



BOXLEY PARISH COUNCIL
www.boxleyparishcouncil.org.uk

Beechen Hall, Wildfell Close, Walderslade, Chatham, Kent. ME5 9RU
☎ 01634 861237 ✉ clerk@boxleyparishcouncil.org.uk
Clerk Mrs Daniela Baylis **Assistant Clerk** Mrs Melanie Fooks

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 21 June 2021** commencing at **7.30pm** at Beechen Hall when it is proposed to transact the following business.

- 1. Apologies and Non-Attendance** (7.30)
To consider if apologies are acceptable.
- 2. Declaration of Interest or Lobbying** (7.31)
Members are required to declare any interests, requests for dispensation, lobbying or changes to the Register of Interests.
- 3. Minutes of Previous Meeting 19 April 2021** (7.32)
To consider the minutes of the meeting and if in order to sign as a true record see (pages 3-6).

To adjourn the meeting to allow the public or press to comment (7.34)

- 4. Matters Arising from Previous Minutes** (7.35)
 - 4.1 Minute 3456/4.1 Plaque and Ceremony for Alan's Tree. To decide a date for this See report (Page 6).
 - 4.2 Minute 3456/6.1 Refuse and Recycling at Beechen Hall. To consider levels of recycling report to follow.
 - 4.3 Minute 3457/8.2 WDJO Management Plan. Deferred to August meeting to allow the Assistant Clerk and Cllr Vic Davies to meet and go through the plan.

- 5. Dove Hill Allotments** (7.40)
 - 5.1 Allotment Report. See (page 6).
 - 5.2 Pest Purge Report. See (pages 6-7).
 - 5.3 Allotment Tenants Association See report (page 7).

- 6. Matter for Information**
None at the time of compiling the agenda

- 7. Assistant Clerk's Report for Beechen Hall** (7.55)
 - 7.1 To receive hire fees income. See report (page 8).
 - 7.2 Account balances. See report (page 8).
 - 7.3 Profit & Loss Report (May). See report (page 9).
 - 7.4 Income and Expenditure. See report (pages 10-12).
 - 7.5 Reopening of Beechen Hall. See update (page 13).
 - 7.6 Accident Report – See (page 13).
 - 7.7 Beechen Hall - Review of Commercial Hire Rates see report (pages 13-14).

- 8. Parish Managed Play Areas** 8.10)
- 8.1 Franklin Drive Play Area – Repairs to fence and vegetation maintenance see report (pages 15).
- 8.2 Weaving Diamond Jubilee Orchard – Annual Play Inspection and repairs see report (pages 15-16).
- 9. Policies and Procedures for Review** (8.15)
- 9.1 Dove Hill Allotment – Review of Annual Rent see report(pages 16-18).
- 9.2 Dove Hill Allotment – Review of Rules and Regulations (see separate enclosure).
- 9.3 Dove Hill Allotment – Review of Tenancies (see separate enclosure).
- Repairs to the South Wall in Boxley Churchyard** (8.30)
- z10.**
- 10.1 Clerk’s Update – See report (page 19).
- 11. Matters for Decision** (8.33)
- None at the time of compiling the agenda.
- 12. Date of Next Meeting** (8.35)
- Monday 16 August 2021 commencing at 7.30 pm at Beechen Hall. Items for the agenda must be with the parish office no later than 6 August 2021.

Daniela Baylis

Daniela Baylis
Clerk to the Council

Date 11 June 2021

Items to be returned to Agenda at a later date. Minute 3107/4.1 North Wall Boxley Village Green. Minute 3393/11.6 Provision of playgrounds by the Parish Council. Minute 3442/5.4 Repairs to Entrance Road at Dove Hill Allotments. Minute 3441/4.2 Acoustic Ceiling Tiles Acorn Room.