



## MINUTES

Minutes of a meeting of Kingsmead Parish Council held on Monday 15<sup>th</sup> January

Present: Cllr Bannister, Cllr Hoey, Cllr Logan, Cllr Martin, Cllr Reed, Cllr Swift, Cllr Van Gordon, Cllr Weltman (Chair)  
Also Present: Mrs W Maddock (Clerk & RFO)

The meeting started at 7.30pm

221	<b><u>Apologies</u></b> Cllr Boylan (holiday), Cllr Jewitt (family)
222	<b><u>Declarations of Interest</u></b> No declarations of interest were made.
223	<b><u>Public Forum</u></b> No members of the public were present.
224	<b><u>PCSO Update</u></b> <b>To note</b> the Jan Davenham & Moulton PCSO newsletter covering the period 1 <sup>st</sup> to 31 <sup>st</sup> Dec 2023. <b>Noted</b> – receipt of the PCSO newsletter, which was circulated prior to the meeting. The newsletter is available on the Council website at the following link: <a href="https://www.kingsmeadpc.org.uk/2024-01-Newsletter-Dec23.pdf">2024-01-Newsletter-Dec23.pdf (kingsmeadpc.org.uk)</a>
225	<b><u>Minutes</u></b> <b>To approve and sign</b> the minutes of a meeting held on Monday 18 <sup>th</sup> December 2023 <b>Resolved</b> – that the minutes were a correct record of the meeting and that they should be signed by the Chair.
226	<b><u>Finance &amp; Administration</u></b>
226.1	<b>To receive</b> bank statements and <b>to approve</b> the bank reconciliations to the end of Dec-2023. <b>Resolved</b> – to approve the bank statements and reconciliations to the end of Dec-2023 for the following accounts: <ul style="list-style-type: none"> <li>• Unity Trust Bank (cashbook)</li> <li>• Nationwide 45-day saver account.</li> </ul> <b>Noted</b> – a screenshot taken on 2 <sup>nd</sup> January of the Nationwide 125-day saver account, which confirms the current amount deposited is equal to the 2023-12 Bank - Cash and Investment Reconciliation Report.
226.2	<b>To receive</b> financial reports to the end of Dec-2023. <b>Noted</b> - The following financial reports were received: <ul style="list-style-type: none"> <li>• Cashbook Summary YTD</li> <li>• Summary Income and Expenditure to 31-12-2023</li> <li>• Detailed Income and Expenditure to 31-12-2023</li> </ul>
226.3	<b>To consider and approve</b> the payments for Jan-2024. <b>Resolved</b> – to approve all payments as listed for Jan-2024.
226.4	<b>To approve</b> expenses for the Clerk for the period of Dec-2023. <b>Resolved</b> – to approve the expenses presented for Dec-2023, which will be paid in February.
226.5	<b>To consider</b> a request made by a resident for compensation to cover cleaning costs following recent tree work carried out. <b>Resolved</b> – that the request for compensation should be declined following feedback received from the contractors and other residents in the vicinity of the works.

226.6	<p><b>To receive</b> a report from a meeting of the Finance Committee held on Monday 3rd January.</p> <p><b>Noted</b> – the draft minutes from the Finance Committee meeting held on 3<sup>rd</sup> January which were circulated prior to the meeting and were summarised by Cllr Martin. The Finance Committee draft minutes can be viewed using the following link: <a href="https://kingsmeadpc.org.uk/2024-01-03-Finance-Committee-Minutes-DRAFT.pdf">2024-01-03-Finance-Committee-Minutes-DRAFT.pdf (kingsmeadpc.org.uk)</a></p> <p><b>To approve</b> the following recommendations from the Finance Committee meeting:</p> <p>a) Payment of a working from home allowance for the Clerk, to begin from 1<sup>st</sup> April 2024.  <b>Resolved</b> – to approve the payment of the WFH allowance for the clerk.</p> <p>b) The movement of cash (all but £1) from the Nationwide 45-day saver account to the Unity Trust cashbook account.  <b>Resolved</b> – to move £27,660 from the Nationwide 45-day account to the Unity Trust account, which will leave a balance of £1.18 in the Nationwide 45-day account.</p>
227	<p><b>Budget Proposal and Precept for 2024-25</b></p>
227.1	<p><b>To consider and approve</b> the recommendation of the Finance Committee to adopt the proposed budget for 2024/25.  <b>Resolved</b> – to approve the budget as recommended by the Finance Committee, with a projected spend for the next financial year of £232,825.</p>
227.2	<p><b>To consider and approve</b> the precept for 2024/25, recommended by the Finance Committee to be set at a balancing sum of £212,426, giving a Band D charge of £111.46 (a 3.2% increase on last year).  <b>Resolved</b> – to approve a precept request of £212,426 for 2024/25.</p>
228	<p><b>Planning</b></p>
228.1	<p><b>To note</b> any planning applications received since the last meeting:</p> <ul style="list-style-type: none"> <li>1 Bowfell Close - 23/03692/FUL  Proposed side single story extension for utility room with pitched roof.  (reviewed by Cllrs Weltman and Logan due to the comments deadline)  <b>Resolved</b> – that no comments be submitted against this planning application.</li> </ul>
228.2	<p><b>To receive and note</b> an update on the National Planning Policy Framework.  <b>Noted</b> – the new National Planning Policy Framework, which changes how planning affects local councils. The policy framework can be viewed here: <a href="https://publishing.service.gov.uk/national-planning-policy-framework">National Planning Policy Framework (publishing.service.gov.uk)</a></p>
228.3	<p><b>To receive</b> any other updates and <b>to approve</b> actions as appropriate.  There were no other updates to receive.</p>
229	<p><b>Parks and Environment</b></p>
229.1	<p><b>To receive</b> feedback and recommendations from a meeting of the Parks &amp; Env Committee held on Monday 11<sup>th</sup> January.  <b>Noted</b> – the draft minutes from the P&amp;E Committee meeting held on 8<sup>th</sup> January which were circulated prior to the meeting and were summarised by Cllr Weltman. The P&amp;E Committee draft minutes can be viewed at the following link: <a href="https://kingsmeadpc.org.uk/2024-01-08-PandE-Comm-Minutes-DRAFT.pdf">2024-01-08-PandE-Comm-Minutes-DRAFT.pdf (kingsmeadpc.org.uk)</a></p>
229.2	<p><b>To consider</b> work to be carried out in the woodland area in Burwardsley Way.  This was deferred to the next P&amp;E Committee meeting pending receipt of advice and a quote from Caddis.</p>
229.3	<p><b>To receive</b> any other updates and <b>to approve</b> actions as appropriate.  There were no other updates to receive.</p>
230	<p><b>Community</b></p>
230.1	<p><b>To consider</b> a request from Mouton Parish Council to attend a joint PC meeting with Moulton and Davenham to discuss Public Rights of Way and possible actions to be taken.  <b>Resolved</b> – that Cllrs Weltman and Hoey would attend the proposed joint PC meeting on behalf of KPC.</p>

