



KINGSMEAD PARISH COUNCIL MINUTES

Monday 21st July at 7.30pm in Kingsmead School, Dukes Way

Present: Cllrs B Boyland, D Boyland, Herring, Jewitt, Martin, Reed, Swift (Sec), Weltman (Chair)

ITEM NUMBER	RECORD OF RESOLUTIONS, DECISIONS AND ACTIONS
063	<p>Apologies: Cllr Hoey (Holiday), Cllr Logan (Work)</p>
064	<p>Declarations of interest: No declarations of interest made.</p>
065	<p>Public Forum No members of the public, CWaC councilors or the PCSO attended the Meeting.</p>
066	<p>Minutes</p> <p>To approve and sign the minutes of: 066.1 - Parish Council meeting of 16 June 2025. 066.2 - Finance Committee on Monday 7 July 2025.</p> <p>Resolved- that the minutes of the meetings listed were correct and could be signed by the Chair.</p>
067	<p>Finance & Administration</p> <p>067.1 To receive bank statements and to approve the bank reconciliations to the end of June 2025. Resolved – to approve the following bank statements and reconciliations that were presented for the end June 2025 and which were signed by the Chair: <ul style="list-style-type: none"> - Balance Sheet as at 30 June 2025 - Bank Cash & Investment Reconciliation as at 1 July 2025. - Detailed income & Expenditure by budget as at 1 Jul 2025 </p> <p>067.2 To approve the recommendation of the Finance Committee to adopt KPC’s Financial Regulations without amendment for the next financial year. Resolved - To approve the Finance Committee ’s recommendation.</p> <p>067.3 To consider and approve payments for the month of July 2025. Resolved -To approve payments of £16,233.48 to be made in July 2025.</p> <p>067.4 To consider and approve authorizing the Clerk and two bank signatories to process bank payments in August when there are no scheduled Council meetings. Any payments made to be ratified at the September Council meeting. Resolved - approved the authorizations for processing bank payments in August. Payments will be ratified at the next meeting in September.</p> <p>067.5 To approve - the Clerks Expenses for the month of June 2025. Resolved - To approve the Clerks expenses for June 2025.</p> <p>067.6 Noted. The receipt of £382.62 from CWaC for maintaining the Crown Roundabout in Q2 2025.</p>
068	<p>Planning</p>

068.1	<p>To consider or note any planning applications received since last meeting. Noted – that no planning applications had been received since that last meeting.</p>
068.2	<p>To note any planning decisions made since last meeting.</p> <ul style="list-style-type: none"> • 12 Mereworth Dr (25/00922/FUL) – Approved. <p>Noted - The approval of the above planning application.</p>
069	<p>Parks & Environment</p>
069.1	<p>To receive feedback from P&E Committee meeting held on Monday 14 July Noted - the following:</p> <ul style="list-style-type: none"> • Short cuts & Encroachments: <ul style="list-style-type: none"> - Residents affected will be written to requesting them to desist from using short cut paths. It was noted that some residents with gates opening directly on to the Top Path had already agreed to stop using their unofficial access. - The next news-letter would carry a piece on this issue, detail the reasons for the measures and highlight the voluntary actions by some residents. - Signs are to be fixed to all the short cut paths (including St G Field). Wording to be agreed. - Shortcut paths would not be blocked off until the impact of reduced use was seen. • Claremont Path. There would be no further action with the Claremont CI path. Residents would be informed that the land did not belong to KPC and that no work would be carried out. • Approved. Quotes for the following work by the contractors shown were approved: <ul style="list-style-type: none"> - <u>Caddis</u> – Oak tree Pruning at Capstone and Stretton, crown lifting and tree removal, Dukes Way dead tree removal, Blandford/Regency crown lift, Shavington Way crown lifting and reduction, Regency Way lime tree crown lifting (Note: NO TREES ARE TO BE POLLARDED). - <u>Cheshire Tree & Garden</u> – A533 cycle path crown lifting and dead tree removal, Ellingham boundary reestablishment and tree cutting back. - <u>Orchard</u> - More quotes were required but the work was to proceed in October. • Solar Lights. More quotes were required due to the value of the work. • 1 Pulford Close. A letter had been delivered and the resident had taken action to clear the disputed area. <ul style="list-style-type: none"> - Play area resurfacing – More quotes are required due to the cost. A play park maintenance schedule is to be included in the KPC Corporate Strategy. - Ground maintenance contract retendering timescales. Noted the timescales and key dates for retendering the site maintenance contracts. - Coronet Pond – Residents were concerned about the water level of Coronet Pond. Postings made on FB to reassure that KPC were monitoring the situation and that the pond water quality and fish stock were in good condition. There had been another incident of attempted, unauthorized fishing notified by residents. -

