

MINUTES

Minutes of a meeting of Kingsmead Parish Council held on Monday 24th July at 7:30pm

Present: Cllrs Bannister, Hoey, Martin, Reed, Swift, Weltman (Chair)

Also Present: Mrs W Maddock (Clerk & RFO), PCSO L Robertson and two members of the public.

The meeting started at 7.30pm.

52	<p>Apologies Cllr Boylan (work), Cllr Jewitt (work), Cllr Logan (holiday), Cllr Van Gordon (holiday).</p>
53	<p>Declarations of Interest No declarations of interest were made.</p>
54	<p>Public Forum Two members of the public attended the meeting to discuss ongoing concerns about the bench at Duke’s Way pond. It was stated that several incidents had occurred, including groups of people using the bench at unsociable hours and numerous problems with littering. The residents felt they represented the views of other in the area when requesting that the bench be removed as soon as possible.</p>
55	<p>PCSO Report The PCSO detailed a report comparing incidents of nuisance and anti-social behaviour in the Davenham, Moulton and Kingsmead area in the first 6-months of 2022 compared with 2023. There had been no increase in reports. He further confirmed that only one report of ASB relating to the bench at Duke’s Way pond had been received since the 6-month trial began and that this had been made by Kingsmead school.</p>
56	<p>Bench at Dukes Way Pond To receive further updates about the bench and to approve any actions as appropriate. The council acknowledged that emails had been received from three residents since the last meeting and also noted the PCSO’s report that one ASB report had been received since February. Council reiterated that reports needed to be logged in order that problems could be dealt with. Resolved – to continue the trial to its completion and for a final decision to be made in the September meeting.</p>
57	<p>Minutes To approve and sign the minutes of a Full Council meeting held on Monday 19th June 2023 Resolved – to approve the minutes as a correct record, which were then signed by the Chair.</p>
58	<p>Finance & Administration 58.1. To receive bank statements and to approve the bank reconciliations to the end of June 2023. Resolved – to approve the bank reconciliations to the end of June 2023 for the following accounts:</p> <ul style="list-style-type: none"> • Unity Trust Bank (cashbook) • Nationwide 45-day saver • Nationwide 125-day saver <p>58.2. To receive financial reports to the end of June 2023. Resolved – to receive and note the following financial reports to the end of June 2023:</p> <ul style="list-style-type: none"> • Cashbook summary • Summary Income and Expenditure by Budget Heading • Detailed Income and Expenditure by Budget Heading • Trial Balance <p>58.3. To consider and approve the payments for July 2023.</p>

