



MINUTES

Minutes of a meeting of Kingsmead Parish Council
held on Monday 3rd October 2022

Present: Cllr Bannister, Cllr Hoey, Cllr Jewitt, Cllr Logan, Cllr Martin, Cllr Reed, Cllr Van Gordon, Cllr Weltman
Also Present: Mrs W Maddock (Clerk to Council)

The meeting started at 7.32pm.

63	Apologies Cllr Boylan and Cllr Chappell
64	Declarations of Interest Cllr Van Gordon declared an interest in agenda item 72.2
65	Public Forum No members of the public were present.
66	PCSO Report The September PCSO report (covering the period 17 th July – 31 st August) was circulated prior to the meeting.
67	Minutes The minutes of the Full Council meeting held on Tuesday 27 th July 2022 were circulated prior to the meeting and assumed to be read. It was resolved to accept the minutes as a correct record.
68	<p>Finance & Administration</p> <p>68.1. To approve payments made in August, which were approved by the Clerk and appropriate bank signatories in accordance with resolution 2022-07-27 Item 53.4. It was resolved that payments had been correctly made in accordance with resolution 2022-07-27 Item 53.4.</p> <p>68.2. To consider and approve the payments for September 2022. It was resolved to approve the payments for September 2022, except for a payment to Chafes Hague Lambert. It was confirmed that the approved payments would be made w/c 3.10.22 due to the September meeting being postponed.</p> <p>68.3. To note works carried out in August and September by agreement between the Chair and Clerk</p> <ul style="list-style-type: none"> 68.3.1. Repair of the fence in St George's field at a cost of £370. 68.3.2. Removal of fallen branches next to Burwardsley Way Park at a cost of £35. 68.3.3. Removal of three dead pines at Capesthorpe Close play park at a cost of £250. 68.3.4. Walk-round to assess and plan for ash die-back management at a cost of £250. <p>The council noted the works carried out and approved the decision made by the Chair and Clerk to have them completed.</p> <p>68.4. To receive the bank statements and to approve the financial reports to the end of Sept. 2022. The council resolved to accept the bank statement and reconciliation for the current account.</p> <p>68.5. To consider the option to opt out of the SAAA central external auditor appointment arrangements. It was resolved to NOT opt-out and to continue as part of the SAAA sector led auditor appointment regime.</p> <p>68.6. To approve the payment of the Clerk's salary by monthly direct debit. It was resolved that an automated payment would be set up to pay the Clerk on the last day of each month.</p> <p>68.7. To approve expenses for the Clerk for the period Aug 2022. It was resolved to pay the Clerk's expenses for the period of Aug 2022.</p> <p>68.8. To consider and approve payment of the locum clerk for unpaid hours up to the end of July from submitted timesheets. It was resolved to pay the Clerk for the hours worked between 27th-29th July, which were done as a locum clerk and prior to the start of the clerk's permanent contract on 1st August.</p>

