

PADDOCK WOOD TOWN COUNCIL
The Podmore Building, St Andrews Road, Paddock Wood
Tonbridge, Kent, TN12 6HT
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NOTICE OF A MEETING OF THE ESTATES COMMITTEE TO BE held on
Monday 11th September 2023 in the Day Centre Commercial Road at 7.45 pm

COMMITTEE MEMBERS: Cllr H Atkins, R Atkins, A Mackie, D Kent, T Mobbs, R Moon,
D Sargison, J Thompson

APOLOGIES:

Two residents attended the June meeting to ask the Town Council to consider upgrading the skateboard park. They drew members attention to Concrete Wave who had upgraded Swanley Skatepark and East Peckham Skate Park. It was agreed at the meeting that Concrete Wave would be invited to attend the September Estates Meeting. <https://www.concretewave.org.uk/>

Concrete Wave will address members prior to the start of the meeting.

ES37 DECLARATIONS OF INTEREST

ES38 MINUTES OF THE PREVIOUS MEETING

To APPROVE the minutes of the meeting held on the 14th August 2023

ES39 MATTERS ARISING FROM THE PREVIOUS MINUTES

- a) ES23 e) – The S106 funding had been received and placed in the Town Council's reserve account. (see item C42)
- b) ES24 – The Governance Committee has updated the Adverse Weather Plan
- c) ES25 - the costs for removal of the poplar had been requested
- d) ES27 – the Council had approved the expenditure for the works to the ponds and the order had been placed with the contractor. Work is scheduled to start before the end of the month.
- e) ES30 – a portion of the fence at St Andrews Play area had been knocked over by a car. The details of the vehicle had been caught on CCTV and had been passed to the police. Costs of replacing the fence were awaited.
- f) ES32 – Dog Poo Fairy posters – Keep Britain Tidy have quoted £765 + Vat for 5 vinyl banners. This is considerably more than was anticipated. Members are asked to agree that the town council should design its own posters and get them printed locally. The 5 NP plan banners cost £150.
- g) ES33 – the officer member protocol had been reviewed by the Governance Committee and would be passed to the Full Council for approval.

ES40 UP GRADE OF SKATE PARK

To discuss the above presentation.

ES41 PLAY AREAS

- a) The inspections are due at the end of October. Member had previously asked if it would be possible to accompany the inspector whilst he carried out the inspections. The costs of doing this have been received and are as follows:
Unaccompanied inspection – £691.25
Accompanied inspection - £1067.50.
In view of the cost implications (a further £376.25) members are asked if they still wish to accompany the inspector.

- b) Zip Wire at St Andrews – the zip wire at St Andrews was taken out of use last November as the supporting legs are decaying. Contractors have advised that it is uneconomic to repair. Costs or replacement from two suppliers have been received and are as follows - £18736 for a wooden frame one & £15183 for a steel frame one. In both cases the cost of replacement grass matting is included. Rubber mulch surfacing will be a further £5,000. There is no further funding available in this financial year for replacement play equipment.
- c) BENCHES FOR MEMORIAL PLAY AREA - A request has been received from a resident for further benches to be installed in the Memorial Play area. The standard style benches which the council has all its playing fields are £600.
- d) The roundabout at St Andrews field has been repaired. However, it has been reported that there are problems with the roundabout at Green Lane. The Estates Manager will look and report to members whether a contractor is needed to carry out repairs. There is currently £14,000 remaining in the S106 fund for maintenance of the Green Lane Play area.

ES42 CRICKET/FOOTBALL PROVISION AT MEMORIAL FIELD

To discuss the way forward now that the funds have been received.

The following is recommended as a first step:

- a) Consult with current users
- b) Consult with relevant professional organisations.

ES43 FOAL HURST WOOD

- a) The safety inspection of the trees has been carried out and is attached for members information. Costs for carrying out the most urgent work are being sought. (Within 3 months) Consideration needs to be given as to whether any of the work can be carried out by the volunteers and or estates staff. A copy of the report has been forwarded to the volunteer group.
- b) 5-year plan – attached is a copy of a draft 5-year plan which the volunteers have been following since 2020. Members are asked to adopt the plan. The lead volunteer, Peter Prince, has highlighted the work which has already been carried out. It is also recommended that that a meeting be held with the volunteers to discuss the 5-year plan and the tree work required. Also, longer term aims and how best to support the volunteers going forward.
- c) The Estates Manager received quotes for the removal of the dipping platform

ES44 PATH TO THE REAR OF PUTLAND

- a) Cost of link path – to receive an update from the Estates Manager
- b) To consider the attached letter from a resident whose property adjoins Putlands Field.

ES45 CCTV REPAIRS AT PUTLANDS

To discuss repairs that have been highlighted by our CCTV provider.

ES46 CEMETERY IMPROVEMENTS WORKING GROUP

Long term plans for the management of the cemetery are needed. It is suggested that a working group consisting of the Estates Manager, Cemetery Clerk, Committee Chairman plus 2 other councillors should be formed to draw up plans to be put to the committee for consideration.

ES47

FOR INFORMATION

The Estates Manager will be meeting with representatives from the probation service on Thursday 7th September in the Podmore Building. Members are welcome to attend if they wish.

ES48

DATE OF NEXT MEETING

The next meeting will take place on Monday 9th October 2023 at 7.45 pm in the Day Centre.

NICHOLA REAY
Clerk to the Council
4th September 2023