

Minutes

Minutes of a meeting of Kingsmead Parish Council held on Monday 17th April 2023

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

Also present: Mrs W Maddock (Clerk & RFO), PCSO L Robertson and one member of the public

The meeting started at 7.30pm.

256	<p>Apologies Cllr Jewitt (work), Cllr Van Gordon (work), Cllr Logan (work)</p>
257	<p>Declarations of Interest There were no declarations of interest made.</p>
258	<p>Public Forum There was no discussion during the public forum.</p>
259	<p>PCSO Report PCSO Robertson attended the meeting and reviewed his March report; confirming one arrest that was made in connection with drug dealing on Monarch Drive. There were no issues associated with patrols being made and nothing was noted from the patrols at Duke's Way Pond, although an email had been received about littering.</p>
260	<p>Minutes The minutes of a Full Council meeting held on Monday 20th March 2023 were circulated prior to the meeting. Cllr Martin noted he was recorded as giving apologies for his absence due to work commitments and asked for this to be removed from the minutes. It was resolved to accept the minutes once this correction is made.</p>
261	<p>Bench at Dukes Way Pond To receive further updates about the bench and to approve any actions as appropriate. The PCSO confirmed that no reports had been logged regarding Duke's Way Pond and the clerk confirmed a telephone call had been received about littering. The council resolved to continue monitoring the situation.</p>
262	<p>Finance & Administration 262.1. To receive the bank statements and to approve the bank reconciliations to the end of March 2023. The council resolved to approve the following bank statements and reconciliations:</p> <ul style="list-style-type: none"> • Unity Trust Bank • Nationwide 45-day account • Nationwide 125-day account • Lloyds Bank charge card. <p>262.2. To note the financial position at year end to March 2023. The council reviewed and noted the following financial reports for Year-End:</p> <ul style="list-style-type: none"> • Bank - Cash and Investment Reconciliation as of 31 March 2023 • 2023-03 Detailed Income & Expenditure by Budget Heading 31_03_2023 <p>262.3. To consider and approve the payments for April 2023. It was resolved to approve the payments listed for the period 1st to 30th April 2023.</p> <p>262.4. To note the receipt of the parish council precept of £206,971. It was noted that the precept of £206,971 was received on 8th April 2023 and deposited in Unity Trust Bank. A transfer to Nationwide (or other account) is to be considered by the Finance Committee.</p>

	<p>262.5. To consider and approve JDH for the internal audit. It was resolved to approve JDH as the internal auditor.</p> <p>262.6. To review and approve the draft AGAR accounting statements for submission to the internal auditor. It was resolved to approve the draft AGAR statement in principle, although further review of the asset register is required by the Finance Committee.</p> <p>262.7. To review and approve the following variable direct debit payments:</p> <ul style="list-style-type: none"> • ICO registration fee (£35.00 pa) • Telecoms World VOIP phone service (£20.40 pm) • 3 Mobile phone (£19.86 pm) • Lloyds charge card fee (£3.00 pm service fee/max £500 spend pm) <p>It was resolved to approve the direct debits noted for 2023-24.</p> <p>262.8. To approve expenses for the Clerk for the period of March 2023. It was resolved to approve the Clerk's expenses for March, which will be paid in April 2023.</p> <p>262.9. To receive an update on the Parish Council's data storage and to approve appropriate actions to be taken (Cllr DB). It was discussed that the council might need to increase its data storage capacity, although the issue might be resolved as part of the website update project. Cllr Boylan agreed to annualise the current costs and to report back at the May meeting.</p> <p>262.10. To consider and update the PC insurance cover. The current insurance schedule was reviewed, and it was agreed that additional assets may need to be added after valuation.</p> <p>262.11. To receive any further updates. There were no further updates received.</p>
263	<p>Planning</p> <p>To consider any planning applications received since the last meeting.</p> <ul style="list-style-type: none"> • <u>15 Coronet Avenue</u> Notice of Refusal of Consent • <u>31 Blenheim Close</u> 1 x Ash - Reduce by 2m to previous points. <p>It was resolved that no comments or objections would be submitted for either of the applications received.</p>
264	<p>Parks and Environment</p> <p>264.1. To receive an update from a meeting of the Parks & Environment Committee (held on Monday 17th April). The Parks & Environment Committee meeting was held immediately prior to the Full Council meeting. As such a brief summary was provided from the meeting and questions answered.</p> <p>264.2. To consider and approve a request for a "No Ball Games" sign to be installed on the open area alongside Harewood Close. The issue was discussed, and it was resolved NOT to erect a "No Ball Games" sign in this area, as children should be encouraged to use the green spaces in Kingsmead.</p> <p>264.3. To receive any other updates. There were no other updates received.</p>
265	<p>Community</p> <p>265.1. To consider and approve actions to be taken to review and update the KPC website.</p>