	<p>68.9. To consider and approve payment of the locum RFO (previously employed prior to a permanent Clerk and RFO being appointed) from submitted timesheets. It was resolved to pay the locum RFO for hours worked to the end of the agreed locum period.</p> <p>68.10. To consider and approve the appointment of a Parish Council handyman. Interest in the role has been expressed by Northwich Town Council. The Council asked that they provide a suitable SLA for approval at the next meeting.</p> <p>68.11. To approve the contract for clock servicing and to agree a contract term. It was resolved to accept the clock servicing contract at a cost of £150.00 pa and for this to be fixed for a 3-year period.</p> <p>68.12. To note the receipt of cash from the Jubilee event. It was noted that cash to the sum of £134 had been received as a donation from the Jubilee event. Council agreed to donate this money to McMillan.</p>
69	<p>Planning Planning applications, which had been circulated to councillors at the time of receipt, were considered:</p> <ul style="list-style-type: none"> • 8 Mayfair Drive • 20 Kensington Way • Poors Wood <p>The Council resolved to make no comment on any of the applications.</p>
70	<p>Countrywide Contract To review the ongoing performance of Countrywide Ltd. and to approve a continuation or early termination of the contract. The Council discussed the ongoing performance of the contract. It was considered that Countrywide’s recent performance had improved although there were still concerns about jobs sometimes being carried out in a piecemeal fashion. The council also suggested that weekly reports should include feedback about what work has been carried over and where issues have arisen. It was confirmed that the summer bedding should now be removed, and Countrywide would be notified of this. It was agreed that “Lynn’s Flowerbed” should be considered again and progressed. It was resolved to defer the decision about the termination or continuation of the contract until after the completion of the hedge cutting.</p>
71	<p>Environmental Matters 71.1 To review and agree immediate actions for the management of the wildlife strip along spine road and to agree an ongoing plan. It was resolved that the wildflower strip should be flailed as soon as possible by Caddis (at a cost of £750). It was further discussed that a wildflower area needs at least 5-years to become properly established but it was agreed that the area from the SJD roundabout to the left of the sub-station would be allowed to return to grass. The remaining strip (from the substation up towards the Kingfisher roundabout) would continue to be supported. Cllr Weltman agreed to provide details of Cheshire seed as a possible option for sowing next year.</p> <p>71.2 To consider whether Monarch Drive and Headworth Close bridges require additional safety measures and to approve a quote for works if agreed. It was resolved to not add additional anti-slip strips to the bridges but to monitor them for future issues. The area of Monarch bridge should be regularly brushed, and Cllr Van Gordon agreed to liaise with Countrywide regarding cutting back and/or removing the overhanging bramble.</p> <p>71.3 To consider and approve quotes for the following works:</p> <p>71.3.1. Remedial works to Kensington Park path Additional quotes are still being sought to progress this work.</p> <p>71.3.2. Removal of trees at Kensington Park Two of the trees causing the path lifting will have to be removed due to ash dieback. It was therefore agreed that all four of the trees causing the path problems would be felled and the path repaired with tarmac.</p> <p>71.3.3. The repair, removal, or replacement of fencing at Fisherman’s Wharf It was resolved to remove the knee rail fence at Fisherman’s Wharf and to replace with boulders (at a cost of £41 each) as per a quote from Countrywide.</p>

	<p>71.3.4. To repair the path adjacent to the duck pond on Duke’s Way It was resolved to accept a quote from Northwich Town Council, at a cost of £189, for the path repair.</p> <p>71.3.5. Cutting back of trees adjacent to 30 Mayfair Drive It was resolved to have the tree work done at Mayfair Drive at a cost of £580.</p> <p>71.3.6. Cutting back of trees adjacent to 3 Stretton Close It was agreed that the tree work at 3 Stretton Close should be undertaken at the same time as the work on the culvert.</p> <p>71.3.7. Removal of ivy adjacent to 9 Capesthorpe Close It was resolved to accept a quote of £317.50 from NorthHort Ltd to remove the ivy at 9 Capesthorpe Close.</p> <p>71.3.8. Maintenance of trees and shrubbery around 6 Prestbury Drive It was discussed that the Council would take no action as the trees do not need reducing in height and the shrubbery is on the resident’s land.</p> <p>71.3.9. Crown raising of trees along Regency Way and the spine road. It was resolved to ask Caddis to carry out the crown raising of the trees at Regency Way.</p> <p>71.4 To receive an update on a project to manage ash die-back. It was agreed that this project would need to be put to tender and that the Council would look for grant funding to cover the costs.</p> <p>71.5 To consider a request to lower the height of the trees along the border between St Georges field and Lime Avenue. The Council confirmed that is policy is not to reduce the height of trees within the parish unless there is a safety issue. It was considered that the trees at St Georges Field are now mature and have therefore reached their full height.</p> <p>71.6 To consider and approve appointing a preferred supplier for carrying out tree works under an agreed service level agreement. The Clerk will look to produce a suitable service level agreement that can be used to manage tree works.</p> <p>71.7 To receive an update regarding CWaC’s “Neighbourhood Pride” scheme and to agree projects for where this funding could be applied. Cllr Weltman reported that she is waiting for a cost from CWaC for sign cleaning and path tidying. The Clerk was asked to obtain a quote from Countrywide for weeding around the Kingfisher and SJD roundabouts. A request for funding from the Neighbourhood Pride scheme would be submitted by Friday 7th October 2022.</p> <p>71.8 To receive any other updates The Clerk was asked to write to The Kingfisher to request the hedge be trimmed back at the boundary of their property.</p>
72	<p>Play Parks</p> <p>72.1 To consider and approve a quote for the remedial work required at Kingslawn Drive Park It was resolved to accept a quote for £758 from Pentagon Play for the remedial works at Kingslawn Drive Park. This work is being done under warranty but the cost of labour, etc is chargeable.</p> <p>72.2 To receive an update about planning for new equipment at Kingslawn Drive and to agree next steps to progress this project. It was agreed that a meeting of the Parks Committee should be held to further discuss this item.</p> <p>72.3 To receive an update about remedial works carried out at Kensington Way Park and the possible need to consider refurbishment of the slide area. It was agreed that a meeting of the Parks Committee should be held to further discuss this item.</p> <p>72.4 To consider and approve quotes for the possible replacement of the wooden fence at Kensington Way Park The wooden fencing at Kensington Way Park has been repaired by Cllr Van Gordon. It was decided that the fence would not be replaced at this time.</p> <p>72.5 To note an update regarding the signage for the play parks.</p>

