



Clerk: Wendy Maddock Tel: 01606 533858 e: clerk@kingsmeadpc.org.uk

AGENDA

Notice is hereby given of the ANNUAL MEETING of Kingsmead Parish Council to be held on **Monday 15th May at 7:30pm** in **Kingsmead School, Dukes Way**, where the following business will be considered and transacted.

All councillors are hereby summoned to attend.

1	Chair 2023-2024	1.1. To elect the Chair of Kingsmead Parish Council for the forthcoming year. 1.2. To receive the Declaration of Acceptance of Office from the Chair.
2	Vice-Chair 2023-2024	To elect the Vice Chair of Kingsmead Parish Council for the forthcoming year.
3	Apologies	To receive, with explanation, apologies for absence.
4	Code of Conduct	4.1. To review and confirm the adoption of Cheshire West and Chester Council's Code of Conduct, adopted by Kingsmead Parish Council on 27 th June 2022. 4.2. To confirm that all members will observe the Code of Conduct.
5	Declarations of Interest	5.1. Members to declare any (a) Disclosable Pecuniary Interests and (b) Other Disclosable Interests as required under Chapter 7 of the Localism Act 2011 and Kingsmead PC's Code of Conduct. 5.2. Members to submit Register of Interest forms.
6	Public Forum	Members of the public are invited to speak with a maximum time limit of fifteen minutes allowed. All parishioners who wish to speak should make their intentions known to the clerk prior to the commencement of the meeting.
7	PCSO Report	The report, if received, will be circulated in advance of the meeting.
8	Bench at Dukes Way Pond	To receive further updates about the bench and to approve any actions as appropriate.
9	Minutes	To approve and sign the minutes of a Full Council meeting held on Mon 17 th April 2023.
10	Committees and Working Groups	To agree the membership of committees and working groups for 2023-2024 <ul style="list-style-type: none"> • Finance Committee • Parks and Environment Committee <ul style="list-style-type: none"> ○ NB. Also includes Structures and Maintenance Working Group • Events Working Group To consider and approve any other committees or working groups.
11	Review of KPC Policies	To review and update as appropriate the following policies: <ul style="list-style-type: none"> • Standing Orders • Financial Regulations • Investment Policy • Risk Management Register

12	Training Schedule	To consider available training and to confirm attendance as appropriate.	
13	Finance & Administration	<p>13.1. To receive bank statements and to approve the bank reconciliations to the end of April-23.</p> <p>13.2. To receive financial reports to the end of April-2023.</p> <p>13.3. To confirm membership of ChALC for 2023-24 and to approve payment of the annual affiliate fee of £1356.05.</p> <p>13.4. To consider and approve the payments for May 2023.</p> <p>13.5. To receive a report from a meeting of the Finance Committee held on Tuesday 2nd May and to approve the following recommendations:</p> <ul style="list-style-type: none"> • The transfer of £100,000 from the Unity Trust account to the Nationwide 45-day account. • To extend the Countrywide contract for up to 2-years, on the proviso that the contract is maintained at the 2023-24 fees for a minimum of 1-year. <p>13.6. To consider and approve the Chairman's Allowance for 2023-24</p> <p>13.7. To approve expenses for the Clerk for the period of April 2023.</p> <p>13.8. To receive an update on the Parish Council's data storage and to approve appropriate actions to be taken (Cllr DB).</p>	
14	Planning	<p>To consider any planning applications received since the last meeting.</p> <ul style="list-style-type: none"> • <u>1 Bowfell Close</u> Single storey side extension (part retrospective) • <u>Land Adjacent To Greenways, 13 Graingers Road</u> Demolition of existing garage, construction of two new dwellings (Re-submission of withdrawn application 22/02301/FUL) 	
15	Parks and Environment	<p>15.1. To receive a report from a meeting of the Parks and Environment Committee (held on Monday 9th May).</p> <p>15.2. To consider and approve quotes received from Caddis for tree works.</p>	
16	Community	To receive an update from Cllr Martin regarding proposed airspace changes at Liverpool John Lennon Airport.	
17	Clerk's Report & Resident Issues	To consider issues not covered elsewhere on the agenda and to note any actions to be taken	
18	Meeting Dates	To confirm the statutory meeting dates of the Full Council and the dates for committee/working group meetings as appropriate.	
19	AOB	Items to be placed on the agenda for future meetings.	
20	Next Meetings	Parks & Environment Committee	Monday 12 th June at 7.30pm in Kingsmead School
		Kingsmead Parish Council	Monday 19 th June at 7.30pm in Kingsmead School