



Beechen Hall, Wildfell Close, Walderslade,
Chatham, Kent. ME5 9RU

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Clerk: Mrs Daniela Baylis

Assistant Clerk: Heidi Pearson

Assistant Finance: Nichola Carter

A G E N D A

To All Members of the Council, Press and Public there will be a meeting of the Estates Committee on Wednesday 4 September 2024 at Beechen Hall, Wildfell Close, Walderslade to follow on from Finance & General Purposes Committee meeting which commences at 6.30pm.

1. Election of Chairman

2. Apologies and Non-Attendance

3. Declaration of Interest or Lobbying

Members are required to declare any interests, requests for dispensation, lobbying or changes to the Register of Interests.

4. Minutes of the Meeting held on 1 July 2024

To consider the minutes of the prior meeting and if in order to sign as a true record.

Public Session at the discretion of the Chairman. Parishioners may address the meeting with regard to any item on the Agenda (time limited to 3 minutes per person). Items not on the Agenda must be submitted to the Clerk in advance of the meeting. Non-parishioners are only able to address the meeting at the invitation of the Chairman.

5. Matters Arising from the Minutes

Any other matters arising from the minutes

6. September Task List

7. Out Of Meeting Decisions to Ratify

None on this Agenda.

8. Beechen Hall

8.1 Hire Changes.

8.2 Fire Alarm Update.

8.3 Hall Mirrors.

8.4 Christmas Opening Hours.

8.5 Security at Beechen Hall.

9. Matters for Information

10. Dove Hill Allotments

10.1 Composting Toilet.

10.2 Pest Control.

10.3 Entrance Road.

10.4 Formation of an Allotment Association.

10.5 Celebration related to the 10 year anniversary.

10.6 Allotment Plots.

10.7 Bee Keeping.

11. Parish Managed Play Areas/Open Spaces

11.1 Parish Inspections.

12. Policies and Procedures for Review

12.1 Review of Caretaking Needs.

13. Parish Property

13.1 Boxley Village War Memorial.

13.2 Boxley Parish Benches.

13.3 Parish Tour/Inspection.

13.4 Churchyard Wall Tree Removal.

13.5 New Storage Container for Beechen Hall.

13.6 New Gates for Beechen Hall.

13.7 Parish Assets.

14. Risk Assessments

14.1 Beechen Hall Risk Assessment.

14.2 WDJO Risk Assessment.

14.3 Franklin Drive Play Area Risk Assessment.

14. Matters for Decision

None on this Agenda.

15. Date of Next Meeting

Wednesday 20 November 2024 commencing immediately after the Finance & General Purposes meeting at 6.30 pm at Beechen Hall.

Daniela Baylis

Daniela Baylis
Clerk to the Council

Date: 29 August 2024

Note to all councillors: you are welcome to attend meetings of committees of which you are not a member but only committee members may vote.

