



Clerk: Vacant
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Councillors are summoned to attend the meeting of Kingsmead Parish Council to be held at 19:30 on Monday 15th June 2021, Kingsmead Primary School, Dukes Way, Kingsmead CW9 8WA

Cllr Hoey

Date: 10/11/2021

A G E N D A

1. **To receive and consider apologies** for absence of members.
2. **To note declarations** of Members' interests.
3. **To confirm and sign the minutes** of the Full Council meeting held on Monday 18th Oct 2021
4. **Open Public Forum**
 - a. Members of the public are invited to ask questions and submit comments. The open forum is limited to 15 minutes.
5. **To receive a report** from the PCSO
6. **To consider and approve a locum clerk** (Wendy Maddocks from Moulton PC) to be responsible for all agendas, meetings, minutes, and duties corresponding to emails and payments list for Kingsmead Parish Council until a new permanent clerk is recruited. (Cllr Bannister)
7. **To consider and approve a locum clerk** (Lara Jacob from Stockton Heath PC) to be responsible financial officer list for Kingsmead Parish Council until a new permanent clerk is recruited. (Cllr Bannister)
8. **To consider and approve a tender process for renewal** of the Ponds/Culvert Maintenance contract. (Cllr Hoey)
9. **Finance and administration**
 - a. **To approve** accounts for payment in November 2021 (RFO)
 - b. **To note** financial position to date (RFO)

- c. **To note** payments for October 2021 (RFO)
- d. **To approve** the timesheets submitted by the locum clerks for October & November 2021 (RFO and locum clerk)
- e. **To consider and approve the 2021/2022 budget** as proposed by the Finance Committee Chair (Cllr Martin)
- f. **To consider and approve payment** of locum clerk (Wendy Maddocks) from submitted timesheets (Cllr Bannister)
- g. **To consider and approve payment** of locum clerk (Lara Jacob) from submitted timesheets (Cllr Bannister)

10. To consider and note the following planning applications

- a. Planning Consultation 21/03813/FUL - 43 Monarch Drive (Cllr Weltman)
- b. Planning Consultation 21/03988/FUL - 10 Waystead Close (Cllr Weltman)

11. **To consider** and approve the provision for estate wooden bridges maintenance/repair/replacement (Cllr Boylan)

12. **To consider** and approve quotes for Tree works (Cllr Hoey)

13. **To consider** and approve quotes for Parks works (Cllr Bannister)

14. **To consider** and approve quotes for pond/culvert works (Cllr Hoey)

15. **To consider** and approve annual contracted maintenance works to the clock tower (Cllr Hoey)

16. **To consider** and approve quotes from Shires Accountants (Cllr Jewitt)

17. **To consider** and approve the installation and maintenance of a defibrillator for Kingsmead Parish (Cllr Martin)

18. **To consider** and approve quotes for Christmas Even 2021 (Cllrs Weltman & Williams)

19. **To consider** and approve quotes for Remembrance Sunday Wreaths (Cllr Weltman)

20. **To note the changes of the dates of Full Council meetings.** Previously published in error.

Full Council: -

- Monday 15th November 2021 not **Monday 22nd November 2021**
- Monday 20th December 2021
- Monday 17th January 2022
- Monday 14th February as Monday 21st February 2022 is a Holiday
- Monday 21st March 2022
- Monday 11th April 2022 as Monday 18th April 2022 is a Holiday

Finance Committee: -

Monday 10th January 2022

Monday 11th April 2022 before the main meeting as Monday 4th April 2022 is a Holiday

- 21. 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 10 on the grounds that matters contain sensitive information and by reason of the confidential nature of the business being transacted.**

Part B – Exclusion of public and press

- 22. To consider and approve** the Deed of Easement St George's Way (Cllr Bannister)

- 23. Close of meeting**