cabinet was currently holding its monthly meetings in the parishes rather than always in the Town Hall. Following a discussion, it was proposed, seconded and:

**RESOLVED:** That PWTC would invite the TWBC Cabinet to meet in Paddock Wood. **Unanimous**

**C44 REPORTS FROM REPRESENTATIVES**

(a) Chairman’s meeting: No report

(b) Paddock Wood Business Association: Cllr. Flashman reported that the PWBA would be attending the TWTBC cabinet to speak against the proposed loss of free parking at the central Paddock Wood Car Parks.

(c) Bereko Committee: Cllr. Moon reported that the fundraising quiz night would be taking place on 24.09.22; he thanked Cllr. Flashman and her husband for sourcing the quiz questions.

(d) KALC: Cllr Flashman reported that the last meeting was held on 28 June 2022; she drew attention to an issue of concern for Goudhurst.

(e) Medway Valley Line: No report

(f) Hop Pickers Line: Cllr. Moon reported that the group had received £11,000 of S106 funds and that consideration was being given on how the money would be used to provide more awareness such as information boards and possibly a sculpture

(g) Youth Council: Cllr Williams reported that youth members had recently increased although more members would be welcomed. Members also received information regarding a skateboarding session and were informed that information on the Young Person of the Year Award would be available shortly.

(h) Putlands Leisure Centre: A Liaison meeting had been requested.

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(i) Royal British Legion: Cllr. Boyle reported that a display stand had been held at the recent carnival which had attracted much interest, on display were also WW1 artefacts and a small re-enactment Funds raised on the day had not yet been confirmed.

(j) Strategic Leisure: Cllrs. Flashman and Williams reported on a recent meeting they had attended with Strategic Leisure. It was felt that some clarity was needed regarding evidence-based information regarding a new leisure centre, the information Strategic Leisure had been provided with from TWBC and a timeline of events.

**C45 DATE OF NEXT MEETING:** Confirmed asMonday 15 August, at 7.45 pm in The Day Centre, Commercial Road

The meeting closed at 9.47 pm