



Kingsmead Parish Council  
PO Box 784  
Northwich  
CW9 9UN

Clerk: Lara Jacob  
Telephone: 01606 533858  
[clerk@kingsmeadpc.org.uk](mailto:clerk@kingsmeadpc.org.uk)

Councillors are summoned to attend the ANNUAL PARISH COUNCIL MEETING to be held on Monday 17 May 2021, commencing around 7.30pm or at the close of the Annual Assembly meeting, whichever is latest.

Venue: Kingsmead Primary School, Dukes Way, Kingsmead CW9 8WA

Lara Jacob, Interim Clerk to the Council

Date: 11 May 2021

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## A G E N D A

1. **Election of the Chairman of the Parish Council**  
**To receive** nominations and elect a Chairman for the civic year 2021-2022  
On election, **to receive** the signature of the elected Chairman on the Declaration of Acceptance of the Office form
2. **Election of Vice Chairman of the Parish Council**  
**To receive** nominations and elect a Vice Chairman for the civic year 2021-2022
3. **To receive apologies**
4. **Disclosure of interest in items on the agenda**
  - a) **To note** that councillors have had the opportunity to review their Register of Interest documents and have advised any changes.
  - b) **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
5. **Public open forum**
  - a) Members of the public are invited to address Councillors and raise issues of concern
6. **PCSO**  
**To receive** a report from PCSO (*to follow*)
7. **Approval of Minutes**  
**To approve** the minutes of the Ordinary Meeting held on 19 April 2021 (*attached*)
8. **Finance and administration**
  - a) **To approve** the bank reconciliations presented (*attached*)
  - b) **To approve** accounts for payment in May 2021 (*attached*)
  - c) **To note** accounts paid April 2021 (*attached*)
  - d) **To note** financial position to date (*attached*)
  - e) **To consider** a donation of £500 in support of the community event to be held within the Kingsmead Primary School grounds on 9 July 2021

## Ordinary Meeting Agenda (cont.)

- f) **To approve** the timesheets submitted by the interim clerk *(to follow)*
9. **Kingsmead Primary School**  
**To receive** an update on the recently announced plans to extend the numbers on roll at the school.
10. **Planning Applications**  
To note the following plan advised by CWAC, circulated to councillors and to which no comment is to be made:  
**21/01087/FUL** 12 Rossett Close Davenham Northwich Cheshire CW9 8WP  
Proposal: Relocation of boundary fence
11. **Committees and Working Groups**  
**To discuss** the committees and working groups to be continued or created for the civic year 2021-22 and **to appoint** members of those committees.
12. **Environmental Matters**  
a) **To consider** quotations received for cleaning and painting stonework on Kingsmead signs; cleaning the War Memorial; repointing at War Memorial; repair and replacement of lighting bulbs on Kingsmead sign.  
b) **To receive** any updates on environmental matters, including resident queries.
13. **Play Parks**  
a) **To consider** quotations for groundwork preparation, purchase and installation of rubber chippings and replacement of swing seats at Campbell Close following the installation of the new equipment. **To note** that the wooden bench was removed at a cost of £126, being an agreed spend by the Chairman and Clerk, as a reduced cost was achieved by combining the work with the removal of play equipment at Burwudsley Play Area.  
b) **To consider** quotations received for provision of annual and quarterly inspections of the play areas *(attached and to follow)*
14. **Recruitment update**  
a) **To note** that the clerk submitted a resignation notice and that the last day worked was 30 April 2021.  
b) **To confirm** that the interim clerk will remain in post on a zero-hours contract  
c) **To discuss** the appointment of a previous applicant to the role of clerk and agree a suitable trial and training period prior to issuing a firm offer of employment and accompanying contract.
15. **Agenda items for the next meeting**  
To note agenda items to be considered at the June meeting
16. **Close of meeting**

### Closed session items

**Members of the public should be aware that the council may take a vote on any item on the agenda to resolve that the item be dealt with in closed session. The law permits the exclusion of the press and public when the council is discussing matters which may contain sensitive information, such as legal advice or matters pertaining to individuals.**

*Public Bodies (Admission to Meetings) Act 1960 s.2*

*A body may, by resolution, exclude the public from a meeting whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for some other special reasons stated in the resolution and arising from the nature of that business of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies.*

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Minutes of an ORDINARY PARISH COUNCIL MEETING held Monday 19 April 2021 at 7.30pm via Zoom Video Conferencing

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**Present:** Cllr Bannister (Chairman), Boylan, Hoey, Jewitt, Martin, Reed, Weltman and Williams.

**Also in attendance:** Lindsey Parton (Clerk); 2 members of the public

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1. **To receive apologies**

Apologies were received from Cllr Chappell (prior engagement) and Cllr Logan (childcare commitment).

