



## Minutes

Kingsmead Parish Council  
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Minutes of the Meeting held at **KINGSMEAD PRIMARY SCHOOL**  
on Monday 16<sup>th</sup> January 2017 at 7.30pm

**Attended by:** Cllr Reed, Cllr Hoey, Cllr Bannister, Cllr Done, Cllr Weltman, Cllr Boylan, Cllr Logan and Jo O'Donoghue (Clerk)

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### **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 was no disclosure of interest

#### **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. Co-option**

- a) To note applicants for current 2 vacancies

**Noted:** It was noted that there have been 3 expressions of interest in the vacancies however no one was available to attend the meeting.

- b) To approve co-option

**Noted:** The item was deferred to a future meeting of council

#### **5. Approval of Minutes**

- a) To approve and sign Minutes of the Council Meetings held 19<sup>th</sup> December 2016 and 10<sup>th</sup> January 2017

**Resolved:** The minutes of the Council Meetings held 19<sup>th</sup> December 2016 and 10<sup>th</sup> January 2017 were unanimously approved and signed.

- b) To approve and sign Minutes of the Finance Committee Meeting held 10<sup>th</sup> January 2017

**Resolved:** The minutes of the Finance Committee Meeting 10<sup>th</sup> January 2017 were unanimously approved and signed.

## 6. Finance and Administration

- a) To approve the recommendation of the Finance Committee with regard to increasing 2016-2017 budget by 2% for the period 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018

**Resolved:** It was unanimously resolved to accept the recommendation of the Finance Committee and increase the 2016-2017 budget by 2% for the period 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018. This would result in a precept of £134,873 and represent an average Band D charge per household per year of £74.80<sup>1</sup>

- b) To agree 2017-2018 budget

**Noted:** The item was deferred to the February meeting.

- c) To approve and sign the accounts for payment January 2017

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

B/P to: J O'Donoghue	£ 747.78	(under LGA 1972 s143)
B/P to: HMRC	£ 257.13	(under LGA 1972 s143)
B/P to: WAPLAWTON	£ 720.00	GPC monthly maintenance
B/P to: CADDIS	£ 2,880.00	GPC Lavister bank
B/P to: J O'Donoghue	£ 73.14	BT phone bill
B/P to: J O'Donoghue	£ 397.00	Wildflower seeds
B/P to: Caddis	£12,558.00	Phase 2 main ditch
<b>TOTAL</b>	<b>£17,633.05</b>	

**ACTION: JO/LH**

- d) To approve and sign bank reconciliation December 2016

**Resolved:** The December bank reconciliation was unanimously approved and signed.

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

**Noted:** Repairs to the lych gate have been completed, Clerk to inform Kingsmead Primary School and The Kingfisher that the Christmas event 2017 will be held on 1<sup>st</sup> December 2017.

**ACTION: JO**

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

**Resolved:** It was unanimously agreed that Cllr Hoey will carry out the annual appraisal prior to the February council meeting. Date to be agreed.

**ACTION: LH**

## 7. Meetings Attended

- a) To note meeting with Archway Homes

**Noted:** Cllr Reed reported that a meeting had taken place (also attended by J O'Donoghue) with a representative of Archway Homes who are interested in developing the land belonging to the former

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This has been calculated by taking the number of Band D equivalent properties in the parish (1803) from information supplied by the Valuation Officer and making allowances for discounts and exemptions, successful valuation appeals, the cost of the Council Tax Reduction Scheme, non-collection, and housing growth estimates. The number of Band D equivalent properties is calculated by scaling properties in other bands either up or down to convert them to a Band D level.

Leftwich Farm. Archway Homes offered to gift a sum of money to the council to enable refurbishment of a play area in return for access rights and permission to lay services across the existing entrance which forms part of the title to amenity land registered to Kingsmead Parish Council. All legal costs would be met by Archway Homes and the Council would retain title deeds to the access. This would be subject to Archway Homes gaining full planning consent. Outline planning is already in place for 4 dwellings on the site. Following the meeting it has been noted that there are restrictive covenants on the land and this is being further investigated by Archway Homes

- b) To agree action to be taken

**Noted:** No further action

#### 8. Play Areas

- a) To receive report from the Clerk/Cllr Bannister

**Noted:** Cllr Bannister provided a report and it was noted that works to Capesthorne park have been instructed.

- b) To agree actions to be taken

**Resolved:** Clerk to arrange for removal of existing equipment on Capesthorne park and removal of gates from Dukes Way park.

**ACTION: JO**

#### 9. Kingsmead Primary School

- a) To receive report from Cllr Weltman regarding gated access

**Noted:** Cllr Weltman provided a report and it was noted that the school would like to use the access over council land on a permanent basis. This would include widening the access and moving the bin. No formal approach has yet been made and the council agreed there would be no objection in principle and the school would need to meet the cost of any works.

- b) To note application for community funding for the pond within the school grounds

**Noted:** Cllr Hoey provided a report and it was agreed to defer to a future meeting once formal application has been received from the school.

- c) To agree involvement with the school summer fete

**Resolved:** It was unanimously agreed, in principle to attend the summer fete and provide an activity. Clerk to contact school.

**ACTION: JO**

#### 10. Trees and Ponds

- a) To receive report from Cllr Reed re trees and woodland

**Noted:** Cllr Reed provided a report and it was noted that the majority of tree works are now complete and that no major works are planned.

- b) To receive report from Cllr Hoey re ponds

**Noted:** Cllr Hoey provided a report and it was noted that quotes have been received for: installation of 5 x bird boxes within the Moor Park woodland and the supply and installation of 2 duck houses, one on the lower pond and one on the large pond in Dukes Way; reduction of hedge on the edge of the woodland next to the pond on Moor Park Way.

- c) To agree action to be taken

**Resolved:** It was proposed by Cllr Reed, seconded by Cllr Hoey and unanimously agreed to instruct the above works.

**ACTION: JO**

#### 11. Bins

- a) To receive report from Cllr Boylan

**Noted:** Cllr Boylan provided a report with a suggestion that the bins at the end of Monarch Drive and Dukes Way are replaced with larger bins. Costings were provided.

- b) To agree action to be taken

**Noted:** Further costs to be provided. Agenda item for next meeting.

**ACTION: JO/DB**

#### 12. Close of meeting

The meeting closed at 8.30pm