**Minutes of the Estates Committee Meeting held at Beechen Hall, Wildfell Close, ME5 9RU on** **Wednesday 8th January 2025 following on from the Finance and General Purposes meeting which commenced 6.30 pm**

**Present**: Cllr A Brindle (Acting Chairman), Cllr P Sullivan, Cllr M Beckwith, Cllr J Akehurst along with Mrs H Pearson (Assistant Clerk), Cllr V Jones and one member of the public.

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|  | **Election of Chairman**  No nominations were received. It was proposed by Cllr M Beckwith, seconded by Cllr J Akehurst and agreed by all for Cllr A Brindle to act as Chair. |
|  | **Apologies and Non-Attendance**  Apologies received from Cllr B Hinder and Cllr I Davies. |
|  | **Declaration of Interest or Lobbying**  Allotments –Cllr P Sullivan as allotment plot holder~~s~~. Cllr A Brindle allotment road. |
|  | **Minutes of Previous Meeting**  Signed as a true record. |
| **Adjourn the meeting to allow the public or press to comment**  No members of the press or public were present. | |
|  | **Matters Arising from Previous Minutes**  None on this agenda. |
|  | **Out Of Meeting Decisions to Ratify**  None on this agenda. |
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|  | **Beechen Hall** |
| **7.1** | **Hire Changes.**  Hirer changes noted. |
| **7.2** | **Hall Hire Fees** |
|  | It was proposed by Cllr A Brindle, seconded by Cllr P Sullivan and agreed by all that an increase of £1 per hour per hire would be introduced with effect from 1st April 2025. Assistant Clerk to contact all hirers. |
| **7.3** | **Security at Beechen Hall** |
|  | The installation of CCTV and ANPR will be confirmed if planning permission is granted for the tree work. |
| **7.4** | **Cleaning Staff** |
|  | Noted. |
| **7.5** | **General** |
|  | It was proposed by Cllr A Brindle, seconded by Cllr J Akehurst and all agreed for the doorway between the hall and the Acorn room to be bricked up in order to improve sound proofing. |
| **8.** | **Parish Managed Play Area/Open Spaces** |
|  | It was proposed by Cllr A Brindle, seconded by Cllr P Sullivan, and all agreed to review the condition of all playground equipment at sites under our control with a view to renewing where necessary. Clerk to seek a grant. |
| **9** | **Dove Hill Allotments** |
| **9.1** | **Pest Control** |
|  | It was agreed to discuss pest control under the confidential section (section 13). |

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| **9.2** | **Entrance Road** |
|  | It was noted that work had begun on the allotment entrance road on 6 January 2025 (for up to 2 weeks weather dependant). Additional work required to the entrance of the stable property was approved prior to commencement, Cllr P Sullivan was not in agreement with the extra work carried out. |
| **9.3** | **Formation of Allotment Association** |
|  | Assistant Clerk to contact volunteers to arrange a meeting. |
| **9.4** | **Allotment Inspection and Plots** |
|  | Noted. Assistant Clerk to continue to advertise the available plots. |
| **10** | **Parish property** |
| **10.1** | **Boxley Parish Benches** |
|  | Noted. |
| **10.2** | **Churchyard Wall Tree Removal** |
|  | Noted. The actual cost of the site visit was £493. |
| **10.3** | **New Storage Container for Beechen Hall** |
|  | Noted. |
| **10.4** | **Noticeboards** |
|  | It was proposed by Cllr A Brindle, seconded by Cllr P Sullivan and agreed by all to remove noticeboards in Grovewood Drive South, Bargrove Road and to the rear of Boxley Church. Clerk/Assistant Clerk to place notices in those to be removed providing a date of removal. |
| **10.5** | **Maintenance for WWG Equipment** |
|  | It was proposed by Cllr A Brindle, seconded by Cllr M Beckwith and agreed by all for a schedule to be created to anticipate costs. Clerk to action. |
| **10.6** | **Supplementary Agenda**  **Closed Churchyard Memorials** |
|  | It was proposed by Cllr A Brindle, seconded by Cllr M Beckwith and agreed by all to accept the quote pending clarification by the Clerk regarding the length of time the quote is valid and under the proviso of Faculty permissions from descendants. |
| **11.** | **Matters for Decision** |
|  | None. |
| **12.** | **January Task List** |
|  | Noted. |
| **13.** | **CONFIDENTIAL SECTION** |
|  | Noted. |
| **14.** | **Date of Next Meeting** |
|  | Wednesday 19 March 2025 to follow on from Finance and General Purposes meeting beginning at 6.30 pm at Beechen Hall. Items for the agenda must be with the parish office no later than 12 March 2024. |

Meeting closed at 20.16 pm.

Signed as a correct record of the proceedings.

Chairman ……………………………………………….. Date ………………………………………………………..