2. **Disclosure of interest in items on the agenda**

No disclosures were made.

3. **Public open forum**

Members of the public were invited to address Councillors and raise issues of concern.

A member of the public spoke in respect of item 7m concerning a request for funding for a local organisation.

A member of the public left the meeting at 7.45pm.

4. **PCSO**

PCSO Lee Robertson was in attendance and submitted a report which outlined numerous Covid 19 breaches, two incidents of parking/highway disruption and one speed enforcement on Monarch Drive. The PCSO also confirmed that he was monitoring anti-social behaviour in Poor's Wood and that he would investigate road safety concerns relating to the pedestrian crossing on the A553 near to the Kingfisher public house.

PSCO lee Robertson left the meeting at 7.55pm.

5. **Approval and receipt of Minutes**

a) **To approve** the minutes of the Ordinary Meeting held on 15 March 2021 (*attached*)

**Resolved** – That the minutes were a true record of the meeting held on 15 March 2021.

6. **Summer Event**

Further to minute no.6 of the last meeting, the possibility of providing support to a summer event to take place within the grounds of Kingsmead Primary School was discussed. The School Head had proposed the date of 9 July 2021 with a focus on games, food, musicians and public displays/information giving.

**Resolved** – That expenditure of up to a maximum £500 be authorised to support the summer event for an

## Ordinary Meeting Minutes (cont.)

ice cream van and that quotations be sought in this respect.

### 7. Finance and administration

- a) **To approve** the Unity Trust bank reconciliation to 31-03-21

**Resolved** – approval of the Unity Trust bank reconciliation to 01-04-2021 with a balance of £32,656.08.

- b) **To approve** bank reconciliations for the Nationwide 45 Day bank account and the 125 Day bank account to 31-03-21

**Resolved** – approval of the Nationwide bank reconciliations (balances £90.30 and £37,924.05 respectively).

- c) **To note** the Yorkshire Bank reconciliation to date

**Resolved** - approval of the Yorkshire Bank reconciliation to date with a balance of £4,001.97.

- d) **To reapprove the following variable Direct Debit payments:-**

- Telecoms World VOIP phone service - £20.40 per month
- 3G Mobile Phone - £8 per month
- Payment of Lloyds Bank Card fee (Max £500)
- ICO Registration Fee (approx. £40pa)
- PO Box - £36.60 per month

**Resolved** - approval of the variable Direct Debit payments as listed above.

- e) **To approve** accounts for payment in April 2021

**Resolved** - approval of the accounts for payment as presented, a total of £13,870.93 (inc VAT); and approval of an additional accounts for payment in respect of the Clerk's salary (£1,149.58; HMRC £187.59; and pension contributions £378.38).

- f) **To note** accounts paid March 2021

Noted - the payments made in March 2021, a total of £6847.41 (inc VAT).

- g) **To note** financial position at year end to 31-03-2021

Noted - the financial position at year end to 31-03-2021 with Reserve Balances totaling £74,672.40.

- h) **To review and approve** the draft AGAR accounting statements 2020-2021 for submission to the internal auditor

**Resolved** - approval of the draft AGAR accounting statements 2020-2021 for submission to the internal auditor, subject to verification of the Annual precept figures.

- i) **To approve** the asset register 2020-2021 for submission to the internal auditor

**Resolved** - approval of the asset register 2020-21 for submission to the internal auditor, subject to the inclusion of poppies and rope fence at the war memorial (£136.00; and £411.00 respectively).

- j) **To approve** a movement to earmarked reserves of £5141, being the first payment of two of the Veolia grant, for the purchase of play equipment for Campbell Close

**Resolved** - approval of a movement to earmarked reserves of £5141, being the first payment of two of the Veolia grant, for the purchase of play equipment for Campbell Close.

- k) **To approve** the amounts of money to be transferred from the current account to Parish Council's savings accounts now that the precept of £198,482 has been received.

**Resolved** - (a) approval of amounts of money to be transferred from the Unity Trust current account to Parish Council's savings accounts as follows:

- £50,000 to Nationwide 45 Day Account;
- £15,000 to Nationwide 125 Day Account;

## Ordinary Meeting Minutes (cont.)

- £80,000 to the Yorkshire Bank; and

(b) approval of a fourth long term savings account with a different bank/ building society to enable the Council to meet the requirements for FSCS protection of savings.

l) **To approve** the timesheets submitted by the outgoing clerk

**Resolved** - to accept the timesheets submitted by the outgoing clerk.

m) **To consider** a request for funding from a local organisation

**Resolved** – approval of a grant of £325 to Thrive Chronic Pain Support Group, to fund training to deliver “Move it or Lose it” classes for the over 60’s; subject to receipt by the Clerk of information from the organisation in respect of the number of users of the service from within the Kingsmead parish.

