



# Boxley

## PARISH COUNCIL

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

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

☎ 01634 861237

✉ [clerk@boxleyparishcouncil.gov.uk](mailto:clerk@boxleyparishcouncil.gov.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 19 January 2026 at Beechen Hall, Wildfell Close, Walderslade, Kent, ME5 9RU at 6.30pm.**

**1. Apologies and absences**

To receive 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 8 December 2025**

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

**5. Matters Arising from the Minutes**

**6. Councillor Co-Option**

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.

**7. 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.**

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

The following have been previously circulated:

9.1 Woodland Management Committee 26 November 2025

9.2 Environment Committee Meeting 15 December 2025

9.3 Finance and General Purposes Committee 12 January 2026

9.4 Estates Committee Meeting 12 January 2026

**9. Finance**

9.1 Bank Balances

9.2 Finance General – Verbal report to be given.

9.3 Receipts and Payments. 1- 31 December 2025

9.4 To agree the Budget put forward by the Finance and General Purposes Committee

9.5 To set the Precept for 2026/27

**10. Policies and Procedures**

**10.1 Financial Regulations**

10.2 Policies and Procedures Review schedule

10.3 Chairmans Handover Pack

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

11.1 Office Staff report

11.2 Councillor's reports

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

11.8 Vinters Valley Nature Reserve Representative

11.9 Any other reports

**12. Sandling**

**13. Lidsing**

**14. Cluster Meetings**

**15. Website**

**16. Community Resilience Planning**

**17. Boxley Parish Council - Five Year Plan**

**18. KALC Community Award**

**19. Matters for Decision**

None on this Agenda

**20. Correspondence**

To consider any received

**21. Matters for Information**

**22. Items for Next Agenda**

Councillors' reports and requests for items to be included on the next agenda to be submitted no later than 17 February 2026.

**23. Meetings**

**Next Meeting Monday 2 March 2026 at Beechen Hall** at 6.30pm.

**CONFIDENTIAL SECTION**

**24. Personnel Matters**

*Daniela Baylis*

Daniela Baylis

Clerk to the Council.

Date: 13 January 202

In accordance with policy the meeting should close no later than 8.30 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.