

PADDOCK WOOD TOWN COUNCIL
The Podmore Building, St Andrews Field, St Andrews Road
Paddock Wood, Kent, TN12 6HT
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NOTICE OF A MEETING OF PADDOCK WOOD TOWN COUNCIL TO BE HELD ON Monday
20th March 2023 at 7.45 pm in The Day Centre, Commercial Road, Paddock Wood

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).

APOLOGIES:

C128 DECLARATIONS OF INTEREST

C129 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 20th February 2023
- (b) To NOTE the minutes from the Planning & Environment Committee meeting held on 6th March 2023
- (c) To NOTE the minutes from the Estates Committee held on 13th March 2023

C130 MATTERS ARISING FROM THE PREVIOUS MINUTES NOT INCLUDED ELSEWHERE ON THE AGENDA

C123 – The Project Manager is unable to attend the meeting to give a financial update as previously advised. He has however, undertaken to attend the April meeting.

C131 COMMUNITY CENTRE

The Town Council took possession of the Community Centre on the 3rd March 2023.
See attached report.

C132 WESLEY CENTRE

To consider whether to ask for the Centre to be registered again as an Asset of Community Value. See attached report.

C133 DAY CENTRE

See attached request.

C134 FINANCE

- a) To APPROVE the attached payments list voucher nos: 1002 - 1054
- b) To NOTE the attached receipts list 248 – 267.
- c) Applications for grants have been received from the following organisations:
St Andrews Church - £500 refurbishment of Church Clock
Paddock Wood and District Lions - - £500 Paddock Wood Carnival
There is currently £1750 remaining in the Grant fund for 2022/23.

- d) Insurance – The Council's 5 year agreement with Zurich expires this year. Zurich have quoted the following for renewal:

1 Year £15,009.47

3 Year £13,762.80

Five-year agreements are no longer available.

The Council previously paid £9,429 pa for its insurance over 5-year period. However, the above premium includes the new Community Centre Building, which had been quoted at £5,071.65pa.

Members are asked to APPROVE a new 3 year deal with Zurich Insurance.

C135 CORONATION

The Town Council has allocated a total of £5,000 in its budget for the Coronation, which will take place on Saturday 6th May, with Monday 8th May being a Bank Holiday.

Members are asked to consider:

- a) allocating up £1000 for a commemorative bench. An example is attached. The Estates Committee would determine the final location and style of the bench.
- b) any further event or commemoration they wish to arrange

C136 NEIGHBOURHOOD PLAN

To receive an update from the Chairman – see attached.

C137 ANNUAL TOWN MEETING

Although not yet formally open the Annual Town Meeting will be held in the new community centre Wednesday 5th April at 7 pm.

The Town Council has approximately 80 chairs in the Day Centre and in store. These will be transported to the Community Centre.

Heritage Paddock Wood will give a presentation to the meeting. Once the formal part of the meeting is over, residents will be invited to take a walk around the new Centre.

C138 ELECTIONS

Elections for the Town Council will take place on 4th May 2023. The timetable is as follows:

- Notice of Election - starts the pre-election period and starts the nomination process - 16 March. Latest is 27 March
- Poll cards (A4) due to Voter ID information – from notice of election
- Deadline for nominations is 4pm on 4 April (same deadline for withdrawals)
- Notices - names of candidates 5 April, polling stations by 25 April
- Postal votes will be sent around 18-20 April
- Voting - 7am to 10pm on 4 May
- The count - 5 May starting with borough/city council seats before counting parish.

C139 REPORTS FROM REPRESENTATIVES

- (a) Chairman's meeting – No meeting has taken place.
- (b) Paddock Wood Business Association – next meeting 23rd March.
- (c) Bereko Committee
- (d) KALC – meeting will take place on 14th March 2023
- (e) Medway Valley Line

- (f) Hop Pickers Line
- (g) Youth Council
- (h) Putlands Leisure Centre
- (i) Royal British Legion
- (j) Highways Improvement Plan
- (k) Any other meetings attended on behalf of the Town Council

C140 DATE OF NEXT MEETING:

The next meeting will take place on Monday 17th April 2023, at 7.45 pm in The Day Centre, Commercial Road.

NICHOLA REAY
CLERK TO THE COUNCIL
14th March 2023