



Minutes

Kingsmead Parish Council
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CW9 8JT

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Minutes of the Committee Meeting held at **KINGSMEAD PRIMARY SCHOOL**
on Monday 20th March 2017 at 7.30pm

Attended by: Cllr Reed, Cllr Hoey, Cllr Done, Cllr Martin, Cllr Weltman, Cllr Boylan and 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 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. Police Report

- a) To receive report (PC Neil Wharmby)

Noted: PC Wharmby attended the meeting and provided a report. It was noted that: there have been several bike thefts and thefts from unlocked sheds and a suspect has been charged; overall crime down by 3%; 21 arrest warrants have been issued since January 2017.

- b) To note changes to part funded PCSO provision from 2018-2019 (Clerk)

- 2018-2019 – 173 PCSOs across entire force, 220 with current funding partners
- PCSOs distributed according to population, deprivation and consideration for rural areas
- 2018-2019 – 141 wards will have a named PCSO although and this will mean that 1 PCSO may cover more than 1 ward (eg Leftwich & Kingsmead)
- Currently the Northwich area has 6 PCSOs and this is set to increase to 17 following restructure
- There is an option for KPC to fully fund a PCSO for a 3 year period from 2018 to 2021 at a cost of £34,000 per annum which would represent a cost of £18.85 per household per year
- PCSO costs comprise = £22,000 annual salary, £2,000 NI, £4,000 pension, £4,000 shift allowance, £2,000 weekend shift allowance
- There is a possibility this could be shared with other parish councils

- c) To agree actions to be taken

Noted: No further action to be taken

5. Approval of Minutes

- a) To approve and sign Minutes of the Council Meeting held 27th February 2017

Resolved: It was proposed by Cllr Hoey, seconded by Cllr Boylan and unanimously resolved to approve and sign Minutes of the Council Meeting held 27th February 2017.

6. Finance and Administration

- a) To approve and sign the accounts for payment March 2017

Resolved: It was noted that: the invoice for works to Capesthorne Play Area has not yet been received and has been requested for payment before 31st March 2017 (to be retrospectively approved at the April meeting; it was proposed by Cllr Hoey, seconded by Cllr Martin and unanimously resolved to approve and sign the accounts for payment March 2017 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	£ 1,104.00	Replace 2 x dog bins
B/P to: CADDIS	£ 816.00	Hedge reduction Regency Way
B/P to: WAPLAWTON	£ 720.00	Monthly maintenance
B/P to: PEAK PERSUITS	£ 285.00	Climbing Wall
B/P to: PIMS	£ 324.00	9 x operational insp play areas
B/P to: C REED	£ 90.99	Wildflower seed
B/P to: CADDIS	£ 3,834.00	St Georges trees, removal and planting
B/P to: CADDIS	£ 240.00	Storm damaged trees
B/P to: JIMS MOWING	£ 523.00	Shrubs & hedges Wheelock
B/P to: JIMS MOWING	£ 475.00	Strimming & weeding Stretton Walk
TOTAL	£ 9,416.90	

- b) To approve and sign bank reconciliation February 2017

Resolved: It was unanimously agreed to approve and sign the bank reconciliation February 2017

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

Noted: Cllr Done agreed to meet with Cllr Boylan to look at adjusting the self closing gate on the spine road

ACTION: BD/DB

- d) To note Clerk's request to carry forward 1 week holiday as per Contract of Employment and note annual leave 21st March to 28th March 2017

Resolved: It was unanimously agreed for the Clerk to carry forward 1 week holiday (15 hours) as per Contract of Employment.

- e) To approve Annual Risk Assessment 2016-2017

Resolved: It was unanimously agreed to approve and sign the Annual Risk Assessment 2016-2017

- f) To approve Register of Assets

Resolved: It was unanimously agreed to approve the Register of Assets

- g) To note annual calibration of Genesis hand-held radar (speedgun)

Noted: It was noted that the radar requires calibration and the Clerk agreed to organize

ACTION: JO

- h) To note change of date for April meeting to 10th April 2017 due to Easter holidays

Noted: It was noted that the April meeting will take place on 10th April 2017.

7. Play Areas

- a) To note revised quotation for refurbishment of Dukes Way play area received from Pentagon

Noted: The revised quote was noted

- b) Spine Road gate

Noted: Item 6c

- c) Capethorne update

Noted: The equipment has been installed and barking is awaited.

- d) To agree actions to be taken

Noted: Clerk to chase up bark contractor

ACTION: JO

8. Trees and Ponds

- a) To note revised quotation re ponds and annual maintenance (Cllr Hoey)

Noted: The revised quotation was noted. The original quotation was agreed in principle with a reduction in the number of culvert flushing.

- b) To receive report re school woodland and costs and consider making a grant payment to Kingsmead School to facilitate (Cllr Reed/Hoey)

Noted: Cllr Hoey provided a report and it was agreed that the cost of reinstating the school pond was prohibitive.

- c) To agree action to be taken

Noted: No further action

9. Bins

- a) To receive report from Cllr Weltman/Clerk

Noted: Cllr Weltman provided a report and it was noted that Cheshire West and Chester Council has agreed to provide additional, larger bins on the path between Dukes Way and Monarch Drive in the next financial year.

- b) To agree action to be taken

Noted: No further action

10. Best Kept Garden

- a) To agree process

Resolved: It was unanimously agreed to hold Best Kept Garden competition to take place during July, winners to be announced at Kingsmead School Fair on 15th July. There will be 3 categories of entry, each winner of each category to be given prize of £100 in garden center vouchers. Full details to be confirmed at the April meeting of Council.

ACTION: LH/CR/JO

11. Flytipping

- a) To note current issues to the rear of Lime Avenue within the wildlife strip adjacent to St Georges Field

Noted: It was noted that residents are still dumping items within the wildlife strip

- b) To agree action

Resolved: It was unanimously agreed to write to the residents and request WAP Lawton to clear the wildlife strip.

ACTION: JO

12. Trees & Landscaping

- a) To note quotes received: removal of dead tree Kensington Way; removal of tree roots and reinstatement of path Capesthorpe Park; maintenance Stretton Walk pathway; maintenance Wheelock Close pathway; maintenance Poors Wood pathway to river

Noted: The quotations were noted

- b) To agree action to be taken

Resolved: It was unanimously resolved to instruct: Caddis re removal of dead tree Kensington Way; WAP Lawton re removal of tree roots and reinstatement of path Capesthorpe Park; Jim's Mowing re maintenance Stretton Walk pathway; maintenance Wheelock Close pathway; maintenance Poors Wood pathway to river.

ACTION: JO

13. Events

- a) To note change of date for Kingsmead Primary School Summer Fair

Noted: It was noted that the Fair will be held on 15th July 2017

- b) To note arrangements for Kingsmead Xmas market

Noted: Arrangements are underway

- c) To agree action to be taken

Noted: Cllr Hoey to forward list of potential stall holders to Cllr Weltman

ACTION: HW/LH

14. 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: Agenda items for April, website and noticeboard

15. Close of meeting

The meeting closed at 8.55pm