

# MINUTES FROM THE KINGSMEAD PARISH COUNCIL MEETING HELD ON MONDAY 19<sup>th</sup> December 2016 AT 7.30PM AT KINGSMEAD PRIMARY SCHOOL

**Attended by:** Cllr Reed (Chair), Cllrs Weltman, Done, Bannister, Hoey, Boylan, Bannister, Logan and Martin

## PART A

### 1. To receive Apologies

**Resolved:** Apologies were received and accepted from Jo O'Donoghue (Clerk). Minutes taken by Cllr Hoey

### 2. Disclosure of interest in items on the agenda

- a) 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

- 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. Approval of Minutes

- a) To approve and sign Minutes of the Council Meetings held 21st November 2016

**Resolved:** It was unanimously agreed to approve and sign the Minutes of the Council Meeting 21st November 2016

### 5. Finance and Administration

- a) To approve and sign the accounts for payment December 2016

**Resolved:** It was unanimously agreed to approve and sign the accounts for payment December 2016 as follows:

- b) Accounts for payment as follows:

December payments					
B/P to: J O'Donoghue	KPC	£ 747.78		£ 747.78	(under LGA 1972 s143)
B/P to: HMRC	120PX00311697	£ 257.13		£ 257.13	(under LGA 1972 s143)
B/P to: WAPLAWTON	13012	£ 600.00	£ 120.00	£ 720.00	GPC monthly maintenance
B/P to: CADDIS	A1781	£ 250.00	£ 50.00	£ 300.00	GPC Moor Park Way pond maintena
B/P to: PLAYDALE	0000018372	£ 279.84	£ 55.97	£ 335.81	GPC Outstanding spares invoice 201
B/P to: Northwich Town Council	2108	£ 2,925.00	£ 585.00	£ 3,510.00	GPC Xmas tree/lights
B/P to: The Market Company	2016/2/12	£ 330.00		£ 330.00	GPC gazebos
B/P to: J O'Donoghue	KPC	£ 68.40		£ 68.40	BT phone bill
B/P to: WAPLAWTON	13019	£ 780.00	£ 156.00	£ 936.00	GPC Royal Gardens
B/P to: CADDIS	A1794	£ 675.00	£ 135.00	£ 810.00	GPC Moor Park Way pond 1
<b>TOTAL</b>		<b>£ 6,913.15</b>	<b>£ 1101.97</b>	<b>£ 8015.12</b>	

- c) To approve and sign bank reconciliation November 2016

**Resolved:** It was unanimously agreed to approve and sign bank reconciliation November 2016

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

**Noted:** It was noted that: action 3a – It was noted that Cllr Weltman had approached CWaC for additional lighting and this was refused. **Action Jo (clerk) to write to resident**

**Noted:** It was noted that: action 8b – Cllr Bannister to follow up. **Action Cllr Emma Bannister**

**Noted:** It was noted that: all other actions are completed.

**Noted:** It was noted that: approval for WAP Lawtons Ltd to do remedial works on path and approval for PIMS to top up bark on park. **Action Clerk (Jo) to instruct**

6. **Resident request** a) To consider resident request to cut back the laurel bushes on Council land to the rear of London Road

**Noted:** Refused and clerk to write to resident. **Action Clerk (Jo) to write to resident**

7. **Play Areas** a) To receive report from Cllr Bannister and consider quotations received b) To agree actions to be taken

**Noted:** It was noted that Cllr Bannister to get another quote for playpark equipment for Capesthorpe Park. **Action Cllr Emma Bannister**

**Noted:** It was noted that council are not aware of minor repairs to other parks. The PC clerk to report to council in Jan any repairs to be instructed or already instructed as part of PIMS report **Action Jo (clerk)**

8. **Christmas Arrangements** a) To receive report from Cllr Weltman b) To note action to be taken December 2017

**Noted:** It was noted that the Christmas even was well received and enjoyed. **Action Jo (clerk)**

**Resolved:** It was unanimously agreed to hold 2017 Christmas Event on Friday 1<sup>st</sup> December 2017.

**Noted:** **Action Cllr Hoey to book Barnton Silver Band and let Mrs Medland know the date**

**Noted:** **Action Clerk (Jo) to write to Kingsmead Primary School and the Kingfisher pub**

## PART B

9. **Maintenance Contract April 2017 – March 2020** a) To note quotations from 6 contractors b) To agree any further action c) To appoint contractor/defer to January meeting

**Noted:** It was noted that the council received quotations from 6 contractors. The list was shortlisted to 3 preferred contractors using tender process criteria. See November 2016 minutes for tender process.

**Noted:** It was noted that the decision to appoint a new contractor has been deferred until January 2017 meeting until Councilors have chance to read the shortlisted contractors' tender documents and the council has received all three references for each shortlisted applicant.

**Noted:** Action Cllr Hoey to photocopy documents and delivery to councilors

**Noted:** Action Clerk (Jo) to write to shortlisted contractors referees to ask for reference

**Noted:** The meeting closed at 9.01 pm