

## MINUTES

Minutes of a meeting of Kingsmead Parish Council Parks and Environment Committee  
held on Monday 8<sup>th</sup> September

Present: Cllr Herring, Cllr Hoey, Cllr Reed, Cllr Swift (Chair), Cllr Weltman  
Also present: Mrs W Maddock (Clerk & RFO)

The meeting started at 7.31pm.

083	<b>Apologies</b> Cllr Jewitt (holiday)
084	<b>Declarations of Interest</b> No declarations of interest were made.
085	<b>Public Forum</b> No members of the public were present.
086	<b>Minutes</b> To consider and approve the minutes of the following meetings: a) a P&E committee meeting held on 14 <sup>th</sup> July 2025. b) an Extraordinary P&E Committee meeting held on Monday 4 <sup>th</sup> August 2025. <b>Resolved</b> – that the minutes were a correct record and should be signed by the Chair.
087	<b>Maintenance &amp; Landscaping</b>
087.1	To receive reports and updates from Countrywide GM and to approve any actions as appropriate. <b>Noted</b> – the reports received, which were questioned by a number of the councillors who did not think they properly reflected the work carried out over the summer, which they felt had been poor in a number of areas. It was noted that the Operations Manager had been unable to attend the meeting as he'd requested, for personal reasons, and he is to be asked to attend the Full Council meeting on Monday 15 <sup>th</sup> Sept.
087.2	To receive an update regarding short-cuts and encroachments in Kingsmead. a) To note actions taken for delivering letters to affected residents. <b>Noted</b> – that Cllr Swift and the Clerk have tried to visit and deliver letters to all residents along Top Path who have a private gate with access onto the path. This has highlighted a number of issues that the council was not aware of. Actions regarding access onto Saint George's field have been put on hold pending further investigations about how access was restricted at the time of the Kingsmead development. An article will be included in the next newsletter to help raise awareness about the issue of short-cuts to all residents.  b) To consider and approve a quote for 6x signs on Top Path <b>Resolved</b> – to approve a quote from Northwich Town Council for the supply and installation of suitable signs, which will only be erected after the newsletter has been published.
087.3	To receive the Tree Assessment Survey carried out by Feeney Woodlands Ltd. a) To confirm a plan of action to follow up on the recommendations <b>Resolved</b> – to focus immediately on the high priority works identified, with a plan to then be confirmed for other works to be completed in the next 6-18 months.  b) To consider and approve quotes received to carry out necessary works. <b>Resolved</b> – to clarify some of the quotes received before making a final decision about which contractor to instruct.  c) To consider carrying out annual, independent inspections by Feeney Woodlands Ltd. <b>Resolved</b> – that Feeney Woodlands should be instructed to carry out an annual independent tree survey.
087.4	To consider and approve quotes for additional tree and maintenance works: a) Cutting back trees in the orchard (to be done in the autumn/winter period). b) Strimming the bark path in the orchard.

	<p><b>Resolved</b> – to instruct Cheshire Tree and Garden Care Ltd to carry out the tree pruning and strimming of the bark path in the orchard at a combined cost of £1200.00.</p> <p>c) Crown lifting on the corner of Wyndham Close  d) Crown lifting on Moor Park Way.  e) Crown reduction of the oak at the rear of 2 Braddon Close (if not being carried out as part of the “Tree Survey” works).</p> <p><b>Resolved</b> – to instruct Caddis to carry out the tree works listed in c) to e) above at a combined cost of £2,040.00 (plus VAT).</p>	
087.5	<p>To consider a request from residents of 14-26 Blakemere Drive to carry out tree works at the rear of their properties.</p> <p><b>Resolved</b> – that Caddis should carry out initial works to create a buffer between the rear gardens of the houses and the tree bund, at a cost of £980 (plus VAT).</p>	
087.6.	<p>To retrospectively approve work carried out for H&amp;S reasons to remove a Scots Pine from the clock tower area, at a cost of £140.</p> <p><b>Resolved</b> – that the work to remove a failed Scots pine had been carried out appropriately with the approval of the clerk and nominated councillors.</p>	
087.7	<p>To retrospectively approve the quote provided by Caddis to cut and collect the wildflower strip, which was approved in principle by Cllrs Reed, Swift and Weltman in August.</p> <p><b>Resolved</b> – that the instruction given to Caddis by the clerk was approved, as it enabled Caddis to schedule works taking advantage of the dry weather.</p>	
<b>088</b>	<b>Play Areas</b>	
088.1	<p>To consider and approve a quote for re-surfacing the play areas at Campbell Close and Monarch Drive.</p> <p><b>Resolved</b> – that after considering comparable quotes from three play companies, Groundwork and Leisure Services should be nominated as the approved contractor. The committee then further resolved to select the following options presented:</p> <p>a) Campbell Close – to carry out a scheme that covers the whole play area in Notts Sport Childsplay carpet, also making use of the in-situ rubber shred in a bonded form, at a cost of £12,200.00 (plus VAT).  b) Monarch Drive – to carry out a scheme to install Notts Sport Childsplay carpet as wear pads under all the play equipment, whilst retaining the bark across the rest of the play area.</p>	
088.2	<p>To consider a proposal to carry out resistograph testing on wooden play equipment across all play areas.</p> <p><b>Resolved</b> – to carry out resistograph testing of all wooden play equipment to help identify a priority listing of any remedial works required.</p>	
<b>089</b>	<b>Grounds Maintenance Contract</b>	
	<p>To receive the latest tender documents and to approve suggested amendments, and to consider and approve next actions for completion of the contract.</p> <p><b>Resolved</b> – to defer any decisions or next actions until an Extraordinary meeting to be held on Monday 29<sup>th</sup> Sept.</p>	
<b>090</b>	<b>Pear Technology</b>	
090.1	<p>To consider and approve a quotation for training on the Pear Technology mapping system.</p> <p><b>Resolved</b> – to approve training for up to 5 attendees at a cost of £595 plus VAT.</p>	
090.2	<p>To confirm attendees for the training (if approved).</p> <p>Resolved – to defer any decision until the Full Council meeting on 15<sup>th</sup> Sept, to allow other councillors not on the P&amp;E Committee to also participate.</p>	
<b>091</b>	<b>AOB - Items to be placed on the agenda for the next meeting.</b>	
	<p>No agenda items were requested for future meetings.</p>	
<b>092</b>	<b>Next Meetings</b>	
	Kingsmead Parish Council	Monday 15 <sup>th</sup> September at 7.30pm in Kingsmead School
	Finance Committee	Monday 6 <sup>th</sup> October at 7.30pm in Kingsmead School
	Parks & Environment Committee	Monday 13 <sup>th</sup> October at 7.30pm in Kingsmead School

The meeting close at 9.28pm.