

Minutes of the Annual Boxley Parish Council Meeting held at Beechen Hall, Wildfell Close, Walderslade on 8 May 2024, commencing at 19:30

Councillors Present: B Hinder - Chairman, V Davies, C Shepard, I Davies, J Akehurst, P Mclean, C English, K Macklin, P Sullivan, V Jones, H Bryant, S Thompson, M Beckwith and A Brindle together with Mrs D Baylis – Parish Clerk, Mrs H Pearson – Assistant Clerk and 4 members of the public

1. Election of Chairman

CLlr B Hinder was nominated by CLlr A Brindle and seconded by CLlr C Sheppard. As no other nominations were received, CLlr B Hinder was duly elected Chairman. CLlr B Hinder then signed his Declaration of Acceptance of Office.

CLlr Hinder thanked CLlr Vic Davies for all his hard work during his past year as Chairman and for his long and continuing service to Boxley Parsh Council.

2. Election of Vie-Chairman

CLlr Chris Sheppard was nominated by CLlr V Davies and seconded by CLlr I Davies. As no other nominations were received, CLlr Sheppard was duly elected Vice-Chairman. CLlr Sheppard then signed his Declaration of Acceptance of Office.

3. Apologies and absences

CLlr Martin Cox - Apologies accepted and it was agreed that he could sign his Declaration of Acceptance of Office before the next meeting.

4. Declaration of Interests, Dispensations, Predetermination or Lobbying

None

Items 12.7, 12.8 and 12.9 were brought forward as they directly affect item 5.

12.7 Finance and General Purposes Committee Terms of Reference

It was proposed by CLlr H Bryant, seconded by CLlr V Davies and all agreed that the amended Terms of Reference of the Finance and General Purposes Committee be adopted.

12.8 Personnel Committee Terms of Reference

It was proposed by CLlr A Brindle, seconded by CLlr C Sheppard and all agreed that the amended Terms of Reference of the Personnel Committee be adopted with an amendment made to change the title in all instances from Committee to Sub-Committee.

12.9 Estates Committee Terms of Reference

It was proposed by CLlr C English, seconded by CLlr C Sheppard and all agreed that the amended Terms of Reference of the Estates Committee be adopted.

5. To Appoint Committees, Committee Chairmen and Vice-Chairmen

Environment Committee

CLlr B Hinder
 CLlr M Beckwith
 CLlr I Davies
 CLlr C Sheppard
 CLlr V Davies
 CLlr P McLean
 CLlr M Cox
 CLlr H Bryant
 CLlr A Brindle
 CLlr J Akehurst

Cllr Hinder was proposed as Chairman by Cllr H Bryant and the nomination was seconded by Cllr A Brindle. As no other nominations were received he was duly elected Chairman of the Environment Committee.

Cllr Brindle was proposed as Vice-Chairman by Cllr B Hinder and the nomination was seconded by Cllr P Mclean. As no other nominations were received she was duly elected Vice-Chairman.

Estates Committee

Cllr M Beckwith
Cllr I Davies
Cllr B Hinder
Cllr P Sullivan
Cllr C Sheppard
Cllr V Davies
Cllr J Akehurst
Cllr A Brindle

Cllr V Davies was proposed as Chairman by Cllr B Hinder and the nomination was seconded by Cllr K Macklin. As no other nominations were received he was duly elected Chairman
Cllr I Davies was proposed as Vice-Chairman by Cllr V Davies and the nomination was seconded by Cllr C Sheppard. A vote was taken with 13 in favour and 1 abstention and the motion carried to elect him as Vice Chairman of the Estates Committee

Finance and General Purposes Committee

Cllr V Davies
Cllr J Akehurst
Cllr A Brindle
Cllr C Sheppard
Cllr B Hinder
Cllr K Macklin
Cllr I Davies
Cllr M Beckwith

Cllr A Brindle was proposed as Chairman by Cllr B Hinder and the nomination was seconded by Cllr V Davies. As no other nominations were received she was duly elected Chairman of the Finance and General Purposes Committee.

Cllr I Davies was proposed as Vice Chairman by Cllr V Davies and the nomination was seconded by Cllr A Brindle. As no other nominations were received he was duly elected Vice Chairman of the Finance and General Purposes Committee.

Personnel Sub-Committee

Cllrs put forward :
Cllr V Davies
Cllr A Brindle
Cllr J Akehurst
Cllr B Hinder
Cllr C English

This membership of the Committee was proposed by Cllr V Jones and seconded by Cllr C Sheppard. A vote was taken with 11 for and 2 abstentions. The motion was carried.

Woodland Management Committee

Cllrs put forward
Cllr H Bryant
Cllr V Jones
Cllr I Davies
Cllr A Brindle

This membership of the Committee was proposed by Cllr S Thompson and seconded by Cllr C English. A vote was taken with 4 for, 3 against and 7 abstentions. The motion was

carried.

Cllr H Bryant was proposed as Chairman by Cllr K Macklin and the nomination was seconded by Cllr C Sheppard. A vote was taken with 13 in favour and 1 abstention, the motion was carried and she was duly elected as Chairman of the Woodland Management Committee.

