



Boxley

PARISH COUNCIL

www.boxleyparishcouncil.gov.uk

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

☎ 01634 861237

✉ clerk@boxleyparishcouncil.gov.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 13 April 2026 at Weaving Village Hall, Weaving Street, Weaving, ME14 5JP at 7.00pm.

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 2 March 2026**

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

5. **Matters Arising from the Minutes**

6. **Councillor Co-Option**

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. **Committee Membership**

8. **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.

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

The following have been previously circulated:

9.2 Environment Committee Meeting 16 March 2026

9.3 Finance and General Purpose Committee 23 March 2026

9.4 Estates Committee 23 March 2026

10. **Finance**

10.1 Bank Balances

10.2 Finance General

10.3 Receipts and Payments. 1- 31 March 2026

10.4 Quotation for Business Tenders

11. **Policies and Procedures**

11.1 Committee Terms of Reference

11.2 Communications Press and Media Policy

- 11.3 Complaints Policy – new draft from Cllr Thompson
- 11.4 Vexatious Complaints Policy
- 11.5 Freedom of Information Policy
- 11.6 Councillor Allowance Scheme for publication on the website

12. Reports from Boxley Parish Councillors/Office

- 12.1 Office Staff report
- 12.2 Councillor's reports
- 12.3 Borough Councillor Reports on Maidstone Borough Council items that directly affect Boxley Parish
- 12.4 Kent County Councillor Report
- 12.5 KALC representatives
- 12.6 Grove Green Community Hall representative
- 12.7 Sandling Village Hall Representative
- 12.8 Vinters Valley Nature Reserve Representative
- 12.9 Any other reports

13. Sandling

14. Lidsing

15. Cluster Meetings

16. Community Resilience Planning

17. Maidstone's Big Day Out

18. Boxley Parish Council - Five Year Plan

19. Matters for Decision

None on this Agenda

20. Correspondence

To consider any received

21. Matters for Information

22. Items for Next Agenda

Councillors' reports and requests for items to be included on the next agenda to be submitted no later than 23 April 2026.

23. Meetings

Next Meeting Monday 6 May 2026 at Beechen Hall at 6.30pm.

CONFIDENTIAL SECTION

24. Chair's report on complaints received and advice from KALC

25. Personnel Matters

Daniela Baylis

Daniela Baylis
Clerk to the Council.

Date: 8 April 2026

In accordance with policy the meeting should close no later than 8.30 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.