



Minutes

Minutes of a meeting of Kingsmead Parish Council held on Monday 13th November

Present: Cllr Bannister, Cllr Boylan, Cllr Logan, Cllr Reed, Cllr Swift, Cllr Weltman (Chair)

Also present: Mrs W Maddock (Clerk & RFO), Cllr Sinar (CWaC Councillor) and one member of the public.

The meeting started at 7.31pm.

152	<p>Apologies Cllr Hoey (medical), Cllr Jewitt (work), Cllr Van Gordon (work)</p>
153	<p>Declarations of Interest No declarations of interest were made.</p>
154	<p>Public Forum One member of the public attended the meeting representing St. Luke's Hospice and discussed a number of requests that have been made with regard to fund raising and the use of St. George's field. These are to be considered under agenda item 161.4. Cllr Sinar provided an update about maintenance of the crown hedge, which is expected to be completed by CWaC w/c 22nd November. A further issue has been raised about maintenance of the "cut-through" from Harewood Close to London Road, although a potential problem has arisen as this path has not been adopted by CWaC. Cllr Sinar will continue monitoring both issues.</p>
155	<p>PCSO Update 155.1. To note the Nov Davenham & Moulton PCSO newsletter covering the period 1st to 31st Oct. Noted – receipt of the PCSO newsletter, which was circulated prior to the meeting. The newsletter is available on the Council website at the following link: Newsletter-Nov.pdf (kingsmeadpc.org.uk) 155.2. To receive an update regarding Kingsmead Mini Police It was confirmed that twenty-one Yr-5 pupils have signed up for the mini-police scheme and that their attestation will happen on 22nd November.</p>
156	<p>Harewood Close To receive any update regarding anti-social behaviour at Harewood Close and to approve actions to be taken by the Parish Council if appropriate. Noted – the PCSO report that no formal complaints have been received about ASB at Harewood Close. Additionally, no councillor had witnessed groups of children playing football as reported, despite numerous visits to the area. Resolved – that no further action is required and the PCSO would not be asked to carry out house-to-house enquiries.</p>
157	<p>Minutes To approve and sign the minutes of a meeting held on Monday 16th October 2023 Resolved – that the minutes were a correct record of the meeting and that they should be signed by the Chair.</p>
158	<p>Finance & Administration 158.1. To receive bank statements and to approve the bank reconciliations to the end of Oct-2023. Resolved – to approve the bank statements and reconciliations to the end of Oct-2023 for the following accounts:</p> <ul style="list-style-type: none"> • Unity Trust Bank (cashbook) • Nationwide 45-day saver account. <p>Noted – a screenshot taken on 9th November of the Nationwide 125-day saver account, which confirms the current amount deposited is equal to the 2023-10 Bank - Cash and Investment Reconciliation Report.</p>

	<p>158.2. To receive financial reports to the end of Oct-2023. Noted - The following financial reports were received:</p> <ul style="list-style-type: none"> • Cashbook Summary YTD • Summary Income and Expenditure to 31-10-2023 • Detailed Income and Expenditure to 31-10-2023 <p>158.3. To consider and approve the payments for Nov-2023 Resolved – to approve all payments as listed for Nov-2023.</p> <p>158.4. To note the NALC Pay Award for 2023-24 and to approve a salary increase for the Clerk/RFO with effect from 1st April 2023. Resolved – to approve a salary increase for the Clerk/RFO in line with the NALC Pay Award for 2023-24. This to be implemented with immediate effect and to be back dated to 1st April 2023.</p> <p>158.5. To approve expenses for the Clerk for the period of Oct-2023. Resolved – to approve the expenses presented for Oct-2023, which will be paid in December</p>
159	<p>Planning</p> <p>159.1. To consider any planning applications received since the last meeting:</p> <ul style="list-style-type: none"> • <u>Poors Wood - 23/03383/TPO</u> Felling of multiple trees – please refer to planning application for full details. Resolved – that no comment be submitted for this planning application. <p>It was noted that the trees being removed are primarily affected by ash dieback, with some additional trees being removed due to their size and potential to be hazardous. Cheshire Wildlife Trust is responsible for the area of Poors Wood and it is to be asked if there are plans to replace the trees it is proposing to remove.</p> <p>159.2. To receive an update on any decisions that have been notified.</p> <ul style="list-style-type: none"> • <u>Land adjacent to Greenways, 13 Graingers Road, CW9 8EJ (23/01344/FUL) - Approved</u> Noted – that this planning application has now been approved. <p>159.3. To receive any other updates and to approve actions as appropriate. There were no other updates to receive.</p>
160	<p>Parks and Environment</p> <p>160.1. To receive feedback from a meeting of the P&E Committee held on Monday 6th November. Noted – the draft minutes from the P&E Committee meeting held on 6th November which were circulated prior to the meeting and were summarised by the Clerk. The P&E Committee draft minutes can be viewed at the following link: 2023-11-06-PandE-Comm-Minutes-DRAFT.pdf (kingsmeadpc.org.uk)</p> <p>160.2. To consider and approve actions to restrict access to the culvert area between Duke’s Way and Monarch Drive (approx. location W3W ///rules.secretly.onion) Resolved – to take the following actions to restrict access to the pipe area in the culvert:</p> <ol style="list-style-type: none"> Planting prickly shrubs on both sides of the culvert in the areas commonly used as a cut-through. To investigate if erecting hazard signs is appropriate. <p>160.3. To consider and approve a recommendation from the P&E Committee to carry out remedial works of the play areas at a cost of £5300, including a repair of the toddler swing at Monarch Drive. Resolved – To instruct Groundwork and Leisure Services to carry out all the play area remedial works, including the replacement of the toddler swing support posts at Monarch Drive, at a cost of £5300.</p> <p>160.4. To receive any other updates and to approve actions as appropriate. There were no other updates to receive.</p>

