

Minutes of the Boxley Parish Council Meeting held at Weaving Village Hall, Weaving Street, Weaving, ME14 5JP on the 8th September 2025 at 7.30pm

Councillors Present: S Thompson (Chair), A Adams, J Akehurst, I Davies, R Dines, V Jones, N Zand, V Kellaway and P Sullivan, together with Mrs D Baylis – Parish Clerk and 11 members of the public.

1. Apologies and absences

Cllrs A Brindle and J Sampangi – apologies given
Cllr English - Absent
Borough Councillor Ron Burke – 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 I Davies, seconded by Cllr V Jones 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 July and Extraordinary meeting 29 July 2025

Minutes of the Parish Council meeting held on the 7 July, agreed with amendments and would be signed by the Chairman once the amendments were made. 29 July ECM minutes agreed and signed by the Chairman.

5. Matters Arising From the Minutes

Minute 3938 Item 21 - .gov email addresses. The Clerk reported that these were nearly operational and to ignore the first email sent out as this was not quite right. A correct set of email addresses and passwords would be sent out shortly together with instructions for setting them up.

Minute 3964 Item 9.2 The Clerk was trying to arrange a meeting of the Long Term Investment Working Group but it was proving difficult to get a date arranged.

Minute 3964 Item 9.2 The Clerk would send the clarification on the rate of VAT applied to voucher 168 shortly.

Minute 3964 Item 12.2 Speedwatch was on the Agenda of the Environment Committee meeting being held on the 15 September. Cllrs A Adams and P Sullivan were interested in the training.

Minute 3964/3965 Item 12.2 Cllr Dines said that the meeting with John Edwards had been held. Fly tipping had been looked at. They had walked up Westfield Sole Road and found 2 areas of outstanding fly tipping which have now been removed. KCC would be contacted to cut the verges which would make removing fly tipping easier. The litter pick on the 24th had been held with 8 volunteers collecting 24 bags of litter, 13 from Medway and 11 from Maidstone. The group would, in future, give 7 days' notice of litter picks to get a speedier response to clearing the bags.

Minute 3963 Public Session – The member of the public was not happy with the response received from MBC. MBC have said that they were happy with the sleepers being put on their land against the properties fence as it was reuse of materials. They had not addressed the sleepers fly tipped into Wents Wood or the fly tipped rubble. It was proposed by Cllr Akehurst, seconded by Cllr Sullivan and agreed with 2 abstentions to send a letter from BPC to MBC about the issue requesting action. Cllr Thompson and Cllr Sullivan would meet with the resident on site to get a what 3 words location for the fly tip.

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

No one had applied for the vacancies.

7. Crime Report and Police Issues

Noted. Cllr Mclean said that there had been several reports of break-ins reported on the Grove Green and Weaving Facebook page. He had talked to the admins for the page and the Parish Council was not allowed to join as they did not want any local government/political involvement.

The Clerk was asked to circulate the registration of video doorbells to the police database again.

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.

Most of the members of the public had questions regarding item 15. The Community Governance Review being carried out by Maidstone Borough Council. Questions asked and answers given were:

A concern on the fact that there was no limit on the number of surveys that could be completed and no checks on where the person filling it in lived. This may leave the consultation open to abuse. Cllr Thompson assured the resident that anomalies would be picked up. It was agreed to raise a concern over this issue with MBC from the Parish Council.

Is a ballot paper going to be issued to all residents for any stage 2 vote? It was agreed that the Parish Council will write to require this.

Can a video of how to complete the survey be put online for residents? The Clerk would action this.

Why were BPC surveys delivered to Thurnham West? Cllr Thompson said that he had made this decision alone as he thought people would rather have too much information than not enough.

What is the BPC stance on item 15. Cllr Thompson said that this would be covered later in the meeting under item 15.2. He said that once residents see what BPC does for them then residents can decide if they want more of the same or something different.

A resident asked for more information on budgets and asset management costs. An overview of this was given together with an invitation by the Clerk to come into the office for a more detailed explanation.

A request was made for speed indicator signs. The resident was asked to put the request into the office so that it can be put on an Environment Committee Agenda for consideration.

A resident asked for individual Councillors views and how they would fill in the consultation form. Cllr Thompson said that this would be covered under item 15.2. It was proposed by Cllr Joneses, seconded by Cllr Zand and all agreed to bring forward Item 15.

8. Draft Minutes of Recent Committee Meetings

8.1 Woodland Management Committee 20 August 2025

Noted.

8.2 Environment Committee 14 July 2025

Noted.

8.3 Finance and General Purposes Committee 21 July 2025

Noted.

8.4 Estates Committee 21 July 2025

Noted.

9. **Finance**

9.1 **Bank Balances**

Noted. Cllr I Davies said that there was a discrepancy in the total of £30.

9.2 **Finance General**

The Clerk was trying to arrange a meeting of the Long Term Investment Working Group but this was proving difficult to coordinate. She was trying to arrange the meeting before another scheduled meeting to try and avoid Councillors having to give up another evening. This is now looking like it will have to be an additional evening date.

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

Noted.

10. **Policies and Procedures**

10.1 **Pandemic Safe Working Policy**

Agreed with proposed amendments.

10.2 **Community Engagement Policy**

Agreed with amendments.