230.2	<b>To receive</b> any other updates and <b>to approve</b> actions as appropriate. There were no other updates to receive.		
<b>231</b>	<b>Events</b> 231.1 <b>To receive</b> an update about the D-Day 80 Celebrations and <b>to consider</b> if KPC will host a commemorative event. This item was deferred pending a meeting of the Events Working Group, when the issue will be discussed.  231.2 <b>To receive</b> any other updates and <b>to approve</b> actions as appropriate. There were no other updates to receive.		
<b>232</b>	<b>Resident Matters</b> <b>To note</b> resident communications and <b>to consider</b> any actions as appropriate. <b>Resolved</b> – that the following actions should be taken in response to specific communications received: <ul style="list-style-type: none"> <li>Email regarding the proposed woodland extension at Burwardsley Way – to respond to the resident that the matter has been discussed and the council has resolved the situation.</li> <li>Email regarding the loan of litter picking equipment – to approve the loan of the equipment, and to confirm that Cllr Reed is the contact to arrange collecting the kits.</li> <li>Email regarding steps through Poors Wood – to confirm the location being discussed and to refer back to CWT as appropriate.</li> </ul>		
<b>233</b>	<b>Clerk's Report</b> <b>To receive</b> an update on issues not covered elsewhere on the agenda and <b>to note</b> any actions. <ul style="list-style-type: none"> <li><u>Defibrillator</u> - Unit and cabinet received from London Hearts. Installation confirmed for 23<sup>rd</sup> January.</li> <li><u>Cadent</u> - Works completed at the clock tower but cannot confirm that the concrete retaining wall has been correctly re-instated. This has been notified to Cadent, and further feedback awaited.</li> <li><u>LCP Management</u> - Update requested about the removal of car park signs. LCP has confirmed that Euro Car Parks is no longer managing the car park and a new management company will be taking over. No timescale has been given for this.</li> <li><u>Cheshire Wildlife Trust</u> - Requested that the tree blown over at Ellingham Way is removed and the damage it has caused made good. Waiting for feedback from CWT. Passed on a resident's complaint about the poor condition of the steps from Buckingham Drive through Poors Wood to the river. CWT has responded they are not responsible for this path; it was managed by the developer, and they assumed it was now managed by KPC.</li> <li><u>ChALC</u> – West Cheshire Town &amp; Parish Council Conference. <b>Noted</b> - Cllr Hoey to attend.</li> <li><u>Northwich Allotments</u> - Confirmed with NTC how allotments are allocated and that Kingsmead residents can request to join the waiting lists. However, Northwich residents will be given priority. Vickersway to request that its committee opens list to residents outside Northwich.</li> <li><u>Moulton Parish Council</u> - Request for possible sharing of storage unit. <b>Noted</b> – further clarification is needed but permission would only be given for single, big items and not for day-to-day storage use.</li> </ul>		
<b>234</b>	<b>AOB</b> Items to be placed on the agenda for future meetings. <ul style="list-style-type: none"> <li>Hilltop Grange and the implications of the developer going bankrupt.</li> <li>Installing signs near to the pipe on Monarch Drive (P&amp;E Committee item)</li> </ul>		
<b>235</b>	<b>Next Meetings</b>	Parks & Env. Committee	Monday 12 <sup>th</sup> February at 7.30pm in Kingsmead School
		Kingsmead Parish Council	Monday 19 <sup>th</sup> February at 7.30pm in Kingsmead School
		Finance Committee	Monday 4 <sup>th</sup> March at 7.30pm in Kingsmead School

The meeting closed at 8.40pm.