



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 the Annual Meeting of the Parish Council will be held on Wednesday 6 May 2026 at 6.30pm at Beechen Hall, Wildfell Close, Walderslade, Kent, ME5 9RU.

Declarations of Acceptance of Office will be signed at the beginning of the meeting before any business is transacted.

1. Election of Chairman.

To elect a Chairman and receive their Declaration of Acceptance of Office.

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. Motion to exclude the press and public from the meeting for all items in the Confidential Section.

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

7. To Appoint Representatives to External Bodies

8. Minutes of the Parish Council Meetings 2 March and 13 April 2026 - Decision

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

9. Matters Arising From the Minutes

10. Crime Report and Police Issues

Crime report. 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.

11. Draft Minutes of Recent Committee Meetings

The following have been previously circulated:

11.1 Environment Committee Meeting 20 April 2026.

12. Finance

12.1 Bank Account totals

12.2 Receipts and payments 1-30 April 2026

13. Policies and Procedures

- 13.1 Code of Conduct Complaints
- 13.2 Lobbying and Predetermination
- 13.3 Guidance Note on Reasons for Absence
- 13.4 Recording of Meetings Statement
- 13.5 Co-option Policy and Application Form

14. Reports from Boxley Parish Councillors/Office

- 14.1 Office Staff report
- 14.2 Councillors reports
- 14.3 Borough Councillor Reports on Maidstone Borough Council items that directly affect Boxley Parish
- 14.4 KALC representatives
- 14.5 Grove Green Community Hall representative
- 14.6 Sandling Village Hall Representative
- 14.7 Vinters Valley Nature Reserve Representative
- 14.9 Any other reports

15. Sandling

16. Lidsing

17. Cluster Meetings

18. Community Resilience Planning

19. Maidstone's Big Day Out

20. Boxley Parish Council - Five Year Plan

21. Correspondence

To consider any received.

22. Matters for Information

19.2 To consider any received.

23. Items for Next Agenda

24. Meetings

Next Meeting 8 June 2026.

Confidential Section

25. Personnel matters

25.1 Report from Personnel Committee

Daniela Baylis

Daniela Baylis
Clerk to the Council.

Date: 30 April 2026

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.