



# Boxley

## PARISH COUNCIL

[www.boxleyparishcouncil.org.uk](http://www.boxleyparishcouncil.org.uk)

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

☎ 01634 861237

✉ [clerk@boxleyparishcouncil.org.uk](mailto: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 Tuesday 8 April 2025, 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 3 March 2025 - 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** (Previously circulated)
  - 7.1 Environment Committee 10 March 2025
  - 7.2 Estates Committee 19 March 2025
  - 7.3 Finance and General Purposes Committee 19 March 2025
8. **Finance**
  - 8.1 Bank Balances
  - 8.2 Finance General – verbal report to be given at the meeting
  - 8.3 Receipts and payments 1-31 March
9. **Policies and Procedures**
  - 9.1 Communications Press and Media Policy – minor changes
  - 9.2 Complaints Policy- no change
  - 9.3 Vexatious Complaints Policy – no change
  - 9.4 Co-optation Policy and Application Form – no change
  - 9.5 Committee Terms of Reference
10. **By-Elections**

**11. Reports from Boxley Parish Councillors/Office**

- 11.1 Office Staff report
- 11.2 Councillor's reports
- 11.3 Borough Councillor Reports on Maidstone Borough Council items that directly affect Boxley Parish
- 11.4 KALC representatives
- 11.5 Grove Green Community Hall representative
- 11.6 Sandling Village Hall Representative
- 11.7 Vinters Valley Nature Reserve Representative
- 11.8 Any other reports

**12. Sandling**

**13. A229 Bluebell Hill Road Improvement Scheme**

**14. Grant Applications**

None on this Agenda

**15. Matters for Decision**

None on this Agenda

**16. Appointment of new Councillors to Committees**

**17. Matters for Information**

**18. Items for Next Agenda**

Councillor's reports and requests for items to be included on the next agenda to be submitted no later than 28 April 2025.

**19. Meetings**

Next Meeting 7 May 2025 at Sandling Village Hall to follow on from the Annual Parish Meeting starting at 6.30pm.

**CONFIDENTIAL SECTION**

**20. Personnel matters**

*Daniela Baylis*

Daniela Baylis  
Clerk to the Council.

Date: 1 April 2025

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.