

Minutes from the Parish Council Meeting held on Monday 16<sup>th</sup> November 2015 at 7.30pm at Kingsmead Primary School

Attended by: Cllr Hoey (Chair), Cllr Reed, Cllr Weltman, Cllr Channon, Cllr Bannister  
Jo O'Donoghue (Clerk)

**PART A**

**1. To receive Apologies**

**Noted:** Apologies were received and accepted from Cllrs Done, Salmon. Broome 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 19<sup>th</sup> October 2015

**Resolved:** It was unanimously agreed to approve and sign Minutes of the Council Meeting held 19<sup>th</sup> October 2015

**5. Finance and Administration**

- a) To approve and sign the accounts for payment November 2015

**Resolved:** It was unanimously agreed to approve the following accounts for payment:

Clerks salary	£ 707.26
HMRC	£ 251.70
ICO (00042524568)	£ 35.00
Scorpio Signs (17748)	£ 175.26
WAP Lawton (12573)	£ 7,800.00
PCC	£ 1,000.00
Cheshire Metalcraft (Ref-2790)	£ 600.00
Suigeneris (153162)	£ 1,533.66
Caddis (A1538)	£ 1,713.60
Pentagon	£11,772.00
Adele Design & Print (00153)	£ 95.00
Caddis (A1544)	£ 2,640.00
PIMS (KIN020)	£ 80.40
Amazon (800-279-6620)	£ 29.95
Amazon (EU AMAZON)	£ 35.44
PIMS (KIN019)	£ 324.00
WAP Lawton (12584)	£ 3,168.00

<b>TOTAL</b>	<b>£31,961.27</b>
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- b) To approve and sign bank reconciliation

**Resolved:** It was unanimously agreed to approve and sign the bank reconciliation.

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

**Resolved:** It was unanimously agreed to fill in the three dog grids (Kensington Way Park) with drainage stone at a cost of £575.00

- d) To agree a date for Finance Committee Meeting

**Resolved:** It was agreed to hold the Finance Committee Meeting at 7pm on 30<sup>th</sup> November in the meeting room at Hartford Village Hall, 244 Chester Road, Hartford.

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

**Resolved:** It was agreed that Cllr Hoey will carry out the Clerk's appraisal on a date to be agreed.

#### 6. Speedwatch

- a) To receive report from Cllr Reed

**Noted:** Cllr Reed provided a thorough report and it was noted that hi viz jackets are now available and the speed gun is on order and will be received in January.

- b) To agree action to be taken

**Noted:** The Community Speed Watch Team will continue to monitor Monarch Drive.

#### 7. Trees/Ponds/Stretton Walk Flood Prevention

- a) To receive reports from Cllrs Reed & Hoey

**Noted:** Cllr Hoey reported that a pond survey will shortly be carried out and Cllr Reed reported that a further meeting is required with United Utilities.

- b) To note quotations received and works instructed

**Noted:** It was noted that tree works have been instructed on Shavington (adjacent to No 36), Stapley Close (adjacent to No 4) and Prestbury Close (adjacent to No 6).

- c) To note access issues with regards to approved works

**Noted:** It was noted that a resident on Waystead Close has objected to works being carried out on willow trees which have been deemed to be dangerous (following a tree survey) and require removal due to safety concerns highlighted by Caddis Ltd. It was further noted that a resident on London Road has offered to provide access to enable the works to be carried out.

- d) To agree action to be taken

**Resolved:** It was unanimously agreed to inform the resident on Waystead Close that the tree works will be carried out without requiring access from the property driveway.

## 8. Play Areas

- a) To receive a report from Cllr Bannister

**Noted:** Cllr Bannister provided a report and it was noted that bark top-up has been instructed. Applications for grants will be considered in the new year.

- b) To agree any further action to be taken

**Noted:** It was noted that a sign is required for Kensington Park following receipt of Big Lotteries grant funding.

## 9. Christmas 2015

- a) To receive report from working group (Cllrs Salmon, Done, Weltman & Boylan)

**Noted:** It was noted that arrangements are in place and the Christmas tree and lights will be erected week beginning 23<sup>rd</sup> November.

- b) To agree action to be taken

**Noted:** Volunteers are required to attend the lighting ceremony on Friday 4<sup>th</sup> December. Cllr Weltman to provide full details, Clerk to provide song sheets.

## 10. Bridges

- a) To receive report from Cllr Reed

**Noted:** Cllr Reed reported that all materials have now arrived and are awaiting fixing.

- b) To agree any action to be taken

**Resolved:** It was unanimously agreed to request a price from WAP Lawtons to fit the anti slip strips

## 11. Bench & bin

- a) To note response from Wulvern Housing re bench

**Noted:** It was noted that Wulvern Housing has asked residents of the extra care home for suggestions on placement which have been provided.

- b) To note request for additional bin on Monarch Drive

**Noted:** The request was noted

- c) To agree action to be taken

## 12. Website

- a) To note progress

**Noted:** It was noted that progress continues and the site should be live shortly.

- b) To agree further action to be taken

**Noted:** All Cllrs and Clerk to provide written profile for inclusion on the website

## 13. Any other business not on the agenda

**Noted:** There was no other business