	<p>It was agreed that a review of the website would be undertaken alongside the review of the data storage issue and the item was deferred for further consultation.</p> <p>265.2. To consider and approve a Parish newsletter and to agree a working group. It was resolved to initiate a regular newsletter, starting in June (following up in Sept, Jan and Apr). Ideas were discussed and councillors agreed responsibility for producing the content.</p> <p>265.3. To note concerns raised about the possible loss of bus services through Kingsmead. It was noted that CWaC has agreed a contract with Warrington’s Own Buses to continue operating a No.4 bus service connecting Kingsmead with Northwich Town centre. A new timetable is available on the KPC website.</p> <p>265.4. To note updates regarding proposed airspace changes (Liverpool John Lennon and Manchester airports). The latest updates regarding airspace changes were noted and it was confirmed that Cllr Martin would attend a briefing session.</p> <p>265.5. To receive any other updates. It was agreed that a meeting would be arranged with the CWaC Team Leader for Highways and Cllrs Reed and Weltman to discuss safety concerns about the roundabout advertising signs and the last speed assessment.</p>
266	<p>Events Working Group</p> <p>266.1. To receive updates from the Events Working Group.</p> <ul style="list-style-type: none"> • To note and approve the payment of a deposit of £130 to Face-It. • To approve the purchase of a tombola drum and raffle tickets. <p>It was resolved to approve the additional expenditure items for the Coronation event.</p> <p>266.2. To note advice received from Cheshire Police regarding management of the event and to approve actions to be taken. The advice given by Cheshire Police regarding event management was received and it was resolved to approve engaging a suitable first aider for the event.</p> <p>266.3. To receive any other updates. There were no other updates received.</p>
267	<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 - work completed w/c 10th April. • Ash dieback project - 7 days completed. <ul style="list-style-type: none"> ○ Monarch to Duke’s Way path - Additional work completed Friday 14th April. ○ Top path by Ellingham Way ○ Monarch play area. ○ Woodland by towpath ○ Trafalgar Close • Kingslawn Park - provisional date for new installation of late June/July. • Kensington Park - drainage works still ongoing – Caddis to report back re pipe under KW. • NTC - Chasing up o/s jobs – topping up of safety surfaces and completion of minor remedial works. • Elections May 2023 - website and noticeboard updated with Notice of Uncontested election and SoPN as per statutory requirements. • Correspondence <ul style="list-style-type: none"> ○ Canal & River Trust – complaint re lifting of path behind The Rowans/The Beeches ○ LCP Management – following up re siting of AED - passed contact name for new Asset Manager.

268	AOB Items to be placed on the agenda for future meetings. <ul style="list-style-type: none"> Update regarding advice from CHL solicitors. 		
269	Next Meetings	Parks & Environment Committee	Tuesday 9 th May 2023 at 7.30pm in Kingsmead School (TBC)
Annual Parish Meeting		Monday 17 th May 2023 at 7.00pm in Kingsmead School	
Annual Meeting of the Parish Council		Monday 17 th May 2023 at 7.30pm in Kingsmead School	

The meeting closed at 9.04pm.