



Kingsmead Parish Council
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Knutsford
WA16 1FJ

Clerk: Lara Jacob
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Councillors are summoned to attend the ORDINARY PARISH COUNCIL MEETING to be held online using Zoom video conferencing on Monday 18 January 2021 at 7.30pm

Go to <https://us02web.zoom.us/j/84845658635?pwd=RG9JeHdldmNUR2NwczJ0aTVDOctiZz09>

Meeting ID: 848 4565 8635

Passcode: 335337

Lara Jacob

Lara Jacob, Clerk to the Council

Date: 13 January 2021

A G E N D A

1. **To receive apologies**
2. **Disclosure of interest in items on the agenda**
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
 - b) Transition Northwich have requested to attend and make a presentation on the work of the group.
4. **PCSO**
To receive a report from PCSO Phil Hambleton (*to follow*)
5. **Approval and receipt of Minutes**
 - a) To approve the minutes of the Ordinary Meeting held 21 December 2021 (*attached*)
6. **Finance and administration**
 - a) To approve the Unity Trust bank reconciliation to 31-12-2020, noting receipts of £100 from Cadent Gas (23 Dec); £1028 from CWAC (16 Dec) and £5141 from Veolia (6 Jan) (*attached*)
 - b) To note that the authority to change the address for the statements for the Nationwide 45 Day bank account and the 125 Day bank account is in hand but not yet complete and the reconciliation presented is correct to end November 2020. (*attached*)
 - c) To note the Yorkshire Bank reconciliation to 15-12-2020 (*attached*)
 - d) To approve accounts for payment in January 2021 (*attached*)

Ordinary Meeting Agenda (cont.)

- e) To note accounts paid December 2020 (*attached*)
- f) To note financial position/management accounts to end January 2021 (*attached*)
- g) To note that the corporate charge card has now been received by the clerk
- h) To approve that a VAT reclaim of £12,227.27, being VAT paid on purchases from 1-20-20 to 31-12-20 be submitted to HMRC (*attached*)
- i) To consider the transfer of funds from the Nationwide 45-day savings account to cover future payments.
- j) To approve the timesheets submitted by the clerk

7. **Budget Proposal and Precept Setting 2021-22**

To consider the proposed budget and decide on the level of precept to be levied in Financial Year 2021-22 (*attached*)

8. **Deeds of Variation**

To consider the document provided by Chambers Fletcher (*to follow*)

9. **St George's Way costings**

To note that a letter has been sent from CHL Solicitors to progress the matter at St. George's Way.

10. **Environmental Matters**

a) Additional Flower Bed - to discuss the proposed new plans for the flower bed (*photos sent by email*)

b) To note that the tree works at Buckingham Drive have been completed at a cost of £480 (ex VAT).

c) To approve the cost (£200 ex VAT) of additional work to remove a diseased ash tree at Tarvin Close, carried out during the works above to avoid an additional contractor visit and associated costs.

c) To consider the revised quotation of £210 (ex VAT) for repairs to knee rails at Bickley Close.

d) To consider the quotations for tagging trees (*attached*)

e) To note that the contractor has indicated that it is the springer closure at St. George's field that needs replacement and that a suitable contractor should be found.

f) To consider which grit bins the parish council should provide a supply of grit to, following concerns raised by residents that bins were empty.

g) To consider the following items, relating to the Clocktower, identified as requiring attention in the near future and to discuss action:

- Cheshire fencing needs repairing by the clock tower
- Replacing the failing uplighters in by the Kingsmead sign - opposite the clock tower.
- Brickwork repairs are observed as needed to the Clocktower

11. **Ponds Works**

To consider any issues raised regarding ponds, culverts, or drainage.

12. **Play Parks**

a) To note that the first payment of £5141 in respect of the grant awarded by Veolia for equipment at Campbell Close has been received and that Play and Leisure has been advised and

Ordinary Meeting Agenda (cont.)

a firm order for the manufacture and installation of the equipment has been confirmed.

b) To note that Massey and Harris have confirmed that repairs at Kensington Way are scheduled to take place when a warmer weather period occurs.

c) To consider two quotations received for resurfacing at the multi-goal, Kensington Way Park (*attached*)

d) To consider the additional insurance premium for adding play equipment not currently covered by the insurance schedule (*attached*)

e) To consider the annual playground inspection reports received from Play Inspection and Maintenance Services (*to follow*)

13. Road Traffic Survey

a) To consider the response from Cheshire West and Chester (CWAC) regarding the costings of a road traffic survey at the Hilltop Road junction with the A556 (*attached*)

14. Newsletter sponsorship

To consider a response to an enquiry about business sponsorship of a parish newsletter.

15. Clerk Vacancy

a) To receive an update on the recruitment process.

16. Tender Working Group

a) To receive and discuss the recommendation of the Tender Working Group.

17. Agenda items for the next meeting

To note agenda items to be considered at the February meeting

18. Close of meeting

Closed session items

Members of the public should be aware that the council may take a vote on any item on the agenda to resolve that the item be dealt with in closed session. The law permits the exclusion of the press and public when the council is discussing matters which may contain sensitive information, such as legal advice or matters pertaining to individuals.

Public Bodies (Admission to Meetings) Act 1960 s.2

A body may, by resolution, exclude the public from a meeting whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for some other special reasons stated in the resolution and arising from the nature of that business of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies.