

**PADDOCK WOOD COMMUNITY CENTRE BOARD**  
c/o The Podmore Building, St Andrew's Road, Paddock Wood, TN12 6HT  
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**MEETING OF THE COMMUNITY CENTRE BOARD on Monday 22<sup>nd</sup> May 2017, in  
the Podmore Building, St Andrews Road, Paddock Wood TN12 6HT at 7 pm**

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BOARD MEMBERS: Cllrs Elizabeth Thomas, Chairman  
Meryl Flashman, Derek Boyle

(Non voting members) Borough Cllr Lynne Weatherly (Portfolio member for  
Communities & Wellbeing, TWBC)  
Mr Kevin Hetherington (Head of Customers &  
Communities, TWBC)

Working Party: Mrs Nichola Reay, (PWTC), Mr Jonathan White  
(KCC/TWBC), Mr Andy Mackie (NP Group)

**CB38 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 23<sup>rd</sup> March 2017 were AGREED.

**CB39 CONSULTATION UPDATE**

(a) Members had received a copy of the report and analysis of the  
questionnaire. The following issues were noted:

- There had been a higher than expected response to the  
questionnaire
- Proportionally there were more responses from older women  
than any other group
- Although sports facilities were raised by a number of people it  
was not intended to include sport in the community centre, but  
improvements to Putlands were planned. This needed to be  
communicated to residents.
- The NP group were looking to link the facilities at Memorial and  
Putlands.

Board members were asked to contact JW if they had any additional  
comments by Monday 29<sup>th</sup> May 2017.

(b) A random generator was used to identify the winner of the £50  
voucher. Questionnaire 114 was the winner and the Clerk would notify  
the winner on return from leave.

(c) Community Engagement – AM reported that he had spoken to the U3A  
There are over 400 members and they have a monthly newsletter  
which could be used to circulate information.

ET suggested that the following organisations could be contacted –  
Angling club, Athletics Club, Nursery schools. Parentmail at the  
schools could also be used.

DB offered to précis the document so that an article could be published  
in the Town Crier.

JW would arrange for a press release to be written and circulated.

**CB40 ARCHITECT PROCUREMENT**

JW & NR had met with the procurement team at KCC on Monday 22<sup>nd</sup> May to consider the responses to the architect's competition. Nine architects had put forward Expressions of Interest, 6 of which followed up with detailed submissions.

Three companies were selected to go through to the final stage. This stage will be based which company is the most competitive costs wise. Costs for up to RIBA stage 3 would be requested.

**CB41 FINANCE UPDATE**

(a) JW advised that costs of RIBA stage 3 would be in the region of £70 - £80K. PWTC would be asked to release the funding for this.

(b) The council will need to evidence its public consultation for the borrowing approval.

(c) Members noted the attached expenditure to date. ET agreed to approach the land owner, benefiting for the sale of the land to see if they would be willing to make a contribution towards the community centre.

**CB42 TRANSFER OF ASSETS**

The town council agreed to a valuation of assets. To receive an update on

- Day Centre – Caxton's were instructed to carry out the valuation and carried out a site visit on the 12<sup>th</sup> May 2017.
- Wesley Centre – the land should be valued for residential purposes. PP already exists.
- Putlands – difficult to value at the Town Council will want it to remain as a sports facility. It was agreed to wait and see what the valuation of the Day Centre was.

**CB43 GOVERNANCE**

The town council had asked that there are two additional representatives on the working party. A skills profile had been drawn up and which the Clerk read out to members. It was agreed that local residents Mrs Kay Groves and Mr Mike Ridger should be approached to see if they would be willing to join the group. Their membership of the working party would need to be ratified by the town council

**CB44 ANY OTHER BUSINESS**

**CB45 DATE OF NEXT MEETING**

The next meeting would take place on Thursday 15<sup>th</sup> June 2017 – subject to the architect being available.

Chairman