6. To Appoint Representatives to External Bodies.

Grove Green Community Hall
Kent Association of Local Councils
Sandling Village Hall (2 Trustees)
Vinters Valley Nature Reserve (Trustee)

Cllr Vic Davies.
Cllr Ivor Davies, Cllr Anne Brindle
Cllr J Akehurst, Cllr Bob Hinder
Cllr Chris Sheppard, Cllr A Brindle

7. Minutes of the Parish Council Meeting 2 April and ECM 11 April 2024

All agreed.

8. Matters Arising From the Minutes

None.

9. Crime Report and Police Issues

Report noted.

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.

No members of the public wanted to address the meeting.

10. Draft Minutes of Recent Committee Meetings

The following have been previously circulated:

10.1 Environment Committee Meetings 8 April 2024.

Noted.

11. Finance

11.1 Bank Account Totals

Noted

11.2 Receipts and Payments 18 March to 26 April 2024

There was one query on the negative HMRC entry. The Clerk explained that this was an Employers National Insurance Allowance granted to BPC but paid by not claiming the amounts due for December, January and February making these negative payments.

12. Policies and Procedures

12.1 Standing Orders

It was proposed by Cllr Bryant, seconded by Cllr English and all agreed that the Standing Orders be adopted by BPC with the exception of number 22 which needed further legal advice and clarification.

12.2 Communications Press and Media Policy

It was proposed by Cllr English, seconded by Cllr Brindle and all agreed that the Communications Press and Media policy be adopted by BPC.

12.3 Code of Conduct – New Draft Model

This was looked at but it was agreed to wait and see the version MBC adopt.

12.4 Code of Conduct Complaints

It was proposed by Cllr V Davies, seconded by Cllr English and all agreed that the Code of Conduct Complaints Policy be adopted by BPC with the agreed amendments.

12.5 Lobbying and Predetermination

It was proposed by Cllr I Davies, seconded by Cllr Mclean and all agreed that the Lobbying and Predetermination Policy be adopted by BPC

12.6 Civility and Respect Pledge

It was proposed by Cllr C Sheppard, seconded by Cllr A Brindle and all agreed that BPC will sign up to the Civility and Respect Pledge.

13. Monthly Website update

Report Noted. The Clerk was asked to check that all minutes and Agendas were present.

14. Reports from Boxley Parish Councillors/Office**14.1 Office Staff Report**

Noted.

14.2 Reports from Councillors/Office

Cllr Bryant reported that she had cleaned some vandalism from a picnic table in Walderslade Woods as it had been reported to her by a resident. The Parish Caretaker had done some work on the burnt bits. This was one of the new benches.

Cllr Sheppard reported that the double yellow lines on Grovewood Drive South were being ignored. The situation had been better between Christmas and Easter but was now getting worse again. Cllr Hinder asked that information on how to contact parking services be given to residents. Cllr English said that this was non-compliance with the agreed travel plans.

14.3 Borough Councillors Reports on Maidstone Borough Council Items that directly affect Boxley Parish

Cllr Thompson reported on waste crime. There had been a lot of fly tipping on Water Lane in Thurnham and unauthorised waste processing at the same location. There had been more in Scragged Oak Lane in Detling. MBC said that no one was reporting incidents to them and that they were unaware of some cases. Residents had been intimidated by the illegal activity.

Cllr Jones reported that she had dealt with issues of littering, off road bikes and fly-tipping. Cllr Sheppard asked the Clerk to invite the new borough councillors for Grove Green to the next Parish Council meeting. Cllr English said that he would let the Clerk have contact details for the 2 Liberal Democrat Councillors.

14.4 KALC Representative

No meeting had been held.

14.5 Grove Green Community Hall

They are losing their treasurer and looking for a new one.

14.6 Sandling Village Hal Representative

Cllr Akehurst had nothing to report for this meeting as the hall were having their AGM the following week.

14.7 Vinters Valley Nature Reserve

Cllr Sheppard said that there had been no meetings held since the last Parish Council meeting and the AGM was scheduled for June.

14.8 Parish/Police Liaison Meeting Representative

It was agreed to remove this from all future Agendas as meetings were not being held.

14.9 Any Other Reports

None.

15. Declaration of General Power of Competence

It was proposed by Cllr English, seconded by Cllr V Davies and all agreed that the conditions

for the Declaration had been met and that the declaration to give Boxley Parish Council the General Power of Competence could be made.

16. **Cluster Meetings**

Cllrs Jones and Thompson agreed to make a report on this every meeting. The Clerk was asked to contact Martyn Jeynes to see if Parish Councillors can be invited to the meetings.

17. **Matters for Decision**

None on this Agenda

18. **Correspondence**

None.

19. **Matters for Information**

19.1 **Report on Navigating the implications of a Local Authorities Developers Charter and Overturned Local Plans**

Report noted.

19.2 **To consider any received**

None received

20. **Items for Next Agenda**

Noted

21. **Meetings**

Next Meeting Monday 3 June 2023 at Beechen Hall.

Noted

Confidential Section

22. **Personnel matters**

The Personnel Committee had held a meeting and Cllr V Davies would circulate the minutes to Councillors.

Meeting closed at 9.04pm.

Signed as a correct record of the proceedings.

Chairman Date