



Kingsmead Parish Council  
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Clerk: Jo O'Donoghue  
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Councillors are summoned to attend the ORDINARY PARISH COUNCIL MEETING to be held Kingsmead Primary School on Monday 19<sup>th</sup> November 2018 at 7.30pm

Clerk: Jo O'Donoghue

Date: 13/11/2018

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## A G E N D A

1. **To receive apologies**
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.
3. **Public open forum**
  - a) Members of the public are invited to address Councillors and raise issues of concern
4. **PCSO**
  - a) To receive report from PCSO Phil Hambleton
5. **Approval of Minutes**
  - a) To approve the minutes of the Ordinary Monthly Meeting held 15<sup>th</sup> October 2018
6. **Finance and administration**
  - a) To note installation of RBS Alpha Financial Software
  - b) To approve and sign October bank reconciliation
  - c) To approve and sign accounts for payment November 2018
  - d) To note financial position to end November 2018
  - e) To approve application for overdraft facility in accordance with Unity Trust Bank mandate
  - f) To agree date for Finance Committee Meeting
  - g) To note completion of evaluation of the Clerk's role by Jackie Weaver, Chief Executive, Cheshire Association of Local Councils and recommendation that Council consider increasing weekly working hours from 15 hours to 20 hours to reflect hours required to facilitate role
  - h) To note activity log
7. **Risk Assessment 2018-2019**
  - a) To approve risk assessment

## Ordinary Meeting Agenda (cont.)

8. **Remembrance Day 11th November 2018**
  - a) To receive report from Cllr Hoey
9. **Meeting with Police and Crime Commissioner 13<sup>th</sup> November 2018**
  - a) To receive report from Cllr Martin
10. **IT Systems**
  - a) To note that administrative access to the PC laptop is required by the Clerk in order to access the support package provided by RBS Ltd for Alpha finance software
  - b) To note missing emails from Clerk's email address
11. **To note correspondence from residents and agree further response/action**
  - Concerns regarding cycle track/footpath exiting onto Royal Gardens and request to install barrier requiring cyclists to dismount at the entrance to Royal Gardens
12. **Kingsmead Youth Council**
  - a) To receive a report from Cllr Jewitt
  - b) To agree actions to be taken
13. **Landscaping and Trees**
  - a) To approve removal of dangerous oak tree (due to large amount of internal rot) on Stretton Walk following recommendation by Caddis Ltd
  - b) To receive report from Cllr Reed
14. **Application for Right of Way (land and buildings lying to the north of Dobells Road)**
  - a) To note progress with the application by Assistelec Ltd with Land Registry under title numbers CH470865 and CH603294 over PC amenity land
15. **Events**
  - a) To note Xmas 2018 arrangements and confirmation of bookings
  - b) To agree actions to be taken
16. **Any other business**

For information only. No decisions can be made under this agenda item
17. **Close of meeting**