### 8. **Planning Applications**

**To consider** a response to the following planning applications:

Reference Number: 21/00969/FUL

10 Waystead Close Northwich Cheshire CW9 8NN

Single storey rear extension, increased off road parking to the front, enclosure of the existing porch space, additional velux to the first floor master en-suite and internal alterations

**Resolved** – that the parish council had no objection to the plans.

### 9. **St George’s Way**

**To consider** the latest response received by CHL Solicitors

Noted – that a response from CHL Solicitors was still awaited and would be circulated to Councillors following the meeting, upon receipt.

### 10. **Environmental Matters**

a) **To consider** the report on maintenance issues at the Clocktower and War Memorial submitted by Cllr Boylan

**Resolved** – that quotations be sought for all works indicated within the report; and that cleaning of the Stonework at the Art College end of the village be completed prior to commencement of work to build the new flower bed at this location.

b) **To consider** any further actions by the Council with regard to fly tipping

**Resolved** – (i) that a reminder letter, of the requirement to remove recently reported fly tipping, be sent to the occupants, with advice that the Council will take any legal action open to it in the event of non-compliance; and

(ii) that further advice be sought from CWAC, ChALC and the Parish Council Insurers on possible future actions.

c) **To receive** an update from Cllr Weltman on the accessibility of the path at the Willows Apartments

Cllr Weltman reported that ownership of the pathway had not yet been confirmed, and that further enquires were being made in this respect, by the management company for the Apartments.

Noted – the update from Cllr Weltman was noted.

d) **To consider** the quotation received for the repair of lighting on the Kingsmead sandstone sign

**Resolved** – that further clarification be sought on the quotation received and that a comparative quotation be sought.

## Ordinary Meeting Minutes (cont.)

e) **To consider** the quotation of £320 from Lawton's for planting the flowerbed at Kensington Park Playground

**Resolved** – that the quotation of £320 from Lawton's be accepted; and that a list of the proposed plants for the flower bed be requested by the Clerk.

f) **To receive** any other updates

The Lead Councillor of the Wildflower Working Group gave an update on the plans for the forthcoming harrowing and broadcasting of seed for the wildflower strip on the spine road. Volunteers would be sought to assist with the sowing of the seeds once dates were available. The Council considered the requirements for grass cutting on the bank, running adjacent to Dobell's Lane, which required further discussion with the Grounds Maintenance Contractor.

### 11. Ponds Works

a) **To consider** any issues relating to ponds, culverts or drainage

Noted – that there were no issues to report.

### 12. Play Parks

a) **To note** that the installation of the new play equipment at Campbell Close

Noted – that the works would now commence during the week commencing 26 April 2021, with a site meeting arranged with the Contractor on 21 April 2021.

b) **To note** that the basketball ring has now been installed at Kensington Way Park

Noted – that the works were completed.

c) **To consider** quotations received for provision of annual and quarterly inspections of the play areas

Two quotations were considered for Quarterly and Annual Play Park inspections and it was noted that the Grounds Maintenance Contractors were undertaking weekly inspections.

**Resolved** – (i) that further clarification be obtained on the two quotations received for Play Park inspections, and that a third quotation be sought; and

(ii) that the Clerk pursue the securing of the latch for the gate at the Pulford Close Play

Area.

d) **To discuss** the replacement of equipment at Burwardsley Way Play Park

The Council noted that the play equipment at Burwardsley Way Play Park would be removed in the near future and discussed options for its replacement. As the Play Area budget had been underspent by £16K in the last financial year, and this money had been moved into the Council's reserves. Members considered using these reserves to provide for new equipment at Burwardsley Way.

**Resolved** – that approval in principle be given to using reserves for replacement equipment at Burwardsley Way Play Park; and that quotations be sought and brought back to a future meeting.

e) **To discuss** wording for the play area signs

The Council discussed the need for new signage for all nine play areas within the village.

f) **To consider** the quarterly Play Park Inspection reports

**Resolved** – that a meeting of the Play Area Committee be convened to discuss the quarterly Play Park inspection reports; replacement equipment for Burwardsley Way Play Park and replacement fencing at the Kensington Way play area.

## Ordinary Meeting Minutes (cont.)

g) **To receive** any other updates

Noted - there were no other updates to report.

### 13. **Annual Assembly and Annual Parish Council Meeting**

**To consider** the date and venue for the Annual Assembly and the Annual Parish Council Meeting

**Resolved** – that arrangements be made for the Annual Assembly to be held on Monday 17 May 2021 at 7pm; and for the Annual Parish Meeting to be held on Monday 17 May 2021 at 7.30pm; and that arrangements be made for these meetings to be held at Kingsmead Primary School if permissible and available.

