



## MINUTES

Minutes of a meeting of Kingsmead Parish Council  
held on **Monday 19<sup>th</sup> December 2022**

Present: Cllr Bannister, Cllr Hoey (Chair), Cllr Martin, Cllr Reed, Cllr Van Gordon

Also Present: Mrs W Maddock (Clerk to Council)

The meeting started at 7.30pm.

142	<p><b>Apologies</b></p> <p>It was discussed and agreed to use a standard format for the recording of received apologies, which is to include family, holiday, medical and work. The following apologies were received:</p> <p>Cllr Boylan (medical), Cllr Chappell (family), Cllr Jewitt (medical), Cllr Logan (holiday), Cllr Weltman (work)</p>
143	<p><b>Declarations of Interest</b></p> <p>Cllr Van Gordon declared a non-pecuniary interest for any discussions regarding play parks.</p>
144	<p><b>Public Forum</b></p> <p>There were no members of public present at the meeting and no issues had been raised through the clerk.</p>
145	<p><b>PCSO Report</b></p> <p>The PCSO was unable to attend but provided a report which was circulated prior to the meeting. The report covered several topics including three reports of anti-social behaviour, that involved youths lighting aerosols near to Coronet pond, an incident of egg throwing, and a report of threats being made. There were no thefts, vehicle thefts, burglary, parking/highway disruptions or social media concerns reported. No issues were reported on the ASB patrols, which had been carried out at Capesthorpe Close, Regency Way, Duke's Way and Bickley Close. Police surgeries will be started again in January and residents were reminded about <a href="#">Resident's voice   Cheshire Constabulary</a> which can be used to inform the local policing unit of issues of concern.</p>
146	<p><b>Minutes</b></p> <p>The minutes of a Full Council meeting held on Monday 21<sup>st</sup> November 2022 were circulated prior to the meeting and assumed to be read. It was <b>resolved to accept</b> the minutes as a correct record, and they were then signed by the Chair of the meeting.</p>
147	<p><b>Finance &amp; Administration</b></p> <p>147.1. <b>To receive</b> the bank statements and <b>to approve</b> bank reconciliations to the end of November 2022. Bank statements and reconciliations were provided for the Unity Trust, Nationwide 45-day and Nationwide 125-day accounts. It was <b>resolved to approve</b> the bank statements and reconciliations.</p> <p>147.2. <b>To consider and approve</b> the financial reports to the end of November 2022. It was <b>resolved to approve</b> the following financial reports to the end of November 2022:</p> <ul style="list-style-type: none"> <li>• Cashbook Summary as at 30-11-2022</li> <li>• Detailed Income &amp; Expenditure by Budget Heading as at 30-11-2022</li> <li>• Income and Expenditure Account for Year Ended 31st March 2022</li> <li>• Trial Balance for Current Year</li> </ul> <p>147.3. <b>To consider and approve</b> the payments for December 2022 (List of Payments from 6<sup>th</sup> December to 31<sup>st</sup> December 2022). It was <b>resolved to approve</b> the payments listed for the period 6<sup>th</sup> to 31<sup>st</sup> December 2022. It was noted that a payment on 5<sup>th</sup> December had already been approved at the Council meeting in November.</p>

