

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 11th
November 2024 in the Day Centre Commercial Road at 7.45 pm.

Committee Members Cllr, J Thompson, in the chair
 Cllrs R Atkins, D Kent, A Mackie, R Moon, D Sargison, B Robichaud

The Clerk will record the meeting for the purposes of writing the minutes. The recording will be deleted once the minutes are approved.

APOLOGIES: Cllr D Sargison

ES57 DECLARATIONS OF INTEREST

ES58 MINUTES OF THE PREVIOUS MEETING
To APPROVE the minutes of the previous meeting.

ES59 MATTERS ARISING FROM THE PREVIOUS MINUTES NOT COVERED
ELSEWHERE ON THE AGENDA.

- a) The Toyota Dyna – the work to the van will be completed on Wednesday 6th November.
- b) Work at Putlands Pond has now been completed.

ES60 REFUSE COLLECTION
To review the attached costs.

ES61 TRACTOR & EQUIPMENT PURCHASE
To consider the attached report from the Estates Manager.

ES62 CLOSED CHURCH YARD
Following a Health & Safety inspection earlier this year a number of monuments were found to be in need of repair. The monuments have been taped off but as they are in the Closed Church Yard there are no records as to who they may belong to.

The Town Council is responsible for the safety of the Closed Church Yard but will require faculty from the diocese before work can be carried out.

The costs of repairing the monuments are as follows:

CONTRACTOR 1 - £1575
CONTRACTOR 2 - £1890

Members are asked to APPROVE the repairs to the Closed Church Yard.

An inspection of the memorial wall in the Closed Church Yard also needs to be carried out.

- ES63 **CEMETERY PROJECT**
The footpath is due to be started on the 4th of November. The Estates Manger will obtain quotes for the fence around the soil area as this is now decaying. New shrubs will also be planted in the Cemetery
- ES64 **ELM TREE**
Members were advised at the previous meeting that the cess pit was filling within a matter of days.
Following investigations, this was found to be due to ground water finding its way through and around the waste pipe channel and coming through the risers. A temporary repair has been carried out & the risers now have concrete around them to stop the ground water ingress. The cesspit has not risen since the repairs.

It appears that the overflow pipe had been blocked up with expanding foam. The contractor advised that there would have had issues in the past with it backing up and filling the cesspit.

The cess pit will be monitored over the coming weeks. The repairs could be more than temporary.

The gutters to the building have also been repaired.
- ES65 **GARDENING THERAPY**
To consider the attached report.
- ES66 **ESTATES MANAGER'S UPDATE**
Now that work at Putlands Pond has been completed the other four ponds on the estate, one to the rear of Putlands and the three on Green Lane, need attention.

All the ponds are severely overgrown with little to no access and require extensive work.

Quotes will be sought for the work to be carried out in the next financial year.

The planters on Commercial Rd have been re-planted and the war memorial has been tidied up for Remembrance Sunday.
- ED67 **CHRISTMAS LIGHTS**
The Christmas lights & trees will be installed week commencing 18th November 2024. Paddock Wood Lights Up takes place on 24th November 2024.
- ES68 **PLAYGROUND INSPECTIONS**
The Annual Playground Inspections will be carried out in mid-November. The reports should be available at the December meeting.
- ES69 **DATE OF NEXT MEETING**
The next meeting will take place on 9th December 2024.

NICHOLA REAY
Clerk to the Council

5th November 2024