
Minutes of the Kingsmead Parish Council held Monday 21st June 2021 at 7.30pm, Kingsmead Primary School

Present: Cllr Jewitt, Hoey, Bannister, Reed, Boylan, Logan, Martin, Williams, Weltman

Also in attendance: Benn Minshall (Clerk); Lara Jacob (Locum)

1. To receive and consider apologies for absence
Apologies were received from Cllr Chappell
2. To note declarations of Members' interests
There were no declarations of Members' interests
3. To confirm and sign the minutes of the Full Council meeting held on Monday 17th May 2021
The minutes of the meeting were confirmed and signed as a true and accurate record
4. Public Participation
Members of the public are invited to ask questions and submit comments
No members of the public were in attendance
5. To receive a report from the PCSO
The PCSO was not in attendance
6. Finance and administration
 - a) **To approve** accounts for payment in June 2021 (*attached*)
Resolved: That the list of payments be approved
 - b) **To note** financial position to date (*attached*)
Resolved: That this item be deferred to the next Parish Council meeting
 - c) **To approve** the timesheets submitted by the interim clerk (*to follow*)
Resolved: That payroll for the Locum Clerk from May – June be approved
 - d) **To approve** an instruction to be sent to the Unity Trust Bank, the Nationwide Building Society, and the Yorkshire Building Society that Benn Minshall, as the appointed clerk to the Parish Council, will be a named signatory on the accounts held by the Parish Council
Noted: There was correction that 'Yorkshire Bank' be replaced with 'Virgin Money'

Resolved: That the Clerk provide an instruction to the abovementioned banks to request a change to the signatories

e) **To approve** the registering of a PO Box address to enable Parish Council correspondence to be received and in so doing advise the Unity Trust Bank, the Nationwide Building Society and the Yorkshire Building Society and any other relevant parties that this is the official address for the receipt of all correspondence for the Parish Council

Resolved: Members approved the purchase of a PO Box by the Clerk for carrying out Council business

7. To consider, approve and authorise signing of the annual governance statement (AGAR) 2020/21

Resolved: Members approved and signed the Annual Governance and Accountability Return 2020/21

8. To consider matters related to the Interim Internal Audit Report for the financial year 2020 / 2021

Noted: Members noted the comments made in the report by the Council's Internal Auditor. It was requested that both the Asset Register and Risk Register be brought for consideration to the next available meeting

Resolved: Members requested to increase the Fidelity Insurance from £200,000 - £300,000 in accordance with the recommendations of the Internal Audit Report

9. To consider the following planning applications:

Application No: **21/01947/FUL**

Proposal: First floor extension to front elevation above existing garage

Location: 29 Monarch Drive Northwich Cheshire CW9 8UN

Resolved: Not to submit any response to the abovementioned application

10. To consider and approve governance documentation, considering at this meeting the following documentation: Draft Tree Management Policy

Noted: That the Tree Management Policy, having previously been adopted, and that consideration now be given to the Tree Management Plan

11. It is recommended that Council considers a resolution under Section 1 of the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and representatives of the press from the meeting during the consideration of Items 11 on the grounds that matters contain sensitive information and by reason of the confidential nature of the business being transacted.

Resolved: That the items 12 and 13 be taken under closed session. There were no members of the public or press in attendance.

12. To consider matters relating to St. George's Field

Noted: The Parish Council is awaiting an update in relation to this matter

13. To consider matters relating to historic land transfers

Members considered the contents of a 'Confidential Report', and deferred the item to a future meeting pending further information

14. To note the dates of Full Council meetings:

Monday 19th July 2021

Monday 20th September 2021

Monday 18th October 2021

Monday 22nd November 2021

Monday 20th December 2021

Monday 17th January 2022

Monday 21st February 2022

Monday 21st March 2022

Monday 18th April 2022