



## MINUTES

Minutes of a meeting of the Parks and Environment Committee of  
Kingsmead Parish Council held on Monday 9<sup>th</sup> October 2023

Present: Cllr Hoey (Chair in the absence of Cllr Jewitt), Cllr Logan, Cllr Reed, Cllr Swift, Cllr Weltman.  
The meeting started at 7.30pm.

113	<b>Apologies</b> Cllr Bannister, Cllr Jewitt (work), Cllr Van Gordon (work) and Mrs W Maddock – Clerk & RFO (medical)
114	<b>Declarations of Interest</b> No declarations of interest were made.
115	<b>Public Forum</b> No members of the public were in attendance.
116	<b>Minutes</b> <b>To approve and sign</b> the minutes of a meeting held on Monday 11 <sup>th</sup> September 2023. <b>Resolved</b> – that the minutes of the meeting were a correct record and should be signed by the Chair.
117	<b>Maintenance and Landscaping</b> 117.1. <b>To receive</b> the following updates from Countrywide Grounds Maintenance and <b>to approve</b> any actions. <ul style="list-style-type: none"> <li>a) Monthly report</li> <li>b) Schedule for October</li> <li>c) Hedge cutting</li> <li>d) Works to be completed</li> </ul> <p>The September monthly report and schedules for October maintenance and hedge cutting were noted. It was agreed that checks would be made w/c 9<sup>th</sup> October on the grass cutting and the hedges. The outstanding jobs listed were to be followed up.</p> <p>117.2. <b>To appoint</b> a working group to review the grounds maintenance contract and tender document.  <b>Resolved</b> – that Cllrs Hoey, Jewitt (tbc), Swift and Van Gordon (tbc) form a working group to start reviewing the grounds maintenance contract and tender document.</p> <p>117.3. <b>To receive</b> feedback regarding the siting of a bench near to the sluice pond and <b>to approve</b> a quote for securing the bench.  <b>Resolved</b> – that the bench be sited at the sluice pond, away from the railings, and further to the right-hand side, and that a councillor (Cllr Hoey or Reed) be in attendance on the day of installation to confirm the final position.  <b>Resolved</b> – that the bench should be secured with its own Earth Anchors in the grass and not on a concrete base.</p> <p>117.4. <b>To receive</b> an update regarding ash dieback works and <b>to approve</b> any actions.  <b>Resolved</b> – that it should be considered at the budget review whether additional funds need to be allocated for ongoing work in the next financial year.</p> <p>117.5. <b>To retrospectively approve</b> a quote from Caddis for the removal of a tree behind the fire station (approved by the Chair and Clerk according to Financial Regulations).  <b>Resolved</b> – to retrospectively approve the work done by Caddis under the authorisation of the Chair and Clerk.</p> <p>117.6. <b>To consider and approve</b> advice and quotes from Caddis for the following tree works:</p>

	<p>a) 17 Sandringham Close  b) 3 Earl's Way  c) 32 Mayfair Drive  d) Woodland adjacent to Capesthorne Close  e) Hedging and trees on the cenotaph side of the spine road between the Kingfisher roundabout and London Road.</p> <p><b>Resolved</b> – to defer a decision on all quotes to the next meeting.</p> <p>117.7. <b>To approve</b> the purchase of wildflower seeds and <b>to agree</b> when soil preparation and sowing should be carried out.  <b>Resolved</b> – to approve the purchase of Cheshire Native Mix (from Boston Seeds) for re-sowing the wildflower area and to obtain a quote for harrowing in the spring.</p> <p>117.8. <b>To approve</b> a date for the removal of plants from the cenotaph beds and for the area to be returned to grass only.  <b>Resolved</b> – that the plants be removed ASAP from the cenotaph and the beds returned to grass.</p> <p>117.9. <b>To receive</b> any other updates.  It was discussed that the strategy working group should consider removing the sluice pond bridge and jetty once their condition becomes non-viable.</p>		
118	<p><b>Play Areas</b>  118.1. Play Inspections  a) <b>To note</b> the quarterly inspection reports from Morral Play Services and <b>to approve</b> actions as appropriate. The quarterly inspection reports were received and noted.</p> <p>b) <b>To approve</b> a final version of the weekly inspection reports to be implemented and to confirm relevant responsibilities.  <b>Resolved</b> – to adopt the more detailed form of the weekly inspection report, with the aim that the inspection schedule will start w/c 23<sup>rd</sup> October.</p> <p>118.2. <b>To receive</b> an update regarding the drainage at the Kensington Way play area.  <b>Resolved</b> – that quotes be obtained for a new soak away and replacement play surface at Kensington Way.</p> <p>118.3. <b>To receive</b> any other updates.  There were no further updates to receive.</p>		
119	<p><b>Strategy</b>  <b>To receive</b> an update from the Working Group  Feedback from the strategy group was deferred until the next meeting.</p>		
120	<p><b>Clerk Updates</b>  <b>To receive</b> updates from the Clerk on matters arising from previous meetings.  Due to illness, there was no “matters arising” report from the Clerk.</p>		
121	<p><b>AOB</b>  Items to be placed on the agenda for the next meeting.</p> <ul style="list-style-type: none"> <li>To consider the allocation of monies for the replacement of the wall at Kensington Way.</li> <li>To manage the planting between Monarch Drive and the crown roundabout.</li> </ul>		
122	<b>Next Meetings</b>	Kingsmead Parish Council	Monday 16 <sup>th</sup> October at 7.30pm in Kingsmead School
		Parks & Env. Committee	Monday 6 <sup>th</sup> November at 7.30pm in Kingsmead School

The meeting closed at 8.20pm.