

**PADDOCK WOOD TOWN COUNCIL**  
**The Podmore Building, St Andrews Field, St Andrews Road**  
**Paddock Wood, Kent, TN12 6HT**  
**Telephone: 01892 837373**  
**[www.paddockwood-tc.gov.uk](http://www.paddockwood-tc.gov.uk)**

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**NOTICE OF A MEETING OF PADDOCK WOOD TOWN COUNCIL TO BE HELD**  
**ON Monday 26<sup>th</sup> September 2022 at 7.45 pm in The Day Centre, Commercial**  
**Road, Paddock Wood**

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A minute silence will be held in memory of Her Majesty Queen Elizabeth II.

A letter of Condolence has been sent by the Chairman, on behalf of Paddock Wood Town Council, to His Majesty King Charles III.

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 you wish to speak to the Council about any item on the agenda, please see the updated Protocol for the Public attending Town Council and Committee meetings, which can be found on the website or can be obtained from the Town Council offices.

**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).

APOLOGY: Mrs N Reay, Town Clerk

**C58 DECLARATIONS OF INTEREST**

**C59 MINUTES OF THE PREVIOUS MEETING.**

Copies of draft minutes can be found on the Town Council website.

- (a) To APPROVE the minutes from the meeting held on 15<sup>th</sup> August 2022
- (b) To NOTE the minutes from the Planning & Environment Committee meeting held on 15<sup>th</sup> August 2022 & 5<sup>th</sup> September 2022
- (c) To NOTE the minutes from the Governance Committee held on 22<sup>nd</sup> August 2022

**C60 MATTERS ARISING FROM THE PREVIOUS MINUTES NOT INCLUDED ELSEWHERE ON THE AGENDA**

- a) C52 (d) van update – the order for the new e-van was placed, however the lease company would not accept the Town Council as it is not a registered company.

The broker has identified a lease company which will accept the Town Council but now have to source an alternative van.

**C61 ELECTORAL BOUNDARY REVIEW**

To consider the Council's response as discussed at a meeting on the 15th September 2022.

**C62 NEIGHBOURHOOD PLAN**

The Regulation 16 consultation started on the 12<sup>th</sup> September 2022. Details have been circulated via social media, Town Council notice boards and leaflets in the local shops.

**C63 CAR PARKING CONSULTATION**

The results of the car parking consultation have been published and will be discussed by the TWBC Finance & Governance Advisory Board on the 21<sup>st</sup> September 2022. The details can be found at

<https://democracy.tunbridgewells.gov.uk/documents/s63150/Appendix%20A%20-%20Survey%20results.pdf>

**C64 FINANCE**

If you have any queries regarding the finances, please contact the RFO prior to the meeting. (Tuesday – Thursday)

- a) To APPROVE the Payment voucher nos: 428 - 582
- b) To NOTE the receipt Voucher Nos: 128 - 162
- c) To consider the attached grant request from PW Lights Up (There is currently £2500 in the grant fund for 2022/23)
- d) Funding for parking consultation – Cllr Bailey has asked if the Town Council would consider contributing to the cost of the car parking consultation leaflets which he funded and circulated. The total cost was £225. PWBA have also been asked to contribute.

**C65 GOVERNANCE**

- (a) Terms of Reference – Governance Committee, to approve the updated ToR. To approve the following documents
- (b) Climate Change and Emergency Working Group:
- (c) Metal Detecting Policy:
- (d) Graffiti Policy

**C66 REPORTS FROM REPRESENTATIVES**

- (a) Chairman's meeting.
- (b) Paddock Wood Business Association
- (c) Bereko Committee
- (d) KALC – to discuss whether any motions should be submitted for consideration at the AGM due to be held on the 19<sup>th</sup> November 2022.
- (e) Medway Valley Line
- (f) Hop Pickers Line
- (g) Youth Council
- (h) Putlands Leisure Centre
- (i) Royal British Legion

**C67 COMMUNITY CENTRE**

- a) To receive an update on the current progress.

Under section 1 (2) of the Public Bodies (admission to meetings) Act 1960 the following item is exempt from the press and public due to legal privilege & commercial confidentiality.

b) To consider the attached report

**C68 COUNCIL ASSETS**

To consider the attached correspondence

**C69 DATE OF NEXT MEETING:**

The next meeting will take place on Monday 17<sup>th</sup> October 2022, at 7.45 pm in The Day Centre, Commercial Road.

Nichola Reay  
Clerk to the Council  
20<sup>th</sup> September 2022