	<p>Resolved – to approve the payments as listed for July 2023.</p> <p>58.4. To consider and approve giving authorisation to the Clerk, along with nominated bank signatories, to process all appropriate payments in August (when there is no scheduled Council meeting) and for these payments to be ratified at the next scheduled meeting in September.</p> <p>Resolved – to authorise payments to be made in August with approved signatory authorisation.</p> <p>58.5. To approve expenses for the Clerk for the period of June 2023.</p> <p>Resolved – to approve the Clerk’s expenses for June 2023, which will be paid in August 2023.</p>
59	<p>Planning</p> <p>To consider any planning applications received since the last meeting and to receive an update on any decisions that have been notified.</p> <p><u>27 Ellingham Way</u> Single storey rear extension</p> <p>Resolved – that no comments be submitted for this planning application.</p> <p>It was further noted that the planning application for a 5G mast to be erected at Moor Park Way had been refused and that a planning application for 25 Chelford Drive had been approved.</p>
60	<p>Parks and Environment</p> <p>60.1. Countrywide Grounds Maintenance</p> <ol style="list-style-type: none"> a) To receive the monthly report for June b) To review the performance of the ground’s maintenance team against the contract c) To consider if a review of the contract can be made. <p>A discussion was held about whether Countrywide is still having to be managed too closely by the Clerk, which the council felt was unacceptable.</p> <p>Resolved – that a factual register be kept of issues arising with the estates management and that the Parks & Env. Committee starts to review the current contract and schedule in readiness for the contract to be re-tendered.</p> <p>60.2. To consider the management of the spine road wildflower areas.</p> <p>Resolved – that cutting back of the wildflowers would be done in September and the wildflower areas seeded again in spring 2024. Countrywide would be asked to ensure the wildflower area is kept neat.</p> <p>60.3. To consider if any actions should be taken regarding ownership of land between Houghton Close and Priory Avenue.</p> <p>Resolved – that the council takes no action regarding this piece of unregistered land.</p> <p>60.4. To consider a request to install signs at Pulford Close instructing that dogs be kept on a lead.</p> <p>Resolved – that no additional signs are required but that the resident who highlighted the issue should be advised to report any concerns to the PCSO, via 101 or the Cheshire Police website, as dogs have to be kept under control.</p> <p>60.5. To consider and approve quotes for ad-hoc tree works (if received).</p> <p>Resolved – to approve the following quotes for tree works by Caddis:</p> <ol style="list-style-type: none"> a) 32 Coronet Avenue – removal of hazel trees and hedging along the woodland strip at a cost of £350. These works to be carried out in the autumn. b) 3-7 Woburn Close – hedge reduction and tree crowning at a cost of £2700. These works to be scheduled no earlier than September. <p>60.6 To receive any other updates and to consider actions as appropriate.</p> <p>Resolved – to approve the following quotes for work to be completed by Countrywide:</p> <ol style="list-style-type: none"> a) Campbell Close play area – installation of edging to minimise migration and loss of the safety surface at a

	<p>cost of £482..</p> <p>b) Monarch Drive play area – addition of postcrete around the base of the swing unit at a cost of £350.</p> <p>Cllr Hoey requested that the hedges at Burwardsley Way play area and on the footpath at the end of Buckingham Drive be cut back ahead of the scheduled maintenance plan, as they are overgrown and likely to be causing an issue.</p>
61	<p>Community</p> <p>61.1. To consider and approve a request for a lasting memorial to be created for Bill Simpson (former KPC councillor and founding member of Kingsmead Residents Association). Resolved – that a plaque be fitted to the bench at Coronet Avenue in memory of Bill Simpson.</p> <p>61.2. To receive a report from CWaC Highways following completion of an informal assessment of pedestrians crossing the spine road and to approve further actions as appropriate. Resolved – that no further assessment is requested, as, based on the feedback received, this would have to be funded by KPC and it is unlikely to result in any crossing changes being made.</p> <p>61.3. To confirm litter picking dates to the end of the year and the management of each date. The litter picking dates were noted and Cllr Hoey confirmed her availability to manage the next one on Sunday 30th July. Cllr Bannister agreed to advertise the event on Facebook.</p> <p>61.4. To receive any other updates and to consider actions as appropriate. There were no other updates received.</p>
62	<p>Events</p> <p>62.1. Christmas 2023 Planning</p> <ul style="list-style-type: none"> • To approve a contract payment (Year 3 of 3) to Millennium Quest for festoon lighting on the Kingfisher roundabout. Resolved – that the final contract payment (£980) is approved. • To consider and approve a quote for the clock tower lighting. Resolved – that the quote for the clock tower lighting (£2400) and climbing Santa (£900) from Christmas Decorators is approved. • To confirm the date and time of the Christmas Tree Lighting event and co-operation with KFA Christmas Fair. Resolved – that the Council’s Tree Lighting event will be held on Friday 1st December from 6-8pm. It was further agreed that the Events Working Group would meet to confirm how to manage the event in co-operation with the KFA Christmas Fair. • To consider and approve quotes for the Christmas Tree Lighting event. Resolved – to approve quotes from The Fun Experts as recommended by the Events Working Group, with the exception of the Santa grotto. This would be confirmed pending consultation between the EWG and KFA <p>62.2 To receive feedback from the Events Working Group regarding future summer events. Following a de-brief of the Coronation event, the EWG recommended that future summer events should be scaled down, with a small charge being made for entrance and for some activities. This was approved in principle.</p> <p>62.3. To receive any other updates and to consider actions as appropriate. There were no other updates received.</p>
63	<p>ChALC AGM Motion</p> <p>To consider and approve a motion to be heard at the Annual General Meeting of ChALC (date of AGM is 12th Oct 2023). Deadline for submission is 28th July 2023. Resolved – to submit the motion as proposed and that a minimum of two councillors would be able to attend the ChALC AGM to present the motion.</p>

