



Kingsmead Parish Council
231 Hartford Road
Davenham
Northwich
Cheshire
CW9 8JT

Clerk: Jo O'Donoghue
Telephone: 01606 41862
E-mail: clerk@kingsmeadpc.org.uk

Councillors are summoned to attend the ORDINARY PARISH COUNCIL MEETING to be held Kingsmead Primary School on Monday 21st January 2019 at 7.30pm

Clerk: Jo O'Donoghue

Date: 16th January 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 report from PCSO Phil Hambleton
5. **Approval of Minutes**
 - a) To approve the minutes of the Ordinary Monthly Meeting held 17th December 2018
 - b) To approve the minutes of the Finance Committee Meeting held 8th January 2019
6. **Recommendations of the Finance Committee Meeting held 8th January 2019**
 - a) To increase Clerk's working hours to 20 flexible hours per week from 1st April 2019 on Scale 38 (capped) following evaluation by J Weaver, Chief Executive, Cheshire Association of Local Councils
 - b) To amend Clerk's contract to reflect change in working hours by 1st April 2019 following evaluation by J Weaver, Chief Executive, Cheshire Association of Local Councils
 - c) To accept the recommendation that the budget be set at £184,054
 - d) To accept the recommendation that the precept be set at £185,000 which would represent an increase of 31% on the previous year and an average Band D charge of £97.47 per year
 - e) To approve the asset register
7. **Finance and administration**
 - a) To approve and sign December bank reconciliation
 - b) To approve and sign accounts for payment January 2019

Ordinary Meeting Agenda (cont.)

- c) To note financial position/management accounts to end January 2019
- d) To agree dates for Finance Committee Meetings 2019
- 8. **Activity log**
 - a) To note activity log
 - b) To agree action to be taken
- 9. **Action Plan 2019-2020**
 - a) To note and approve action plan
- 10. **Planning**
 - a) To note current planning applications
 - b) To note response from CWAC following query regarding use of residence as commercial property
- 11. **Maintenance Contracts**
 - a) To note grounds maintenance contract (1st April 2017 to 31st March 2020)
 - b) To note ponds maintenance contract (1st April 2017 to 31st March 2020)
 - c) To agree action to be taken
- 12. **Play Areas x 9**
 - a) To note play area reports
 - b) To agree action to be taken
- 13. **Elections 2019**
 - a) To receive update from Jo O'Donoghue (Clerk)
 - b) To note Councillor Election Briefing Meeting to be held by Cheshire Association of Local Councils on 27th February 2019 (time and venue to be confirmed)
 - c) To note Councillor Election Briefing Meeting to be held by Cheshire West and Chester Council at Wyvern House, Winsford on 4th March at 6pm
- 14. **Quality Parish Council Awards**
 - a) To receive an update from Jo O'Donoghue (Clerk)
 - b) To approve the following policy documents deferred from the meeting held 17th December 2018: community engagement policy; equality policy; grants policy; training policy
- 15. **IT Report**
 - a) To receive report from Cllr Boylan
 - b) To agree action to be taken
- 16. **Landscaping and Trees**
 - a) To receive report from Cllr Reed
 - b) To agree action to be taken
- 17. **Newsletter**
 - a) To agree content of February 2019 newsletter and date for publication
- 18. **Any other business**

For information only, no decisions can be made under this agenda item
- 19. **Close of meeting**