

MINUTES FROM THE KINGSMEAD PARISH COUNCIL MEETING HELD ON MONDAY 21st NOVEMBER 2016 AT 7.30PM AT KINGSMEAD PRIMARY SCHOOL

Attended by: Cllr Reed (Chair), Cllrs Weltman, Done, Hoey, Martin, Logan, and Jo O'Donoghue (Clerk)

PART A

1. To receive Apologies

Resolved: Apologies were received and accepted Cllr Boylan & Cllr Bannister

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: 3 members of the public attended the meeting. 1 member of the public raised concerns regarding the lighting between Chelford and St Georges on the top path. Cllr Weltman agreed to take this up with Highways.

ACTION: HW

4. Approval of Minutes

- a) To approve and sign Minutes of the Council Meetings held 17th October 2016

Resolved: It was unanimously agreed to approve and sign the Minutes of the Council Meeting held 17th October 2016

5. Finance and Administration

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

Resolved: It was proposed by Cllr Hoey, seconded by Cllr Martin and unanimously agreed to approve and sign the accounts for payment November 2016 as follows:

B/P to: J O'Donoghue	KPC	£ 747.78	(under LGA 1972 s143)
B/P to: HMRC	120PX00311697	£ 257.13	(under LGA 1972 s143)
B/P to: WAPLAWTON	12984	£11,452.80	GPC Campbell Close play area
B/P to: CADDIS	A1771	£ 720.00	GPC Coronet Pond weed maintenance
B/P to: CADDIS	A1772	£ 792.00	GPC Dukes Way pond maintenance
B/P to: CADDIS	A1773	£ 1,536.00	GPC duck pond maintenance
B/P to: Adele	00192	£ 340.00	GPC Newsletters
B/P to: WAPLAWTON	12979	£ 7,800.00	GPC monthly maintenance
B/P to: Scorpio Signs	18336	£ 147.28	GPC signage
B/P to: WAPLAWTON	12996	£ 648.00	GPC river path
B/P to: Davenham Poppy Appeal		£ 100.00	Grant/wreath x 2
B/P to: Jim's Mowing	KMPC 171116C	£ 580.00	GPC Edging of Kerb from Clocktower to road
B/P to: Jim's Mowing	KMPC 171116B	£ 600.00	GPC memorial garden
B/P to: Jim's Mowing	KMPC 171116A	£ 300.00	GPC Planting and tidying Mereworth Park

B/P to: Jim's Mowing	KMPC 171116E	£ 280.00	GPC Stretton Walk
B/P to: Jim's Mowing	KMPC 171116D	£ 240.00	GPC Storage,repair, placing, removal of tree lights on Kingsmead square
B/P to: CADDIS	A1767	£ 696.00	GPC Lavister tree works
B/P to: CADDIS	A1768	£ 576.00	GPC Hay meadow
B/P to: CADDIS	A1762	£ 444.00	GPC Bickerton pond
B/P to: J O'Donoghue	KPC	£ 69.00	BT phone bill
TOTAL		£28,325.99	

ACTION: JO/LH

- b) To approve and sign bank reconciliation October 2016

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

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

Noted: It was noted that: all actions have been carried out from the previous meeting

- d) To agree date for Finance Committee Meeting

Resolved: It was unanimously agreed to hold the meeting on Tuesday 10th January from 7.30pm.

- e) To note current councilor resignations and co-option procedure

Noted: It was noted that there are 2 vacancies following the resignations of Gareth Broome and Jim Miller and that the procedure is listed on the website.

6. Clerks Report

- a) To receive report and agree any action to be taken

Noted: No further action

7. Maintenance Contract April 2017 – March 2020

- a) To approve maintenance contract specification (circulated)

Resolved: It was proposed by Cllr Hoey, seconded by Cllr Done and unanimously agreed to approve the circulated contract specification.

- b) To agree tender process and date for submission of quote

Resolved: It was unanimously agreed to follow the process as listed (Appendix A) with a closing date of 12 midday on Monday 12th December 2017.

ACTION: JO

8. Play Areas

- a) To receive report from Cllr Bannister and consider quotations received (circulated)

Noted: Cllr Bannister was unable to attend the meeting however 2 quotes have been received by the Clerk for works to Capesthorpe Close play area.

- b) To agree actions to be taken

Resolved: It was agreed to appoint Groundwork & Leisure Services Ltd to carry out works to remove existing time edging and replace, top up existing bark levels, remove and dispose of existing play equipment.

ACTION: JO

9. Social Media

- a) To consider feeding website news to facebook page

Noted: The above was considered.

- b) To agree action to be taken

Resolved: To look into the possibility of linking the website to a facebook page.

10. Grounds Works

- a) To receive report from Cllr Reed and consider quotations received (circulated)

Noted: Cllr Reed provided a report and it was noted that quotations have been received for works to trees: suffering from chestnut canker; on Wilton Close; St Georges Way and Coronet Avenue; Lavister Close.

- b) To agree actions to be taken

Resolved: It was unanimously agreed to instruct Caddis Ltd to carry out the works.

ACTION: JO

11. Christmas Arrangements

- a) To receive report from Cllr Weltman

Noted: Cllr Weltman provided a report and it was noted that 12 stall holders have confirmed booking for the market and that all other arrangements are now in place.

- b) To agree roles and responsibilities

Resolved: All Cllrs to attend where possible

ACTION: ALL

12. Planning

To consider the following planning application:
16/04801/TPO

Hill Top Farm Chester Road Davenham Northwich

Four individual trees require pruning works to the south west boundary of Poors Wood, Davenham.

T1 (tag no.00043) Sycamore Acer pseudoplatanus. Reduce crown to south west by 4m for clearance and to prevent lateral limbs overhanging site.

T2 (tag no.00044) Hybrid black poplar Populus x canadensis. Reduce crown to south west by 6m for clearance and to prevent lateral limbs overhanging site.

T3 (tag no.00045) English oak Quercus robur. Remove lowest leader to south to raise crown and provide suitable clearance.

T4 (tag no.00046) Ash Fraxinus excelsior. Remove lowest leader to south to raise crown and provide suitable clearance. Remove Deadwood and reduce crown to south.

planning documents:

http://194.187.35.179/Planning/lg/GFPlanningDocuments.page?org.apache.shale.dialog.DIALOG_NAME=gfplanningsearch&ref_no=16/04801/TPO&Param=lq.Planning&viewdocs=true

Resolved: It was unanimously agreed to respond as follows: The proposed works represent significant pruning which may be damaging to the visual amenity and long term health of trees. The need for such works should have been identified and highlighted as part of the survey that

accompanied the planning application for the site. It is understood that the trees belong to Cheshire Wildlife Trust and request that they are consulted. Kingsmead Parish Council further requests that a Tree Officer visit the site and make recommendations. **ACTION: JO**

13. Close of meeting

The meeting closed at 8.40pm.

APPENDIX A PROCESS FOR TENDER

1. A latest return date for the tender along with the contract will be sent to applicants (12th December agreed). PC require proof of public liability, insurance and names/address of references to be returned along with the quote.
2. Councillors to discuss the returned information/quotes at the December meeting using the following criteria:
 - quote amount
 - value for money/quality
 - contractor manpower
 - contractor equipment
 - accreditation/qualifications/associations
 - locality
 - contractor experience
 - contractor references
 - PC experiences with applicant