



Clerk: Wendy Maddock Tel: 01606 533858 E: clerk@kingsmeadpc.org.uk

AGENDA

Notice is hereby given of the ANNUAL MEETING of Kingsmead Parish Council
to be held on Monday 19th May
on the arising of the Parish Meeting (starts at 7pm - see separate agenda)
 in Kingsmead School, Dukes Way, where the following business will be considered and transacted.

All councillors are hereby summoned to attend.

001	Chair 2025-26	To appoint the Chair of Kingsmead Parish Council for the forthcoming Civic year and for the Chair to sign the Declaration of Office on their appointment.
002	Vice-Chair	To appoint the Vice Chair of Kingsmead Parish Council for the forthcoming Civic year.
003	Apologies	To receive , with explanation, apologies for absence.
004	Code of Conduct	To confirm the Code of Conduct adopted by KPC on 27 th June 2022.
005	Register of Interests	To confirm that members have reviewed their Register of Interests and that any updates will be provided to the Parish Clerk within 28-days.
006	Declarations of Interest	Members to declare any (a) Disclosable Pecuniary Interests and (b) Other Disclosable Interests as required under Chapter 7 of the Localism Act 2011 and Kingsmead PC's Code of Conduct.
007	Public Forum	Members of the public are invited to speak with a maximum time limit of fifteen minutes. Parishioners who wish to speak should inform the clerk prior to the commencement of the meeting. 007.1. Cheshire West and Chester Councillors – reports and updates 007.2. PCSO monthly report
008	Minutes	To approve and sign the minutes of the following meetings: 008.1. A Full Council meeting held on Monday 28 th April 2025. 008.2. A meeting of the Parks and Environment Committee held on Monday 12 th May 2025.
009	Committees & Working Groups	009.1. To confirm the membership of the committees and working groups for 2025-2026. a) Finance Committee b) Parks & Environment Committee c) Events Working Group d) Communications Group 009.2. To confirm the membership of external bodies. a) Trustee of the Sir John Brunner Foundation Charity. b) Governor of Kingsmead Primary school.
010	Terms of Reference	To review and confirm as appropriate the Terms of Reference for the Committees and Working Groups: a) Finance Committee b) Parks & Environment Committee c) Events Working Group d) Communications Group
011	Meeting Schedule	To consider and approve the proposed dates and times of meetings for the forthcoming year.

012	Finance & Administration	<p>012.1. To receive bank statements and to approve the bank reconciliations to the end of April-2025.</p> <p>012.2. To note the financial position as of 30th April 2025.</p> <p>012.3. To note the receipt of a VAT refund for the sum of £5,139.21 for the period of Q1 2025.</p> <p>012.4. To consider and approve payments to the sum of £12,227,69 to be made in May-2025.</p> <p>012.5. To approve expenses for the Clerk for the period of April-2025.</p> <p>012.6. To note that the contract with KAP Property Holdings has been cancelled and the storage unit needs to be emptied by 31st May 2025.</p> <p>012.7. To receive the Internal Auditors Report for the financial Year 2024-25 and to consider any recommendations made.</p> <p>012.8. To review the Annual Governance Statement and the Accounting Statements for the financial year to 31 March 2025, Part 3 Sections 1 and 2 by:</p> <ul style="list-style-type: none"> a) Considering and responding to the nine statements in Section 1 – The Annual Governance Statement 2024-25 b) Considering and confirming the figures entered in Section 2 – The Accounting Statements 2024-25. c) To note the arrangements for the Public Right to View of the unaudited accounts. 	
013	Planning	To note any planning applications or decisions received since the last meeting.	
014	Parks and Environment	<p>014.1. To note the recommendations of the Parks and Environment Committee meeting held on Monday 12th May 2025 and to approve the following:</p> <ul style="list-style-type: none"> a) Letters to be issued to residents regarding short-cuts and encroachments. b) A letter to be sent to residents on Claremont Close regarding the access path. c) A quote for the installation of solar lights on the wall opposite SJD. <p>014.2. To consider and approve a quote from Northwich Town Council for additional road sweeping of Regency Way.</p>	
015	Community	<p>015.1. To consider the creation of a “Friends of Kingsmead” volunteer group to help with community issues (events, litter picking, weeding, etc).</p> <p>015.2. To receive an update about parking concerns around SJD college.</p> <p>015.3. To note the next Community Litter Pick on Sunday 25th May.</p>	
016	Events	<p>To receive an update from the Events Group about a summer event on Saturday 28th June, as part of the celebrations for the VE-80 Anniversary, and to approve the following quotes:</p> <ul style="list-style-type: none"> a) Marquee and stage hire from Macks Music Promotions. b) Hire of an 8-piece swing band to provide live music. c) The hire of toilets and bins from Northwich Town Council. d) First Aid cover (supplier tbc). 	
017	Resident Matters	To note resident communications and to consider any actions as appropriate.	
018	Clerk’s Report	To receive an update on issues not covered elsewhere on the agenda and to note any actions.	
019	AOB	Items to be placed on the agenda for future meetings.	
020	Next Meetings	Parks & Environment Committee	Monday 9 th June at 7.00pm in Kingsmead School
		Kingsmead Parish Council	Monday 16 th June at 7.30pm in Kingsmead School
		Finance Committee	Monday 7 th July at 7.30pm in Kingsmead School