



# 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 Wednesday 25 September 2024, at Beechen Hall, Wildfell Close, Walderslade, ME5 9RU to follow on from the Walderslade Woodland Trust Meeting at 7.25pm.**

**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 17 July 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 Finance and General Purposes Committee meeting 4 September 2024

7.2 Estates Committee meeting 4 September 2024

7.3 Environment Committee Meetings 5 August and 9 September

**8. Finance**

8.1 Bank Balances –

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

**9. Policies and Procedures**

9.1 Pandemic Policy

9.2 Community Engagement Policy

9.3 Health and Safety Policy

9.4 Whole Council Risk Assessment

**10. Christmas for Disadvantaged Families**

**11. Complaint from Resident regarding Grove Green Planters**

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

- 12.1 Office Staff report
- 12.2 Councillors reports
- 12.3 Borough Councillor Reports on Maidstone Borough Council items that directly affect Boxley Parish
- 12.4 KALC representatives
- 12.5 Grove Green Community Hall representative
- 12.6 Sandling Village Hall Representative
- 12.7 Vinters Valley Nature Reserve Representative
- 12.8 Any other reports

**13. Sandling**

**14. Grant Applications**

- 14.1 Grant Application from We Are Beams
- 14.2 Grant Application from Kent Air Ambulance

**15. Cluster Meetings**

**16. Lidsing**

**17. Matters for Decision**

None on this Agenda

**18. Correspondence**

To consider any received.

**19. Matters for Information**

**20. Items for Next Agenda**

Councillors' reports and requests for items to be included on the next agenda to be submitted no later than 27 September 2024.

**21. Meetings**

Next Meeting Monday 7 October 2024 at Beechen Hall at 7.30pm.

At the request of the Chairman, due to the Clerk's Annual leave the November meeting will be on Wednesday 6 November instead of Monday 4<sup>th</sup> November.

**CONFIDENTIAL SECTION**

**22. Personnel matters**

**23. Boxley Village Church**

*Daniela Baylis*

Daniela Baylis  
Clerk to the Council.

Date: 18 September 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.