<p>161</p>	<p>Community</p> <p>161.1. To consider and approve the following actions and expenditure with regard to installing a defibrillator at Kingsmead Square:</p> <ul style="list-style-type: none"> a) The preferred AED unit and cabinet to be purchased. b) A quote provided by Kingsmead Electrical. c) A request for funding from CWaC Members' budgets. <p>Resolved – the following decisions with regard to installing a defibrillator at Kingsmead Square:</p> <ul style="list-style-type: none"> a) That a combined package be purchased of an iPad SP1 Fully Automatic Defibrillator and Defibstore 4000 cabinet at a cost of £1415. b) To approve a quote from Kingsmead Electrical for £566.63. c) To apply for budget funding of £750 from Cllr Sinar and to request if this can be matched by Cllr Marr. <p>161.2. To consider and approve a request for grant funding from Davenham Scouts.</p> <p>Resolved – to approve in principle a grant of £500 for Davenham Scouts, to be awarded and paid after its been seen if any funding has been provided by other local Parish Councils.</p> <p>161.3. To consider how to contribute to the creation of “Slow Ways”, a community-verified national walking network.</p> <p>Noted – the principle of the “Slow Ways” project which will be supported by the Parish Council and publicised to residents through its Facebook page. Information about Slow Ways can be found here: Slow Ways - help create a network of walking routes connecting Great Britain - Home page</p> <p>161.4. To consider and approve various requests from St. Luke’s Hospice.</p> <p>Resolved – to approve the following requests:</p> <ul style="list-style-type: none"> a) St Luke’s Hospice to be the nominated charity for the summer events next year. b) That agreement is given in principle for St. George’s field to be used to run a fund-raising event, pending a suitable application and its approval by Full Council. <p>It was noted that a request had also been received to fund raise in The Kingfisher during the Christmas Lights Switch-on Event. Whilst the Council had no objection to this fund-raising, it was pointed out that formal approval was needed from The Kingfisher to do this on their premises.</p> <p>161.5. To receive any other updates and to consider actions as appropriate. There were no other updates to receive.</p>
<p>162</p>	<p>Events</p> <p>162.1. Christmas 2023 Planning</p> <ul style="list-style-type: none"> a) To receive an update regarding the Christmas event and expenditure YTD. b) To approve any actions or changes to the budget if required. <p>Noted – that everything is organised for the event, there is no more planned expenditure and the final expenditure is in line with council resolution 2023/10/16 – 133.1(b). Flyers have been mostly distributed and the banners are to be hung w/c 13th November. The Events Working Group will meet on 27th November, to confirm final arrangements and to brief the volunteers.</p> <p>162.2. To receive any other updates and to consider actions as appropriate. There were no other updates to receive.</p>
<p>163</p>	<p>Cheshire Officer-Member Protocol</p> <p>To consider and approve adopting the “Cheshire Officer-Member Protocol”, as recommended by ChALC.</p> <p>Resolved – to formally adopt the Cheshire Officer-Member Protocol, which aims to guide councillors and officers of the council in their relations with one another and which will form part of the council’s operating and governance procedures.</p>

164	<p>Cheshire Fire Authority To note that Cheshire Fire Authority has launched a consultation on its draft 2024-2028 Community Risk Management Plan (CRMP). Noted – that the Cheshire Fire Authority consultation is now available for review and comment. The consultation is available to view here: Cheshire Fire and Rescue Service CRMP 2024 - 2028</p>		
165	<p>Clerk's Report & Resident Issues To receive an update on issues not covered elsewhere on the agenda and to note any actions to be taken. The following items were presented for information: <u>Cadent</u> – compensation to be paid for the council's reinstatement of the resin path, repairs to be made to the damaged retaining wall and a review to be made of the additional land recently acquired. <u>Countrywide</u> - any o/s hedge and grass maintenance to be notified to clerk via WhatsApp <u>CWaC (Crown Hedge)</u> – confirmed work should be carried out by the end of November. <u>Litter Pick – 26th November</u> - Cllr Hoey to co-ordinate the event and kit has been ordered from CWaC. <u>Kingsmead Square (LCP Management)</u> - defective lights have been repaired and cleaning of the circle in preparation for the Xmas event has been requested. <u>Parks & Play Areas</u> - new signs for Kingslawn Close and both Duke's Way parks to be fitted by Cllr Van Gordon. Weekly inspection reports to be issued to each councillor for testing. <u>Police & Crime Commissioner</u> - CWaC, Town/Parish Council Engagement Meeting information circulated (meeting on Weds 29th Nov at 6pm – Police HQ, Winsford) <u>Re-siting of bench</u> - visited with Cllr Reed and Countrywide to confirm the new position and the bench was installed close to the sluice pond on Thurs 9th Nov. <u>WhatsApp Groups</u> - to be transferred to the KPC mobile.</p>		
166	<p>AOB Items to be placed on the agenda for future meetings.</p> <ul style="list-style-type: none"> • Further updates as appropriate regarding the Deed of Variation process 		
167	Next Meetings	Finance Committee	Monday 4 th December at 7.30pm in Kingsmead School
		Parks & Env. Committee	Monday 11 th December at 7.30pm in Kingsmead School
		Kingsmead Parish Council	Monday 18 th December at 7.30pm in Kingsmead School
168	<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 remainder of the meeting be conducted without press and public present.</p>		
169	<p>Deed of Variation To review the process previously agreed for residents to obtain a Deed of Variation and to approve any changes to be made. Noted – the process as described by the original Clerk to Kingsmead Council. It was agreed that further investigation is required before any changes to the process are approved.</p>		

The meeting closed at 9.21pm.