

PADDOCK WOOD TOWN COUNCIL
The Podmore Building, St Andrews Road, Paddock Wood
Tonbridge, Kent, TN12 6HT
Telephone: 01892 837373
www.paddockwood-tc.gov.uk

NOTICE OF A MEETING OF THE ESTATES COMMITTEE to be held on
Monday 8th April 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: Cllr J Thompson

ES112 DECLARATIONS OF INTEREST

ES113 MINUTES OF THE PREVIOUS MEETING

To APPROVE the minutes of the meeting held on 8th April 2023

ES114 MATTERS ARISING FROM THE PREVIOUS MINUTES

a) The Aerial Runway (Zip Wire) is scheduled to be installed week commencing 20th May 2024.

b) The fence at Clover Way has been repaired

c) Signage at Memorial Field. There are existing posts at the entrance to the car park. The attached sign has been drawn up and will be installed as soon as possible.

ES115 ELECTRICAL SAFETY

Full council has approved the electrical safety work for all sites, and it is scheduled to start week commencing 27th May 2024.

However, members need to agree what work should be carried out in the old workshops. In 2007 the Town Council agreed that the Allotment Association should be given permission to use the old workshops for the Association Shop. Apart from some work to the roof very little maintenance work has been carried out on the building, and it is in a poor state of repair. The power supply is connected to the Memorial Pavilion. Members need to consider the long-term future of the building, in consultation with the Allotment Association.

ES116 MEMORIAL FIELD AND PITCHES

a) A decision needs to be made as to whether the new goal posts are to be installed over the summer months. The costs have been budgeted for. There is currently £188,638 of Section 106 funding for sports improvement to the Memorial Field, this includes a potential cricket wicket. Members need to determine a long-term plan for the Memorial Field.

b) Access road from Ringden Avenue - planning permission has now been granted for the erection of 3 houses to the rear of the workshops. The access road is owned by the developers. The council's solicitor has been consulted and advise that the council has prescriptive rights over the driveway due to the length of time it has had unimpeded access. However, to protect the council's position an application will be made to the Land Registry to protect those rights.

- ES117 **ESTATES STAFF**
Interviews were held on the 19th April for an additional member of the Estates Team. No appointment was made, and the post will be readvertised.
- ES118 **TREES SURVEYS**
The Town Council has just been advised by its tree survey company they are going to have to charge the town council an additional fee for a licence for the OS maps for the various sites they will be surveying. The additional cost will be £494 +VAT. This fee has not had to be paid in the past.
- The tree surveys are due to be carried out shortly.
- ES119 **ELM TREE PITCHES**
The application for the Pitch Power grant, as agreed at the March meeting, is being progressed. However, the FA requires a Service Level agreement with the football club to be signed. A template is attached. Members are asked to approve the signing of the agreement.
- ES120 **FOAL HURST WOOD**
Suggested designs for the interpretation boards are attached. These have also been sent to Peter Prince, lead volunteer at FHW.
- ES121 **DATE OF NEXT MEETING**
The next meeting will take place on Monday 10th June 2024.

NICHOLA REAY
Clerk to the Council
7th May 2024