

**Minutes of the Boxley Parish Council Meeting held at Weaving Village Hall,  
Weaving Street, Weaving on 3 July 2023, commencing at 19:30**

**Councillors Present:** V Davies - Chairman, C Sheppard, P Mclean, B Hinder, K Macklin (from item 3), P Sullivan, M Beckwith and D Hubbard together with 3 members of the public and Mrs D Baylis – Parish Clerk

1. **Apologies and absences**  
Cllrs, I Davies, A Brindle, P Dengate and H Bryant - Apologies accepted.
2. **Declaration of Interests, Dispensations, Predetermination or Lobbying**  
None declared
3. **Co-option of a Councillor to fill one casual vacancy**  
Mr Steve Mayes had applied to be a Parish Councillor and gave a short introduction. It was proposed by Cllr Hinder, seconded by Cllr P Mclean and all agreed that he be co-opted onto Boxley Parish Council as a Councillor.
4. **Motion to exclude the press and public from the meeting for items 22 and 23 I the Confidential Section.**  
It was proposed by Cllr V Davies and all agreed that the press and public be excluded from items 22 and 23 in the Confidential Section.
5. **Minutes of the Parish Council Meeting 5 June and the Extraordinary Parish Council meeting held on the 15 June 2023**  
All agreed.
6. **Matters Arising From the Minutes**  
None
7. **Crime Report and Police Issues**  
Report noted.

**Adjournment to enable members of the public to address the meeting.**

The members of the public were not Parishioners and the Chairman did not allow them to address the meeting.

8. **Draft Minutes of Recent Committee Meetings**  
The following have been previously circulated:
  - 6.1 **Environment Committee Meeting 5 and 12 June 2023.**  
Noted.
  - 6.2 **Estates Committee Meeting 19 June 2023**  
Noted
9. **Finance**
  - 9.1 **Scribe Accounts System**  
Report noted.
  - 9.2 **Investment of Walderslade Woodlands Enabling Fund**  
It was proposed by Cllr D Hubbard, seconded by Cllr K Macklin and all agreed that the investment of the Enabling Fund be made as soon as the Deed of Variation was signed by KCC.  
The Clerk was asked to get in touch with Sir Paul Carter and enlist his help with getting the Deed of Variation signed by KCC.

## 10. **Policies and Procedures**

### 10.1 **Tree Management Policy**

It was proposed by Cllr V Davies, seconded by Cllr K Macklin and all agreed that the Tree Management Policy be adopted.

### 10.2 **Policies relating to staff**

It was proposed by Cllr V Davies, seconded by Cllr C Sheppard and agreed with 8 for and 1 abstention that the Personnel Committee would take on the responsibility for all staff policies.

## 11. **Monthly Website Update**

Cllr Macklin would arrange a meeting with the new Admin/Bookings assistant to go through the Social Media accounts and create a Linked In account.

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

### 12.1 **Office Staff Report**

Report noted

### 12.2 **Borough Councillors Report**

Cllr Hinder reported that the Democracy and General Purposes Committee had voted against the proposal to unparish Grove Green and Weaving from Boxley Parish. The consultation would now be on 2 minor changes to the Boxley Parish Boundary. The 2 proposals put forward for consultation are Lombardy Road and Bargrove Road becoming part of the Maidstone Urban area and Orchard Drive to be added to the Parish. These proposals are now an open consultation on Maidstone Borough Council's website. Cllr Hinder felt that the publicity produced by the Parish Council clearly demonstrated the value residents got for their precept payment. He had not had any contrary views from residents.

### 12.3 **Any other Parish Councillor Reports**

Cllr Macklin had attended a service of the Calvary Charismatic Church at Beechen Hall on the 25<sup>th</sup> June. She reported that they were a lovely, welcoming group and some might be interested in becoming parish councillors.

Cllrs Sheppard, V Davies and P Sullivan had attended St Johns School fete on the 1<sup>st</sup> July and manned a Boxley Parish Council stand. They were given a good pitch and the event was attended by over 1,000 people. They received a fantastic response with no negative comments. Many residents had been concerned by the Facebook post on the Grove Green Facebook page saying they could be unparished as they wanted to stay part of Boxley Parish Council.

