



## MINUTES

Minutes of a meeting of Kingsmead Parish Council Parks and Environment Committee  
held on Monday 8<sup>th</sup> January

Present: Cllr Jewitt (Chair), Cllr Reed, Cllr Swift, Cllr Van Gordon, Cllr Weltman  
Also present: Mrs W Maddock (Clerk and RFO) and ten members of the public

The meeting started at 7.30pm

209	<p><b>Apologies</b> Cllr Bannister (medical), Cllr Hoey (work), Cllr Logan (medical)</p>
210	<p><b>Declarations of Interest</b> Cllr Van Gordon declared a non-pecuniary interest in any play equipment discussions.</p>
211	<p><b>Public Forum</b> A member of the public asked a number of questions about the tree works being carried out at Ellingham Way and whether permission had been given for a resident to cut back trees. These questions were answered by Cllr Reed and the member of public left the meeting. A member of the public expressed concerns about the laurel hedging and ivy growing around the walk through from the cenotaph to Lavister Close and into bordering gardens. It was agreed to review with the grounds maintenance contractor what could be done about this. Several members of the public expressed concerns about the maintenance plan for the spine road hedge between Prestbury Close and the cenotaph. A discussion with the councillors then followed about how the maintenance could be carried out in an acceptable way to meet the councils objectives but that was also sympathetic to the residents requests. It was then noted that the plan would be discussed in agenda item 212. Several members of the public expressed their concerns about the proposed plan to plant additional woodland trees in Burwardsley Way. A discussion with the councillors was then held and it was noted that a decision about the plan would be made in agenda item 213. Several members of the public left the meeting at the end of the public forum.</p>
212	<p><b>Spine Road Hedge Maintenance</b> 212.1. <b>To note</b> the letter issued to affected residents. <b>Noted</b> – that an initial explanatory letter outlining the works had been issued in December, with a second letter sent to affected residents on 5<sup>th</sup> January confirming that feedback would be discussed at this meeting.  212.2. <b>To receive</b> feedback from residents in receipt of the letter. <b>Noted</b> – the 4x emails and one telephone call received regarding the proposed works.  212.3. <b>To consider and approve</b> next actions as appropriate. <b>Resolved</b> – that the hedge maintenance be carried out sympathetically as follows:</p> <ul style="list-style-type: none"> <li>• The hedge to be cut to a height of 6ft and then allowed to grow back to 8ft (which should encourage the hedge to thicken up).</li> <li>• The trees to be crown lifted to a maximum of 10ft from the floor.</li> <li>• Intertwined and straggly branches to be removed from the hedgerow as appropriate.</li> </ul>
213	<p><b>Proposed Extension of Woodland Area at Burwardsley Way</b> 213.1. <b>To note</b> the letter issued to affected residents. <b>Noted</b> – that an initial explanatory letter outlining the works had been issued in December, with a second letter sent to affected residents on 5<sup>th</sup> January confirming that feedback would be discussed at this meeting.</p>