069.2	<p>To consider and approve action to be taken regarding the War Memorial Planter. Noted - the War Memorial planter had been removed by Cllr Jewitt for safe keeping.</p>
069.3	<p>To consider and approve purchasing suitable weeding tools use on volunteer days. Resolved - to purchase the following items of weeding equipment: - 10 x long handle scrapers at £16.99 each. - 2 x long handle wire patio weed wire brushes at £11.99 each.</p>
070	<p>Community</p>
070.1	<p>To Receive feedback on the Friends of Kingsmead Volunteer Group meeting. Noted - the following: <ul style="list-style-type: none"> - Eight residents attended the Friends/volunteers gathering in the King Fisher on Thursday 26 June 2025. Two others could not attend but had offered their services s volunteers. - A letter had been sent to all attendees and those unable to attend. - The next meeting will be held on Friday 1 August in the Kingfisher. </p>
070.2	<p>To note - a request from Hartford Tennis Club to hang a banner promoting a 24hr Padelathon on 26/27 July 2025. Noted - The banner was not required.</p>
070.3	<p>To note residents' concerns about untaxed cars possibly abandoned on the Fisherman's Wharfe car park at Bickley Way. Noted – that the vehicles had been reported to both the police and CWaC who responded that they could not take action for 3 months. Advice was being sought from Northwich Town Council.</p>
070.4	<p>To note the next Community Litter pick on Sunday 27 July 2025. Noted – Litter picking equipment will need to be collected from storage and a councillor will be present at the Noticeboard meeting point to direct the volunteers attending.</p>
071	<p>Events</p> <p>To receive feedback on the Summer Event held on Saturday 28 June 2025. Noted – approximately 300 residents and guests had attended St Georges Field on the day and that the response was generally favourable.</p> <p>Resolved - to hold another event next year and that there would be food outlets, live bands and entertainment but no bar.</p>
072	<p>CWaC Conference Feedback</p> <p>Noted. - Feedback from CWaC Town & Parish Conference held on 16 July 2025. Cllr Herring gave a verbal report following his attendance at the CWaC Town & Parish Conference on 16 July 2025. He highlighted the funds available from CWaC for community improvement projects. Resolved – to ask the Parish Clerk, on her return, to contact Weaverham Parish Council for advice on obtaining CWaC funding for community projects.</p>
073	<p>Clerk's Report</p>
073.1	<p>Noted -that contact details of the volunteers had been collected and that they had been sent a 'Thank You' letter.</p>

