



Kingsmead Parish Council  
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Councillors are summoned to attend the ANNUAL PARISH COUNCIL MEETING to be held Kingsmead Primary School on Monday 20<sup>th</sup> May 2019 at 7.30pm

Sarah Morgan, Clerk to the Council

Date: 15<sup>th</sup> May 2019

## A G E N D A

1. **To elect a Chairman**
2. **To receive the Declaration of Office for the Chairman**
3. **To elect a Vice Chairman**
4. **To receive apologies for absence**
5. **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.
6. **Public open forum**
  - a) Members of the public are invited to address Councillors and raise issues of concern
7. **Approval of Minutes**
  - a) To approve the minutes of the Ordinary Monthly Meeting held 15<sup>th</sup> April 2019
8. **Chairman's Allowance**  
 To consider the payment of a Chairman's allowance (under LGA 1972, s15 (5) and 34(5))
9. **To agree membership of committees and working groups for 2019-2020**

	Lead/Chair 2018-2019	Members 2018-2019
Finance Committee	Cllr Reed	Cllrs Bannister, Hoey, Boylan, Reed & Martin
Estate Structures/Paths & Fences		Cllrs Boylan, Reed, & Logan
Landscaping & Trees/Ponds		Cllrs Reed, Hoey & Martin
Parks & Playgrounds		Cllrs Bannister, Weltman & Logan
Events/Xmas		Cllrs Weltman, Williams, Jewitt & Logan
Newsletter		Cllrs Bannister & Hoey

## Ordinary Meeting Agenda (cont.)

Village/Community buildings		New Working group tbc
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### 10. Code of Conduct, Standing Orders and Policies

- a) To review and adopt the Cheshire West and Chester Code of Conduct
- b) To review and adopt the Standing Orders
- c) To review and adopt the Complaints Procedure
- d) To review and adopt the Contact Privacy Notice regarding the handling of DPA/FOI requests
- e) To review and adopt the Communications and Media Policy
- f) To review and adopt the Financial Regulations

### 11. Finance and administration

- a) To approve and sign April bank reconciliation
- b) To approve and sign all payments made in April 2019
- c) To approve and sign accounts for payment May 2019
- d) To note financial position/management accounts to end May 2019
- e) To approve the bank signatories for the year 2019-2020
- f) To approve the meeting dates to May 2020
- g) To consider subscription to the quarterly Local Council Review (LCR) at £17 per year ([sample](#))
- h) To receive the minutes of the 8<sup>th</sup> January Finance Committee Meeting

### 12. General Power of Competence

- a) To consider arrangements for the Council to become eligible to exercise the general power of competence in the future (Note: CILCA course fee - £350, Portfolio training - £340 plus VAT)

### 13. Planning

To consider current planning applications: -

- a) [19/01684/FUL](#) 1 Harthill Close CW9 8UU  
Proposal: Single storey rear extension
- b) [19/01177/FUL](#) 32 Mayfair Drive CW9 8GF  
Proposal: First floor rear extension and new velux windows to roof (Retrospective)
- c) [19/01083/FUL](#) 452 London Road CW9 8EF  
Proposal: Part two storey, part single storey extension to side and rear
- d) [19/00949/FUL](#) 8 Holkam Close Northwich Cheshire CW9 8XW  
Proposal: Detached garage with addition of first floor and conversion and rear extension

View applications using links or at <https://pa.cheshirewestandchester.gov.uk/online-applications/>

### 14. Village Hall/Community Building Working Group

- a) To agree terms of reference for the working group
- b) To agree initial actions of the working group
- c) To consider membership of Cheshire Community Action

### 15. Asset Management

## Ordinary Meeting Agenda (cont.)

- a) To receive an update on correspondence with residents
- b) To consider a review of the inventory of land and assets for insurance purposes
- c) To consider quotations for the clocktower lighting
- d) To agree further actions

### 16. Youth Council

- a) To receive an update from the working group
- b) To agree actions to be taken

### 17. Parks and Playgrounds

- a) To receive an update from the working group
- b) To note the removal of the climbing frame at Mereworth Drive/Kingslawn close play area
- c) To approve the expenditure of the £10000 budget on new play equipment for the Duke's Way 1 play area to replace the current climbing frame, with the choice of equipment being delegated to the Clerk with working group members.
- d) To consider the application of herbicide to the spine road at £620 plus VAT
- e) To consider formally permitting resident access from the rear of properties on Lime Avenue to St George's Field.

### 18. Trees and Ponds

- a) To receive an update from the working group
- b) To consider the quotation for trees works at the rear of Waystead Close at £550 plus VAT
- c) To agree actions to be taken

### 19. Events and Christmas

- a) To receive an update on the Best Kept Garden Competition
- b) To agree a plan for the Christmas event
- c) To agree actions to be taken

### 20. Clerk Report

- a) To receive a verbal report and agree actions
- b) To consider the setting up of a Kingsmead Parish Council Facebook page

### 21. Any other business

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

### 22. Close of meeting