

**Minutes of the Boxley Parish Council Meeting held at Beechen Hall, Wildfell Close, Walderslade, Kent, ME5 9RU on the 3<sup>rd</sup> November 2025 at 6.30pm**

**Councillors Present:** S Thompson (Chair), A Adams, R Dines, V Jones, N Zand, A Brindle, P Sullivan, I Davies, V Kellaway, T Joyce, J Akehurst and P Mclean, together with Mrs D Baylis – Parish Clerk and 2 members of the public.

**1. Apologies and absences**

Clrs English and Sampangi – apologies given.

**2. Declaration of Interests, Dispensations, Predetermination or Lobbying**

None declared.

**3. Motion to exclude the press and public from the meeting for all items in the confidential section.**

It was proposed by Cllr V Jones, seconded by Cllr A Brindle and all agreed that members of the public be excluded from all items in the confidential section.

**4. Minutes of the Parish Council Meeting 7 October 2025**

The amendments to the Minutes were agreed and would be signed once made.

**5. Matters Arising From the Minutes**

Minute 3984 Item 9.4 Councillor Allowances – Cllr Davies reported that in the past Co-opted Councillors who could not claim the Councillor Allowance were able to claim for mileage for travel to meetings and other BPC business.

Public Session – Minute 3983 - Cllr Thompson reported that the fly tipping site in Wents Wood had been visited on the Parish Tour and that BPC agreed with the MBC determination that the placement of the sleepers against the garden boundary fence was appropriate and not fly tipping. Cllr Sullivan asked if the rubble had been seen. It had not, so Cllr Thompson would meet him and the resident on site and investigate further. Cllr Mclean reported that the land was definitely on the Land Registry as owned by MBC. Cllr Jones reported that MBC had to prioritise resources and did not see how this fly tipping could be cleared with the access being difficult and that fly tipping on roads should be prioritised.

**6. Co-option of New Councillors to fill 1 vacancy**

No applications had been received. Cllr Thompson welcomed Cllr Joyce to his first meeting.

**7. Crime Report and Police Issues**

Noted.

**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.**

The members of the public did not have anything they wished to raise.

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

**8.1 Long Term Investment Working Group 1 October 2025**

Noted. There would be a new meeting shortly.

**8.2 Woodland Management Committee 1 October 2025**

Noted. Cllr Jones said that the health and safety training for volunteers had been completed. The group was currently uninsured while she was getting a new insurance quotation. This involved updating the asset register and talking to both the existing insurance company for the Group and BPC's insurers to obtain new quotations.

8.3 Environment Committee meeting 13 October 2025  
Noted.

**9. Finance**

**9.1 Bank Balances**

Noted. The Clerk was asked to add zero to those accounts earning no interest. Cllr Brindle said that EMR funds for specific projects were in flexible accounts with easy access to the funds. The Clerk was asked to arrange a meeting with the other independent financial advisor to look at general investment as his specific questions had not yet been answered.

**9.2 Finance General**

Cllr Brindle reported that the bank reconciliation for October was ready for her to sign off and she would attend the office on Friday 7 November to do so.

**9.3 Receipts and Payments 1-30 September 2025**

Noted.

**9.4 To consider the External Auditors Report**

The External Auditors report was considered.

**10. Policies and Procedures**

**10.1 Financial Regulations**

This would come back to the next meeting with the suggested amendments.

**10.2 Financial Transactions Procedures**

It was proposed by Cllr Thompson, seconded by Cllr Mclean and all agreed to adopt the Financial Transactions Procedures document with the proposed amendments.

**10.2 Grants Policy**

It was proposed by Cllr Thompson, seconded by Cllr Mclean and all agreed to adopt the new Grants Policy with the proposed amendments.

**10.3 Grant Application Form**

It was proposed by Cllr I Davies, seconded by Cllr V Kellaway and all agreed to adopt the new Grant Application Form with the proposed amendments.

**11. Reports from Boxley Parish Councillors/Office**

**11.1 Office Staff Report**

One member of staff was currently on sick leave which caused additional work for the other office staff.

**11.2 Councillors Reports**

None put forward.

**11.3 Borough Councillor Reports**

Cllr Jones reported that she and Cllr Thompson had mainly been working on Lidsing. The SPD consultation started 3<sup>rd</sup> November and there was a drop in session at Beechen Hall on the 12<sup>th</sup> November. It had been posted on MBC's social media on the 3<sup>rd</sup> November and she urged all members to share all posts relating to this consultation to raise awareness.

Cllr Thompson put forward the following list for members to be aware of:

The Kent Downs Management Plan survey is still live. He advised members to visit the survey and comment on the A229 and 249 on the rural environment on the Kent Downs and increasing industrialisation of the countryside, not least by viticulture.