64	<p>PSPO Consultation To consider if KPC will respond to CWaC’s Public Space Protection Order (PSPO) consultation for alcohol control. Resolved – that the Clerk should submit a response to the consultation on behalf of KPC.</p>							
65	<p>Police & Crime Commissioner To receive the Commissioner’s Review (Jan-June 2023) and also notes from a meeting of the PCC and Town & Parish Councils. The council noted the Commissioners review and also feedback from the PCC’s meeting, which was circulated prior to the meeting.</p>							
66	<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 reported the following additional items:</p> <ul style="list-style-type: none"> • A complaint has been received about overgrown hedges on Monarch Drive <ul style="list-style-type: none"> ○ Council requested that a letter be written to the residents requesting that hedges are cut back • A query was received about renovations to a brick wall on Coronet Avenue. It was confirmed that this is the responsibility of the householder. • A contingency plan has been agreed with Caddis should conditions at Coronet pond put the fish living in the pond at risk. It was further confirmed that the situation is being monitored by Cllrs Jewitt and Swift. • That the vandalism and theft of KPC signs had been reported to Cheshire Police. • Following a request for a meeting with CWaC regarding the trialling of the roundabout advertising signs, a response was received that no meetings would be held until after completion of the trial. • The KPC summer newsletter was completed and sent for printing. The council passed on its thanks to the Clerk’s daughter for her input producing the final document. 							
67	<p>AOB Items to be placed on the agenda for future meetings:</p> <ul style="list-style-type: none"> • An update regarding Leftwich Farm • Feedback from the Events Working Group • “Mini-police” – requested by PCSO L Robertson 							
68	<p>Next Meetings</p> <table border="1" data-bbox="331 1223 788 1373"> <tr> <td data-bbox="331 1223 788 1272">Finance Committee</td> <td data-bbox="788 1223 1536 1272">Monday 4th September at 7.30pm in Kingsmead School</td> </tr> <tr> <td data-bbox="331 1272 788 1321">Parks & Environment Committee</td> <td data-bbox="788 1272 1536 1321">Monday 11th September at 7.30pm in Kingsmead School</td> </tr> <tr> <td data-bbox="331 1321 788 1373">Kingsmead Parish Council</td> <td data-bbox="788 1321 1536 1373">Monday 18th September at 7.30pm in Kingsmead School</td> </tr> </table>	Finance Committee	Monday 4 th September at 7.30pm in Kingsmead School	Parks & Environment Committee	Monday 11 th September at 7.30pm in Kingsmead School	Kingsmead Parish Council	Monday 18 th September at 7.30pm in Kingsmead School	
Finance Committee	Monday 4 th September at 7.30pm in Kingsmead School							
Parks & Environment Committee	Monday 11 th September at 7.30pm in Kingsmead School							
Kingsmead Parish Council	Monday 18 th September at 7.30pm in Kingsmead School							
69	<p>Exclusion of Press & Public It is recommended that Council considers a resolution under Section 1 of the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and representatives of the press from the meeting during the consideration of the following items on the grounds that matters contain sensitive information and by reason of the confidential nature of the business being transacted. Resolved – that the Press and Public be excluded for the remainder of the meeting.</p>							
70	<p>Personnel Matters To receive an update following the Clerk’s annual appraisal and to approve any actions to be taken. The council noted the comments by the Chair regarding the Clerk’s appraisal and approved the recommendations made should be reviewed by the Finance Committee at its next meeting.</p>							

The meeting closed at 9.45pm.