



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

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✉ clerk@boxleyparishcouncil.gov.uk

Clerk: Mrs Daniela Baylis

Assistant Clerk: Heidi Pearson

Assistant Finance: Nichola Carter

ADJOURNED ESTATES A G E N D A

To All Members of the Council, Press and Public there will be a meeting of the Estates Committee on Monday 28 September 2026 at Beechen Hall, Wildfell Close Walderslade ME5 9RU to commence at 6.00 pm to cover items deferred from the Estates Committee Meeting held on the 17 August 2026 plus any additional items that require an urgent decision.

The Chairman will assume that all Members will read the reports before attending the meeting. Members are asked to submit questions to the Clerk in advance of the meeting to enable a response to be given at the meeting.

1. **Apologies and Non-Attendance**
2. **Motion to exclude the press and public from the meeting for all items in the Confidential Section.**
3. **Declaration of Interest or Lobbying**
Members are required to declare any interests, requests for dispensation, lobbying or changes to the Register of Interests.

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 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.

4. **Dove Hill Allotments (PREVIOUSLY ITEM 9)**
 - 4.1 Pest Control Policy (New) (Page 3)
 - 4.2 Pest Control/Pest Control Contract (Page 6)
 - 4.3 Allotment Toilet (Page 7)
 - 4.4 Allotment Shed (Page 7)
 - 4.5 Allotment Inspection and Plots Available (Page 8)
 - 4.6 Allotment Rent (Page 9)
5. **5 Year Strategic Plan (PREVIOUSLY ITEM 10)**
(Page 14)
6. **Burial Ground (PREVIOUSLY ITEM 10)**
 - 6.1 Burial Ground Regulations (No Change) (Page 15)
 - 6.2 Burial Ground Fees (No Change) (Page 20)
 - 6.3 Burial Ground Procedures (No Change) (Page 21)
7. **Policies and Procedures for Review (PREVIOUSLY ITEM 11)**
 - 7.1 Snow Policy (No change) (Page 22)
 - 7.2 War Memorial Inscription Policy (New) (Page 23)
 - 7.3 Flag Flying Policy (New) (Page 25)
8. **Urgent Matters for Decision**

- 8.1 PAT Testing (Item 6.7 from 17 August 2026) (Page 26)
- 8.2 Cleaning Contract (Page 27)
- 8.3 Decorating (Page 27)
- 8.4 Storage Container Ramp (Page 27)
- 8.5 Footpath (Page 28)
- 8.6 Christmas Closedown (Page 28)

9 **CONFIDENTIAL SECTION**
(Page 28)

10. **Date of Next Meeting (PREVIOUSLY ITEM 13)**
Monday 14 December 2026 at 6.30 pm at Beechen Hall.
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Daniela Baylis

Daniela Baylis
Clerk to the Council

Date: 23 September 2026

In accordance with policy the meeting should last no longer than 2 hours 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.

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