

PADDOCK WOOD TOWN COUNCIL
The Podmore Building, St Andrews Field, St Andrews Road
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NOTICE OF A MEETING OF PADDOCK WOOD TOWN COUNCIL TO BE HELD
ON Monday 18th September 2023 at 7.45 pm in The Day Centre, Commercial
Road, Paddock Wood

COUNCIL MEMBERS: Cllr H Atkins, R. Atkins, D. Dray, S. Hamilton, D. Kent,
N. Maari, A. Mackie, T. Mobbs, R. Moon, M. Munday,
D. Sargison, J. Thompson, C. Williams.

APOLOGIES:

Representatives from KCC Highways will attend and update members on the improvements to the junction at Badsell Road/Maidstone Road (see attached correspondence)

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).

C63 DECLARATIONS OF INTEREST

C64 MINUTES OF THE PREVIOUS MEETING.

- a) To APPROVE the minutes of the meeting held on Monday 21st August 2023
- b) To NOTE the minutes of the Planning Environment Committee meeting held on the 21st August 2023 & 4th September 2023
- c) To Note the minutes of the Governance Meeting held on 29th August 2023

C65 MATTERS ARISING FROM THE PREVIOUS MINUTES NOT COVERED ELSEWHERE

- a) C52 – the order has been placed for the key holder service
- b) C55 – leaflets for the NP referendum were printed and distributed.
- c) Public Toilets – a quote for cleaning has been received from one contractor and another is awaited. It is hoped to have all details to put to members at the October meeting.

C66 GOVERNANCE

To APPROVE the following documents from the Governance Committee

- a) Replacement Officer Member protocol
- b) Updated Adverse Weather Management Plan

C67 FINANCE

- a) To APPROVE the payment vouchers: nos 288 - 366
- b) To NOTE the receipt vouchers: nos 156 – 170.

C68 PADDOCK WOOD COMMUNITY CENTRE

- a) The application to amend the opening hours of the nursery portion of the Centre has been approved.
- b) The official opening took place on the 3rd September and was well attended.
- c) To approve an amendment to the licence to occupy (suggest just extend the end date by 3 months)
- d) To extend the temporary directorships and discuss the timings for the AGM and accounts.
- e) Update from Cllrs Munday & Mackie (If any)

C69 NEIGHBOURHOOD PLAN REFERENDUM

To Advise members of the results of the referendum which will take place on the 14th September 2023.

C70 COMMITTEE MEMBERSHIP

Both the Governance and Personnel Committees only have 4 members at present. As a legal quorum is 3 this could at times make the committees short of members. It is recommended that an additional member should be appointed to the committees so that there is a minimum of 5 on each committee.

C71 GARDEN THERAPY

Town Cllr Munday to report to members on the idea.

C72 COUNCILLOR SURGERIES

To discuss whether to re-introduce the Councillor Surgeries and suitable locations.

C73 SKILLS AUDIT FOR MEMBERS

The Chairman will advise.

C74 REPORTS FROM REPRESENTATIVES

To receive updates from representatives

- (a) Chairman's meeting.
- (b) Paddock Wood Business Association
- (c) Bereko Committee
- (d) KALC –
- (e) Medway Valley Line
- (f) Hop Pickers Line
- (g) Youth Council
- (h) Putlands Leisure Centre – meeting took place on 5th September

- (i) Highway Improvement Plan
- (k) Reports from meetings which members have attended on behalf of the Town Council.

C75 DATE OF NEXT MEETING

The next meeting will take place on Monday 16th October 2023 at 7.45 in the Day Centre.

NICHOLA REAY
CLERK TO THE COUNCIL
12th September 2023