

## MINUTES

Minutes of a meeting of Kingsmead Parish Council Parks and Environment Committee  
held on Monday 9<sup>th</sup> December

Present: Cllr Logan, Cllr Reed, Cllr Swift  
Also present: Mrs W Maddock (Clerk/RFO)

The meeting started at 7.37pm.

168	<b>Apologies</b> Cllr Hoey (family), Cllr Jewitt (work), Cllr Weltman (family)
169	<b>Declarations of Interest</b> No declarations of interest were made.
170	<b>Public Forum</b> There were no members of public present at the meeting.
171	<b>Maintenance &amp; Landscaping</b>
171.1.	<b>Countrywide Grounds Maintenance</b> a) <b>To receive</b> any reports and updates. <b>Noted</b> – that all hedge cutting has now been completed and Countrywide will start on the shrub maintenance. Work was carried out to remove self-seeded saplings along the A533 Kingsmead spine road (between the Monarch Drive junctions) and the path was cleared at the same time (actually a CW&C responsibility). An additional grass cut was carried out at the beginning of November due to the unseasonably warm weather. Bedding plants are to be replaced w/c 9 <sup>th</sup> December. Additional works are proposed during the winter to jet wash road signs, moss brush and edge off the clock tower and cenotaph paths and to spray kerb edges.  b) <b>To approve</b> if payment can now be made against the November invoice for contract services. <b>Resolved</b> – that the November invoice to Countrywide should now be paid.  c) <b>To consider</b> any other actions. <b>Resolved</b> – to recommend to Full Council that it should approve a request from Countrywide to increase its contract fee by 2.1% for the 2025-2026 financial year.
171.2.	<b>To receive an update about the review of the grounds maintenance contract.</b> <b>Noted</b> – that work is ongoing with the contract and additional checks needed (e.g. path lengths) have been identified. A request for a quote has been made to LCC (Local Council Consultancy) for support completing the tender document and managing the procurement process.
171.3.	<b>To consider and approve quotes for the following works:</b> a) Tree works at 23 Castlemead Walk. <b>Resolved</b> – to approve a quote from Caddis for the tree works at 23 Castlemead Walk at a cost of £780 (plus VAT).  b) Tree works adjacent to 14 Registry Close. <b>Resolved</b> – to approve a quote from Caddis to remove ivy from the trees at a cost of £75 (plus VAT).  c) Repairing potholes in Buckingham Drive car park. <b>Resolved</b> – to defer a decision about the car park until further investigation has been carried out with NTC.  d) Improving the access through the gates at St George's field. <b>Resolved</b> – to approve a quote from Cheshire T&G Care to gravel the pedestrian entrances at a cost of £150.  e) To plant something suitable to close the gap opposite 6 Tatton Close. <b>Resolved</b> – to approve a quote from Cheshire T&G Care to plant pyracantha in the gap at a cost of £390.

171.4.	<p><b>To consider the following at Kensington Way park.</b></p> <p>a) Replacement of the entrance gates from Kensington Way.  <b>Resolved</b> – to approve the installation of new gates in principle, but to get an additional quote for the works based on hardwood gate posts being installed.</p> <p>b) A resident's request to further improve the football area.  <b>Resolved</b> – to work with NTC to look at a solution to prevent balls being damaged on the hawthorn hedge behind the football/basketball area.</p>	
171.5.	<p><b>To consider a request to carry out tree works at 14 Rossett Close.</b></p> <p><b>Resolved</b> – following a review of the area by two councillors, it was agreed that no work needs to be undertaken by the council. The resident will be advised that cutting back to the boundary can be carried out.</p>	
171.6	<p><b>To receive an update regarding the orchard project.</b></p> <p><b>Noted</b> – that the orchard pruning day has been confirmed for Friday 24<sup>th</sup> January 2025. Also that two residents have volunteered to assist with the orchard project.</p>	
171.7.	<p><b>To consider any other updates and to approve actions as appropriate.</b></p> <p><b>Noted</b> – that following storm damage to a tree in Pulford park, work was carried out on Sunday 8<sup>th</sup> December to remove a fallen limb and make good the area. The tree will now be surveyed to assess if it needs to be removed completely. Also, that an email had been received about potential tree works in Campbell Close. Caddis is to be asked to review the area and advise if work is needed.</p>	
<b>172</b>	<b>Budget Review</b>	
172.1.	<p><b>To review the YTD expenditure on parks and environment.</b></p> <p><b>Noted</b> – that expenditure for the period April to December 2024 (inclusive) is at 75.3% of the annual budget for the maintenance of parks and environment, i.e. it is on track for this point of the financial year.</p>	
172.2.	<p><b>To consider and approve the budget requirements for 2025-2026.</b></p> <p><b>Resolved</b> – to recommend that a budget of £185,050 is required for the next financial year, which is an increase of £22,750 (equivalent to 14%) on the current year.</p>	
<b>173</b>	<b>KPC Policy Review</b>	
	<p><b>To review (and update as appropriate) the Kingsmead Wildlife Policy.</b></p> <p><b>Resolved</b> – that no changes are required to the policy other than it should be re-named as the Kingsmead Biodiversity Policy.</p>	
<b>174</b>	<b>AOB</b>	
	<p><b>Items to be placed on the agenda for the next meeting.</b></p> <p>No items were requested for the next meeting.</p>	
<b>175</b>	<b>Next Meetings</b>	
	Full Council Meeting	Monday 16 <sup>th</sup> December at 7.30pm in Kingsmead School
	Finance Committee	Monday 6 <sup>th</sup> January 2025 at 7.30pm in Kingsmead School
	Parks and Environment Committee	Monday 13 <sup>th</sup> January 2025 at 7.30pm in Kingsmead School

The meeting closed at 9.20pm.