



MINUTES

Minutes of a meeting of Kingsmead Parish Council held on Monday 18th December

Present: Cllr Boylan, Cllr Martin, Cllr Reed, Cllr Swift, Cllr Weltman (Chair)

Also present: Mrs W Maddock (Clerk & RFO) and Cllr Marr (CWaC)

The meeting started at 7.31pm.

181	<p>Apologies Cllr Jewitt (working), Cllr Logan (medical), Cllr Van Gordon (family)</p>
182	<p>Declarations of Interest No declarations of interest were made.</p>
183	<p>Public Forum No members of the public were present at the meeting.</p>
184	<p>PCSO Update To note the December Davenham & Moulton PCSO newsletter covering the period 1st to 30th Nov. 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-Dec 2023.pdf</p>
185	<p>Allotment Provision To receive resident communications regarding the provision of allotment space and to consider any actions as appropriate. Noted – that 3 emails have been received by the Clerk regarding allotments. The council members then proceeded to discuss the issue. It was agreed that there are no suitable areas within the parish for several reasons including the size of any undeveloped plots, current use of land for play areas or general amenity space, locality to housing or the inclusion of restrictive covenants when the land was transferred to KPC.</p>
186	<p>Minutes To approve and sign the minutes of a meeting held on Monday 13th November 2023. Resolved – that the minutes were a correct record of the meeting and that they should be signed by the Chair.</p>
187	<p>Finance & Administration 187.1. To receive bank statements and to approve the bank reconciliations to the end of Nov-2023. Resolved – to approve the bank statements and reconciliations to the end of Nov-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 14th December of the Nationwide 125-day saver account, which confirms the current amount deposited is equal to the 2023-11 Bank - Cash and Investment Reconciliation Report.</p> <p>187.2. To receive financial reports to the end of Nov-2023. Noted - The following financial reports were received:</p> <ul style="list-style-type: none"> • Cashbook Summary YTD • Summary Income and Expenditure to 30-11-2023 • Detailed Income and Expenditure to 30-11-2023 <p>187.3. To consider and approve the payments for Dec-2023. Resolved – to approve all payments as listed for Dec-2023, except for a payment to Groundwork and Leisure Services (for the sum of £5300) pending completion of play area remedial works.</p>

	<p>187.4. To consider and approve using the Rialtas Year End Closedown service for an agreed period of 3-years (the “Gold” level scheme). Resolved – to approve using the Gold-level Rialtas Year End closedown service.</p> <p>187.5. To approve expenses for the Clerk for the period of Nov-2023. Resolved – to approve the expenses presented for Nov-2023, which will be paid in January 2024</p>
188	<p>Planning</p> <p>188.1. To consider any planning applications received since the last meeting:</p> <ul style="list-style-type: none"> • <u>16 Priory Avenue</u> - 23/03662/FUL Single storey extension to ground floor to rear of dwelling • <u>26 Chelford Drive</u> - 23/03707/FUL Proposed single storey rear, side extension and garage conversion to form extra living accommodation. <p>Resolved – that no comments would be submitted for either of these planning applications.</p> <p>188.2. To receive an update on any decisions that have been notified.</p> <ul style="list-style-type: none"> • <u>8 Scarfell Crescent</u> (23/02681/FUL) - Approved Two storey rear extension • <u>5 Waverton Close</u> (23/02376/FUL) – Approved Single storey side extension to dwelling and single storey rear extension to garage, extension of driveway to include new steps and gates with associated landscaping <p>Noted - that the planning applications listed had been approved.</p> <p>188.3. To receive any other updates and to approve actions as appropriate. There were no other planning updates to receive.</p>
189	<p>Parks and Environment</p> <p>189.1. To receive feedback from a meeting of the P&E Committee held on Monday 11th December. Noted – the draft minutes from the P&E Committee meeting held on 11th December 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: 2023-12-11-PE-Comm-Minutes-DRAFT.pdf (kingsmeadpc.org.uk)</p> <p>189.2. To receive any other updates and to approve actions as appropriate. There were no other Parks and Environment updates.</p>
190	<p>Community</p> <p>190.1. To consider and approve an amendment to resolution 161.1(a) following confirmation that the council has been successful in obtaining funding from DHSC of £750 towards the installation of a defibrillator and cabinet.</p> <p>a) To amend the type of defibrillator to be installed – as per that provided by DHSC. Resolved – to proceed with the DHSC provided defibrillator and cabinet. The defibrillator provided will be a Mindray C1A model and the cabinet will be lockable.</p> <p>b) To approve the match funding payment of £750 to DHSC. Resolved – to approve the match funding payment of £750 to DHSC/London Hearts.</p> <p>c) To note the receipt of £1500 towards the defibrillator installation from CWaC Members’ Budget. Noted – that the CWaC councillors have used their members’ budgets to donate a total of £1500 to the project.</p> <p>It was further discussed that the DHSC grant and the members budget provision covers all costs for the supply and installation of the defibrillator and cabinet, i.e. the project will be completed at zero cost to the Parish Council. It was therefore agreed that any money remaining after the installation is complete should be earmarked for use in purchasing consumable products (new pads and/or batteries) in the future.</p>