10.2 **Health and Safety Policy**

Clerk asked to check working at height regulations for loft access.

The Chairman extended the meeting by 30 minutes.

10.4 **Health and Safety Contractors**

Agreed with amendments.

10.5 **Whole Council Risk Assessment**

Agreed with amendments.

It was proposed by Cllr Thompson, seconded by Cllr Akehurst and all agreed to adopt policies, 10.1, 10.3, 10.4 and 10.5. The Health and Safety Policy would be returned to the next meeting.

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

11.1 **Office Staff Report**

Noted.

11.2 **Councillors Reports**

None given.

11.3 **Borough Councillor Reports**

Cllr Thompson reported that the Gypsy and Traveler DPD consultation was open. There was an opportunity to bid for new interpretation boards. The Parish Conference was scheduled for the 10 November. Boxley would be asked to send representatives and all parishes have already been invited to make a submission.

11.4 **Kent County Council Representative**

No report given.

11.5 **KALC Representative**

There had been a meeting on the 12 July. The Code of Conduct review was still in progress. The KALC Chairman would be attending a meeting of the Local Government Review.

11.6 Grove Green Community Hall Representative

Cllr Mclean was happy to circulate the latest meeting minutes. Last year the hall had shown a deficit and this year the balance is now positive.

11.7 Sandling Village Hall Representative

Report given under item 12.

11.8 Vinters Valley Nature Reserve Representative

Cllr Brindle had no update for the meeting.

11.9 Any other reports

A reminder was made about planning training scheduled for the 15 September at 6pm.

12. Sandling

Report from Cllr Akehurst noted. KCC had put up notices at the top and bottom of the A229. They were testing water levels for the consultation.

13. Lidsing

It was agreed to commission a joint traffic summary with Bredhurst PC subject to their agreement. Cllr Jones suggested a 80/20 split in costs. Clerk to contact Bredhurst Clerk.

The next meeting with selected councillors and officers is on the 12 September 2025.

14. Cluster Meetings

No meeting had been held.

15. Community Governance Review

15.1 Leaflet for North and South Parish Wards

It was proposed by Cllr Thompson, seconded by Cllr Jones and agreed with 2 abstentions to produce a leaflet for the North and South Parish wards. Cllr Thompson would meet the Clerk the following day to draft the leaflet and send it out to Councillors for comment with a view to submitting it to print on Tuesday 8/9/25.

15.2 BPC response to Community Governance Review

Cllr Akehurst put forward the view that she was in favour of ticking the box to remain, as she believed bigger was better for the community, with Devolution on the horizon. Cllr Mclean put forward that due to the lack of MBC saying what they'd like to do to, and for, the area he was in favour of staying the same. Cllr Sullivan put forward that he was unhappy that the map put forward by MBC did not even show the whole Parish. He was in favour of staying the same. Cllr Zand put forward that the Parish would be stronger if it remains whole and would vote for staying the same.

Following these statements, Cllr Thompson called for a collective vote for remain the same. A vote was taken with 8 in favour of 'remain the same' and 2 against.

The Survey questions were then taken one at a time with a vote taken for each.

What approach to governance do you think is most appropriate for Grove Green?

Box 1 Remain part of Boxley Parish – 8 for, 1 against, 1 abstention.

Box 2 Join up with Thurnham West to create a new Parish – 7 against, 3 abstentions.

Box 3 Grove Green to have its own parish – 1 for, 5 against, 4 abstentions.

Box 4 Something else – 9 against, 1 abstention.

Q4 Other approaches

Motion – The whole Parish should get a vote – 1 for, 3 abstentions and 6 against.

Motion – A formal vote should be held with polling cards issued to every resident. – 1 abstention and 9 in favour.

The Clerk would fill in the Parish Council response to the consultation in accordance with these answers.

16. **KALC award nominations**
Noted.
17. **Social Media Engagement**
Covered earlier under item 10.2
18. **Parish Council Business Plan**
This will be reviewed by the Estates Committee.
19. **Five Year Development Plan**
This will be put out to Committees for ideas for projects to put in the plan.
20. **Grant Applications**
- 20.1 **Kent Air Ambulance**
It was proposed by Cllr I Davies, seconded by Cllr V Jones and all agreed to make the requested grant of £500.
- 20.2 **Summer Play Scheme in Bearsted – review**
This scheme no longer runs in its past form.
21. **Matters for Decision**
None for this Agenda.
22. **Correspondence**
None received.
23. **Matters for Information**
None.
24. **Items for Next Agenda**
None raised.
25. **Meetings**
The next meeting was scheduled for Monday 6th October at Sandling Village Hall. It was proposed by Cllr S Thompson, seconded by Cllr Jones and all agreed to move this meeting to Tuesday 7th October, subject to the halls availability to allow Cllrs V Kellaway, N Zand, R Dines, J Akehurst and A Adams to attend the KALC training for new Councillors.
It was agreed to try starting future full Parish Council meetings at 6.30pm so that they did not overrun past 10pm.

Confidential Section

26. **Personnel matters. This item was held in open session.**
Report noted. It was agreed that Cllr Zand would also hold a set of keys to Beechen Hall as she lives within walking distance.

Meeting closed at 10.24 pm.

Signed as a correct record of the proceedings.

Chairman Date