



# Boxley

## PARISH COUNCIL

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

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

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**Clerk** Mrs Daniela Baylis

**Assistant Clerk** Mrs Melanie Fooks

## A G E N D A

To All Members of the Council, Press and Public

**Members are hereby summoned, and notice is given that a Meeting of the Parish Council will be held on Monday 7 March 2022 at 7.30pm at Beechen Hall, Wildfell Close, Walderslade, ME5 9RU.**

- 1. Apologies and Non Attendance**  
To receive apologies from members unable to attend.
- 2. Declarations of Interest, Dispensations, Predetermination or Lobbying**  
Members are required to declare any interests, dispensations, predetermination or lobbying on items on this agenda.
- 3. Minutes of the Parish Council Meetings held on 24 and 25 January 2022**  
To consider the minutes and if in order sign as a true record (pages 3-5).
- 4. Matters Arising From the Minutes**
  - 4.1 Any other matters arising from the minutes.
- 5. Co-option of new Councillors**
- 6. Crime Report and Police Issues**  
Crime report (page 5).
- 7. Adjournment to enable members of the public to address the meeting**
- 8. Draft Minutes of Recent Committee Meetings**  
The following have been previously circulated:
  - 7.1 Environment Committee Meeting 24 January 2022.
  - 7.2 Finance and General Purposes Committee 24 January 2022.
  - 7.3 Estates Committee 21 February 2022.
- 9. Finance**
  - 9.1. Payments made out of meeting 31.01.22 – 28.02.22. See report (page 14-16).
  - 9.2. Receipts for the period. 31.01.22 – 28.02.2022. See report (page 17-18).
  - 9.3. Account balances report (page 18).
- 10. Policies and Procedures** (separate attachments)
  - 10.1 Mission Statement.
  - 10.2 Freedom of Information Policy.
  - 10.3 Publication Scheme.
- 11. Monthly Website update** (Page 5-6)
- 12. Reports from Councillors/office**  
Members/staff who have attended any meeting on behalf of the parish council are invited to give a summary.

- 13. Reports from Borough and County Councillors**  
Our Ward councillors are invited to report and discuss matters affecting the parish.
- 14. Grant Applications**  
14.1 Boxley Village Society (papers to follow).  
14.1 Friends of Boxley Church (papers to follow).
- 15. Walderslade Woodlands**  
15.1 Investment of Enabling Fund (report page 6-8)  
15.2 Roles and responsibilities of BPC (page 8)  
15.3 Terms of Reference Walderslade Woodlands Management Committee (page 8-9)  
15.4 Minutes of First Management Committee Meeting (Page 9-11)  
15.5 Immediate needs (page 11)  
15.6 Grant Applications (page 11-12)  
15.6 Letter to Residents (page 12)
- 16. Parish/Ward Boundaries** (page 13 and separate attachment)
- 17. Queens Platinum Jubilee**
- 18. Cluster Meetings**
- 19. Matters for Decision**
- 20. Correspondence**  
To consider any received.
- 21. Matters for Information**  
To consider any received.
- 22. Items for Next Agenda**  
Councillors' reports and requests for items to be included on the next agenda to be submitted no later than 25 March 2022.
- 23. Meetings**  
23.1 Next Meeting 4 April 2022.  
23.2 Meeting locations for next year (page 13).

The Chairman to move that in view of the confidential nature of the business about to be considered the press and public be excluded from the meeting.

- 24. Personnel matters**  
Verbal report to be given at the meeting.

*Daniela Baylis*

Daniela Baylis  
Clerk to the Council.

Date: 28 February 2022

In accordance with policy the meeting should close no later than 9.30 pm but the Chairman has power to extend it by 30 minutes.

Legislation allows for meetings to be recorded by anyone attending. Persons intending to record or who have concerns about being recorded should please speak to the Clerk.