



Kingsmead Parish Council  
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Councillors are summoned to attend the ORDINARY PARISH COUNCIL MEETING to be held Kingsmead Primary School on Monday 16<sup>th</sup> September 2019 at 7.30pm

Sarah Morgan, Clerk to the Council

Date: 11<sup>th</sup> September 2019

## A G E N D A

1. **To receive apologies**
2. **Disclosure of interest in items on the agenda**
  - a) To receive from members, disclosure of any (a) Disclosable Pecuniary Interests and, (b) Other Disclosable Interests as required under Chapter 7 of the Localism Act 2011 and Kingsmead Parish Council's Code of Conduct.
3. **Public open forum**
  - a) Members of the public are invited to address Councillors and raise issues of concern
4. **PCSO**
  - a) To receive a report from PCSO Phil Hambleton
5. **Approval of Minutes**
  - a) To approve the minutes of the Ordinary Meeting held 15<sup>th</sup> July 2019 (*attached*)
6. **Finance and administration**
  - a) To approve and sign July bank reconciliation
  - b) To approve and sign August bank reconciliation (*attached*)
  - c) To approve and sign accounts for payment September 2019 (*attached*)
  - d) To approve and sign accounts paid in July 2019 (*attached*)
  - e) To approve and sign accounts paid in August 2019 (*attached as pre-authorised*)
  - f) To note financial position/management accounts to end September 2019 (*attached*)
  - g) To approve the Finance Committee Terms of Reference (*attached*)
  - h) To approve an Investments Policy (*attached*)
  - i) To approve a recommendation from the finance committee to open two savings accounts
  - j) To note the Finance Committee minutes of the meeting held 15<sup>th</sup> July 2019 (*attached*)
7. **Planning**
  - a) To consider current planning applications: -

<a href="#">19/02990/FUL</a>	25 Chelford Drive	Two storey rear extension and single storey side extension
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## Ordinary Meeting Agenda (cont.)

<a href="#">19/03107/FUL</a>	Land at St George's Way	Erection of 5 detached dwellings with associated servicing, drainage, access and landscaping
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- b) To receive updates on complaint to CWAC re the determination of application 19/01083/FUL

### 8. IT

- a) To approve the sharing of Council software with Cllr Boylan for the purposes of providing IT support
- b) To approve password access to systems used by Cllr Boylan for the purposes of maintenance and IT support
- c) To approve the renewal of Office 365 Home software at £79.99 pa
- d) To agree for the retention of all passwords by the Chairman for emergency use only

### 9. Asset Management

- a) To consider costs relating to an initial consultancy meeting to advise re the renewal of the ground maintenance contract (£85.85)
- b) To approve the costs of a police search/admin fee for information relating to an incident that caused damage to KPC property (£35.20)

### 10. Internal Auditor 2019-2020

- a) To appoint the internal auditor for the year 2019-2020 at a cost of £259.20

### 11. Digital Mapping

- a) To consider a quotation for the purchase of digital mapping software (*attached*)

### 12. Training

- a) To consider attendance at the Being a Good Councillor - The Next Steps' on Wednesday 25th September (£75 each - Middlewich)
- b) To consider attendance at the Introduction to Local Councils training on Wednesday 16th October at 6pm (£35 each - Tarvin)
- c) To consider approval for the Clerk to attend the SLCC Branch conference on Wednesday 9th October (£30)

### 13. Youth Council

- a) To receive an update from the working group

### 14. Parks and Playgrounds

- a) To receive an update from the working group
- b) To approve expenditure for repairs to fencing and railings (*attached*)
- c) To consider a quotation for hedge reduction at Calveley Close (*attached*)
- d) To consider quotations to replace a missing pier cap stone (*attached*)
- e) To receive an update regarding the routine play area inspections
- f) To approve the fee for annual play area inspections (£55 per site)
- g) To consider matters relating to wildflower meadows (Cllr Hoey)

### 15. Trees and Ponds

## Ordinary Meeting Agenda (cont.)

- a) To receive an update from the working group
- b) To approve expenditure for tree and pond works (*attached*)
- c) To consider resident correspondence in relation to trees and hedges
- d) To note the receipt of a quotation for an updated tree survey (*attached*)

### 16. **Events and Christmas**

- a) To receive an update from the working group
- b) To agree a plan for the Christmas Events in Kingsmead to be organised by the clerk and working group (*attached*)

### 17. **Village Hall/Community Building Working Group**

- a) To receive an update from the working group

### 18. **Clerk Report**

- a) To receive a verbal report

### 19. **Any other business**

For information only, no decisions can be made under this agenda item

### 20. **Close of meeting**