

MINUTES

Minutes of a meeting of Kingsmead Parish Council held on
Monday 21st March 2022

Present: Cllr Bannister, Cllr Boylan, Cllr Hoey (Chair), Cllr Martin, Cllr Reed, Cllr Weltman

Also Present: Mrs W Maddock (Locum Clerk) and three members of the public

The meeting started at 7.30pm

1	Apologies	<p>The council recognises approval for this agenda item as appropriate to meet the requirement in Section 85(1) of the Local Government Act 1972.</p> <p>Apologies were received from Cllrs Jewitt & Logan (due to work commitments) and Cllrs Chappell and Van Gordon (who were unwell).</p>
2	Declarations of Interest	<p>Members to declare 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.</p> <p>There were no declarations of interest made.</p>
3	Public Forum	<p>One member of public attended the meeting with a proposal to develop the orchard area at Old Hartford Lock, which is KPC land. There was general agreement to this, and it was agreed that it would be formally proposed as an agenda item for the April meeting. Several actions arose from the discussion:</p> <ul style="list-style-type: none"> • Cllr Hoey to confirm a meeting to inspect the area and understand the project more fully. The date and time of this meeting to be circulated to all councillors. • It was agreed that there is some immediate remediation work required to the path adjacent to Poors Wood: <ul style="list-style-type: none"> ○ Large muddy patches to be reported to Countrywide ○ The Canal & River Trust to be contacted about the "dips" in the path
4	PCSO Report	<p>ASB</p> <ul style="list-style-type: none"> • Report of suspicious Vehicle with males, getting out of the car and smoking weed around KENSINGTON WAY <ul style="list-style-type: none"> ○ Patrols are being conducted. PCSO moved group of males that were hanging around the area but were not smoking. Patrols to continue • Report of a Female in car sniffing cocaine <ul style="list-style-type: none"> ○ Intel has been filed and vehicle reg has been noted for patrols • Report of a suspicious male with a bag and torch walking around looking at cars and making way up to house. <ul style="list-style-type: none"> ○ Suspicious ale was scared off when reporting persons light came on and saw camera. Placed in as INTEL, advised to ensure all doors and windows locked PCSO to call for reassurance – NO FUTHER REPORTS • Report of males fighting outside CROSS OVER GOLDEN CHINESE <ul style="list-style-type: none"> ○ Males scattered when Response PCs arrived – One male was obtained and stopped and spoken to. Message to pass on to other youths. • Report of harassment due to unwanted text messages / voice calls <ul style="list-style-type: none"> ○ Logged in as INTEL, PCSO to call for reassurance • Youths climbing on scaffolding around SANDBACH DRIVE <ul style="list-style-type: none"> ○ Search made no trace from RESPONSE PCS, PCSO following up. • Damage to DAVENHAM DEMENTA DAY CARE CENTRE due to youths breaking in. <ul style="list-style-type: none"> ○ Reporting person contacted council and broken windows and doors have been boarded up. PCSO been made aware, and patrols will be made. PCSO to get in touch with council in regard to what's happening to the building.

		<p>THEFT - None Reported</p> <p>BURGLARY - None Reported</p> <p>VEHICLE / BICYCLE THEFT - None Reported</p> <p>PARKING / HIGHWAY DISRUPTION - None reported</p> <p>SPEEDING - None conducted in the area</p> <p>FRAUD - To be aware of what's happened within the Moulton / Davenham area</p> <ul style="list-style-type: none"> • Emails being sent out to people, who they may know. But we do ask that they recognise the email as well, as it may be from someone else <p>RESIDENTS VOICE ISSUE **</p> <ul style="list-style-type: none"> • Speeding and Parking <ul style="list-style-type: none"> ○ <i>PCSO will be focusing on this over the next couple of months as seen on DAVENHAM / MOULTON FACEBOOK GROUP</i> <p>POLICE SURGERY</p> <ul style="list-style-type: none"> • 29th April @ TESCO – 14:00 – 15:00 <p>GOING FORWARD</p> <ul style="list-style-type: none"> • PCSO Lee will be on leave from 23/3/22 • There will be a Bike Marking Event on 21st April @KINGSMEAD PRIMARY 14:00 – 16:00 for residents to mark and register their bikes to help protect against theft.
5	Minutes	<p>To approve and sign the minutes of a Full Council meeting held on Monday 14th February 2022. It was resolved to accept the minutes as a true representation of the meeting held on Monday 14th February 2022.</p>
6	Finance & Administration	<p>a. To consider and approve the payments for March 2022 (as per payments listing and invoices circulated). It was resolved to approve the payments for March 2022</p> <p>b. To note the financial position YTD. The following reports were circulated to all councillors prior to the meeting:</p> <ul style="list-style-type: none"> • Bank - Cash and Investment Reconciliation as of 31 March 2022 • Trial Balance for Current Year • Unity Trust Bank Reconciliation to 28 Feb 2022 • Unity Trust Statement Feb 2022 p 154 <p>c. To consider and approve the quotes received from Caddis Ltd.</p> <ol style="list-style-type: none"> Trees in St Georges Field It was resolved to accept the quote for remedial tree works at St. Georges Field at a cost of £380. Culvert piping work (adjacent to Stretton Walk) Council agreed that the work on the culvert needed to be undertaken as a matter of urgency. It was therefore resolved to accept the quote from Caddis Ltd. at a cost of £5620. Oak in Pulford Way It was resolved to accept the quote for remedial tree works in Pulford Way at a cost of £680. <p>d. To consider and approve payment of the locum clerk from submitted timesheets. It was resolved to approve the payment of the locum clerk.</p> <p>e. To consider and approve payment of the locum RFO from submitted timesheets. It was resolved to approve the payment of the locum RFO.</p>
7	Planning	<p>To consider the following planning applications:</p> <ul style="list-style-type: none"> • 22/00428/FUL – 16 Calveley Close <p>It was resolved that no comments would be submitted against this application</p>

