



BOXLEY PARISH COUNCIL
www.boxleyparishcouncil.org.uk

Beechen Hall, Wildfell Close, Walderslade, Chatham, Kent. ME5 9RU
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Clerk Mrs Pauline Bowdery **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 the Annual Meeting of the Parish Council will be held on Monday 4 May 2020. Due to the current situation this will be a remote meeting and anyone wishing to 'attend' needs to contact the Parish Office for information on how to join the call.

1. Election of Chairman.

To elect a Chairman and receive their Declaration of Acceptance of Office. (see report Page 3)

2. Election of Vice-Chairman

To elect a vice-chairman and receive their Declaration of Acceptance of Office

3. Apologies and absences

To receive and accept apologies for absences

4. 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.

5. To Appoint Committees, Committee Chairmen and Vice-Chairmen

See report (page 3-4).

6. To Appoint Representatives to External Bodies

See attached report (page 3-4).

7. Minutes of the Parish Council Meeting 2 March 2020

To consider the minutes and if in order sign as a true record (pages 4-6) .

8. Matters Arising From the Minutes

Minute 3357 – Walderslade Woodland – Clarification of costs had been asked for and a partial further explanation of costs received but the majority was still not properly accounted for so further clarification has been sought but not received as yet.

Minute 3358 – Grant request from Friends of Boxley Church – Their planned event is cancelled but they have asked if we BPC would pay for the Public Liability Insurance as in previous years.

11. Crime Report and Police Issues

Crime report. See report (pages 6-7).

Adjournment to enable members of the public to address the meeting

12. Draft Minutes of Recent Committee Meetings

To receive and note the following draft minutes.

12.1 Environment Committee 2 and 9 March 2020 See report (pages 7-11).

12.2 finance and General Purposes Committee 16 March 2020. See report (pages 12-14).

13. **Finance**

- 13.1 Payments made out of meeting 22.02.20 – 27.04.20. See report (page 20-26).
- 13.2 Receipts for the period. 22.02.20 – 27.04.2020. See report (page 26-30).
- 13.3 Account balances report (page 30).
- 13.4 End of Year and Audit of Accounts. See report (page 30-31).

14. **Policies and Procedures**

- 14.1 Training Policy – reviewed by F&GP Committee 16.3.2020 (Pages 15-17)
- 14.2 Compassionate Leave Policy – reviewed by F&GP Committee 16.3.2020 (Pages 17-18)

16. **Reports from councillors/office**

Members/staff who have attended any meeting on behalf of the parish council are invited to give a summary.

17. **Reports from Borough and County Councillors**

Our Ward councillors are invited to report and discuss matters affecting the parish.

18. **Grant Applications**

- 18.1 Bearsted PC Summer Play Scheme (page 19-20)

19. **Matters for Decision**

To consider issues such as attendance at meetings etc.

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 29 May 2020.

23. **Next Meeting**

8 June 2020

Daniela Baylis

Daniela Baylis
Clerk to the Council.

Date 28 April 2020

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.