

PADDOCKWOOD TOWN COUNCIL
The Podmore Building, St Andrews Field, St Andrews Road
Paddock Wood, Kent, TN12 6HT
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**NOTICE OF A MEETING OF PADDOCK WOOD TOWN COUNCIL TO BE HELD
ON Monday 15th October 2018, at the DAY CENTRE COMMERCIAL ROAD, at
7.45 p.m.**

A representative from Knells Farm, solar farm, will attend to update members.

APOLOGY: Cllr D Henshaw

QUESTIONS FROM RESIDENTS
QUESTIONS FOR THE BOROUGH AND COUNTY COUNCILLORS

C68 DECLARATIONS OF INTEREST

C69 MINUTES OF THE PREVIOUS MEETING.

- (a) To APPROVE the minutes of the meeting held on Monday 17th September 2018.
- (b) To NOTE the minutes of the Estates Committee held on 8th October 2018.

C70 MATTERS ARISING FROM THE PREVIOUS MINUTES

Following a request for a parish poll at the meeting held on 17th September 2018, KALC have advised that the call for a poll at a town council meeting is not valid. A parish poll can only be called for at a Parish Meeting. As a consequence, the request for a Parish Poll was not progressed.

C71 PADDOCK WOOD COMMUNITY CENTRE

To note the Draft minutes from the community centre board meeting and the following plans:

- a) Internal layout (copy attached)
- b) Parking layout (copy attached)

These plans will be submitted to the town council along with the RiBA stage 3 report.

- c) Although the town council had originally considered locating its offices in the new building the board has discussed this further and is recommending that the town council staff remain in the Podmore Building at St Andrews Field. A tenant should be sought for the office space in the current design.

C72 DOWDING HOUSE

The borough council has updated the council as follows:

- All 25 flats are now occupied
- Coffee Mornings – held weekly – These sessions are helping to form a sense of community and enable better engagement with the tenants – they are aiming to have local businesses/community health care talks,

and have already had a session with the Food Bank and Children Centre

- Provide support to tenants to assist with schooling, benefit claims, safeguarding issues and generally trying to assist tenants to go back into the work environment or assist them in managing their finances
- Assist with food nutrition
- Obtaining grants for furniture and washing machines for some tenants
- Residents of Paddock Wood have generously donated items to tenants for which they are thanked

C73 FINANCE

- (a) To approve the payments list voucher nos: 350 – 458.
- (b) To note the receipts list voucher nos: 425 – 458.
- (c) To consider the attached grant request from Paddock Wood Lights Up.
- (d) External Auditor's report – the external auditor's report has been returned with no matters of concern. The External Audit should have been completed by the 30th September and the notice of Completion of Audit posted by that day. The auditors were running late and did not sign off the accounts until the 2nd October 2018. They did however send an interim report on the 29th September 2018 which was not received in the office until 1st October.

The Completion of Audit Notice was posted on the 3rd October 2018. This issue is being taken up with PKF Littlejohn by both KALC & the SLCC.

C74 REPORTS FROM REPRESENTATIVES

To receive a report from the council's representatives when available:

- (a) Chairman's meeting – Briefing notes on
 - i) Recycling & Waste Collection contract
 - ii) Neighbourhood plans
- (b) Paddock Wood Business Association
- (c) Bereko Committee – a letter from the Chairman and two Heritage Calendars have been sent with the group for the Bereko sub town council.
- (d) KALC
- (e) Medway Valley Line
- (f) Hop Pickers
- (g) Council Web site
- (h) Youth Council
- (i) Councillor's surgery
- (j) Newsletter – members are asked to submit articles as soon as possible.

C75 HIGHWAYS

- (a) To agree the highways priorities as requested by CC Hamilton.

Paddock Wood Primary School – signing/buildout
Paddock Wood Lining – refreshing of lines through Paddock wood
Forest Road – 20mph feasibility info
Church Road – Signing/speed alteration
Commercial Road – Speed hump
Gedges Hill – Signing

- (b) A request has also been received from a resident concerned about commuter parking in Forest Road. They have approached the Borough Council for assistance but are seeking the town council's help to resolve the problem.

C76 BOUNDARY REVIEW

The 2018 Review of Parliamentary Constituency Boundaries has been completed and were presented to Parliament on the 5th September. Paddock Wood has been moved into Weald of Kent Constituency. See attached. **(Paddock Wood remains part of Tunbridge Wells Borough.)**

Full details of the review can be found at

<https://boundarycommissionforengland.independent.gov.uk/2018-review/>

C77 ANY OTHER INFORMATION

The Clerk & Chairman will attend the Annual KALC Finance conference on the 18th October 2018.

The Clerk will attend the SLCC Branch meeting on 24th October 2018

The KALC Annual General Meeting will take place on Saturday 17th November 2018.

The 5-year plan meeting will take place on Monday 29th October 2018.

Members are invited to attend.

Under section 1 (2) of the Public Bodies (admission to meetings) Act 1960 the following information may be exempt from the press and public

C78 WORKSHOP WITH TUNBRIDGE WELLS BOROUGH COUNCIL

The minutes of the meeting are attached for members information along with the briefing from the Chairman's meeting.

C79 DATE OF NEXT MEETING

The next meeting will be held on Monday 19th November 2018.

NICHOLA REAY
Clerk to the Council
9th October 2018.