



MINUTES

Minutes of a meeting of Kingsmead Parish Council
held on Monday 17th October 2022

Present: Cllr Bannister, Cllr Chappell, Cllr Reed, Cllr Weltman
Also Present: Mrs W Maddock (Clerk to Council), PCSO L Robertson

The meeting started at 7.30pm.

89	<p>Apologies Cllr Boylan (due to ill health), Cllrs Hoey, Jewitt, Logan, Martin, Van Gordon (due to work commitments)</p>
90	<p>Declarations of Interest No declarations of interest were made.</p>
91	<p>Public Forum No members of the public were present.</p>
92	<p>PCSO Report The report for September was circulated prior to the meeting. In summary the PCSO reported:</p> <ul style="list-style-type: none"> • Anti-social behaviour – 4x incidents reported • Parking/Highway disruption – no incidents • Theft/Vehicle & Bicycle theft/Burglary – no incidents • Fraud <ul style="list-style-type: none"> ○ Scam phone call pretending to be police officers with warrant for arrest. Pressing “1” likely to incur charges or request for personal information ○ Facebook marketplace – collecting items in person and using bogus app to show payment has been made, which does not actually happen. • ASB patrol update – no issues at Regency Way/Duke’s Way • Future events <ul style="list-style-type: none"> ○ Parking operations to take place at all schools within the community area ○ Northwich Hallowe’en event to be planned – 4th November ○ Disco night at Crow’s Nest Café, Moulton – postponed to Friday 28th October. <p>More details can be found on Facebook – “Davenham and Moulton Police”</p>
93	<p>Minutes The minutes of the Full Council meeting held on Monday 3rd October 2022 were circulated prior to the meeting and assumed to be read. It was resolved to accept the minutes as a correct record, following a small amendment at agenda item 71.3.6. (amending West Boundary Plantation track to culvert).</p>
94	<p>Finance & Administration</p> <p>94.1. To receive the bank statements and to approve bank reconciliations to the end of Sept. 2022. Bank statements were received for the Unity Trust account and Nationwide 45-day and 125-day accounts. It was resolved to approve the bank reconciliations for the Unity Trust account and Nationwide 45-day accounts. No bank reconciliation was presented for the Nationwide 125-day account as no payments or receipts have been received since 1st April 2022.</p> <p>94.2. To consider and approve the financial reports to the end of Sept. 2022 It was resolved to approve the following financial reports to the end of September 2022:</p> <ul style="list-style-type: none"> • Balance Sheet as at 30-09-2022 • Cashbook Summary • Detailed Income & Expenditure by Budget Heading 30_09_2022 • Income and Expenditure Account for Year Ended 31st March 2022 <p>94.3. To consider and approve the payments for October 2022.</p>

	<p>It was resolved to approve the payments for October 2022 (List of Payments made between 06.10.2022 and 31.10.2022)</p> <p>94.4. To receive an update from the Finance Committee regarding the budget. A draft of the minutes of a Finance Committee meeting held on Monday 10th October 2022 were circulated prior to the meeting. The committee reported that council expenditure is on budget, that the terms of reference had been reviewed and did not need updating and that the Financial Regulations had been amended in line with the recommendations of the internal auditor.</p> <p>94.5. To note the renewal of the ICO data protection fee by direct debit in November. The renewal of the ICO data protection registration will be renewed by direct debit on 10th November 2022.</p> <p>94.6. To approve expenses for the Clerk for the period of Sept 2022. It was resolved to approve the Clerk's expenses and mileage expenses for the period of Sept. 2022.</p> <p>94.7. To note the Clerk's decision to engage Northwich Town Council on 9th October for an emergency clean up at Kensington Way Park and the cost of £49 (plus VAT) for this work. The council noted and approved the work carried out for the emergency clean up at Kensington Way Park.</p> <p>94.8. To consider and approve the appointment of Northwich Town Council to carry out "handyman" type duties and emergency repairs. It was resolved to approve the appointment of Northwich Town Council for "handyman" duties and emergency repairs at a cost of £49 (plus VAT) per call out.</p> <p>94.9. To note the sale of Rialtas to Harris Computer Corporation and handover of leadership. The sale of Rialtas was noted. It is anticipated that this will have no effect on the financial administration of the council, but this will be monitored and reported if any concerns arise.</p>
95	<p>Planning No planning applications had been received since the last meeting.</p>
96	<p>Countrywide Contract To review the ongoing performance of Countrywide Ltd. and to approve a continuation or early termination of the estate management contract. It was resolved on a majority vote (Cllr Reed abstained from voting) that Countrywide will continue to manage the grounds maintenance for the remainder of the contract period.</p>
97	<p>Advertising Boards To receive an update following the public meeting held on Monday 10th October and any subsequent follow up. It was noted that there had been a good turnout of residents at the public meeting and a robust conversation with the representatives of CWaC. Various actions had been taken away by the CWaC team, but no follow up had yet been received. The Clerk reported that a query has been submitted regarding the ownership of the roundabouts. Cllr Weltman confirmed that she has not received a response to her Freedom of Information request.</p>
98	<p>Environment</p> <p>98.1. To approve a quote for the removal of trees from Kensington Way Park and to carry out a repair of the path. It was resolved to approve a quote from Northwich Town Council for the removal of trees and path repair at Kensington Way Park at a cost of £3625 (plus VAT).</p> <p>98.2. To approve a quote for the replacement of bins at Kensington Way Park and Monarch Drive and to further consider if additional bins are required in these areas. It was resolved to approve a quote from Countrywide for the installation of 2x replacement bins at a cost of £795 (plus VAT) – with an additional fee of £48 (plus VAT) for re-turfing. It was further resolved to install an additional bin on the school side of Monarch bridge to help reduce the litter caused by bins being over-filled. The Clerk was asked to write to the shops at Kingsmead Square to request the use of a "big bin" at lunchtimes, as previously provided, to also help with this problem.</p> <p>98.3. To approve a quote for the crown raising of trees along Regency Way. It was resolved to approve a quote from Caddis Ltd for the crown raising along Regency Way at a cost of £980 (plus VAT).</p> <p>98.4. To consider and approve appointing a preferred supplier for carrying out tree works under an agreed service level agreement. The Clerk will present this at the next Full Council meeting.</p>

