



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

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**Clerk:** Mrs Daniela Baylis

**Assistant Clerk Finance:** Lissi Watt

**Assistant Clerk Hall:** Jane Denham

## 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 17 October 2022** at Beechen Hall, Wildfell Close Chatham ME5 9RU commencing at **7.30 pm** when it is proposed to transact the following business:

**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 Previous Meeting 15 August 2022**

To consider the minutes of the meeting and if in order to sign as a true record. Page (3).

### Adjourn the meeting to allow the public or press to comment

**4. Matters Arising from Previous Minutes**

Any other matters arising from the minutes of the previous meeting.

**5. Beechen Hall**

5.1 Income to Date Review. Page (7).

5.2 Account balances. Page (7).

5.3 Accident Report – None at the time of compiling the agenda. Page (8)

5.4 Fire Safety. Page (8)

5.5 Audio for Acorn Room. Page (8).

5.6 Heating Control. Page (8).

5.7 Noise Inhibitor. Page (9).

5.8 Beechen Hall Boundary Fence. Page (9).

5.9 Hirer Refund Request – None at time of compiling the agenda. Page (9).

**6. Matter for Information**

None at the time of compiling agenda.

**7. Dove Hill Allotments**

7.1 Allotment Report. Page (9).

7.2 Pest Purge Report. Page (9).

7.3 Allotment Income. Page (10).

**8. Parish Managed Play Areas/Open Spaces**

8.1 Impton Lane Open Space. Page (11).

8.2 Franklin Drive Play Area. Page (11).

8.3 Weaving Diamond Jubilee Orchard. Page (11).

8.4 Other Parish Areas. Page (11).

9. **Budgets**

- 9.1 Beechen Hall Draft Budget
- 9.2 Estates General Draft Budget

10. **Tree Management Policy** Page (11).

11. **Policies and Procedures for Review**

- 11.1 Village Hall Grant Policy. Page (16).
- 11.2 Village Hall Grant Application Form. Page (17).
- 11.3 Use of Parish Council Open spaces. Page (18).
- 11.4 Grounds Maintenance Contract. Page (19).
- 11.5 Review of Caretaking needs. Page (19).

12. **Boxley Churchyard**

Clerk's Update. Page (19).

13. **Matters for Decision**

14. **Date of Next Meeting**

Monday 19 December 2022 commencing at 7.30 pm at Beechen Hall. Items for the agenda must be with the parish office no later than 9 December 2022.

*Daniela Baylis*

Daniela Baylis  
Clerk to the Council

Date 10 October 2022

**Items to be returned to Agenda at a later date.** Minute 3107/4.1 North Wall Boxley Village Green.  
Minute 3441/4.2 Acoustic Ceiling Tiles Acorn Room. Minute 3517/4.2 Refuse & Recycling Beechen Hall  
– Review 2022.