### 14. **Agenda items for the next meeting**

Noted – the following items for the next agenda: Appointments to Committees and Working Groups and their proposed Terms of Reference; and Parish Newsletter.

It was also noted that a litter pick was proposed for Friday 14 and Saturday 15 May 2021.

### 15. **Close of meeting**

The meeting closed at 9.24pm.

**Bank Reconciliation Statement as at 30/04/2021  
for Cashbook 1 - Current Bank A/c**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current T2	30/04/2021	140	219,201.29
			<u>219,201.29</u>
<b><u>Unpresented Cheques (Minus)</u></b>			<b><u>Amount</u></b>
22/04/2021 19.04 8k	Nationwide 125 Day Contingency	15,000.00	
22/04/2021 19.04 7k	Nationwide 45 Day Saver for Bu	50,000.00	
22/04/2021 19.04 7k	Yorkshire Bank Business Saving	80,000.00	
			<u>145,000.00</u>
			74,201.29
<b><u>Receipts not Banked/Cleared (Plus)</u></b>			
		0.00	
			<u>0.00</u>
			74,201.29
		<b>Balance per Cash Book is :-</b>	<b>74,201.29</b>
		<b>Difference is :-</b>	<b>0.00</b>

# Statement of your account



BANK WITH US. BANK ON US.

05125181 | 05937  
 Mrs Lara Jacob  
 Kingsmead Parish Council  
 6 Priory Street  
 Warrington  
 WA4 6PZ

PO Box 7193, Planetary Road, Willenhall WV1 9DG

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05125181 | 05937 | 00001 | 00001 |

Name of account: Kingsmead Parish Council

Date: 30 April 2021

Statement 140 (page 1 of 1)

Account number: 20266426

Bank sort code: 608301

Type of account: Current T2

Date	Details	Payments	Receipts	Balance
31 MAR 21	Balance brought forward			32,656.08 *
8 APR 21	CHESHIRE WEST		198,482.00	231,138.08 *
12 APR 21	Direct Debit (H3G)	8.00		231,130.08 *
20 APR 21	Direct Debit (LLOYDS BANK PLC)	17.39		231,112.69 *
22 APR 21	B/P to: Massey Harris	1,606.80		
22 APR 21	B/P to: Mrs L J Parton	1,149.58		
22 APR 21	B/P to: CHESHIRE PEN FUND	378.38		
22 APR 21	B/P to: HMRC	187.59		
22 APR 21	B/P to: HMRC	172.18		
22 APR 21	B/P to: LJACOB	641.76		
22 APR 21	B/P to: PIMS	356.40		
22 APR 21	B/P to: CADDIS LTD	120.00		
22 APR 21	B/P to: CADDIS LTD	456.00		
22 APR 21	B/P to: New Cheshire Bussi	104.00		
22 APR 21	B/P to: WAPLAWTON	5,832.00		
22 APR 21	B/P to: CADDIS LTD	4,416.00		
22 APR 21	B/P to: NALC	120.00		215,572.00 *
23 APR 21	Direct Debit (TELECOMS WORLD)	20.40		215,551.60 *
30 APR 21	HMRC VTR		3,649.69	219,201.29 *
	Balance carried forward			219,201.29 *

You can ask us to send you details of our rates and how we work them out.

## Current Bank A/c

## Payments made between 01/05/2021 and 31/05/2021

## Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
13/05/2021	Hutchinson 3G	DD	8.36			4235	120	8.36	Mobile Phone
18/05/2021	Caddis Ltd	BACS	840.00		140.00	4305	130	700.00	Ground Prep for Seeding
18/05/2021	Caddis Ltd	BACS	811.20		135.20	4305	130	676.00	Wildflower seeds - batch 1
18/05/2021	Play and Leisure Ltd	BACS	14,514.12		2,419.02	4420	140	12,095.10	Campbell Close Install
18/05/2021	Countrywide Grounds Maintenanc	BACS	5,693.22		948.87	4300	130	4,744.35	Monthly Grounds Maintenance
18/05/2021	CHALC	BACS	1,319.40			4220	120	1,319.40	Annual Affiliate Fee
18/05/2021	Countrywide Grounds Maintenanc	BACS	36.00		6.00	4400	140	30.00	Pulford Close Gate Repair
18/05/2021	Countrywide Grounds Maintenanc	BACS	151.20		25.20	4400	140	126.00	Removal bench Campbell Clise
18/05/2021	Countrywide Grounds Maintenanc	BACS	743.04		123.84	4400	140	619.20	Countrywide Grounds Maintenanc
18/05/2021	Rialtas Business Software Ltd	BACS	672.00		112.00	4215	120	560.00	End of Year Closure
18/05/2021	New Cheshire Business Park Ltd	BACS	104.00		17.33	4237	120	86.67	Storage rental April
18/05/2021	Suddenstrike	BACS	2,418.00		403.00	4400	140	2,015.00	Gates - Cthne/Brwdly
18/05/2021	Lindsey Parton	BACS	184.14			4000	110	184.14	Holiday Pay
18/05/2021	Lara Jacob	BACS	606.54			4000	110	606.54	Salary for April 2021, 45.25h
18/05/2021	HMRC	BACS	154.29			4010	110	154.29	May Tax/NI
18/05/2021	Lloyds Bank Charge Card	DD	17.39			240		17.39	Payment of balance on card
20/05/2021	Telecoms World Plc	DD	20.40		3.40	4235	120	17.00	VOIP Charges
<b>Total Payments:</b>			28,293.30	0.00	4,333.86			23,959.44	

