

PADDOCK WOOD TOWN COUNCIL
The Podmore Building, St Andrews Road, Paddock Wood
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NOTICE OF A MEETING OF THE ESTATES COMMITTEE to be held on
Monday 12TH FEBRUARY 2024 in the Day Centre Commercial Road at 7.45 pm

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

APOLOGIES

ES76 DECLARATIONS OF INTEREST

ES77 MINUTES OF THE PREVIOUS MEETING

To APPROVE the minutes of the meeting held on 11TH December 2024.

ES78 MATTERS ARISING FROM THE PREVIOUS MINUTES

- a) Both Whites Corner and Mount Pleasant have been renovated. The funds for the work at Whites Corner came from the UKPSF Community Grant of £2038. Some additional planting is still required.
- b) Update on works at Putlands pond – work at the pond is scheduled to be completed this week. The council has been advised that the “Toad Patrols” will commence on the 19th February. The Contractor has been advised that he must be clear of the site by then. Details of last year’s “Toad Patrols” are attached.

ES79 PURCHASE OF NEW VEHICLES

The Town Council currently rents a Renault Kangoo for the Estates Manager and owns a Toyota Dyna open backed truck as well as a Case tractor. Both of which need replacing. A total of £75,000 has been allocated in the 2024/25 budget for replacement vehicles.

Members are asked to authorise the Estates Manager, in consultation with the Clerk, to purchase 3 vehicles to the budgeted sum of £75,000 plus trade in value of existing vehicles. Additional checks will be carried out if there is no manufacturer’s warranty remaining on the vehicles.

ES80 GARDEN THERAPY

A memorandum of understanding has been drawn up for agreement with the Tonbridge Garden Therapy project (PCN(Ton)). Copy attached

ES81 FOAL HURST WOOD

- a) A quotation of £2900 has been received for the tree safety work to be carried out at Foal Hurst Wood. The report was forwarded to members in September. Members are asked to approve the expenditure. There is currently £2,200 remaining in the FHW budget, the remainder will be taken from the Contractors budget.
- b) 25th anniversary
The Town Council has allocated at total of £10,000 for event for the year 204/25. The Foal Hurst Wood Budget also has £4,000 maintenance for the coming year

as well as £17,000 in its reserves – this includes S106 money as well as £1,000 from Waitrose Community Fund. See item ES81 c on the agenda.

Foal Hurst Wood volunteers have been asked for suggestions on how to mark the 25th Anniversary of Foal Hurst Wood.

- Mural or picture or a FHW 25-year nature related recognition in the new community centre
- Planting of new oak trees in an area they will grow,
- New areas or protection or new habitats or Dormice boxes for the new area of wood
- Anniversary ideas signs of trees telling people what they are next to them
- Nature trail
- A new noticeboard
- Laminated maps of the area with details of what can be found / seen, and where.
- Guided walk around the wood

Members are asked how they wish to progress this.

- c) Tree planting – the remainder of the Levelling up Funds which were received last year have now been spent. The following have been planted in the wood and community orchard.

- 3 walnut trees
- 3 mulberry trees
- 11 sweet chestnuts

The Community Orchard was originally funded & planted by Waitrose. The Town Council currently has a further £1000 donation from Waitrose in its account. The Estates Manager has asked if this fund could be used for mushroom compost for spreading around the base of the trees. The Community Payback team could be asked to carry out the work in the spring.

ES82 **PADDOCK WOOD CEMETERY**

- a) Dogs on leads/dog fouling in the cemetery. To consider the attached report from the Deputy clerk.
- b) The Working Group to discuss the future for the cemetery has met and the Chairman will update members.

ES83 **DOG FOULING**

The Estates Manager has reported an increase in dog fouling across the Town Council property, this despite additional signage. The Committee had previously considered the Keep Britain Tidy campaign materials but had decided against them on the grounds of cost. A more high-profile campaign is required, and members are asked to consider the attached suggestions.

ES84 **ZIP WIRE**

To consider the attached quotes and agree on a supplier. The Town Council has allowed £20,000 in the 2024/25 budget.

ES85 **ESTATES STAFF**

The Personnel Committee has agreed the job description for the new members of staff and adverts will be posted online and on the Town Council social media sites.

ES87

MEMORIAL FIELD

To consider the attached email from Insulators. New football posts will cost in the region of £3,000 including installation. This can be funded from the s106 money for the Memorial Field.

ES88

COUNCIL BUILDINGS

The five-year fixed electrical testing has been carried out and the reports are awaited.

ES89

DATE OF THE NEXT MEETING

The next meeting will take place on Monday 11th March at 7.45 pm.

NICHOLA REAY
Clerk to the Council
6th February 2024