Making Space For Nature. Nature Recovery and ways of doing biodiversity net gain that keep to the spirit as well as the letter of the regulations is also vital. If you read about 'Rights of Nature' in MBC literature it is to be understood as supporting the environment, opposing negative aspects of business capital, as businesses often have 'rights' so this is advanced to bring balance, not to encourage 'talking to trees'.

The proposed solar farm at Harp Farm Road is coming to Planning Committee very soon, he and several other borough Councillors had met with the applicant. They have received some guidance from Officer Richard Timms, and he would share this with members.

Newnham Court roundabout to the M20 junction 7 would be closed from the 16-20 December for the road improvement scheme works.

The Heritage Spaces consultation is continuing and he is speaking up on behalf of the Parishes so that Boxley and other Parishes can have a part in this process.

MBC's second year Action Plan is coming to informal cabinet and then full cabinet.

Items he wanted to bring to members attention were:

MBC's asset register was being updated, with the creation of the new town council in mind and possible transfer to parishes.

Youth and social provision in the borough was being considered. He asked members to let him have any ideas they had on this.

The Gypsy and Traveler DPD is coming forward in year 2.

Enforcement, staff and financing.

On the social aspects, MBC were promoting the 'Best Bar None' scheme and the community protection, 'Ask Angela' and 'Ask Clive' processes and raising awareness.

#### 11.4 **Kent County Council Representative**

No report made. The Clerk was asked to email the KCC Councillor and ask for an update on the A229 and the KCC response to the Lidsing scheme, copying in Borough Councillors Thompson and Jones.

#### 11.5 **KALC Representative**

The next meeting is on the 24<sup>th</sup> November.

#### 11.6 **Grove Green Community Hall Representative**

Cllr Mclean said that a meeting had been held on the 21 October. The hall was now in profit. They were replacing the foyer carpet with LVT. The hall was busy with bookings.

#### 11.7 **Sandling Village Hall Representative**

Cllr Akehurst reported that their next Committee meeting was on the 4<sup>th</sup> November and that she and Cllr Brindle would be attending.

#### 11.8 **Vinters Valley Nature Reserve Representative**

Cllr Brindle reported that there had been a trustees meeting. A couple of storms had impacted the reserve, with the loss of a few trees. The priority had been making these safe. The reserve had been packed with visitors over the summer.

#### 11.9 **Any other reports**

None presented.

#### 12. **Sandling**

The Clerk was waiting on the Active Travel Team to confirm that their grant would be used to cover the resurfacing cost. Cllr Brindle said that the meeting with Spencer Dixon had been very positive and he was very supportive of the scheme. The Clerk was asked to get an update on the scheme from Spencer Dixon. The Clerk was asked to see if the ATT grant was specific to this financial year. It was proposed by Cllr Brindle, seconded by Cllr Thompson and agreed with one abstention that the Clerk apply to the Strategic CIL fund for £120,000 towards the shared path scheme in Sandling.

Cllr Akehurst thanked Cllr Jones for her work towards getting double yellow lines installed in Tyland Lane. The Clerk was asked to report the overgrown condition of the

footpath from Tollgate to Tyland Lane to KCC.

Cllr Akehurst said that 2 lorry loads of garden waste had been fly tipped at the underpass by the Garage. This was being dealt with by Tonbridge and Malling Council who were using ANPR cameras to try to identify the culprits. The pumpkin field has worked well again this year with the owners managing the traffic in a very efficient and safe manner.

The Chairman extended the meeting for 15 minutes.

**13. Lidsing**

Covered under item 11.3. Cllr Dines said that MBC has not set out its own procedures for Monitoring and Managing the traffic yet. The onus is on MBC to say how this will be done. The Traffic surveys recently carried out by BPC would prove valuable going forward and should be repeated annually.

**14. Cluster Meetings**

Cllr Thompson said that there was a cluster meeting scheduled for 4<sup>th</sup> November and he would be attending.

**15. Community Governance Review**

Cllr Brindle questioned how residents of Grove Green and Weavering would be informed about the results of the Stage 1 Consultation. Cllr Thompson said that the Stage 1 consultation would not be taken forward to Stage 2.

**16. Five Year Development Plan**

Cllr Thompson moved that all Councillors submit ideas to Committee chairs or the Clerk.

**17. Matters for Decision**

It was agreed that Cllr Jones become a member of the Finance and General Purposes Committee.

**18. Correspondence**

None received.

**19. Matters for Information**

None.

**20. Items for Next Agenda**

None raised.

**21. Meetings**

The next meeting would be on the 3 November 2025.

**Confidential Section**

**22. Personnel matters. This item was held in open session.**

Cllr Brindle said that the job descriptions had been completed and were with staff for agreement. 3 Appraisals had been completed with 1 outstanding.

Meeting closed at 8.57 pm.

Signed as a correct record of the proceedings.

Chairman ..... Date .....