Time: 11:27

## Current Bank A/c

## List of Payments made between 01/04/2021 and 30/04/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
20/04/2021	NALC	BACS	120.00		Clerk Advertisement
20/04/2021	Caddis Ltd	BACS	4,416.00		Annual Mngt Sluice pond clear
20/04/2021	WAP Lawton & Son Ltd	BACS	5,832.00		Landscape Maintenance
20/04/2021	Massey & Harris	BACS	1,606.80		Basketball work Kensington Way
20/04/2021	Hutchinson 3G	DD	8.00		mobile phone
20/04/2021	New Cheshire Business Park Ltd	BACS	104.00		Container Rent
20/04/2021	Caddis Ltd	BACS	456.00	PO51	Tree Work
20/04/2021	Caddis Ltd	BACS	120.00	PO53	Tree Work
20/04/2021	L Jacob	BACS	641.76		Feb 2021 Salary
20/04/2021	HMRC	BACS	172.18		Tax & NI
20/04/2021	Lloyds Bank	DD	3.00		Card Charges
20/04/2021	Zoom Video Communications Ltd	DD	14.39		Zoom Monthly fee
20/04/2021	Telecoms World Plc	DD	20.40		VOIP Monthly charges
20/04/2021	Play Inspection & Maint Svcs	BACS	356.40	KIN053	Quarterly Inspec'n Playgrounds
20/04/2021	L Parton	BACS	1,149.58		April Monthly Salary
20/04/2021	HMRC	BACS	187.59		Tax & NI
20/04/2021	Cheshire Pension Fund	BACS	378.38		April Pension
22/04/2021	Nationwide 125 Day Contingency	19.04 8k	15,000.00		Transfer of Funds
22/04/2021	Nationwide 45 Day Saver for Bu	19.04 7k	50,000.00		Transfer of Funds
22/04/2021	Yorkshire Bank Business Saving	19.04 7k	80,000.00		Transfer of Funds
<b>Total Payments</b>			<b>160,586.48</b>		

## Detailed Receipts &amp; Payments by Budget Heading 31/05/2021

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>100 Income</b>							
1076 Precept	0	198,482	198,482			0.0%	
1090 Interest Received	0	50	50			0.0%	
1095 Income -Gas Governer Lease	0	100	100			0.0%	
1100 Grants & Donation Received	0	15,000	15,000			0.0%	
Income :- Receipts	<b>0</b>	<b>213,632</b>	<b>213,632</b>			<b>0.0%</b>	<b>0</b>
<b>Net Receipts</b>	<b>0</b>	<b>213,632</b>	<b>213,632</b>				
<b>110 Staff Costs</b>							
4000 Staff Salary	2,582	18,200	15,618		15,618	14.2%	
4010 PAYE & NI	514	5,300	4,786		4,786	9.7%	
4030 Pension	378	6,400	6,022		6,022	5.9%	
4050 Staff Mileage & Benefits	0	200	200		200	0.0%	
4060 Staff other Expenses	0	312	312		312	0.0%	
Staff Costs :- Indirect Payments	<b>3,474</b>	<b>30,412</b>	<b>26,938</b>	<b>0</b>	<b>26,938</b>	<b>11.4%</b>	<b>0</b>
<b>Net Payments</b>	<b>(3,474)</b>	<b>(30,412)</b>	<b>(26,938)</b>				
<b>120 Admin Costs</b>							
1076 Precept	198,482	0	(198,482)			0.0%	
Admin Costs :- Receipts	<b>198,482</b>	<b>0</b>	<b>(198,482)</b>				<b>0</b>
4200 Training - Members and Clerk	0	1,500	1,500		1,500	0.0%	
4205 Bank Charges	6	150	144		144	4.0%	
4210 Audit Fees	0	1,000	1,000		1,000	0.0%	
4215 Professional Fees	660	7,500	6,840		6,840	8.8%	
4216 Legal Fees - Estate Rentcharge	0	0	0	1,200	(1,200)	0.0%	
4220 Subscriptions & Memberships	1,319	1,600	281		281	82.5%	
4225 Insurance	0	1,600	1,600		1,600	0.0%	
4230 Stationery & Postage	0	500	500		500	0.0%	
4234 Software fees	0	675	675		675	0.0%	
4235 Telephone & Broadband	50	250	200		200	20.1%	
4236 PC Office Costs	0	500	500		500	0.0%	
4237 Storage Unit Hire	173	1,100	927		927	15.8%	
4238 Video Conferencing	24	150	126		126	16.0%	
4240 Website	0	600	600		600	0.0%	
4245 Newsletter Printing	0	200	200		200	0.0%	
Admin Costs :- Indirect Payments	<b>2,233</b>	<b>17,325</b>	<b>15,092</b>	<b>1,200</b>	<b>13,892</b>	<b>19.8%</b>	<b>0</b>
<b>Net Receipts over Payments</b>	<b>196,249</b>	<b>(17,325)</b>	<b>(213,574)</b>				

