



Boxley

PARISH COUNCIL

www.boxleyparishcouncil.org.uk

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

☎ 01634 861237

✉ clerk@boxleyparishcouncil.org.uk

Clerk: Daniela Baylis

Assistant Clerk: Heidi Pearson

Finance Assistant: Nichola Carter

A G E N D A

To All Members of the Council, Press and Public Members are hereby summoned, and notice is given that a meeting of the Parish Council will be held on Wednesday 5 June 2024 at 7.30pm at Beechen Hall, Wildfell Close, Walderslade, ME5 9RU

1. Apologies and absences

To receive and accept apologies for absences

2. Declaration of Interests, Dispensations, Predetermination or Lobbying

Members are required to declare any interests, dispensations, predetermination or lobbying on items on this agenda. Members are reminded that changes to the Register of Interests should be notified to Maidstone Borough Council.

3. Motion to exclude the press and public from the meeting for all items in the Confidential Section.

4. Minutes of the Parish Council Meeting 8 May 2024 - Decision

To consider the minutes and if in order sign as a true record

5. Matters Arising From the Minutes

6. Crime Report and Police Issues

See report

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.

7. Draft Minutes of Recent Committee Meetings

The following have been previously circulated:

7.1 Environment Committee meeting 13 May 2024.

7.2 Finance and General Purposes Committee 20 May 2024.

7.3 Estates Committee 20 May 2024

8. Finance

8.1 Bank Balances

8.2 Finance General – verbal report to be given at the meeting

8.3 Receipts and Payments – 1 May-30 May 2024

8.4 BPC Accounting statement as at 31 March 2024 – Information

8.5 To note the Annual Internal Audit Report by the Internal Auditor

8.6 To approve the signing of the Annual Governance Statement by the Chairman and the Clerk – decision

8.7 To approve the signing of the Accounting Statements by the RFO and Chairman – Decision

9. Policies and Procedures

9.1 Councillor Allowance Scheme for publication on the Website – new

9.2 Standing Order number 22 (verbal update to be given at the meeting)

10. Reports from Boxley Parish Councillors/Office

- 10.1 Office Staff report (Verbal report to be given at the meeting)
- 10.2 Councillors reports
- 10.3 Borough Councillor Reports on Maidstone Borough Council items that directly affect Boxley Parish
- 10.4 KALC representatives
- 10.5 Grove Green Community Hall representative
- 10.6 Sandling Village Hall Representative
- 10.7 Vinters Valley Nature Reserve Representative
- 10.8 Any other reports

11. Sandling

No update for this Agenda

12. 80th Anniversary of D-Day

13. Cluster Meetings

14. Matters for Decision

None on this Agenda

15. Correspondence

To consider any received.

16. Matters for Information

St John's School Fete

17. Items for Next Agenda

Councillors' reports and requests for items to be included on the next agenda to be submitted no later than 8 July 2024.

18. Meetings

Next Meeting Monday 17 July 2024 at Beechen Hall at 7.30pm.

CONFIDENTIAL SECTION

19. Personnel matters

Daniela Baylis

Daniela Baylis
Clerk to the Council.

Date: 30 May 2024

In accordance with policy the meeting should close no later than 9.30 pm but the Chairman has power to extend it by 30 minutes. Legislation allows for meetings to be recorded by anyone attending. Persons intending to record or who have concerns about being recorded should please speak to the Clerk.