



Kingsmead Parish Council  
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Cheshire  
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Minutes from the PARISH COUNCIL MEETING held at **KINGSMEAD PRIMARY SCHOOL**  
on Monday 19<sup>th</sup> June 2017 at 7.30pm

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

**PART A**

**1. To receive Apologies**

**Noted:** There were no apologies

**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 receive report (PC Neil Wharmby)

**Noted:** PC Neil Wharmby was unable to attend the meeting and sent a written report which is appended to the minutes (Appendix A).

**5. Approval of Minutes**

- a) To approve and sign Minutes of the Council Meeting held 15<sup>th</sup> May 2017

**Resolved:** It was proposed by Cllr Martin, seconded by Cllr Williams and unanimously agreed to approve and sign Minutes of the Council Meeting held 15<sup>th</sup> May 2017

- b) To approve and sign Minutes of the Finance Committee Meeting held 14<sup>th</sup> June 2017

**Resolved:** It was unanimously agreed to approve and sign Minutes of the Finance Committee Meeting held 14<sup>th</sup> June 2017

**6. Finance and Administration**

- a) To note completion of internal audit

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

**Noted:** It was noted that the internal audit has been completed by JDH Business Services and all recommendations will be carried out.

**ACTION: JO**

- b) To approve the recommendations of the Finance Committee with regard to budgeting

**Resolved:** It was proposed by Cllr Bannister, seconded by Cllr Boylan and unanimously agreed to approve the re recommendations of the Finance Committee with regard to budgeting and increase staffing costs to include pension provision for eligible employees.

- c) To approve the recommendation of the Finance Committee to approve the revised Financial Standing Orders to include online payments as recommended by the internal auditor

**Noted:** It was agreed to defer this item to the July meeting to enable hard copies of the Standing Orders to be circulated and considered by councilors. Clerk to distribute.

**ACTION: JO**

- d) To approve and sign the accounts for payment June 2017

**Resolved:** It was proposed by, seconded by and unanimously agreed to approve and sign the accounts for payment June 2017 as follows:

B/P to: J O'Donoghue	KPC	£ 760.76	(under LGA 1972 s143)
B/P to: HMRC	120PX00311697	£ 312.05	(under LGA 1972 s143)
B/P to: Zurich Insurance	YLL-2720420613	£ 752.81	(under GPC)
B/P to: WAP Lawton	13151	£ 5,832.00	(under GPC)
B/P to: WAP Lawton	13138	£ 336.00	(under GPC) fence repair Campbell
B/P to: CADDIS	A1900	£ 1,296.00	(under GPC) Dukes Way pond summer
B/P to: CADDIS	A1901	£ 180.00	(under GPC) removal hazel panels
B/P to: CADDIS	A1906	£ 660.00	(under GPC) Moor Park pond summer
B/P to: Cheshire Pension Fund	9857092	£ 211.73	auto enrol
B/P to: CADDIS	A1907	£ 838.00	(under GPC) Royal Gardens laurel
B/P to: CADDIS	A1908	£ 696.00	(under GPC) stump grinding
B/P to: J O'Donoghue	KPC-Office	£ 73.50	(under GPC) BT 12-05-17-11-06-17
B/P to: Scorpio Signs	18657	£ 161.93	(under GPC) advertising signs
B/P to: J O'Donoghue	KPC-Events	£ 4.18	(under GPC) counters for climbing wall
B/P to: J O'Donoghue	KPC-Events	£ 39.95	(under GPC) Union Jack bunting
<b>TOTAL</b>		<b>£12,154.91</b>	

**ACTION: JO/LH**

- e) To approve and sign bank reconciliation May 2017

**Resolved:** It was unanimously agreed to approve and sign bank reconciliation May 2017 (Appendix B)

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

**Noted:** It was noted that: the new clock mechanisms will be installed week beginning 25<sup>th</sup> June and if there is any change to the installation date the Clerk will be informed; the noticeboard will be delivered at the end of week beginning 19<sup>th</sup> June 2017 to WAP Lawton who will install; the speedgun will be returned to the Clerk on 22<sup>nd</sup> June; repairs to the platform on Capesthorpe Park have been instructed.

## 7. Events

- a) St Georges Field – to receive report from Cllr Reed

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

**Noted:** Cllr Reed provided a report and it was noted that: the dog show went very well and the field was left in good order following the event; a resident has requested bench seating in St Georges Field and it was agreed to consider this at the next council meeting; the field is underused and could be used for more community events.

- b) Kingsmead Primary School Summer Fair – to receive report from Cllr Hoey

**Noted:** Cllr Hoey provided a report and it was noted that: the climbing wall will arrive at 12.30pm and the event will start at 1pm; Clerk has purchased tokens for climbing was and bunting for the gazebo which will be provided by Cllr Hoey; PC Neil Wharmby will be attending and all councilors were asked to attend if possible; Clerk to provide leaflets, lollipops, suggestion box, balloons and gas. **ACTION: JO/LH**

## 8. Play Areas

- a) To receive report from Cllr Bannister

**Noted:** It was noted that: Duke's Way play equipment will shortly be installed however the log edging needs replacing and this is not included in the quotation; the Clerk has received 1 quote to date which was considered to be excessive.