## Detailed Receipts &amp; Payments by Budget Heading 31/05/2021

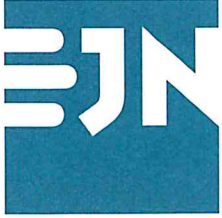
## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>130 Maintenance</b>							
4300 Grounds Maintenance Contract	9,604	60,000	50,396		50,396	16.0%	
4305 Additional Grounds Maintenance	1,376	6,000	4,624	976	3,648	39.2%	
4320 Clocktower service	0	130	130		130	0.0%	
4340 Ponds & Culvert	3,680	23,124	19,444		19,444	15.9%	
4345 Kingsmead Anniversary	0	1,000	1,000		1,000	0.0%	
4360 Tree Works	480	10,000	9,520	2,950	6,570	34.3%	
4365 Woodland tree work	0	6,000	6,000		6,000	0.0%	
4370 Tree Surveys	0	1,500	1,500		1,500	0.0%	
4380 Woodland Management Plan	0	1,800	1,800		1,800	0.0%	
Maintenance :- Indirect Payments	<b>15,140</b>	<b>109,554</b>	<b>94,414</b>	<b>3,926</b>	<b>90,488</b>	<b>17.4%</b>	<b>0</b>
<b>Net Payments</b>	<b>(15,140)</b>	<b>(109,554)</b>	<b>(94,414)</b>				
<b>140 Play Areas</b>							
4400 Play Equipment Maintenance	4,129	10,000	5,871	4,079	1,792	82.1%	
4410 Play Equipment Inspections	297	1,700	1,403		1,403	17.5%	
4420 Play Equipment Purchases	12,095	25,000	12,905		12,905	48.4%	
4430 New Play Area Surfacing	0	6,000	6,000		6,000	0.0%	
4435 New Play Area Benches	0	2,000	2,000		2,000	0.0%	
Play Areas :- Indirect Payments	<b>16,521</b>	<b>44,700</b>	<b>28,179</b>	<b>4,079</b>	<b>24,100</b>	<b>46.1%</b>	<b>0</b>
<b>Net Payments</b>	<b>(16,521)</b>	<b>(44,700)</b>	<b>(28,179)</b>				
<b>150 Events/S137 Expenditure</b>							
4255 Section 137 Expenditure	0	1,000	1,000		1,000	0.0%	
4500 Open Day	0	1,000	1,000		1,000	0.0%	
4505 Best Kept Garden	0	350	350		350	0.0%	
4510 Xmas Lighting and Event	0	6,000	6,000		6,000	0.0%	
Events/S137 Expenditure :- Indirect Payments	<b>0</b>	<b>8,350</b>	<b>8,350</b>	<b>0</b>	<b>8,350</b>	<b>0.0%</b>	<b>0</b>
<b>Net Payments</b>	<b>0</b>	<b>(8,350)</b>	<b>(8,350)</b>				
<b>999 VAT Data</b>							
115 VAT on Receipts	0	24,000	24,000			0.0%	
VAT Data :- Receipts	<b>0</b>	<b>24,000</b>	<b>24,000</b>			<b>0.0%</b>	<b>0</b>
515 VAT on Payments	2,861	24,000	21,139		21,139	11.9%	
VAT Data :- Indirect Payments	<b>2,861</b>	<b>24,000</b>	<b>21,139</b>	<b>0</b>	<b>21,139</b>	<b>11.9%</b>	<b>0</b>
<b>Net Receipts over Payments</b>	<b>(2,861)</b>	<b>0</b>	<b>2,861</b>				

## Detailed Receipts &amp; Payments by Budget Heading 31/05/2021

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Receipts	198,482	237,632	39,150			83.5%	
Payments	40,230	234,341	194,111	9,205	184,906	21.1%	
<b>Net Receipts over Payments</b>	<u>158,252</u>	<u>3,291</u>	<u>(154,961)</u>				
<b>Movement to/(from) Gen Reserve</b>	<u>158,252</u>						



