



Boxley

PARISH COUNCIL

www.boxleyparishcouncil.org.uk

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

☎ 01634 861237

✉ clerk@boxleyparishcouncil.org.uk

Clerk: Daniela Baylis

Assistant Clerk: Heidi Pearson

Finance Assistant: Nichola Carter

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 8 September 2025 at 7.30pm at Weaving Village Hall, Weaving Street, Weaving, ME14 5JP.

1. Apologies and absences

To receive 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 for all items in the Confidential Section.

4. Minutes of the Parish Council Meeting 7 July 2025 and Extraordinary Meeting 29 July 2025 - Decision

To consider the minutes and if in order sign as a true record

5. Matters Arising From the Minutes

6. Co-option of new Councillors to fill 2 vacancies

Full Applications will be made available to councillors by email in advance of the meeting, and on the day of the meeting in paper form if not received previously.

7. Crime Report and Police Issues

See report

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.

8. Draft Minutes of Recent Committee Meetings

The following have been previously circulated:

- 8.1 Woodland Management Committee 20 August 2025
- 8.2 Environment Committee meeting 14 July 2025
- 8.3 Finance and General Purposes Committee 21 July 2025
- 8.4 Estates Committee 21 July 2025

9. Finance

- 9.1 Bank Balances
- 9.2 Finance General – verbal report to be given at the meeting.
- 9.3 Receipts and Payments – 1-30 August 2025

10. Policies and Procedures

- 10.1 Pandemic Safe Working Policy
- 10.2 Community Engagement Policy

- 10.3 Health and Safety Policy
- 10.4 Health and Safety Contractors and Visitors
- 10.5 Whole Council Risk Assessment

11. Reports from Boxley Parish Councillors/Office

- 11.1 Office Staff report
- 11.2 Councillor's reports
- 11.3 Borough Councillor Reports on Maidstone Borough Council items that directly affect Boxley Parish
- 11.4 Kent County Councillor Report
- 11.5 KALC representatives
- 11.6 Grove Green Community Hall representative
- 11.7 Sandling Village Hall Representative
- 11.8 Vinters Valley Nature Reserve Representative
- 11.9 Any other reports

12. Sandling

13. Lidsing

14. Cluster Meetings

15. Community Governance Review

- 15.1 Leaflet for North and South Parish wards
- 15.2 BPC response to CGR Review

16. KALC Award nominations

17. Social Media Engagement

18. Parish Council Business Plan

19. Five Year Development Plan

20. Grant Applications

- 20.1 Kent Air Ambulance
- 20.2 Summer play scheme in Bearsted; review

21. Matters for Decision

None on this Agenda

22. Correspondence

To consider any received

23. Matters for Information

24. Items for Next Agenda

Councillors' reports and requests for items to be included on the next agenda to be submitted no later than 23 September 2025.

25. Meetings

Next Meeting Monday 6 October 2025 at Sandling Village Hall at 7.30pm.

CONFIDENTIAL SECTION

26. Personnel matters

Daniela Baylis

Daniela Baylis
Clerk to the Council.

Date: 1 September 2025

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.