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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 8 January 2025 at Beechen Hall, Wildfell Close Walderslade ME5 9RU to follow on from Finance & General Purposes Committee meeting which commences at 6.30pm.**

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| **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 20 November 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.** | **Out Of Meeting Decisions to Ratify**  None on this Agenda |
| **7.** | **Beechen Hall** |
| **7.1** | Hire Changes (Page 5) |
| **7.2** | Hall Hire Fees (Page 5) |
| **7.3** | Security at Beechen Hall (Page 5) |
| **7.4** | Cleaning Staff (Page 6) |
| **7.5** | General (Page 6) |
| **8.** | **Parish Managed Play Areas/Open Spaces** |
| **8.1** | Parish Inspections (Page 6) |
| **9.** | **Dove Hill Allotments** |
| **9.1** | Pest Control (Page 6) |
| **9.2** | Entrance Road (Page 6) |
| **9.3** | Formation of an Allotment Association (Page 6) |
| **9.4** | Allotment Plots and Inspections (Page 6) |

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| **10.** | **Parish Property** |
| **10.1** | Boxley Parish Benches (Page 7) |
| **10.2** | Churchyard Wall Tree Removal (Page 7) |
| **10.3** | New Storage Container for Beechen Hall (Page 7) |
| **10.4** | Noticeboards (Page 7) |
| **10.5** | Maintenance for WWG Equipment (Page 7) |
| **11** | **Matters for Decision**  None on this Agenda. (Page 8) |
| **12** | **January Task List**  (Page 9) |
| **13** | **CONFIDENTIAL SECTION** |
|  | Verbal report to be provided. |
| **14** | **Date of Next Meeting** |
|  | Wednesday 19 March 2025 immediately after the Finance & General Purposes meeting at 6.30 pm at Beechen Hall. |

Daniela Baylis

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Clerk to the Council Date:

**NOTE TO ALL COUNCILLORS:** you are welcome to attend committee meetings even if you are not a member of that committee but only committee members may vote. If you wish to speak on any particular item then please notify the Clerk 2 days in advance of the meeting.