



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 4 December 2024, at 7.30 pm at Beechen Hall, Wildfell Close, Walderslade, ME5 9RU

1. **Apologies and 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 6 November 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**
 - 7.1 **Environment Committee 11 November 2024**
 - 7.2 **Finance and General Purposes 20 November 2024**
 - 7.3 **Estates Committee 20 November 2024**
8. **Finance**
 - 8.1 Bank Balances
 - 8.2 Finance General – verbal report to be given at the meeting
 - 8.3 Receipts and payments 1-29 November 2024
9. **Policies and Procedures**
 - 9.1 Policies and Procedures review document
 - 9.2 Whole Council Risk Assessment
10. **Reports from Boxley Parish Councillors/Office**
 - 10.1 Office Staff report
 - 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

12. Grant Applications

None on this Agenda

13. Matters for Decision

None on this Agenda

14. Matters for Information

15. Items for Next Agenda

Councillors' reports and requests for items to be included on the next agenda to be submitted no later than Tuesday 14 January 2025.

16. Meetings

Next Meeting Wednesday 22 January 2025 at Beechen Hall at 7.30pm.

CONFIDENTIAL SECTION

17. Personnel matters

Daniela Baylis

Daniela Baylis
Clerk to the Council.

Date: 27 November 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.

