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Minutes from the PARISH COUNCIL MEETING held at Kingsmead Primary School
on Monday 18th September 2017 at 7.30pm

Attended by: Cllrs Reed (Chair), Hoey (Vice Chair), Bannister, Logan, Martin, Chappell, Williams & Jo O'Donoghue (Clerk)

PART A

1. To receive Apologies

Noted: Apologies were received and accepted from Cllr Boylan & Cllr Weltman

2. Disclosure of interest in items on the agenda

To receive from members, disclosure of any (a) Disclosable Pecuniary Interests and, (b) Other Disclosable Interests as required under Chapter 7 of the Localism Act 2011 and Kingsmead Parish Council's Code of Conduct.

Noted: There were no disclosures of interests

3. Public Open Forum

- a) Members of the public are invited to address Councillors and raise issues of concern (15 minutes)

Noted: No member of the public attended the meeting

4. Police Report

- a) To note report (PC Neil Wharmby)

Noted: PC Wharmby was unable to attend the meeting, Clerk to request report

5. Approval of Minutes

- a) To approve and sign Minutes of the Council Meeting held 17th July 2017

Resolved: It was unanimously agreed to approve and sign Minutes of the Council Meeting held 17th July 2017.

6. Finance and Administration

- a) To approve and sign the retrospective accounts for payments made July/August 2017

Noted: It was agreed to defer until the October meeting to enable cross referencing of invoices.

- b) To approve and sign bank reconciliation July/August 2017

Resolved: It was proposed by Cllr Hoey, seconded by Cllr Reed and unanimously agreed to To approve and

Signed: _____ Dated: _____

sign bank reconciliation July/August 2017

- c) To approve accounts for payment September 2017

Resolved: It was proposed by Cllr Reed, seconded by Cllr Bannister and unanimously agreed to approve the accounts for payment September 2017 as follows:

B/P to: WAP Lawton	13180	£	5,832.00
B/P to: J O'Donoghue	KPC-EXP	£	12.00
B/P to: J O'Donoghue	KPC-EXP	£	75.36
B/P to: CHESHIRE PEN FUND	9857092	£	280.03
B/P to: HMRC	120PX00311697	£	312.05
B/P to: J O'Donoghue	KPC	£	760.76
B/P to: CADDIS LTD	A1958	£	816.00
TOTAL		£	8,088.20

- d) To note action taken from the previous meeting and any outstanding actions to be processed

Noted: It was noted that the proposed leaflet has not been actioned and agreed to defer this to later in the year; it was agreed to put proposed purchase of bench for St Georges Way field on the next agenda.

ACTION: JO

- e) To approve purchase of laptop and agree actions

Resolved: It was unanimously agreed to purchase a laptop at a maximum cost of £650 and to include training up to a value of £300 for use of new software. It was noted that Cllr Boylan has offered to source the correct laptop.

ACTION: JO/DB

- f) To agree date for Clerk's appraisal and process

Resolved: It was agreed that Cllrs Bannister and Hoey will carry out the appraisal at the beginning of October, date to be confirmed. Clerk to complete appraisal form prior to appraisal and circulate to Cllrs Bannister and Hoey.

7. Boundary Review

- a) To receive report from Cllr Weltman

Noted: Cllr Weltman was unable to attend the meeting. Report circulated prior to the meeting.

- b) To agree action to be taken

Noted: It was agreed to defer action to the October meeting

8. Clerk Report

- a) To receive report from J O'Donoghue

Noted: It was noted that goal posts have been erected on Parish land on Ellingham Way which has resulted in erosion of the grassed area. PC Wharmby has provided contact details for the owner of the goal posts. The Vexatious Policy was previously circulated.

- b) To agree actions to be taken

Resolved: It was unanimously agreed to write to the owner of the goal posts requesting their removal. Clerk to ensure approval of the vexatious policy is included on the October agenda.

ACTION: JO

Signed: _____ Dated: _____

9. Events

- a) To confirm membership of events working group

Noted: It was confirmed that Cllrs Weltman, Martin, Logan and Hoey form the events working group

- b) To note arrangements for Christmas lighting and Christmas market

Noted: It was noted that: Prism have not yet replaced the lights on the clock tower; a quote is required for wrapping the tree by the nursery with the lights stored by Jim's Mowing; the lighting event will take place on 1st December and is already on the school schedule; there are 7 confirmed stall holders.

- c) To approve quotation for Christmas tree installation and lighting

Noted: It was noted that Northwich Town Council has provided a quotation for installation and dressing of a 30ft Christmas tree and install and remove the 4 pole mounted decorations.

- d) To agree action to be taken

Resolved: It was unanimously resolved to: contact Prism and request date for installation of lights; recover lights from Jim's Mowing and instruct Northwich Town Council to dress the tree by the nursery; request Cllr Weltman to provide list of stall holders from last year; instruct Northwich Town Council to provide Christmas tree and install fixed pole decorations at a cost of £3,125. **ACTION: JO**

10. Play Areas

- a) To receive report from Cllr Bannister/Cllr Hoey

Noted: It was noted that: Playdale has provided a quotation for Pulford and Monarch parks for replacement of structure at a cost of £3,120 and that the works are of an urgent H&S issue; 2 quotations have been received for replacing 48m of retaining log edging Kensington Park, £2,775 and £3264 parts + £326 + installation costs; Cllr Hoey agreed to check which these would be hardwood. **ACTION: LH**

- b) To agree action to be taken

Resolved: It was unanimously agreed: to approve replacement parts to be supplied by Playdale at a cost of £3,120; to hold an Extra Ordinary Meeting to instruct log edging once it was established what the expected life-span of the replacement edging would be. Date of Extra Ordinary Meeting to be confirmed by the Clerk. **ACTION: JO**

11. Trees and Open Spaces

- a) To receive report from Cllr Reed and note quotations received

Noted: It was noted that the following quotations had been received: Woodland on Ashton Close: £2730, woodland between Buckingham Close and Wilton Close: £2550, tree work Waystead Close and hedge Headworth Close: £984. A quotation has been received for works on Equity land and agreed not to carry out these works until it has been established whether Equity will fund the works. 2 quotations have been received for replacement gate Buckingham Drive fisherman's car park.

- b) To agree action to be taken

Resolved: It was unanimously agreed to: accept the quotations for tree works as provided by Caddis Ltd and instruct the works as above; contact Equity with resident's concerns; accept quotation for replacement gate from M J Iddon Contracting Ltd at a cost of £262.00. **ACTION: JO**

12. Any other business

Please note that this item is for information only and no decisions can be made. This item is scheduled to last no more than 15 minutes.

Noted: It was noted that: the pipe running by Monarch Drive is an old brine pipe and requires fencing off; Clerk to chase up solicitor regarding land at Anderton Place and the leaning wall on Kingsmead Spine Road.

13. Close of meeting

Noted: The meeting closed at 9.20pm

Signed: _____ Dated: _____