### 12.4 **KALC Representative**

No report as both representatives were not at the meeting

### 12.5 **Grove Green Community Hall Representative**

Cllr V Davies reported that everything was going well and the kitchen refurbishment was underway.

### 12.6 **Sandling Village Hall Representative**

Cllr Hinder had attended a meeting the previous week. There was an issue with overgrown vegetation around the hall that was beyond the capability of their caretaker to control. The Clerk was working with the Parish Caretaker and getting a quotation from Landscape Services for regular maintenance at Cllr Hinder's request.

A new representative was required and Cllr Sheppard volunteered. This was unanimously agreed.

### 12.6 **Vinters Valley Nature Reserve Representative**

Cllr Sheppard reported that the AGM and open day was being held on the 7<sup>th</sup> July. There were lots of events planned for children and the event was always well attended. He had

also had correspondence with the Warden who was concerned by a post on the Grove Green Facebook page. He was concerned about Grove Green becoming unparished and the loss of the Boxley Parish Council annual grant. Cllr Sheppard had met with him and clarified the situation.

#### 12.7 **Parish/Police Liaison Meeting Representative**

Cllr Hinder reported that no meeting had been held and none were in the pipeline.

#### 13. **Grant Applications**

##### 12.1 Bearsted Summer Play Scheme

It was proposed by Cllr Hinder, seconded by Cllr Mclean and all agreed that the grant of £250 for the play scheme be granted.

#### 14. **Walderslade Woodlands**

##### 14.1 **Structuring the Way forward**

Cllr Hinder put forward a vote of thanks to Cllr Hubbard for all his work on this document. It was agreed to form a committee to look at all the proposals in detail and to deal with the management of the woodland going forward. Committee members will be Cllr Steve Mayes and David Hubbard with others to be determined. The Clerk would draft Committee Terms of Reference for approval at the next Parish Council meeting.

##### 14.2 **Management Options**

John Hood had attended the meeting to give some historical knowledge and advice together with Josh Hood. He explained that the woodland had been managed very heavily in the past but not recently and it was now mainly amenity woodland. It had not been coppiced properly since the 1970's and many stems were now too big to be adequately supported by the stumps. He felt that coppicing was the way forward, leaving the standards. This might generate a negative reaction from members of the public that would need to be managed by education as to the process and the reasons for it. Josh Hood said that all trees adjacent to footpaths and property would be classed as high risk. A Tree Risk assessment needed to be done.

##### 14.3 **Licence Agreement BPC/Walderslade Woodlands Group**

It was proposed by Cllr V Davies, seconded by Cllr Hinder and all agreed that the Licence be agreed and put forward to signature.

##### 14.4 **Residents Request for Tree Work**

It was proposed by Cllr Macklin, seconded by Cllr Hinder and all agreed that a decision notice be sent to the resident with any work to be undertaken following the Safety Audit and outside the nesting season.

#### 15. **Sandling**

Cllr Hinder reported that the new planters being purchased from the Ward Councillors CIL fund had been approved and purchased. The Environment Committee had also decided to use their Street Furniture budget to purchase a new noticeboard and bench.

#### 16. **Cluster Meetings**

Cllr Hinder was chasing Martyn Jeynes for a date for the next meeting.

#### 17. **Matters for Decision**

None on this Agenda

#### 18. **Correspondence**

None received.

#### 19. **Matters for Information**

Cllr Macklin asked about the SPAB open day. The Clerk would confirm the dates and

circulate to members.

20. **Items for Next Agenda**

Noted

21. **Meetings**

Next Meeting Monday 4 September 2023 at Beechen Hall.

Noted

22. **Personnel matters**

Minuted separately under confidential minutes.

23. **Malicious and Threatening emails/Social Media**

Minuted separately under confidential minutes

Meeting closed at 8.50pm.

Signed as a correct record of the proceedings.

Chairman ..... Date .....