	<p>213.2. <b>To receive</b> feedback from residents in receipt of the letter.  <b>Noted</b> – the 6x emails and two lots of verbal feedback received regarding the proposed works.</p> <p>213.3. <b>To consider and approve</b> as appropriate the following actions:</p> <ul style="list-style-type: none"> <li>a) Continuation of the project  <b>Resolved</b> – that the proposed woodland extension will not be progressed.</li> <li>b) Installation of new fencing around the open area  <b>Resolved</b> – that new fencing is not required as no tree planting is to be carried out.</li> <li>c) Maintenance work within the current woodland area.  <b>Resolved</b> – that an assessment of the current woodland area be carried out and management works identified as appropriate; in particular attention to be paid to maintaining a 2m gap between the woodland and the neighbouring residents boundaries.</li> </ul>
214	<p><b>Minutes</b>  <b>To approve and sign</b> the minutes of a meeting held on Monday 11<sup>th</sup> December 2023  <b>Resolved</b> – that the minutes were a correct record of the meeting and should be duly signed as such.</p>
215	<p><b>Maintenance &amp; Landscaping</b></p> <p>215.1. <b>To receive</b> the following updates from Countrywide Grounds Maintenance and <b>to approve</b> any actions as appropriate.</p> <ul style="list-style-type: none"> <li>a) Monthly report for December</li> <li>b) Works schedule for January</li> </ul> <p><b>Noted</b> – the monthly report and work schedule received from Countrywide. Councillors were reminded about using the KPC Grounds Maintenance WhatsApp group to report any areas of hedge/shrub work that is still outstanding, to ensure that all work is completed prior to the beginning of bird nesting season.</p> <p>215.2. <b>To consider and approve</b> advice and quotes from Caddis for the following works:</p> <ul style="list-style-type: none"> <li>a) Retrospective approval of emergency tree works at Ellingham Way.  <b>Resolved</b> – to retrospectively approve the emergency tree works and to confirm that the clerk acted in an appropriate way in actioning the works.</li> <li>b) Coppicing of willow trees along spine road.  <b>Resolved</b> – to approve a quote for the pollarding (not coppicing) of the willow trees at a cost of £980 (+VAT).</li> </ul> <p>215.3. <b>To consider</b> if additional work is required at Coronet pond to help maintain the water level.  <b>Resolved</b> – that the situation will be monitored and no action will be taken at present.</p> <p>215.4. <b>To consider</b> any other updates and <b>to approve</b> actions as appropriate.  There were no other updates received.</p>
216	<p><b>Play Areas</b>  <b>To receive</b> an update on the weekly play inspection reports and <b>to consider</b> any improvements as appropriate.  <b>Resolved</b> – that individual play inspection reports could be amended in line with councillor feedback and that the report templates should be added to the P&amp;E Committee WhatsApp group for regular use.</p>
217	<p><b>Structures</b>  <b>To receive</b> an update on the fixed asset review.  This item was deferred to the next meeting.</p>
218	<p><b>Clerk Update</b>  <b>To receive</b> updates from the Clerk on matters arising from previous meetings.  <u>Kensington Way Top Field</u> - Request for quotes on hold pending resolution of budget for 2024/25.  <u>Cadent Gas</u> - Emailed that works are satisfactory as far as we can tell, but requested evidence that the retaining wall was properly re-instated. Waiting for further feedback. Thanked the contact for her prompt responses and attention to resolving our issues.  <u>Monuments (re-pointing works)</u> - BEL contacted to confirm start date for works.</p>

	<p><u>Replacement of post at Lavister Close</u> - Countrywide chased re completion of works.</p> <p><u>Cheshire Wildlife Trust</u> - Contacted about fallen tree on river path, which was removed before Christmas.</p> <p><u>Access to Drainage Ditch on Monarch Drive</u> - Countrywide completed planting on each side of the ditch close to the pipe. Decision to be made about whether to erect any “hazard” signs post advice from ChALC/NALC.</p> <ul style="list-style-type: none"> <li>• Cllr Reed noted that the pyracantha needs better staking.</li> </ul> <p><u>Signs for Duke’s Way Pond area</u> - Work in progress - quotes requested from NTC and Glasdon</p> <p><u>Bridge Surveys</u> - Connell Consulting contacted for an update and surveys should be completed w/c 8th Jan.</p>	
<b>219</b>	<b>AOB</b>	
	<p>Items to be placed on the agenda for the next meeting.</p> <p>No agenda items were requested for the next meeting.</p>	
<b>220</b>	<b>Next Meetings</b>	
	Kingsmead Parish Council	Monday 15 <sup>th</sup> January at 7.30pm in Kingsmead School
	Parks and Environment Committee	Monday 12 <sup>th</sup> February at 7.30pm in Kingsmead School

The meeting closed at 8.34pm.