8	Countrywide Update	<p>a. To provide an update following a meeting with Countrywide on Weds 9th March The Clerk reported on the positive meeting that had been held with Countrywide. Several actions were agreed, and this report was circulated as part of the meeting pack. It was further actioned to ensure that grass cutting was carried out before the end of March (as per contract) and that edging works are completed on Moor Park Way and the path adjacent to Kingsmead School before the end of the contract year.</p> <p>b. To consider and approve the revised plan from Countrywide for trialling a programme of works on the path edging. It was resolved to accept the quote for trialling a programme of works on the path edging at a cost of £400/day for two days.</p>
9	NJC Pay Increase	<p>To note the 2021-22 National Salary Award of 1.75% (as announced by the National Joint Council for Local Government Services) payable from April 2021.</p> <ul style="list-style-type: none"> • To consider the backpay of all employees The Council noted the national salary award of 1.75% and resolved to pay this for the current incumbents. The pay increase would not be offered to previous employees unless a direct approach requesting the back payment is made to the Council.
10	Review of Kingsmead Parish Council policies	<p>To review and update as necessary the following policies:</p> <ul style="list-style-type: none"> • Standing Orders • Financial Regulations • Investment Policy • Risk Management Register <p>This item was deferred to the April meeting, pending further review of the policies by councillors.</p>
11	Asset Register	<p>To review and update the Kingsmead Parish Council Asset Register</p> <p>This item was deferred to the April meeting, pending further review of the asset register by councillors. It was noted however, that the wooden bridges are not included on the register. A valuation of the bridges is required, and the Clerk will continue to look for a suitable company to undertake a structural survey and valuation.</p>
12	Pond Maintenance Contract	<p>To receive an update on the pond maintenance contract</p> <p>The pond maintenance contract has been finalised with Ts and Cs added. This now needs to be advertised and let for tender.</p>
13	Jubilee Celebrations	<p>a. To provide an update regarding the planning of the Jubilee celebrations and consider outstanding actions. A meeting of the Jubilee Working Group is to be held on Friday 8th April. The following actions were noted:</p> <ul style="list-style-type: none"> • 500 commemorative coins to be ordered (deadline date is 31st March) • Volunteers required for the gala day – to be advertised after 8th April • Bunting to be confirmed with Northwich Town Council (cost of £1770 plus VAT) • Hire of 6x wheelie bins to be confirmed with NTC (cost of £268 plus VAT) <p>b. To receive the guidance from CWaC for planning Jubilee events. The CWaC guidance was noted. Applications will need to be made for the hanging of the bunting (deadline date is 15th April) and the beacon lighting (deadline date is 22nd April).</p>
14	NTC Play Inspection Contract	<p>To consider and approve the contract provided by Northwich Town Council for the quarterly inspections of Kingsmead Parish Council's 9x play areas.</p> <p>It was resolved to accept the Northwich Town Council contract for quarterly inspections of the play areas at a cost of £490 pa (plus VAT).</p>

15	Litter Pick	To consider a date or schedule of dates for community litter picks. It was agreed to hold a litter pick on Saturday 2 nd April at 10am. Cllr Weltman has litter picking kit, which can be collected from outside Tesco and will also organise the collection of the refuse bags. The event will be advertised on the website, noticeboard, FB and via school. Residents taking part in the event will be asked to contact the Clerk, so that there is an indication of numbers, and all children will need to be accompanied by an adult.	
16	Cheshire Railings	To review and consider a plan of maintenance for the Cheshire railings. Councillors will confirm the main areas of railings which require remediation. Once this is completed, three quotes will be sought for carrying out the work.	
17	Boundary Commission Review	To note that the second 6-week consultation for the parliamentary constituency review is now open and will run until 4 th April. It was discussed that the proposed boundary change will mean a change of name for the Kingsmead Parliamentary constituency from Weaver Vale to Northwich. The Council did not feel it necessary to make a formal comment through the boundary commission review.	
18	Clerk's Report & Correspondence	<ul style="list-style-type: none"> a. To receive a report and consider any recommendations made to the Council. b. To provide information on correspondence received and/or sent Due to a family bereavement, the Clerk presented a brief report to Councillors. This highlighted queries that had been received about an s38 adoption of the road at Hill Top Grange, along with a query regarding "double taxation" at Hill Top Grange as residents pay a management company for grounds maintenance as well as a council tax charge to the Parish Council.	
19	Sub-committee Reports	To receive written reports from sub-committee or working group meetings. There were no sub-committee or working group reports.	
20	Future Agenda Items	Items to be placed on the agenda for the next meeting. <ul style="list-style-type: none"> a. Lock Orchard Restoration Community Project b. Cheshire Railings Update 	
21	Annual Meetings	To consider the date of the Annual Parish Meeting and the Annual Meeting of the Parish Council The Annual Parish Meeting will take place on Monday 16 th May at 7pm. The Annual Meeting of the Parish Council will take place on Monday 16 th May at 7.30pm, followed by a Full Council meeting.	
22	Next Meetings	Kingsmead Parish Council	27 th April 2022 at 7.30pm in Kingsmead School
		Annual Parish Meeting	16 th May 2022 at 7.00pm in Kingsmead School
		Annual Meeting of the Parish Council	16 th May 2022 at 7.30pm in Kingsmead School

The meeting closed at 9.20pm.