

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

MINUTES OF A MEETING OF THE ESTATES COMMITTEE held on Monday 14th of November
at 7.45pm in the Day Centre, Commercial Road.

PRESENT Cllr D Boyle (in the chair) Cllr R Turk, Cllr H Atkins, Cllr T Bisdee, Cllr M Flashman, Cllr R Moon, Cllr D Sargison

In attendance Mrs Claire Reilly Deputy Clerk, Carl Smith Estates Manager.

APOLOGY: Cllr R Atkins

ES39 DECLARATIONS OF INTEREST
 There were no declarations of interest.

ES40 MINUTES OF THE PREVIOUS MEETING
 To APPROVE the minutes of the meeting held on the 10th October, 2022. These were approved and signed by the Chairman.

ES41 CHILDRENS GRAVE AREA PATH
 Further to item ES26 e) previous meeting
 Members discussed the issue with the poor workmanship and wrong materials that had been used when the path was installed. Cllr D Boyle proposed and Cllr H Atkins seconded that contractor B's proposal should be accepted and the proposal from the original contractor and the other alternative contractor declined and the work commissioned subject to there being sufficient funds available in the budget. Unanimous. Agreed.

ES42 ESTATES MANAGER'S REPORT
 To receive an update from the Estate's manager.

Health and Safety

No reported accidents this month.

Play grounds

Annual playground inspections – survey undertaken and reports received.

Tree work

Quotes provided, waiting for a start date by the contractor.

Request from Baxalls to prune two trees in new car park for the new lighting.(see ES 45)

There is a dead tree upright in the Old Churchyard that will have to come down as a safety risk.

Signed Committee/Council Chairman:

Date:

These minutes are not a verbatim record of the meeting, but a summary of discussion and decisions taken at the meeting

There is an untended goat willow on the batters that has been pollarded in the past and requires either pollarding or felling as it poses a risk to the adjacent residential fences or anyone passing by.

Cllr D Boyle proposed and Cllr H Atkins seconded that these tree works should be done subject to there being sufficient funds available in the budget. Unanimous. Agreed

New cemetery

Skip ordered for large amount of left-over memorial flowers.

Vehicle Fleet

Toyota van has had work completed out as previously raised.

Town Centre Planters

Bedding plants and some permanent planting carried out in the planters

Elm Tree Septic tank

This is having to be emptied more than expected. One contractor has attended and confirmed this is because surface water run off is going into the tank and filling it up. The estates manager has one quote for the remedial work and will obtain further quotes and report back .The cost is substantial and will have to go into the budget for next year.

Foalhurst Wood

The budget for this year has already been exceeded, mainly due to major essential tree work and repairs to bridges all of which was unavoidable to keep visitors safe.

ES43

PLAY AREA REPORTS

A member raised the matter of a complaint from a resident regarding a faulty gate on St Andrews park. The safety report assessed this a low risk and it would be dealt with in the course of works to be done. The Estates Manager is reviewing the reports and will prepare a schedule of works and obtain costings from play equipment providers for the work required. Members were advised that some equipment may need to be removed in the meantime due to safety concerns. This is unavoidable as there are insufficient funds available to do all the work before the next financial year.

ES44

MEMORIAL FIELD FOOTBALL PITCH

Members discussed the suggestion from Baxalls to move the football pitch from its present location slightly which would also slightly reduce the dimensions which would still be within FA specifications. Cllr D Boyle proposed and Cllr R Turk seconded that The Council agree to this as per the plan provided. Unanimous.

ES45

TREE WORK ADJACENT MEMORIAL FIELD

Request from Baxalls to prune two trees in new car park for the new lighting. Cllr D Boyle proposed and Cllr H Atkins seconded that these tree works should be done subject to there being sufficient funds available in the budget. Unanimous. Agreed

ES46

AUTOMATIC WATER METER READERS

Members were advised that water bills that were unexpectedly high had been received and that the Estates manager had been unable to establish the reason for this despite having checked the meters. There appears to be an issue with this utility provider.

Signed Committee/Council Chairman:

Date:

Following discussion members felt that this matter should be brought back to the committee once the possibility of an alternative provider has been investigated and that the costs of the automated readers should go into the budget for next year.

ES47**DATE OF NEXT MEETING**

The next meeting will take place on Monday 12th December at 7.45 pm in the Day Centre.

DRAFT

Signed Committee/Council Chairman:

Date:

These minutes are not a verbatim record of the meeting, but a summary of discussion and decisions taken at the meeting