**Eric Johnson of Northwich Limited** Ash House Ash House lane Little Leigh Northwich Cheshire CW8 4RG  
Electrical Engineers and Contractors

T: 01606 892444  
Out of hours emergency: 01606 46127  
F: 01606 892442  
E: info@ejn-ltd.co.uk  
W: www.ejn-ltd.co.uk

Our Ref: IRJ/DP/C0894/E107

Kingsmead Parish Council  
PO Box 448  
Knutsford  
Cheshire  
WA16 1FJ

6<sup>th</sup> May 2021

**FAO: Lara Jacobs – Clerk to the Council**

Dear Madam

**Re: Kingsmead Sign Lighting**

In reply to your email re the above, please find below the answer to your questions.

1. Using two fittings as now angled up to illuminate the sign.
2. Fittings would be Ice Cool White light source.
3. The fittings would be IP67 standard.
4. The construction would be 316 stainless steel of the fittings we propose to use.
5. The fitting is guaranteed for seven years from installation date.
6. We are just connecting to the existing cabling on site.

Materials, sundries, labour, including digging ground up –

ALL FOR THE SUM OF £625.50  
VAT @ 20%

Workmanship Guarantee minimal of 7 years.

Payment Terms: 30 days from date of invoice. The ‘Late Payment Act’ allows all businesses and public sector bodies to claim interest for the late payment of commercial debts.

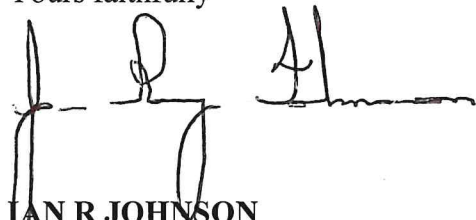
We are currently holders of a valid CIS5 Certificate.

The installation work will comply with the IEE Rules and Regulations for the installation of Electrical Equipment in Buildings, 18th Edition.

The work will be guaranteed against faulty workmanship (excluding lamps, existing installation or any goods not supplied by ourselves) for a period of twelve months from the date of completion.

We thank you for this enquiry and meanwhile await the favour of your further instructions.

Yours faithfully

A handwritten signature in black ink, appearing to read 'I R Johnson', written over a horizontal line.

**IAN R JOHNSON**  
**MANAGING DIRECTOR**

# CW Countrywide

## GROUNDS MAINTENANCE

Goosebrook Farm, Goosebrook Lane, Antrobus, Cheshire, CW9 6BH

T| 01270 522062 F| 01270 522062 E| tim.young@countrywidegrounds.com W| www.countrywidegrounds.com

26<sup>th</sup> April 2020

Kingsmead P C

Kingsmead

PO Box 448

WA16 1FJ

Lindsey

### QUOTATION

1. **Clock tower end of Kingsmead (South)(clock tower side)**
2. **Clock tower end of Kingsmead (South) (opposite the clock tower)**
3. **Cheshire Regiment Memorial**
4. **Art College end of Kingsmead (North)**

### Vegetation removal

To remove vegetation to the back of the walls and signs leaving all the stone work visible

Opposite the clock tower chip up all the dead trees set beside the wall at the lights end which have been disposed off there

To chip up all waste

Leave the signs/walls completely visible

**Price £1182+vat**

### Jet washing

To supply a jet wash van and washer with bowser to jet was all the moss, lichens and discolouration off the walls and the monument



Over 45 offices nationwide

Countrywide Grounds Maintenance Limited Registered in England No. 2798007 A subsidiary of Countrywide Consortium Limited

Registered Office: Countrywide House, Oak Green, Earl Road, Cheadle Hulme, Cheshire, SK8 6QL. T| 0161 485 6666 F| 0161 485 8686

To supply a portable scaffold for the duration of the work on the memorial

Leave the site clean and tidy

**Price £1374+vat**

### **Pointing**

To supply an experienced builder to rout out existing pointing where loose

To then re point the joints leaving a finished neat appearance

To allow for a test point to agree the colour of pointing in advance of the work being started. This is crucial to agree the colour of pointing that you want.

**Price inclusive of material, access scaffold for the monument and materials £1188+vat**

#### **1. Clocktower end of Kingsmead (South) (opposite clock tower)**

### **Kingsmead lettering**

To paint the lettering back in black as before after the jet washing and pointing have been done

**Price £493+vat**

### **Kingsmead Sign Lighting**

The rate for our qualified electrician is **£295+vat / day**. I have looked at the lights and a straightforward replacement would be done in a day. Can you confirm the full specification of the lights and who is supplying them (we are happy to do so). Then I can confirm what the exact repair and replacement costs will be

The team visiting your sites will:-

1. Report to your appointed site representative
2. Have the necessary Risk Assessments, Method Statement and COSHH Assessments on their vehicle
3. Carry £10million Public and Employer's Liability Insurance
4. Wear full company uniform
5. They will be trained in the safe use of their equipment as befits an ISO 9001,14001 and 18001 company
6. Report any extra work or out of the ordinary issues to their own supervisor.