- b) To agree action to be taken

**Resolved:** It was unanimously agreed to request further quotations for the log edging from PIMS and Countrywide. **ACTION: JO**

## 9. Newsletter & Information Leaflet

- a) To approve content/print run

**Resolved:** It was unanimously agreed to: approve content of newsletter; print 2000 copies; include Royal Gardens and Hill Top Farm in house to house delivery; to defer the information leaflet to a future council meeting; Cllr Weltman to co-ordinate delivery. **ACTION: JO/HW**

## 10. Trees and Open Spaces

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

**Noted:** It was noted that 2 quotations have been received for specialist tree works: the removal of deadwood within the large Oak trees along Regency Way and removal of diseased chestnut (£680 plus VAT); the removal of stumps along Regency Way, stumps will be ground out, waste removed and top soil added, each area will then be seeded (£580 plus VAT).

- b) To agree action to be taken

**Resolved:** It was proposed by Cllr Boylan, seconded by Cllr Hoey and unanimously agreed to approve and instruct specialist tree works as follows: the removal of deadwood within the large Oak trees along Regency Way and removal of diseased chestnut (£680 plus VAT); the removal of stumps along Regency Way, stumps will be ground out, waste removed and top soil added, each area will then be seeded (£580 plus VAT). **ACTION: JO**

## 11. Best Kept Garden

- a) To receive report from the Clerk

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Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

**Noted:** The Clerk provided a report and it was noted that: response to the competition has been limited however there are enough entries to warrant the competition; Kat Stewart (Head, Kingsmead Primary School) and Paul Kellett (Caddis Ltd) have agreed to judge and Kat will announce the awards at the Kingsmead Primary School Fair on 14<sup>th</sup> July.

b) To agree action to be taken

**Noted:** Clerk to contact judges and arrange date for viewing the entries and purchase garden centre vouchers to be presented to the winners. Clerk to liaise with entrants as to viewing times and dates.

### 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.

- Clerk to provide information on Quality Parish Councils for the next meeting
- Clerk to circulate Standing Orders
- Clerk to arrange to have shopping trolley removed from Moor Park pond

### 13. Close of meeting

The meeting closed at 8.40pm

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#### APPENDIX A

#### Kingsmead Parish Council meeting 19/06/2/17

#### PC4180 Wharmby Update

#### Note

You will have to accept my apologies I am unable to attend the meeting in person as I am not on duty however I am hopeful that the following update will suffice.

In relation to the recent issues and vandalism at Kensington Park. Since the report I have attended the park regularly and at various times of the day and night. I have spoken to a number of youths during these times all of whom seem polite when I speak to them. I have explained my presence there and asked if anyone has had any knowledge of the vandalism and who may be responsible. As I would expect they all denied any knowledge and none of the kids are known to me to cause trouble. I have also made it clear that I will be around and if the Park is not being used as it should or offences occur I will actively be dealing with them

Since speaking to the kids the Park seems to be a lot quieter, but there has still been a couple of incidents where kids have been abusive and rowdy. Another continued issue I have seen in the litter; drinks bottles etc.

I would be interested to hear any feedback or new information from residents of names etc as any information would be greatly received so I can amend my strategy accordingly.

**(The below information is the last 28 days from 13/06/2017)**

#### Kingsmead ASB/Crime figures

**ASB** – 7 Reported Incidents.

2 of which were Kensington Park. Only one was deployed to due to high incident demand. All other are not of note.

**RTC's** – 2 Reported Incidents.

Both around Dukes Way and the Square. Damage only.

**Suspicious Activity** – 2 Reported Incidents.

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Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

Nothing of note

**\*\*Priorities\*\***

1. My priority over the last week and for the coming weeks will still be showing Hi-Viz patrols around the Kensington Park more around the high demand times on the weekends.
2. I will also be showing continued presence around SJD College during break times and finish times.

*Please note the above is subject to deployment and other Force commitments.*

**Beat Manage update**

As you know I have been the 'Caretaker' Beat Manager for Kingsmead for the past few months whilst PC Cameron Mair who joined the Unit a couple of months ago finds his feet. He is finding them well and is a great asset to the Team with some great work already around the Davenham, Moulton & Shakley areas. I would imagine that he will begin to take over as the permanent Beat Manger for the area. We will keep you updated on this.

**PCSO update**

We are now actively recruiting PCSO's in Cheshire. The Northwich Unit is supposed to have 9 and we currently have 4 on active duty. We at Northwich are earmarked for 2 at present but we are bidding for more. It is not yet known where these 2 will be based. I will be trying my utmost to get them on Kingsmead.

**Cheshire Police Alert**

The division is currently trying to increase the use of our Cheshire Police Alert system.

As a result a lot of updates from the team will be being posted on there and I don't want anyone to miss out on this opportunity to get frequent updates from their PC's/PCSO's.

Please could you all collate your details and have Jo send them to PC Alex HASKEL in an email so I can register you for the system. I will need the following information. It's as easy as 123

1. Forename and Surname
2. House name or number with the postcode
3. Email address

Following your addition to the scheme you will receive an email to the address given to me asking you verify the account so please keep one eye on your emails over the coming week and

**Please let your friends and family know who live in Kingsmead.**

**PC HASKELL would be happy to come out to their address at a time of their suiting to sign them up to the scheme if needed.**

**APPENDIX B**

**Kingsmead Parish Council Monthly bank reconciliation  
Month May 17 M2**

Cash Book	£
Balance brought forward Unity Trust c/a	164,043.76
Add Income per cash book	0.00
Less payments per cash book	10,723.81
<b>Cash Book Balance</b>	<b>153,319.95</b>

**Balance at bank**

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

Unity Trust c/a

153,319.95

**Uncredited Deposits**

Details	Amount £

Total Uncredited deposits 0.00

**Outstanding Payments**

Cheque No.	Amount £

Less outstanding cheques 0.00

Plus uncredited deposits 0.00

**Balance at Bank C/F** 153,319.95

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_