



# Boxley

## PARISH COUNCIL

[www.boxleyparishcouncil.org.uk](http://www.boxleyparishcouncil.org.uk)

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

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✉ [clerk@boxleyparishcouncil.org.uk](mailto:clerk@boxleyparishcouncil.org.uk)

**Clerk:** Mrs Daniela Baylis

**Assistant Clerk Finance:** Lissi Watt

**Admin/Bookings:** Heidi Pearson

## A G E N D A

### To All Members of the Council, Press and Public

There will be a meeting of the **Finance & General Purposes Committee** on **Monday 18 September 2023** at Beechen Hall, Wildfell Close, Walderslade, ME5 9RU at 7.30pm

**1. Election of Chairman**

**2. Apologies and Non-Attendance**

To receive apologies from members unable to attend.

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

Members are required to declare any interests, dispensations, predetermination or lobbying on items on this agenda.

**4. Motion to exclude the Press and Public from items in the Confidential Section**

**5. Minutes of the meeting of 17 July 2023** (Pages 3-5)

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

**6. Matters arising from the minutes**

**6.1** None.

**6.2** Any other matters arising from the minutes, but not on the agenda.

**Adjournment to enable members of the public to address the meeting.**

**7. Financial**

**7.1** Bank Reconciliations – verbal report to be given at the meeting.

**7.2** Bank Account totals (Page 5)

**7.3** Financial reports (Pages 5-8)

**7.4** Machine Repairs (Pages 8-10)

**7.5** Fencing quotations (Page 10)

**8. Policies and Procedure for Review**

**8.1** Accident Book Review (Page )

**9. Grant for War Memorial Wreath** (Page 11-12)

**10. KALC Awards** (Page 12)

**11. Matter for Information**

To receive information.

**12. Items for Next Agenda**

Councillors' reports and requests for items to be included on the agenda to be submitted no later than 10 November 2023.

**13. Date of Next Meeting**

Monday 18 November 2023

**CONFIDENTIAL SECTION**

**14. Report from Personnel Committee**

14.1 TOIL, training, leave and sickness cover. (Verbal report to be given at meeting).

14.2 Report from Personnel Committee

14.3 Christmas Closedown 2023/24 (Page 12)

*Daniela Baylis*

Daniela Baylis  
Clerk to the Council.

Date: 12 September 2023

**Note to all councillors:** You are welcome to attend and speak at meetings of committees of which you are not a member but only committee members may vote.

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.