



Minutes

Minutes of a meeting of Kingsmead Parish Council held on Monday 20th March.

Present: Cllr Bannister, Cllr Jewitt (Chair), Cllr Logan, Cllr Reed, Cllr Van Gordon, Cllr Weltman

Also Present: Mrs W Maddock (Clerk to Council) and four members of public.

The meeting started at 7.35pm.

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| 231 | <p>Apologies Cllr Boylan (medical), Chappell (family), Cllr Hoey (medical), Cllr Martin.</p> |
| 232 | <p>Declarations of Interest Cllr Logan – agenda item 238 (pecuniary interest) Cllr Van Gordon – discussions regarding play equipment (non-pecuniary interest)</p> |
| 233 | <p>Public Forum A member of the public raised concerns about trees being cut down in the parish and the number of dog poo bags found in woodland areas. The council outlined its ash dieback project and its intention to plant native trees later in the year. The council felt that littering was a community responsibility but stated that regular litter picks are to be instigated. A discussion was also had about the ongoing concerns regarding the bench at Duke’s Way Pond. It was acknowledged that the bench had been moved as previously agreed but residents still felt it would encourage anti-social behaviour in the area. The council confirmed that this would remain a fixed agenda item for a trial period and re-iterated that all concerns should be reported to the PCSO.</p> |
| 234 | <p>PCSO Report The PCSO was unable to attend but provided a report which was circulated prior to the meeting. The report covered several topics including ASB – one incident of a neighbour shouting abuse at a contractor and Theft – report of a theft from a vulnerable person. ASB patrols are ongoing at Regency Way, Coronet Avenue and Regal Close – no issues to report. Please note there will be no police surgeries in April. Easter Awards have been launched – these will be awarded to children for their good works within the community. Please send your nominations by email to lee.robertson@cheshire.police.uk</p> |
| 235 | <p>Minutes The minutes of a Full Council meeting held on Mon 20th February 2023 were circulated prior to the meeting and assumed to be read. It was resolved to accept the minutes as a correct record.</p> |
| 236 | <p>Bench at Dukes Way Pond To receive further updates about the bench and to approve any actions as appropriate. The council noted the re-positioning of the bench and agreed this was a good compromise to reduce its impact on nearby residents. The clerk recommended that a byelaw to manage ASB in the area was not a very practical solution and working with the PCSO would be better.</p> |
| 237 | <p>Finance & Administration 237.1. To receive the bank statements and to approve the bank reconciliations to the end of February 2023. It was resolved to approve the bank statements and reconciliations. 237.2. To consider and approve the financial reports to the end of February 2023. It was resolved to approve the following financial reports to the end of December 2022:</p> <ul style="list-style-type: none"> • Cashbook Summary as at 28-02-2023 • Detailed Income & Expenditure by Budget Heading as at 28-02-2023 • Trial Balance for Current Year |

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| | <p>It was agreed that money should be moved into a new interest earning account after receipt of the precept in April – the clerk to research suitable accounts.</p> <p>237.3. To consider and approve the payments for March 2023. It was resolved to approve the payments listed for the period 1st to 31st March 2023.</p> <p>237.4. To note the receipt of the initial payment for the Easement Rights at St. George’s Way. It was confirmed that a payment of £5,500 had been received on 13th March, as the initial payment from Mr Platt for the Easement Rights at St George’s Way.</p> <p>237.5. To consider and approve all expenditure proposed by the Events Working Group for the King’s Coronation Event.</p> <ul style="list-style-type: none"> • To note and approve the payment of a deposit (of £236.40) to The Fun Experts • To approve the payment of a deposit (of £1000) to Mack’s Music Promotions • To approve a payment (of £563.50) for the purchase of commemoration coins <p>It was resolved to approve all expenditure proposed by the Events Group and to authorise the payments to be made in March.</p> <p>237.6. To review and note the expected closing budget to year-end.</p> <ul style="list-style-type: none"> • To approve an Ear Marked Reserve for play equipment. <p>It was noted that the balance for the year end is in line with that previously advised by the Finance Committee. It was resolved to approve an Ear Marked Reserve of £25,500 to be put towards play equipment.</p> <p>237.7. To approve expenses for the Clerk for the period of February 2023. It was resolved to approve the Clerk’s expenses for February 2023, which would be paid in April 2023.</p> <p>237.8. To receive an update on the Parish Council’s data storage and to approve appropriate actions to be taken (Cllr DB). As Cllr Boylan was unable to attend the meeting , this item was deferred until April.</p> <p>237.9. To receive any further updates. There were no further updates received.</p> |
| 238 | <p>Planning</p> <p>To consider any planning applications received since the last meeting.</p> <ul style="list-style-type: none"> • <u>3 Royal Gardens</u> Sycamore (T1) - Remove 2x low limbs overhanging garden. • <u>5 Waystead Close</u> Single storey front porch extension • <u>3 Kensington Way</u> Single Storey Rear Extension • <u>1 Waystead Close</u> Construction of single storey flat roof extension with roof lights over. Removal of existing extension roof. <p>Cllr Logan excused himself from the planning discussions as he had declared a pecuniary interest in the item. It was resolved that no comments or objections would be submitted against any of the applications received.</p> |
| 239 | <p>Parks and Environment</p> <p>239.1. To receive an update from a meeting of the Parks and Environment Committee (held on Monday 13th March). The draft minutes of the Parks & Environment Committee were circulated to all council members prior to the meeting and were summarised by Cllr Jewitt.</p> |

