

PADDOCKWOOD TOWN COUNCIL
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MINUTES OF A MEETING OF PADDOCK WOOD TOWN COUNCIL TO BE HELD ON Monday
18th March 2024 at 7.45 pm in The Day Centre, Commercial Road, Paddock Wood

PRESENT; Cllr S Hamilton. In the Chair
 Cllrs R. Atkins, (TWBC,) N. Maari, T. Mobbs, R. Moon (TWBC)
 M. Munday, (TWBC) D. Sargison, J. Thompson,

IN ATTENDANCE: Mrs N Reay, Town Clerk
 Ms E Small, Deputy Clerk.
 Mr C Smith, Estates Manager
 2 residents

APOLOGIES: Cllrs D. Dray, D. Kent, A. Mackie C. Williams

QUESTIONS FROM RESIDENTS (15 minutes)

There were no questions from the members of the public present.

BOROUGH & COUNTY COUNCILLORS UPDATE (10 minutes)

Members were advised that the closing date for comments on the Local Plan had been extended until the 12th April 2024.

The county councillor advised that the drainage work for the road junction improvements at Badsell Road/ Maidstone Road was still being planned.

C133 DECLARATIONS OF INTEREST

Cllr Williams declared that she was a director of PWCCO Ltd.

Cllr Hamilton declared that she was the chairman of Heritage Paddock Wood.

C134 MINUTES OF THE PREVIOUS MEETING.

The minutes can be found on the Town Council website and will be taken as read.

- a) The minutes of the meeting held on 19th February 2024 and 4th March 2024 were APPROVED.
- b) The minutes of the Governance Meeting held on the 26th February 2024 were NOTED.
- c) The minutes of the P & E Committee held on 19th February 2024 & 4th March 2024 were NOTED.

C135 MATTERS ARISING FROM THE PREVIOUS MINUTES NOT COVERED ELSEWHERE

- a) C127 – co option of new councillor – adverts have been placed, to date no applications
- b) C128 - Local Plan – the council's agent submitted the Town Council's response on the 26th February 2024. The Borough Council has since extended the date to the 12th April 2024. Cllr Moon expressed disappointment that residents had only been notified 2 days before original deadline that there would be an extension.

Signed Council Chairman:

Date:

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C136 COMMUNITY CENTRE

- a) Drains – there has been an ongoing problem with the drains blocking up. A recent camera survey has shown that one part of the drainage system does not fall properly. The Council's technical project manager was notified. The contractor was carrying out exploratory work as of the 8th March 2024 and would cover the costs.

C137 GOVERNANCE COMMITTEE

- a) The following document has been referred to Full Council by the committee, for consideration: Outside Business interests. Members considered that further work was needed on the document and that staff should be consulted.
Cllr Munday proposed, Cllr Moon seconded:
The Personnel committee should be asked to consider outside interests as part of its review of Personnel Policies.
CARRIED unanimously.
- b) To ratify the following documents:
Public Participation Policy
Cllr Atkins proposed, Cllr Mobbs seconded:
That the revised Public Participation Policy should be adopted.
CARRIED 5 in favour, 2 against
Memorandum of Understanding
Cllr Atkins proposed, Cllr Mobbs seconded:
That the Memorandum of Understanding should be accepted.
CARRIED unanimously.

C138 FINANCE.

- a) Cllr Mobbs proposed, Cllr Munday seconded:
That the payments list 697 – 766 should be APPROVED.
CARRIED unanimously.
- b) The receipts list voucher nos:218 – 242 was NOTED>
- c) Grant Application – Samaritans
a request for £250 has been received. The Town Council currently has £1400 remaining in its budget for 2023/24.
Cllr Hamilton proposed, Cllr Munday seconded:
That the grant of £250 should be made.
CARRIED unanimously.
- d) Request for funding for D Day celebrations – a request for £4000 has been received from Heritage Paddock Wood. The Town Council has allocated £10,000 for events for the year 2024/25. At its meeting in December the Town Council agreed that whilst it would not arrange D Day events itself it would support other organisations if they wished to do so. The events fund must also cover the 25th anniversary for Foal Hurst Wood. Members of the Estates Committee considered expenditure for that at its meeting on the 11th March 2024, and had identified a possible £7500 spend. The clerk advised that the Council still held some S106 fund for improvements to Foal Hurst Wood and this could be spent on interpretation boards if that was what was required.