Kind regards

Philip Young  
Regional Manager - Countrywide Grounds Maintenance  
Mobile 07710 579302

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## QUOTATION Damaged Railings

To weld bar in to gap to secure the fence as originally installed

To straighten the other bar using mechanical means as close to straight as reasonable practicable

To prepare the surface of this section of fence by cleaning and then paint two coats of white Hammerite paint

Fence left secure

Work carried out over two days

**Price inclusive of plant machinery labour and materials £496.40+vat**

PHILIP YOUNG | REGIONAL MANAGER



01270 522062 (OFFICE) | 07710 579302 (MOBILE) | [COUNTRYWIDEGROUNDS.COM](http://COUNTRYWIDEGROUNDS.COM)

part of **neighbourly** UK

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Hi,

Many thanks for your enquiry.

I have pleasure in quoting the following:

10 no.500kg bags Green Rubber Chippings.

Price: £2,649.91 + vat.

Including delivery.

Product is available from stock

I hope this proves favourable.

Kindest regards

Matt Burrows

Tel: 01538 755422 W: [www.playbark.com](http://www.playbark.com)

1 Price to remove old bench and dispose off including concrete foundations for the legs **£126+vat**. That is based on it being removed this Thursday 6th May when we are at Burwardsley removing the play equipment there as already instructed. Clearly we have a digger and it will make economic use of it. If not done Thursday the price would be **£192+vat** as it would be dug out manually and manhandled and more labour intensive.

2 I attach a picture of the gate at Campbell Close. The closure mechanism is in the gate sealed at the bottom. I could not price this for up front as I clearly do not know what is wrong. I can remove it to our workshop and make an assessment of the fault and report back to you then. The removal and investigation would be a nominal sum of £120+vat which would be taken of any quote to repair it should we go that far.



3 Can I have the sign please so I know what it is I am quoting. However I will make a couple of assumptions. You want a temporary display possibly on the railings until its mounted with the park name ? So assuming I have to provide a supporting board to mount the sign and attach it to the fence using cable ties so you can photograph it the price would be **£30+vat**

4 I measured the park at 150 sq m.

To remove the bark mulch for disposal or use on other play areas

To supply a weed proof membrane to cover the area and install

To spread the rubber chippings

**Price for labour and membrane (excluding rubber material costs) £472+vat**

Regarding the rubber crumb I have not used this material and will be guided by your supplier. (If you need me to get a material quote for the exercise just let me know)

Regards

PHILIP YOUNG | REGIONAL MANAGER



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Emma Bannister  
Kingsmead Parish Council  
12 Holkam Close  
Kingsmead  
Northwich  
Cheshire  
CW9 8XW

**Quotation**

**Quotation Number** 0000070542

**Quotation Date** 04/05/2021

**Scheme Number** CHE/LC

**Project For** Cradle Seats

Product Code	Product Name	Quantity	Unit Price	Total
CH27B	Cradle Seat	2.00	183.05	366.10
DEL003	Deliver Spares Only	1.00	35.00	35.00

<b>NET</b>	<b>GBP 401.10</b>
<b>VAT</b>	<b>GBP 80.22</b>
<b>GROSS</b>	<b>GBP 481.32</b>

Above prices are valid for a period of one month  
Please refer to our standard [Terms and Conditions](#) and [Additional Information](#)  
Finance Packages are available





**Quote No 894**

**Date 30<sup>th</sup> March 2021**

Dear Lara,

Many thanks for your enquiry, taking the time to meet with me to discuss your requirements and for inviting Northwich Town Council to provide you with a quotation to carry out works on behalf of Kingsmead Parish Council

Please find our quotation as follows –

To complete routine play inspection to all 9 sites within Kingsmead

Per visit	£122.50
-----------	---------

<b>Total Cost</b>	<b>£122.50</b>
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I hope that the above meets with your approval and I await your instruction; should this quotation be acceptable, we would be able to start at your earliest convenience and upon receipt of a written instruction. I trust that we have interpreted your requirements correctly, however should you require any additional Information or would like to discuss the above further then please do not hesitate to contact me.

Please note that all prices are subject to VAT at the ruling rate (20%), a variance in the specification and the availability of access. All prices are held for a period of thirty days from the date of quotation and all measurements given are approximate only, minimum distances apply.

Yours sincerely

Steph Astbury

Operations Manager