	<p>147.4. <b>To note and approve</b> the payment to Davenham RBL for the poppy wreaths <b>and to approve</b> a revised “List of Payments” for November 2022. The payment made to Davenham RBL, for which an invoice had been received after the last meeting, <b>was retrospectively approved</b> and it <b>was further approved</b> to sign a revised “List of payments” for November 2022.</p> <p>147.5. <b>To receive</b> a report from a meeting of the Finance Committee on 5<sup>th</sup> December 2022. Cllr Martin (Chair of the Finance Committee) outlined the meeting held on 5<sup>th</sup> December. Discussions were held about the forecast for spending to the year end and a proposed budget for 2023-24. Based on the budget calculations, the Finance Committee was recommending a 0% increase in the Parish Council’s council tax levy for the next financial year – see item 148.2.</p> <p>147.6. <b>To note</b> the appointment of PKF Littlejohn as external auditor to KPC for a 5-year term. It was noted that the SAAA (Smaller Authorities Audit Appointments) had confirmed PKF Littlejohn to be the Parish Council’s external auditor for a 5-year period, in line with the requirements of the Local Audit (Smaller Authorities) Regulations 2015.</p> <p>147.7. <b>To consider</b> if an application is to be made for money from the Community Cashback Fund (cheshire.pcc.gov.uk). It was agreed to discuss with the local PCSO a project to improve facilities at Kensington Way Park for use by teenagers – this would involve improving the drainage to the upper field and creating a basketball area. The council would determine with the PCSO if this is a suitable project to be considered for funding.</p> <p>147.8. <b>To approve</b> expenses for the Clerk for the period of November 2022. It was <b>resolved to approve</b> the Clerk’s expenses for November 2022, which would be paid in January 2023.</p>
148	<p><b>Budget Proposal and Precept for 2023-2024</b></p> <p>148.1. <b>To consider and approve</b> the recommendation of the Finance Committee to adopt the proposed budget for 2023/24. It was <b>resolved to approve</b> the recommendation of the Finance Committee to set a spending budget of £249,010. With a carryover sum from 2022-2023, the balancing figure for the precept is £206,197.</p> <p>148.2. <b>To consider and approve</b> the level of precept to be levied in the 2023/24 Financial Year, as recommended by the Finance committee. It was <b>resolved to approve</b> the recommendation of the Finance Committee that a parish precept of £206,197 should be requested from CWaC, being a Band D equivalent payment of £108.03 per household per annum. This represents a 0% increase on the Band D charge, and equivalent other council tax band charges, from 2022-2023.</p>
149	<p><b>Advertising Boards</b></p> <p><b>To receive</b> an update regarding latest communications, feedback on the advice provided by ChALC/NALC and <b>to approve</b> further actions as appropriate.</p> <p>Following the advice received, it was <b>approved</b> that a letter should be sent to the CEO and Leader of Cheshire West and Chester Council, to express the Parish Council’s disappointment that no real progress has been made with the issue and requesting a meeting. The Council would want to again highlight its concerns with regards to the safety aspects of the sign’s construction, the inability of CWaC to properly confirm the criteria used in its decision process, the inconsistency in which its decisions were applied and its failure to follow any due process of consultation.</p>
150	<p><b>Planning</b></p> <p>150.1. <b>To consider</b> any planning applications received since the last meeting. No new planning applications had been received for consideration.</p> <p>150.2. <b>To receive</b> an update regarding the planning application for 2 Pulford Close. It was confirmed that a consultee comment had been submitted regarding this application.</p>

<p><b>151</b></p>	<p><b>Environment</b></p> <p>151.1. <b>To approve</b> a recommendation from the Finance Committee to set a budget of £20,000 to carry out felling of trees with ash die-back and to prioritise trees in areas adjacent to paths and highways. It was resolved to accept the recommendation to set a budget of £20,000 to initiate this project.</p> <p>151.2. <b>To approve</b> a decision to grit the bridges at Monarch Drive and Headworth Close, as carried out on 13<sup>th</sup> to 16<sup>th</sup> December. <b>To further approve</b> an instruction to Countrywide to grit the bridges automatically whenever the Met Office report indicates that local temperatures will drop below freezing. It was <b>resolved to approve</b> the expenditure for gritting the bridges due to the severity of the weather conditions during this period. It was <b>resolved to NOT approve</b> any further instruction to Countrywide until advice had been sought from ChALC about gritting localised areas.</p> <p>151.3. <b>To consider and approve</b> a remodelling of the Kingsmead flower beds by Countrywide to include a range of perennials in addition to the summer/winter bedding. It was <b>approved</b> that the flowerbeds would be re-modelled to include a range of perennials, but that quotes would be obtained for a design before any decision is made about new planting.</p> <p>151.4. <b>To consider and approve</b> quotes for the creation of a new flower bed adjacent to the Kingsmead wall opposite SJD college. It was <b>agreed</b> to ask for input from the ex-councillor who had proposed the new flower bed, with regard to the designs received, prior to the final approval of a quote.</p> <p>151.5. <b>To approve</b> the moss cleaning of paths by Countrywide at Capesthorne park and Coronet pond at a cost of £230 (plus VAT). It was <b>resolved to approve</b> the quote from Countrywide for the moss cleaning work.</p> <p>151.6. <b>To consider and approve</b> an alternative quote for the edging off at Regency Way. It was <b>resolved to approve</b> a quote from NorthHort Ltd for the edging off at Regency Way, at a cost of £3,376.10 (plus VAT).</p> <p>151.7. <b>To approve</b> remedial works to the cobblestones and path edging at the clocktower. Cadent Gas has been approached again about the remedial work required to the path, but no response has been received. A quote has been provided by Countrywide (at a cost of £635 plus VAT) and a quote requested from the original path installation company, although this has not been received. It was <b>resolved to approve</b> a budget of £1000 to carry out the necessary remedial works and that the preference was to use the original installation company.</p> <p>151.8. <b>To receive</b> any other updates.</p> <ul style="list-style-type: none"> <li>• It was discussed about the cutting back of the trees around Monarch bridge, which is likely to improve how wet the bridge becomes, and quotes will be sought for this work.</li> <li>• A proposal for the management of the bank erosion will be followed up.</li> </ul>
<p><b>152</b></p>	<p><b>Play Parks</b></p> <p>152.1. <b>To note</b> a report from Pentagon Play regarding Kingslawn Close and Kensington Way. The council <b>noted</b> that Pentagon Play had reported no issues needing attention on the gym trail at Kingslawn Close. A balance beam needed replacing at Kensington Way, along with some minor remedial works.</p> <p>152.2. <b>To note and approve</b> the repair of the balance beam at Kensington Way. It was <b>resolved to approve</b> the instruction given to Pentagon Play to replace the balance beam at Kensington Way park at a cost of £250 (plus VAT). This also included the minor remedial works identified in the report.</p> <p>152.3. <b>To receive</b> any other updates. There were no other updates received.</p>

