



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

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✉ clerk@boxleyparishcouncil.org.uk

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 Monday 20 May 2024 at Beechen Hall, Wildfell Close Chatham ME5 9RU commencing at to follow on from Finance & General Purposes Committee meeting which commences at 6.30pm.

1. Apologies and Non-Attendance

To consider if apologies are acceptable.

2. Declaration of Interest or Lobbying

Members are required to declare any interests, requests for dispensation, lobbying or changes to the Register of Interests.

3. Minutes of the Meeting held on 18 March 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.

4. Matters Arising from the Minutes

Any other matters arising from the minutes

5. March Task List

6. Out Of Meeting Decisions to Ratify

None on this Agenda.

7. Beechen Hall

7.1 Car Park Cleaning/Leaf Store.

7.2 Hall Costings Report/Business Plan.

7.3 Foyer Leak.

7.4 Damaged Height Barrier.

7.5 Hire Changes

7.6 Hall Floor.

7.7 Kitchen Refurbishment.

8. Matters for Information

9. Dove Hill Allotments

9.1 Composting Toilet.

9.2 Pest Control.

9.3 Inspections.

9.4 Entrance Road.

9.5 Formation of an Allotment Association.

9.6 Celebration related to the 10 year anniversary.

9.7 Allotment Plots.

10. Parish Managed Play Areas/Open Spaces

10.1 Parish Inspections.

11. Policies and Procedures for Review

11.1 Review of Caretaking Needs.

11.2 Damage and Cleaning Deposits.

11.3 CCTV Review.

11.4 Alarm Review

11.5 Discount Policy

12. Parish Property

12.1 Boxley Village War Memorial.

12.2 Boxley Parish Benches.

12.3 Parish Tour/Inspection

12.4 Churchyard Wall Tree Removal

12.5 New Storage Container for Beechen Hall

12.6 New Gates for Beechen Hall

12.7 Bug and Bird Boxes for Beechen Hall

13. Walderslade Woodlands

14. Matters for Decision

None on this Agenda.

15. Date of Next Meeting

Wednesday 17 July 2024 commencing at 7.30 pm at Beechen Hall.

Daniela Baylis

Daniela Baylis
Clerk to the Council

Date: 13 May 2024

Note to all councillors: you are welcome to attend meetings of committees of which you are not a member but only committee members may vote.