



Minutes from the Parish Council Meeting held on Monday 21st March at 7.30pm at Kingsmead Primary School, Dukes Way, Kingsmead

Attended by: Cllr Reed (Acting Chairman), Cllr Weltman, Cllr Bannister, Cllr Channon, Cllr Salmon, Cllr Broome, Jo O'Donoghue (Clerk)
 Also attended by: Gina Bebington (Northwich Guardian)

PART A

1. To receive Apologies

Noted: Apologies were received and accepted from Cllr Boylan, Hoey and Boylan

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.

Noted: No member of the public attended the meeting

4. Approval of Minutes

- a) To approve and sign Minutes of the Council Meeting held 15th February 2016

Resolved: The Minutes of the Council Meeting held 15th February 2016 were unanimously approved and signed.

5. Finance and Administration

- a) To approve and sign the accounts March 2016

Resolved: The accounts for payments for February/March 2016 were proposed by Cllr Banniser, seconded by Cllr Weltman and unanimously approved as follows:

March Payments		
Clerks salary	£ 707.26	(under LGA 1972 s143)
HMRC	£ 314.71	(under LGA 1972 s143)
Northwich Town Council (1614)	£ 9,147.00	(under GPC) Xmas tree & lights
Caddis (A1609)	£ 660.00	(under GPC) Stapeley treeworks
Caddis (A1597)	£ 3,672.00	(under GPC) Rossett fence
WAP Lawton (12707)	£ 720.00	(under GPC) Monthly maintenance
WAP Lawton (12485)	£ 760.80	(under GPC) Dukes pond boards
WAP Lawton (12637)	£ 720.00	(under GPC) Jan month maintenance
J O'Donoghue	£ 26.88	(under GPC) office supplies
WAP Lawton (12694)	£ 642.00	(under GPC) fit/supply bollard
J O'Donoghue	£ 3.46	(under GPC) postage
TOTAL	£16,701.77	

February payments to be retrospectively approved at March meeting – All works approved		
Caddis (A1582)	£ 1,545.00	(under GPC) Dukes Way pond
Caddis (A1583)	£ 810.00	(under GPC) Moor Park pond
Caddis (A1587)	£ 720.00	(under GPC) Coronation pond
Caddis (A1581)	£ 792.00	(under GPC) Dukes Way pond
Caddis (A1593)	£ 1,062.00	(under GPC) Lavister Close fence
Caddis (A1567)	£ 216.00	(under GPC) Shavington treeworks
Caddis (A1568)	£ 780.00	(under GPC) Prestbury treeworks
Caddis (A1569)	£ 660.00	(under GPC) Stapeley treeworks
TOTAL	£ 6,585.00	

- b) To approve and sign bank reconciliation February 2016

Resolved: It was proposed by Cllr Salmon, seconded by Cllr Broome and unanimously agreed to approve and sign the bank reconciliation February 2016.

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

Noted: It was noted that Cllr Bannister has responded to the letter from Kingsmead Primary School pupils on behalf of the council.

- d) To adopt model standing orders (NALC)

Resolved: It was proposed by Cllr Salmon, seconded by Cllr Weltman and unanimously agreed to adopt model standing orders (NALC). Clerk to update website with revised Standing Orders.

6. Operation Shield

- a) To receive report

Noted: It was noted that the scheme will be rolled out within the next fortnight, starting with Monarch Drive.

- b) To agree action to be taken

Noted: No further action at this point

7. Twenty is plenty

- a) To receive report from Cllr Weltman/Clerk

Noted: Cllr Weltman reported that there is no further update on additional 20MPH speed limits and s106 monies are available to purchase signage.

- b) To agree action to be taken

Resolved: It was unanimously agreed that Cllr Weltman will make an application for s106 funding for the following: Simple SID unit from CA Traffic (Sales Quote 001939): £2212 +VAT, Dual Message Display from Unipar Services (DMS PDF.pdf): £1945 + VAT and delivery.

8. Grounds and Maintenance

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

Noted: It was noted that quotations have been received for the following works: cutting and tree pruning on Kensington Way to include removal of overhanging branches, self seeded saplings and pruning of dogwood (£410); planting 30 shrubs along Monarch Drive walkway (£1,265); tree works and hedge reduction Stapeley Close (£660); planting of Scots pine trees Wheelock Close (£1,115); ditch works alongside fire station (£4,680 & £6,680).

It was agreed to: defer planting of the Scots pines until Land Registry has confirmed ownership of the land; to arrange a meeting to discuss responsibility for planting 30 shrubs along Monarch Drive walkway; defer carrying out works alongside Stapeley Close until all rubbish has been removed from site.

- b) To note quotation received for additional grass cutting

Noted: It was noted that it has been recommended by WAP Lawton that an additional grass cut is carried out (£1,420) prior to the contractual obligations and agreed by council that this was not necessary.

- c) To agree action to be taken

Resolved:

- a) It was proposed by Cllr Reed, seconded by Cllr Salmon and agreed 5:1 to instruct Caddis Ltd to carry out ditch works at a cost of £4,680. Cllr Channon objected.
- b) It was proposed by Cllr Reed, seconded by Cllr Salmon and unanimously agreed to instruct Jim's Mowing to carry out tree works on Kensington Way to include removal of overhanging branches, self seeded saplings and pruning of dogwood (£410).

9. Recent Events

- a) To receive report from Cllr Weltman following community litter pick

Noted: Cllr Weltman reported that 16 bags of rubbish had been removed by 9 volunteers

- b) To receive report from Cllr Hoey following community tree planting

Noted: Cllr Reed reported that 105 saplings were planted in 2 hours by 6 volunteers

10. Future Events

- a) To consider involvement with Kingsmead Primary School Summer Fair 2016

Noted: It was noted that the fair will be held on 25th June 2016 and the Events working group agreed to meet to consider involvement.

- b) To consider Xmas arrangements 2016

Noted: Events working group to meet and report at the next meeting

- c) To agree action to be taken

Noted: Events working group to meet and report at the next meeting

11. Adverse Possession

- a) To note progress on claim for adverse possession under title number CH603294

Noted: It was noted that the applicant for adverse possession under title number CH603294 has been notified by Land Registry that Kingsmead Parish Council has lodged an official objection to the claim and the applicant has until 21st March 2016 to confirm with Land Registry as to whether they wish to proceed with the application.

- b) To agree action to be taken

Noted: No further action at this point

12. Encroachment/Fly tipping

- a) To receive report from Cllr Reed/Cllr Hoey/Clerk

Noted: It was noted that residents have been informed where they have encroached parish land and been asked to remove items. Most residents have complied with the request to remove items.

- b) To agree action to be taken

Noted: Clerk to liaise with Cllr Reed to identify further action

13. Access over parish council land

- a) To note resolution following request from Leftwich resident to access the rear of their property across parish council land to facilitate house extension.

Noted: It was noted that the resident has reached an amicable solution with their neighbour regarding rear access to facilitate house extension.

PART B

14. Vexatious emails

- a) To note receipt of vexatious emails

Noted: It was noted that the Clerk and members of council (and, in some cases, their employers) are receiving vexatious emails from a Northwich resident and it was agreed that a formal parish council procedure should be adopted in relation to vexatious emails. Clerk to circulate proposed policy for adoption at April meeting.

- b) To agree response

Resolved: It was unanimously agreed that no response will be made to vexatious emails, letters or phone calls by either Clerk or members of council.

15. Close of meeting

Noted: The meeting closed at 9.05pm