	<p>It was expected that the play park signs would be ready by mid-October.</p> <p>72.6 To receive any other updates</p> <p>It was noted that railings are broken at Duke’s Way Park and these need to be repaired. The Clerk also confirmed that a resident had noted the excellent job done by Cllr Van Gordon repairing the gate at Duke’s Way Park 1.</p>							
73	<p>Events</p> <p>73.1 To consider the work produced by Kingsmead school for the Jubilee tree sign. This is still pending and is to be followed up by the Clerk.</p> <p>73.2 To consider and approve a budget and begin planning for a Christmas event. It was resolved that a budget for a Christmas event would be reviewed and agreed by the Finance Committee at its next meeting on Monday 10th October.</p> <p>73.2.1. To confirm the latest date that Millennium Quest can install and illuminate the Christmas lighting. Christmas lighting installations were confirmed as follows:</p> <ul style="list-style-type: none"> • Millennium Quest (Roundabout motifs) – 28th November • The Christmas Decorators (Clock Tower) – 13th November • <p>73.2.2. To confirm the notification to be given to CWaC regarding the use of lampposts for Christmas lights. It was resolved that the previous notification provided to CWaC was correct.</p> <p>73.3 To consider and approve a budget and planning for an event to celebrate the King’s coronation. It was agreed that this would be deferred until the Finance Committee sets its annual budget for 2023-2024.</p>							
74	<p>Davenham Day Care Centre</p> <p>To receive an update following CWaC’s review of community assets. Cllr Weltman confirmed that this CWaC asset is under review and could become available for long-term lease.</p>							
75	<p>A556 Speed Limit</p> <p>To receive an update regarding the proposed reduction in the speed limit along the A556 and to approve partial funding for the project</p> <p>Cllr Weltman agreed to follow this up with CWaC highways to seek alternatives to the Council providing partial funding.</p>							
76	<p>Civility and Respect Project</p> <p>To consider signing up to the “Civility and Respect” pledge</p> <p>The Council considered its recent adoption of the updated CWaC model “Code of Conduct” reflects its commitment to upholding appropriate standards.</p>							
77	<p>Clerk’s Report & Resident Issues</p> <p>To consider issues not covered elsewhere on the agenda and to note any actions to be taken</p> <p>The Clerk identified an initiative regarding community orchards and was asked to further investigate whether this would be appropriate for Kingsmead.</p>							
78	<p>Future Agenda Items</p> <p>78.1 To confirm a decision regarding the Countrywide contract.</p> <p>78.2 Confirmation of a suitable SLA for the engagement of NTC for “handyman” duties.</p>							
79	Next Meetings	<table border="1"> <tr> <td>Public Meeting re CWaC Advertising Boards</td> <td>Monday 10th October at 6.00pm in Kingsmead School</td> </tr> <tr> <td>Finance Committee</td> <td>Monday 10th October at 7.30pm in Kingsmead School</td> </tr> <tr> <td>Kingsmead Parish Council</td> <td>Monday 17th October at 7.30pm in Kingsmead School</td> </tr> </table>	Public Meeting re CWaC Advertising Boards	Monday 10 th October at 6.00pm in Kingsmead School	Finance Committee	Monday 10 th October at 7.30pm in Kingsmead School	Kingsmead Parish Council	Monday 17 th October at 7.30pm in Kingsmead School
Public Meeting re CWaC Advertising Boards	Monday 10 th October at 6.00pm in Kingsmead School							
Finance Committee	Monday 10 th October at 7.30pm in Kingsmead School							
Kingsmead Parish Council	Monday 17 th October at 7.30pm in Kingsmead School							

The meeting ended at 9.52pm