



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 9 June 2025 at 7.30pm at Weaving Village Hall, Weaving Street, Weaving, ME14 5JP

Before the meeting a minutes silence will be held in memorium of Derek Butler a former Boxley Parish Councillor for 15 years who passed away on the 22 May 2025.

1. Apologies and absences

To receive and accept 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 7 May 2025 - Decision

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

5. Matters Arising From the Minutes

6. 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.

7. Draft Minutes of Recent Committee Meetings

The following have been previously circulated:

- 7.1 Environment Committee meeting 12 May 2025.
- 7.2 Finance and General Purposes Committee 19 May 2025.
- 7.3 Estates Committee 19 May 2025.

8. Finance

- 8.1 Bank Balances
- 8.2 Finance General – verbal report to be given at the meeting.
- 8.3 Receipts and Payments – 1 May-30 May 2025
- 8.4 To note the Internal Auditors reports
- 8.5 To approve the signing of the Annual Governance Statement by the Chairman and the Clerk.
- 8.6 To approve the signing of the Accounting Statements by the RFO and Chairman.
- 8.7 To consider the final report from the Internal Auditor

9. Policies and Procedures

- 9.1 Councillor Allowance Scheme for publication on the Website
- 9.2 Committee Terms of Reference – item requested by Cllrs Thompson, McLean and Dines

10. Reports from Boxley Parish Councillors/Office

- 10.1 Office Staff report
- 10.2 Councillor's reports
- 10.3 Borough Councillor Reports on Maidstone Borough Council items that directly affect Boxley Parish
- 10.4 Kent County Councillor Report
- 10.5 KALC representatives
- 10.6 Grove Green Community Hall representative
- 10.7 Sandling Village Hall Representative
- 10.8 Vinters Valley Nature Reserve Representative
- 10.9 Any other reports

11. Sandling

12. Lidsing

13. Cluster Meetings

14. Matters for Decision

None on this Agenda

15. Correspondence

To consider any received.

16. Matters for Information

17. Items for Next Agenda

Councillors' reports and requests for items to be included on the next agenda to be submitted no later than 24 June 2025.

18. Meetings

Next Meeting Monday 7 July 2025 at Beechen Hall at 7.30pm.

CONFIDENTIAL SECTION

19. Personnel matters

Daniela Baylis

Daniela Baylis
Clerk to the Council.

Date: 2 June 2025

In accordance with policy the meeting should close no later than 9.30 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.