

Minutes from the Parish Council Meeting held on Monday 20<sup>th</sup> July at 7.30pm at Kingsmead Primary School

Attended by: Cllr Boylan (Vice Chair), Cllr Reed, Cllr Weltman, Cllr Done, Cllr Salmon, Cllr Broome, Cllr Channon  
Jo O'Donoghue (Clerk)

**PART A**

**1. To receive Apologies**

**Noted:** Apologies were received and accepted from Cllrs Hoey and Bannister

**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 declarations of interest

**3. Public Open Forum**

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. PCSO**

- a) To receive report from PCSO

**Noted:** No PCSO attended the meeting and there was no report.

**5. Approval of Minutes**

- a) To approve and sign Minutes of the Council Meeting held 16<sup>th</sup> June

**Resolved:** It was unanimously agreed to approve and sign Minutes of the Council Meeting held 16<sup>th</sup> June 2015

- a) To approve and sign the Minutes of the Finance Committee Meeting held 14/07/15

**Resolved:** It was unanimously agreed to approve and sign Minutes of the Finance Committee Meeting held 14/07/15 (Appendix A)

**6. Finance and Administration**

- a) To accept the recommendations of the Finance Committee meeting held 14/07/15

**Resolved:** It was unanimously agreed to accept the recommendations of the Finance Committee Meeting held 14/07/15 (Appendix A)

- b) To approve and sign the accounts for payment in July 2015

**Resolved:** The following accounts were approved for payment:

Clerks salary	£ 707.26	(under LGA 1972 s143)
HMRC	£ 251.70	(under LGA 1972 s143)
WAP landscape June (12375)	£ 7,800.00	(under GPC)

WAP Lawton (12404)	£ 1,063.20	(under GPC)
L Hoey (wildflower seeds Coronet pond)	£ 33.00	(under GPC)
Zurich Insurance (18326344)	£ 342.94	(under LGA 1972)
WAP Lawton (12364)	£ 912.00	(under GPC)
CWAC uncontested election recharge	£ 213.00	(under LGA 1972)
WAP Lawton (12357)	£ 187.20	(under GPC)
TOTAL	£11,510.30	

- c) To approve and sign the monthly bank reconciliation for June 2015

**Resolved:** The monthly bank reconciliation for June 2015 was unanimously approved and signed.

- d) To note arrangements for payments during August 2015

**Resolved:** It was unanimously agreed to give delegated powers to the Clerk to make necessary payments during August in consultation with the Chair. Any payments to be ratified by full Council at the September meeting.

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

**Noted:** Actions were noted, repairs to the spine road gate have been instructed and the replacement deep water sign for the pond on Moor Park Way has been ordered.

#### 7. Highways

- a) To receive report from Cllr Weltman

**Noted:** Cllr Weltman reported that Monarch Drive continues to be monitored and an average speed has been recorded of between 22mph and 23mph. The police are unable to prosecute anyone exceeding the 20mph speed limit. Cllr Weltman agreed to contact Jerry Gibbs to discuss issues.

#### 8. Trees

- a) To receive report from Cllr Reed

**Noted:** Cllr Reed reported that 2 quotes have been received for works to the Stretton Walk stream (£585) and ditch clearance works from Stretton to Moor Park Way (£840)

- b) To agree action to be taken

**Resolved:** It was unanimously agreed to instruct the works as above. Clerk to action.

#### 9. Ponds

- a) To note progress with ponds (report sent L Hoey)

**Noted:** Cllr Hoey previously provided a report and duck weed removal has been instructed by Cllr Hoey. Cllr Reed reported that a quote has been received for regular pond maintenance and it was agreed to defer this to the September meeting for enable Cllr Reed to obtain an alternative quote.

- b) To agree any further action to be taken

**Noted:** Cllr Reed to obtain further quote.

#### 10. Play Areas

- a) To note reports following play area inspections

**Noted:** Clerk to circulate reports

- b) To note funding options (Heart Research – P Salmon)

**Noted:** The funding option was noted and it was agreed to pass the information onto Cllr Bannister

- c) To agree any further action to be taken

**Noted:** No further action at present

#### 11. Christmas 2015

- a) To receive report from working group (Cllrs Salmon, Done, Weltman & Boylan) & J O'Donoghue

**Noted:** The Clerk reported that following the meeting with C Shaw and various Xmas suppliers the following is suggested:

Provision of 30ft tree; 3000 x 2 led light sets (with all associated plugs etc)

Erection and take down of tree

Wrapping the lights (Weaver Housing Association)

Provision of 4 x 2.5m column lights and associated fixings

Installation of electric supply for column lights

Installation of electric supply for nursery tree lights

Erection and take down of column lights

Storage and PAC testing of all lighting

MPAN registration with Scottish Power

Cllr Weltman reported that the working group had met and agreed design on column lights. It was noted that a trench is required to contain the electrics from the lamppost to the fir tree closest to the Nursery. The PC has allocated a budget of £6,000 for Xmas arrangements.

- b) To agree action to be taken

**Resolved:** It was unanimously agreed to give delegated powers to the Clerk to make necessary arrangements during August in consultation with the Chair for Christmas lighting. Any orders/payments to be ratified by full Council at the September meeting.

#### 12. Bridges

- a) To receive report from Cllr Reed

**Noted:** Cllr Reed reported that a quote has been received for replacing the bridges however this would work out a over £10,000 per bridge. Other solutions have been considered included erecting signs warning of slippery surface. It was noted that a quote is still awaited for replacement of the jetty, Dukes Way pond.

- b) To agree any action to be taken

**Resolved:** It was proposed by Cllr Boylan, seconded by Cllr Reed and unanimously agree to order 6 x small metal plaques to be fixed to the bridges, one at either end of the 3 bridges. Clerk to action.

#### 13. Website

- a) To note progress

**Noted:** Cllr Boylan reported that progress has been made and it is necessary to upgrade the website at a cost of £9.95/month.

- b) To agree further action to be taken

**Resolved:** It was proposed by Cllr Boylan, seconded by Cllr Done and unanimously agreed to upgrade the website. Clerk to action with HostPapa.

#### 14. Maintenance

- a) To agree hedge cutting schedule

**Noted:** It was agreed to cut hedge along pathway from fisherman's car park to Blandford Drive and hedge around Monarch Drive by the school before the end of July. All other hedges to be cut after 1<sup>st</sup> August as per DEFRA recommendations.

- b) To note issues with fencing

**Noted:** Cllr Reed reported that many fenced areas of amenity land were in need of work together with the Cheshire railings.

- c) To note play area report

**Noted:** Under item 10a

- d) To agree action to be taken

**Noted:** Clerk to instruct contractor re hedges. Cllrs Reed and Done to obtain quotes for works to fencing prior to the September meeting.

#### 15. Any other business not on the agenda

(For discussion only. No decision can be made under this item. (15 minutes)

**Noted:** Clerk to check maintenance contract on clocktower

#### 16. Close of meeting

**Noted:** The meeting closed at 8.50pm.  
The next meeting is on Monday 21<sup>st</sup> September