Signed Council Chairman:

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Cllr Mobbs proposed, Cllr Maari seconded:

That the request for £4000 should be accepted, but members would also like to see a request to the grant fund come forward.

CARRIED 7 in favour 1 abstention.

e) Auditors' interim report- this was noted.

f) Members considered the draft Risk Register as per the Auditor's comment on page 3. The Governance Committee had requested further work on the Risk Register, but the Auditor has confirmed that the model used is industry standard and must be in place by the 31st March 2024.

Cllr Maari proposed, Cllr Moon seconded:

That the document should be accepted in its current form.

CARRIED 3 in favour, 4 abstentions.

C139 WESLEY CENTRE

The Wesley Centre had previously been put on the Borough Council's asset for disposal list. It has now been removed from the list.

Cllr Hamilton proposed, Cllr Mobbs seconded:

That Standing Orders should be suspended to allow the Borough Councillors to speak.

CARRIED unanimously.

The Borough Councillors advised that the Wesley Centre had been removed from Borough Council's asset for disposal list, however there appeared to be some uncertainty as it did not appear to be reported on the Full Council agenda papers.

Standing Orders were re-instated.

Members discussed whether the Town Council wished would make a commitment to protect the Wesley. It was also proposed that the working group should engage with the users of the Wesley Centre going forward.

Cllr Hamilton proposed, Cllr Mobbs seconded:

That the clerk should contact Borough Cllr Nancy Warne for an update on the status of the Wesley Centre.

Carried unanimously.

Cllr Munday proposed, Cllr Atkins seconded:

That the Town Council was committed to preserving the Wesley Centre. It would engage with the public and current users via the Working Group.

CARRIED unanimously.

C140 ANNUAL TOWN MEETING

The Annual Town Meeting will take place on Friday 5th April at 7 pm in the Community Centre. The chairman of the Woodlands PPG will address the meeting.

Signed Council Chairman:

Date:

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C141 REPORTS FROM REPRESENTATIVES

- (a) Chairman's meeting – there had been no meeting
- (b) Paddock Wood Business Association – there had been no meeting
- (c) Bereko Committee - approximately 80 people had attended the soup lunch the previous week
- (d) KALC – there had been no meeting
- (e) Medway Valley Line – the waymarking project from the station to the Black Path was underway. The Clerk was asked to send thanks to Gary Outram
- (f) Hop Pickers Line – the Hop Pickers Line AGM will take place on Wednesday 27th March at 2 pm in the Community Centre. All members were invited. The interpretation boards along the Black Path and opposite the John Brunt PH had been installed. Three silhouettes of steam engines had also been installed.
- (g) Youth Council – had met the previous week but no young people had been in attendance. A discussion needs to be had on how to carry the youth council forward.
- (h) Putlands Leisure Centre - The manager would be attending the April meeting.
- (i) Policing
Police Independent Advisory Group &. – Cllr Thompson had attended behalf of the Town Council at the Tonbridge Police Station. The outcomes from the meeting had been circulated to members.
- (j) Police & Council meeting – Cllr Thompson had attended on behalf of the Town Council and was also attended by representatives from Capel & Five Oak Green. Cllr Thompson raised specific concerns about parking.

Cllr Hamilton proposed, Cllr Atkins seconded:

That Councillor Thompson should represent the Council at both policing meetings.

CARRIED unanimously.

Cllr Hamilton proposed, Cllr Munday seconded:

Under section 1 (2) of the Public -Bodies (admission to meetings) Act 1960 the following item should be exempt from the press and public for commercial reasons.

CARRIED unanimously.

C142 FACILITIES MANAGEMENT CONTRACT

Cllr Moon proposed, Cllr Munday seconded:

Having listened to all the comments the Council should accept a 3-year contract but should continue to try to negotiate for improved Terms and Conditions.

CARRIED 6 in favour, 1 abstention.

C143 DATE OF NEXT MEETING

The next meeting will take place on Monday 15th April 2024.

The meeting closed at 10.05 pm.

Signed Council Chairman:

Date:

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