153	<p><b>Community</b></p> <p>153.1. <b>To consider</b> a consultation from Sir John Deane’s Sixth Form College regarding its proposed expansion and <b>to agree</b> any actions. The council noted that the consultation for the proposed college expansion is now open and that the deadline for responses is 6<sup>th</sup> January 2023. It is unable to make an objective comment at present but will wait for the planning application to be received to fully understand the potential impact of the changes.</p> <p>153.2. <b>To consider</b> any updates regarding a development of the PC website. It was agreed that a working group would be set up to manage the website development.</p> <p>153.3. <b>To consider</b> any updates regarding the speed limit assessment carried out by CWaC on the A533 and <b>to approve</b> any actions. (Cllr HW) No update was received, and this item will be put onto the agenda of the next meeting.</p> <p>153.4. <b>To receive</b> any other updates. No further updates were received.</p>		
154	<p><b>Clerk’s Report &amp; Resident Issues</b></p> <p>To consider issues not covered elsewhere on the agenda and to note any actions to be taken:</p> <ul style="list-style-type: none"> <li>• Civility and Respect Agenda – to be reviewed in the January meeting.</li> <li>• Cyber online training – this free training to be arranged for a meeting in the New Year.</li> <li>• Online access has been resolved with Government Gateway, but access for VAT refunds is to be resolved when the latest VAT claim has been refunded.</li> <li>• NTC had proposed to install park signs with cable ties, but this was rejected by councillors.</li> <li>• A member’s budget form had been submitted as per last month’s meeting.</li> <li>• A comment had been submitted to the Boundary Review commission regarding the proposed change of name for the parliamentary constituency.</li> <li>• The clerk is attending a Town and Parish Council Connections training event on Tuesday 20<sup>th</sup> December to cover May 2023 elections and changes to election regulations.</li> <li>• Additional Deed of Variation forms were signed by two councillors in the meeting.</li> <li>• The clerk confirmed she would be on holiday from 22<sup>nd</sup> Dec to 2<sup>nd</sup> Jan (inclusive).</li> </ul> <p>The clerk confirmed that the following new queries had been raised by residents:</p> <ul style="list-style-type: none"> <li>• Incident at pedestrian crossing with a car failing to stop.</li> <li>• Complaint regarding the building work at Anderton Place and its impact on neighbours.</li> <li>• Hedge cutting not completed at the rear of Tarvin Close – resolved by Countrywide.</li> </ul>		
155	<p><b>Future Agenda Items</b></p> <ul style="list-style-type: none"> <li>• A litter pick date to be agreed</li> <li>• To formally minute a vote of thanks to the organisers of the Christmas event</li> </ul>		
156	<b>Next Meetings</b>	Parks Committee	Monday 16 <sup>th</sup> January 2023 at 6.15pm in Kingsmead School
		Kingsmead Parish Council	Monday 16 <sup>th</sup> January 2023 at 7.30pm in Kingsmead School

The meeting closed at 9.33pm.