073.2	Noted -that an invoice had been submitted for roundabout maintenance for the period Apr – June 2025 and that payment had been received on 4 July 2025.
073.3	<p>Noted – that the arrangements for the Christmas Lights event are underway and that:</p> <ul style="list-style-type: none"> • The process to obtain permission to hang Christmas lighting on the SJD roundabout had commenced. • The decorators had been informed and are assisting with the CWAC approval request. • The motifs are on order. • CWAC had notified that they would charge a 1-off fee of £495 to install/remove Christmas lights and safety checks etc.
073.4	Noted – the Local Planning Consultation was still open and Cllr Marr’s e-mail had been circulated to members.
074	<p>Items to be included on the agenda for the next meeting.</p> <p>Noted – To discuss painting the basketball frame at Kensington Way park.</p>
075	<p>Next Meetings Parks &Environment – Monday 8 September 2025 at 7.30pm. Kingsmead Parish Council - Monday 15 September 2025 at 7.30pm Finance Committee – Monday 6 October 2025 at 7.30pm.</p> <p>All meetings will be held in Kingsmead School.</p>

The meeting ended at 20:35.

Current Bank A/c

List of Payments made between 01/07/2025 and 31/07/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/07/2025	The Storage Team	DD	129.60	2025.04/28 - 269.8	July-2025 Storage Rental
07/07/2025	Morral Play Services	2233	540.00	Ongoing Contract	Mar-2025 Play Inspections
14/07/2025	Hutchinson 3G	DD	21.66	Ongoing Contract	June-2025 Mobile
16/07/2025	Lloyds Bank Charge Card	TRANSFER	405.48		June-2025 Card Purchases & Fee
24/07/2025	Telecoms World Plc	DD	22.43	Ongoing Contract	June-2025 VOIP Charges
29/07/2025	Staff Expenses	BACS	66.83	2025/06/16 - 034.4	May-2025 Staff Expenses
29/07/2025	Countrywide Grounds Maint.	640486	6,729.12	PO 24-051	July-2025 Contract
29/07/2025	Northwich Town Council	8584	756.00	PO 25-009	Event Hire - 28th June
29/07/2025	Northwich Town Council	8601	240.00	PO 25-001	June-2025 Grass Cut x2
29/07/2025	The Christmas Decorators	INV-250007	1,800.00	PO 25-017	Std Xmas Lights - 50% Deposit
29/07/2025	Caddis Ltd	SI-42571	831.60	PO 24-059	Dukes Way Duck Pond Maint
29/07/2025	Caddis Ltd	SI-42570	529.20	PO 24-059	Dukes Way Little Pond Maint.
29/07/2025	Caddis Ltd	SI-42572	693.00	PO 24-059	Moor Park Bottom Pond Maint.
31/07/2025	Unity Trust Bank	DD	8.85	Ongoing Contract	June-2025 Bank Charges
31/07/2025	Staff Costs	BACS	3,459.71	Contract	July-2025 Staff Costs
Total Payments			<u>16,233.48</u>		

Lloyds Bank Charge Card

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16/07/2025	The Storage Team	7981	93.60	2025/04/28 - 269.8	June-2025 Storage Rental
16/07/2025	Amazon EU	CARD	53.97	Chair & Clerk	Summer Event: Union Jack Flags
16/07/2025	Flextronics	CARD	84.16	Chair & Clerk	Laptop Repair - Balance
16/07/2025	Norton Lifelock Ireland Limite	CARD	18.19	Chair & Clerk	15.16
16/07/2025	Cheshire W & Chester Council	CARD	21.00	Chair and Clerk	Event - TENS Application 1
16/07/2025	Cheshire W & Chester Council	CARD	21.00	Chair & Clerk	Event - TENS Application 2
16/07/2025	DailyBuy Ltd	CARD	6.89	Chair & Clerk	Frame for PCSO Presentation
16/07/2025	Amazon EU	CARD	6.99	Chair & Clerk	Lanyards for Volunteers
16/07/2025	ASDA	CARD	19.73	Chair & Clerk	Prizes for Summer Event
16/07/2025	Gov.uk	CARD	7.00	2025/03/24 - 248.2	Land Registry Search
16/07/2025	PDF Suite	CARD	69.95	Clerk	License Renewal
16/07/2025	Lloyds Bank	CARD	3.00	Ongoing Contract	June-2025 Charge Card Fee
Total Payments			<u>405.48</u>		