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| | <p>239.2. To consider and approve the proposed Terms of Reference for the Parks & Environment Committee. It was noted that an amendment should be made to the proposed Terms of Reference to specifically include “Structures and Sub-Structures”. It was resolved to approve the revised Terms of Reference on this basis.</p> <p>239.3. To receive an update following a meeting with Countrywide GM and to consider and approve a request for an increase in the contract fee starting 1st April 2023. The clerk summarised the meeting held with Countrywide and confirmed that grass cutting would start w/c 27th March (weather dependent). It was resolved to approve the request to increase the monthly contract fee (because of cost of living rises, the energy crisis, etc) by 9.68%, equivalent to £484.74 (+VAT) pm.</p> <p>239.4. To note the Client Brief received from Amazing Gardens and to approve a working group to progress the design of the flower beds. The client brief had been circulated prior to the meeting for review. It was resolved to approve that Cllrs Hoey and Reed would form the working group and that ex-Cllr Williamson would also be asked to join.</p> <p>239.5. To receive an update on actions taken regarding the management of village litter and to approve future litter picking events. It was noted that a response to the letter sent to SJD had been received and that Tesco had responded positively to the council’s concerns about litter. It was resolved to approve a monthly litter pick, which would be run on the last Sunday of the month. Cllr Jewitt agreed to talk to The Kingfisher about any support they could provide.</p> <p>239.6. To consider and approve a budget for the Cenotaph and Clocktower remedial works. It was resolved to defer this decision pending the receipt of quotes. Cllr Logan offered to advise about any additional work that might be required at the Clocktower.</p> <p>239.7. To consider if barriers should be installed on the footpath from Kensington Way to Royal Gardens and to approve a budget for the works. Following a discussion, it was agreed that the footpath is the responsibility of CWaC and that the concerns raised should be passed to their Highways dept. for consideration. The Parish Council would look to minimise the hazard by reducing the height of the hedge adjacent to the exit of the path.</p> <p>239.8. To receive any other updates. It was noted that the hedges around the sub-station need cutting back.</p> |
| 240 | <p>Community</p> <p>240.1. To consider further actions to be taken regarding the roundabout advertising boards. CWaC has confirmed that it sees no value in a meeting between KPC and the CEO/Leader of the Council, but agreed that KPC could be part of the review process at the end of the trial period for the advertising signs. The Clerk will follow up with the Highways Dept to ensure that a representative attends the next Parish Council meeting to discuss safety concerns.</p> <p>240.2. To consider the policy regarding advertising banners on Kingsmead Square roundabout and to review the approval previously granted to Harlequin Theatre. It was resolved to approve updating the council’s “Banners, Advertisements and Noticeboard Policy” to ensure:</p> <ul style="list-style-type: none"> • A minimum of 1-week between banners being displayed by the same organisation. • The prompt removal of banners after an event. • Banners to be displayed for no more than 2-weeks from the last date of an event. <p>It was agreed to continue Harlequin Theatre’s banner approval and they would be advised of the policy changes.</p> <p>240.3. To receive an update regarding HS2 and to agree any actions. Cllr Weltman summarised the meeting held by Davenham Parish Council and attended by representatives of Northwich Town Council, Lostock Gralam PC, Moulton PC and Kingsmead PC. It was noted that petitions had</p> |

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| | <p>been made by NTC, DPC and LGPC and dates have been confirmed for their appearances before the House of Commons select committee. KPC has confirmed it will support the process wherever possible.</p> <p>240.4. To consider and approve a Parish newsletter and to agree a working group. It was agreed that a newsletter should be postponed until after the period of pre-election heightened sensitivity to ensure that the Council does not break the Code of Recommended Practice on Local Authority Publicity.</p> <p>240.5. To receive any other updates. There were no further updates to receive.</p> | | |
| 241 | <p>Events Working Group</p> <p>241.1. To receive any updates from the Events Working Group. Cllr Jewitt provided a summary of the plans being put in place for the Coronation Event and it was confirmed that flyers/banners had been ordered.</p> <p>241.2. To approve the Terms of Reference of the Working Group It was resolved to approve the Terms of Reference for the Working Group.</p> | | |
| 242 | <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. The latest resident's queries were discussed, and actions agreed where appropriate.</p> <p>The following additional updates were also provided:</p> <ul style="list-style-type: none"> • Edging off at Regency Way still to be fully completed and contractor has been asked to return. • Year End closedown confirmed with Rialtas for 3rd April. • Ash dieback management programme initiated, and 5x days tree felling completed. <ul style="list-style-type: none"> ○ Clerk spoke to resident who has concerns about the programme. • Admin completed in support of Local Elections – 4th May 2023 • Query logged with Cadent regarding the works at the clocktower. • Correspondence sent to Canal & River Trust regarding a complaint about the towpath. • NTC asked to confirm when outstanding jobs will be completed. • Proposal made to Danebridge medical practice to locate an AED at the Kingsmead surgery. <ul style="list-style-type: none"> ○ Not viable because the building lease is coming up for review. | | |
| 243 | AOB | Items to be placed on the agenda for future meetings. | |
| 244 | Next Meetings | Parks & Environment Comm. | Monday 17 th April 2023 at 6.30pm in Kingsmead School |
| | | Kingsmead Parish Council | Monday 17 th April 2023 at 7.30pm in Kingsmead School |