



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 3 November 2025 at Beechen Hall, Wildfell Close, Walderslade, ME5 9RU at 6.30pm.

1. Apologies and absences

To receive apologies for absences. (6:30)

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. (6:31)

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

(6:32)

4. Minutes of the Parish Council Meeting 7 October 2025 To consider the minutes and if in order sign as a true record

(6:34)

5. Matters Arising From the Minutes

(6:36)

6. Co-option of new Councillors to fill 1 vacancy

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. (6:50)

7. Crime Report and Police Issues

See report (6:52)

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.

(7:00)

8. Draft Minutes of Recent Committee Meetings

The following have been previously circulated:

8.1 Long Term Investment Working Group 1 October 2025

8.2 Woodland Management Committee 1 October 2025

8.3 Environment Committee Meeting 13 October 2025 (7:03)

9. Finance

9.1 Bank Balances –

9.2 Finance General – verbal report to be given at the meeting.

9.3 Receipts and Payments – 1- 28 October 2025 (7:08)

9.4 to consider the External Auditor's report and certificate 2024/25 (7.10)

10. Policies and Procedures

10.1 Financial Regulations

- 10.2 Financial Transactions Procedures
- 10.3 Grant Awarding Policy
- 10.4 Grant Application Form (7:20)

11. Reports from Boxley Parish Councillors/Office

- 11.1 Office Staff report
- 11.2 Councillor's report
- 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 (verbal)
- 11.8 Vinters Valley Nature Reserve Representative
- 11.9 Any other reports (7:28)

12. Sandling

Update of information obtained and preparations for a potential CIL application.
(7:38)

13. Lidsing

Update on Boxley and Bredhurst Traffic Survey and reports, and arrangements for Boxley Parish Council's support for residents in responding to the Supplementary Planning Document consultation. Response by Boxley Parish Council. (7:50)

14. Cluster Meetings (7:51)

15. Community Governance Review (7:56)

16. Five Year Development Plan (8:20)

17. Matters for Decision (8:21)
None on this Agenda

18. Correspondence (8:22)
To consider any received

19. Matters for Information (8:23)

20. Items for Next Agenda

Councillors' reports and requests for items to be included on the next agenda to be submitted no later than 25 November 2025. (8:24)

21. Meetings

Next Meeting Monday 8 December 2025 at Sandling Village Hall at 6.30pm.

CONFIDENTIAL SECTION

22. Personnel matters (8:30)

Daniela Baylis

Daniela Baylis
Clerk to the Council.

Date: 29 October 2025