



# 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@boxleyparishcouncil.org.uk](mailto:clerk@boxleyparishcouncil.org.uk)

**Clerk:** Daniela Baylis

**Assistant Clerk Finance:** Lissi Watts

**Admin/Bookings:** Heidi Pearson

## 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 2 October 2023 at 7.30pm at Beechen Hall, Wildfell Close, Walderslade, ME5 9RU**

**1. Apologies and absences**

To receive and accept apologies for absences

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

Members are required to declare any interests, dispensations, predetermination or lobbying on items on this agenda. Members are reminded that changes to the Register of Interests should be notified to Maidstone Borough Council.

**3. Motion to exclude the press and public from the meeting from items in the Confidential Section.**

**4. Minutes of the Parish Council Meeting 4 September 2023 and ECM 14 September 2023 - Decision**

To consider the minutes and if in order sign as a true record (pages 3-6) .

**5. Matters Arising From the Minutes**

**6. Crime Report and Police Issues**

See report (pages 6-7).

**Public Session at the discretion of the Chairman. Parishioners may address the meeting with regard to any item on the Agenda (time limited to 3 minutes per person). Items not on the Agenda must be submitted to the Clerk in advance of the meeting. Non-parishioners are only able to address the meeting at the invitation of the Chairman.**

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

The following have been previously circulated:

7.1 Environment Committee Meeting 4 September 2023.

7.2 Finance & General Purposes Committee 18 September 2023.

**8. Finance**

8.1 Bank Reconciliations – verbal report to be given at the meeting

8.2 Bank Balances (Page 7)

**9. Policies and Procedures**

9.1 Grants Policy – no changes made (Pages 7-10)

9.2 Grants Application Form – no changes made (Pages 10-11)

**10. Monthly Website/IT/Social Media update (Page 11)**

**11. Reports from Boxley Parish Councillors/Office**

11.1 Office Staff report

11.2 Councillors reports

11.3 Borough Councillor Reports on Maidstone Borough Council items that directly affect

- Boxley Parish
- 11.4 KALC representatives
- 11.5 Grove Green Community Hall representative
- 11.6 Sandling Village Hall Representative
- 11.7 Vinters Valley Nature Reserve Representative
- 11.8 Parish/Police Liaison Meeting Representative
- 11.9 Any other reports

**12. Walderslade Woodlands**

- 12.1 Walderslade Woodlands Committee Report (verbal report to be given at the meeting)

**13. Sandling** (Page 12)

**14. 80<sup>th</sup> Anniversary of D-Day** (Page 12)

**15. Matters for Decision**

**16. Meeting Schedule for 2024/25** (Pages 12-14)

**17. Correspondence**

To consider any received.

**18. Matters for Information**

To consider any received.

**19. Items for Next Agenda**

Councillors' reports and requests for items to be included on the next agenda to be submitted no later than 27 October 2023.

**20. Meetings**

Next Meeting Monday 6 November 2023.

**CONFIDENTIAL SECTION**

**21. Personnel matters** (Page 14)

**22. Vexatious People** – verbal report to be given at the meeting

22.1 Report on KALC Advice

22.2 Further Actions

*Daniela Baylis*

Daniela Baylis  
Clerk to the Council.

Date: 26 September 2023

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.