	<p>190.2. To consider and approve a request for grant funding from Davenham Scouts. Resolved – that the Parish Council will not award a grant to Davenham Scouts at this time (as grants are primarily intended for organisations that benefit the Kingsmead community and there are very few members of the scouts from the Kingsmead area). However, the Parish Council will support the group’s fund-raising activities by allowing them to attend KPC events, etc.</p> <p>190.3. To receive any other updates and to consider actions as appropriate. There were no other Community updates.</p>
191	<p>Events</p> <p>191.1. Christmas Lights Switch On</p> <p>a) To retrospectively approve a quote from NTC for the installation and removal of lights on the Busy Bees tree. Resolved – to approve the quote for £1400 from NTC for the installation and removal of the KPC Christmas lights.</p> <p>b) To note a message of thanks from St. Luke’s hospice for supporting the charity. Noted – the message of thanks received from St. Luke’s hospice, who raised a total of £295.80 at the event.</p> <p>c) To confirm that event feedback will be received in January. Noted – that the working group will meet in January to debrief following the event and to feedback to the Full Council any lessons learned, improvement areas, etc. for next year.</p> <p>191.2. To consider and approve if St. George’s field will be available for use/hire by appropriate organisations, community groups, etc.</p> <ul style="list-style-type: none"> To consider and approve an Application Form and Conditions of Hire Form. <p>Resolved – to approve in principle the use of St George’s field by appropriate third parties at the discretion of the Parish Council, which will be managed using the proposed Application and Conditions of Hire forms. A minor amendment will be made to the conditions form to include the requirement for all organisations to acknowledge the support of KPC in its relevant publications and publicity.</p> <p>191.3. To receive any other updates and to consider actions as appropriate. There were no further Events updates to receive.</p>
192	<p>Clerk’s Report & Resident Issues</p> <p>To receive an update on issues not covered elsewhere on the agenda and to note any actions to be taken.</p> <p>Cadent - £1000 received in November for path re-instatement. Works completed at the clock tower but cannot tell if the concrete retaining wall has been correctly re-instated. This has been notified to Cadent.</p> <p>Countrywide - any maintenance issues to be notified via the dedicated WhatsApp Group.</p> <p>CWaC (Crown Hedge) - Cllr Sinar has confirmed that CWaC has been notified that the crown hedge has not been completed satisfactorily and is awaiting an update.</p> <p>Parks & Play Areas - Weekly inspection reports have been issued for testing. Feedback will help to improve and refine the way we monitor the play areas.</p> <p>Canal & River Trust - Notified them regarding a fallen tree on the river path in the vicinity of the end of “Top Path” and the tree was removed by Friday 15th December.</p> <p>Wildlife Corridor Gates at St. George’s Way - Tatton Fencing has confirmed that the new gates will be fitted on 19th January.</p> <p>Annual Leave - 22nd Dec to 2nd Jan 2024.</p>
193	<p>AOB - Items to be placed on the agenda for future meetings. No items were noted for future meetings</p>

194	Next Meetings	Finance Committee	Wednesday 3 rd January 2024 at 7.30pm in Kingsmead School
		Parks & Env. Committee	Monday 8 th January 2024 at 7.30pm in Kingsmead School
		Kingsmead Parish Council	Monday 15 th January 2024 at 7.30pm in Kingsmead School
195	<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 any press and public present. Cllr Marr then left the meeting before the final agenda item was discussed.</p>		
196	<p>Deed of Variation To receive an update regarding the Deed of Variation process. The clerk reported back on findings to date and the council requested that further advice is sought from NALC before a final decision is made about managing this process.</p>		

The meeting closed at 8.48pm.