



# Boxley

## PARISH COUNCIL

[www.boxleyparishcouncil.org.uk](http://www.boxleyparishcouncil.org.uk)

Beechen Hall, Wildfell Close, Walderslade,  
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**Clerk** Mrs Daniela Baylis

**Assistant Clerk Hall:** Jane Denham

**Assistant Clerk Finance:** Lissi Watt

## 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 TUESDAY 19 April 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 21 February 2022**

To consider the minutes of the meeting and if in order to sign as a true record see pages (3-5).

**To adjourn the meeting to allow the public or press to comment**

**4. Matters Arising from Previous Minutes**

4.1 Any other matters arising from the minutes.

**5. Beechen Hall**

5.1 Covid Cleaning schedules for regular hirers. (Page 6).

5.2 Compliance list for Beechen hall (Page 6-10)

5.3 Recruiting an Assistant Caretaker/cleaner. (Page 10).

5.4 Acoustics for Acorn Room. (Page 10-11).

5.5 Alarm Review. (Page 11).

5.6 CCTV Review. (Page 11).

5.7 Legionella Contract. (Page 11).

5.8 Banking. (Page 12).

5.9 Equipment List for use by hirers. (Page 12).

5.10 Social Media marketing. (Page 12).

5.11 Noise Inhibitor (Page 12).

5.12 Hire Deposit refund request (Page 12).

5.13 New Regular Hirer (Page 12).

**6. Matter for Information**

None at the time of compiling agenda.

**7. Dove Hill Allotments**

7.1 Allotment Report. (Page 12).

7.2 Pest Purge Report. (Pages 12-13).

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

8.2 Installation of a new entrance gate at Franklin Drive. (Page 13).

8.3 Gate to railway embankment in Franklin Drive Play Area. (Page 13).

8.4 Issues arising from Inspections (Page 13).

**9. Policies and Procedures for Review**

None on this Agenda.

**10. Repairs to the South Wall in Boxley Churchyard**

10.1 Clerk's Update. (Page 13).

**12. Matters for Decision**

**13. Date of Next Meeting**

Monday 20 June 2022 commencing at 19:30 at Beechen Hall. Items for the agenda must be with the parish office no later than 10 June 2022.

*Daniela Baylis*

Daniela Baylis  
Clerk to the Council

Date 12 April 2022

**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.

