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Minutes of an EXTRA PARISH COUNCIL MEETING held Monday 14th December 2020 at 5.15pm via Zoom Video Conferencing

Present: Cllr Bannister (Chairman), Boylan, Chappell, Hoey (arrived 6.30pm), Logan, Reed, Weltman and Williams

Also in attendance: Lara Jacob (Clerk); Nigel Day (CHL Solicitors; left 6.35pm)

1. **To receive Apologies**

Noted: Apologies were received from Cllrs Jewitt (business) and Martin (personal)

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: Cllr Williams declared a non-pecuniary interest in the planning application (Item 7), remained in the meeting but took no part in the discussion or decision.

3. **Public open forum**

No members of the public were present

4. **Land at St George's Way**

To consider the correspondence received (emailed prior to the meeting) and agree the appropriate response.

It was moved that this item be considered in closed session as the information to be disclosed related to a legal matter. A vote was put and a unanimous decision to move to closed session was made.

Nigel Day of CHL Solicitors, appointed to provide legal advice on the matter, outlined several options open to the council following recent correspondence from the other party. Mr Day left the meeting at 6.35pm.

Councillors discussed the options and requested a costing for further legal advice to be considered at the next meeting of the council.

Cllr Reed experienced connection problems during this agenda item and was not present during the entirety.

Cllr Hoey joined the meeting at 6.30pm.

5. **Tender documents**

a) **To approve** the adoption of the draft Tender Working Group Terms of Reference outlining the process to be followed from receipt of tender documents to the submission of the working group's recommendation report to full council.

Resolved that the Tender Working Group Terms of Reference will be adopted.

b) To confirm the appointment of members of the Tender Working Group.

Resolved that Cllrs Boylan, Hoey, Weltman and Williams will form the membership of the Tender Working Group.

c) To witness the formal opening of the tender documents and to declare any interests regarding the contractors who have made submissions.

Nine tender documents were received and opened in the following order:

1. WAP Lawton and Sons
2. JMD Grounds Maintenance
3. Gritit
4. Countrywide Grounds Maintenance
5. Greenfingers Ltd
6. Spacecare Ltd
7. PGS Northwest
8. Bluma Ltd
9. Continental Landscapes

No interests were declared.

6. Finance and Administration

To approve the immediate payment of £1028.00 to Veolia, as the third-party contribution to the Campbell Close Play Area grant application. On approval the payment will be entered on the Unity Trust schedule of payments for authorisation by Cllrs. Bannister and Hoey. The payment will be included in the monthly payment schedule.

Resolved that the payment be made and Cllrs Bannister and Hoey will authorise.

7. Planning

To discuss the parish council's response to the following application:

20/04154/FUL 4 Eyston Close Northwich Cheshire CW9 8UP

Erection of Single storey rear extension and removal and relocation of boundary fencing.

Cllr Williams took no part in the discussion or decision.

Councillors discussed the application and decided that a response would be entered on the Cheshire West and Chester planning portal raising concerns, not with the extension itself, but with the impact that the movement of the boundary might have on the overall street scene; the environmental implications of removing mature shrubbery to be replaced with similar planting much closer to the pathway; the potential loss of green open space and the encroachment of the boundary on to the service strip.

8. Agenda items for the next meeting

To note agenda items to be considered at the December meeting

The following items were requested for the agenda for the meeting on 21 December 2020:

Updates on parks, ponds and trees; update on financial costs of the options related to St. George's Way land; consideration of quotation for remedial tree work; sponsorship approach for newsletter.

9. Close of meeting

Noted: The meeting closed at 7.02pm
