

**Minutes of the Boxley Parish Council Meeting held at Beechen Hall, Wildfell Close,  
Walderslade on 23 January 2023, commencing at 19:30**

**Councillors Present:** Mr C Sheppard - Chairman, Mr Ivor Davies, Mrs P Huntingford, V Davies, A Asseter, M Beckwith, P McClean, P Dengate, K Macklin and A Brindle (from item 10) together with Mrs D Baylis – Parish Clerk

**1. Apologies and absences**

Cllr P Sullivan, D Hubbard, B Hinder and J Willmott - Apologies accepted.

**2. Declaration of Interests, Dispensations, Predetermination or Lobbying**

None.

**3. Motions to exclude the press and public from the meeting for items 21 and 22 the Confidential Section.**

It was proposed by Cllr I Davies, seconded by Cllr V Davies and all agreed that in view of the confidential nature of items 20 and 21 that the press and public will be excluded from the meeting for these items.

**4. Minutes of the Parish Council Meeting 5 December 2022**

All agreed.

**5. Matters Arising From the Minutes**

Minute number 3664 item 8.1. Cllr V Davies explained that the errors showed up in the accounting statements as they could not be corrected once entered but have to be reversed out and re-entered. Cllr Dengate said that it was not the way the errors were shown but the number of errors he was concerned with.

Minute 3664 item 11. The Clerk had not heard from Environmental Health regarding the rubbish at Tesco's. The Clerk was asked to chase. The Clerk raised the issue of ownership of the carpark following complaints from members of the public stating BPC as the owners of the car park. Councillors agreed that it was definitely owned by Tesco. The Clerk was asked to do a Land Registry search to confirm this. Action Clerk.

**6. Crime Report and Police Issues**

Noted.

**Adjournment to enable members of the public to address the meeting.**

**7. Draft Minutes of Recent Committee Meetings**

The following have been previously circulated:

**7.1 Environment Committee Meeting 5 December 2022 and 9 January 2023.**

Noted.

**7.2 F&GP Committee meeting 16 January 2023**

Noted.

**7.3 Estates Committee Meeting 19 December 2022**

Noted.

**8. Finance**

**8.1 To agree the Budget for 2023/24 proposed by the Finance and General Purposes Committee.**

It was proposed by Cllr V Davies, seconded by Cllr K Macklin and all agreed that the budget for 2023/24 be accepted.

**8.2 To set the Precept for 2023/24.**

It was proposed by Cllr V Davies, seconded by Cllr K Macklin and all agreed that the Band D Charge be set at £68.11 generating a Precept of £272,374.

**8.3 To change to the Scribe Accounting and Bookings Software.**

The Clerk reported on the costs of ending current agreements. To end the hosting service provided by Microshades would cost £162. Rialtas had still not given a cost and the difficulty was that the License expires on the 23 March but still needs to run until the year end close down. Worst case scenario would be a year's Omega License costing £325. This would still give a small saving in the first year.

Cllr Dengate requested that all accounts records are stored in the cloud.

It was proposed by Cllr Dengate, seconded by Cllr V Davies and all agreed that the change to the Scribe accounting system be made.

## 9. **Policies and Procedures**

9.1 None on this Agenda.

## 10. **Monthly Website update**

There was nothing to update or report.

## 11. **Reports from Councillors/Office**

Cllr Dengate reported that there was a lot of litter at the top end of Gleamingwood Drive. The litter picking group does great job but the litter quickly accumulated again. He would like KCC and MBC to carry out some enforcement of littering with signage and covert cameras. This would be put onto the Environment Committee Agenda and the Clerk would talk to Stuart Wilson at MBC. Action Clerk.

## 12. **Reports from Borough and County Councillors**

Cllr Brindle reported on the Boundary Commission review of Parishes. Boxley would be split into 5 wards instead of the current 4 with the addition of Boxley Grove Green. The concern is that Grove Green was being merged with Vinters as an MBC ward and this would make it urban which would make it changed in terms of planning etc. She was not sure how this would affect the Parish but had a meeting planned with an officer at MBC to raise concerns and obtain more information on how this would affect Boxley. She would report after the meeting. Action Cllr Brindle.

The Electoral Commission were making changes so that no one would be able to vote without providing a photo ID. There was a wide list of forms of ID that would be accepted and how to apply if you had none of them. There would also be a need for postal voters to re-register. The Clerk was asked to put the document on the website for residents. Action Office.

## 13. **Grant Applications**

None on this Agenda.

## 14. **Walderslade Woodlands Trust**

The Clerk reported that she had been talking to KCC's lawyers about the Deed of Variation to the Grant Agreement and would circulate the document once it was received. BPC would still need a separate bank account and accounting record for expenditure on the woodland. The CIO could be dissolved once the Deed of Variation was signed and the money invested with CCLA in their Local Authority fund.

The letter to external organisations that might like to lease or help run the woodland was finalised and it was agreed that the sending of the letter should be deferred until after the Deed of Variation was finalised.

## 15. **Cluster Meetings**

No meetings had been held.

## 16. **Matters for Decision**

It was proposed by Cllr D Hollands, seconded by Cllr P Dengate and all agreed that the £270 quotation for changing the hall's heating thermostats be accepted.

It was proposed by Cllr V Davies, seconded by Cllr K Macklin that a road sweeper be hired to remove all the leaves and sludge from the hall carpark. A vote was taken with 9 in favour and 2 abstentions. The money to come from the Beechen Hall Grounds Maintenance budget for this year.

17. **Correspondence**

A letter had been received requesting a salt bin for Boxley Village green near to the church. Members felt that this was something best provided by KCC as it would then be filled up on a regular basis. Clerk to contact KCC highways and make the request. Action Clerk.

18. **Matters for Information**

The Clerk was meeting the Structural Surveyor in the churchyard on the 25<sup>th</sup> January to survey the 2 areas of wall, one required for the faculty application for the major wall repairs and one for the removal of the tree damaging a section of the North wall, planning application.

19. **Items for Next Agenda**

Sandling Village hall.

20. **Meetings**

Next Meeting Monday 6 March 2023 at Beechen Hall.

21. **Personnel matters**

Minuted separately under confidential minutes.

22. **Lidsing Report**

Minuted separately under confidential minutes.

Meeting closed at 8.50pm.

Signed as a correct record of the proceedings.

Chairman ..... Date .....