	<p>98.5. To note works approved by the Clerk to remove a dead tree on Coronet Close; work carried out by Caddis Ltd at a cost of £100 as it was co-ordinated with other site works. It was noted and approved that the removal of the dead tree was carried out by the authority of the Clerk as a potential health and safety issue.</p> <p>98.6. To receive any other updates The Clerk presented quotes for tree works at Moreville Close and Houghton Close, which had been received from Caddis Ltd on 15th October. It was resolved to approve the work at a combined cost of £780 (plus VAT) as the work required will prevent possible safety issues arising.</p>		
99	<p>Play Parks 99.1. To approve a quote of £289 for the repair of the gate closure at Kensington Way Park. It was resolved to NOT approve the NTC quote for £289, but to look at alternative ways of carrying out the repair.</p> <p>99.2. To receive any other updates The Clerk was asked to chase up the new park signage and to look at additional signs for the field at Kensington Way Park.</p>		
100	<p>Events 100.1. To receive an update from the Events working group and to approve any proposed additional expenditure items within the agreed budget. The Events working group met on Weds 12th Oct to discuss the Christmas event planned for Friday 2nd Dec. Agreements are already in place from 2021 for the decoration of Kingfisher roundabout (Millennium Quest - £980) and the Clock Tower (The Christmas Decorators - £2400). It has also been previously agreed that a marquee, bands, and PA will be provided by Mack's Music Promotions at a cost of £700 (budget). The group proposed the following additional items for consideration:</p> <ul style="list-style-type: none"> • Entertainment and stalls for Xmas event – quote for £1890 from The Fun Experts • Climbing Santa for the Clock Tower – quote for £960 from The Christmas Decorators <p>It was resolved to approve the additional expenditure, which is within the budget set for the Christmas event. A quote is also to be provided for the supply of promotional flyers and banners and a budget was set of £300.</p> <p>100.2. To consider and approve any expenditure to mark Remembrance Sunday. It has been confirmed that a Kingsmead councillor will attend the Davenham Remembrance parade and a wreath will be ordered on the council's behalf. Councillors agreed to put out the Kingsmead poppies on the weekend of the 29th and this will be organised by Cllr Bannister. No further expenditure was proposed for Remembrance Sunday.</p> <p>100.3. To receive any other updates There were no other updates received.</p>		
101	<p>ChALC Annual Meeting To consider an invitation to the Annual Meeting of ChALC on Thurs. 27th October at 6pm and to confirm any attendees. Councillors were unavailable to attend the Annual Meeting of ChALC.</p>		
102	<p>Clerk's Report & Resident Issues To consider issues not covered elsewhere on the agenda and to note any actions to be taken The Clerk highlighted the training that has been completed or initiated, confirmed that remedial work would be completed at Kingslawn play park on 16th November, and that discussions are being held about improving community engagement. There had been no significant resident issues raised since the last meeting.</p>		
103	<p>Future Agenda Items Items to be placed on the agenda for the next meeting:</p> <ul style="list-style-type: none"> • Update regarding Davenham Day Care Centre • Update regarding the reduction of the speed limit on the A556 • Covenants in deeds regarding parking of caravans on driveways • Request for funding from Davenham scouts and community grants in general 		
104	Next Meetings	Parks Committee	Monday 7 th November at 7.30pm in Kingsmead School
		Kingsmead Parish Council	Monday 21 st November at 7.30pm in Kingsmead School
		Finance Committee	Monday 5 th December at 7.30pm in Kingsmead School

The meeting closed at 8.57pm.