



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

AGENDA

Notice is hereby given of a meeting of Kingsmead Parish Council to be held on **Monday 15th September at 7.30pm in Kingsmead School, Dukes Way** where the following business will be considered and transacted.

All councillors are hereby summoned to attend.

093	Apologies	To receive , with explanation, apologies for absence.
094	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.
095	Public Forum	<p>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.</p> <p>095.1. Cheshire West and Chester Councillors – reports and updates. 095.2. PCSO monthly report.</p>
096	Minutes	<p>To approve and sign the minutes of the following meetings:</p> <p>096.1. A meeting of Kingsmead Parish Council, held on Monday 21st July 2025. 096.2. A meeting of the Parks and Environment Committee, held on Monday 8th September 2025.</p>
097	Finance & Administration	<p>097.1. To receive bank statements and to approve the bank reconciliations to the end of Aug-2025.</p> <p>097.2. To note the receipt or transfer of monies to the Unity Trust Current account during July and Aug-2025:</p> <ul style="list-style-type: none"> a) Bank interest from the Hampshire Trust account of £2,637.14. b) Transfer of £31,500 from the Unity Trust deposit account. c) Receipt of £7,499.34 from HMRC for reclaimed VAT. <p>097.3. To note the financial position as of 31st Aug 2025.</p> <p>097.4. To consider and approve the following payments:</p> <ul style="list-style-type: none"> a) Payments made in Aug-2025 in line with council resolution 2025/07/21 – 067.4. b) Payments to be made in Sept-2025. <p>097.5. To note the LGS Pay Award for 2025-26 and to approve a salary increase for the Clerk/RFO with effect from 1st April 2025, to be confirmed by the Chair with the KPC payroll provider.</p> <p>097.6. To approve expenses for the Clerk for the period of July and August-2025.</p> <p>097.7. To receive the External Auditors report and to note the conclusion of audit for the financial year 2024-2025.</p> <p>097.8. To note that an additional requirement will be added to the audit in 2026 covering proper practices in digital and data compliance (Assertion 10).</p> <ul style="list-style-type: none"> a) To approve a working group to ensure KPC is fully compliant by the end of Mar-2026. <p>097.9. To note the audit carried out by CWaC for members' budget allocated in the last financial year and to confirm actions regarding outstanding unspent budget.</p> <p>097.10. To approve the annual renewal of the Clerk's membership to SLCC.</p>

098	Planning	To note any planning applications or decisions received since the last meeting.	
099	Parks and Environment	<p>099.1 To receive feedback from a P&E Committee meeting held on Monday 8th September and to approve or note the following actions:</p> <ul style="list-style-type: none"> a) Instructions to be given to Groundwork & Leisure Services for refurbishment of the play area surfaces at Campbell Close and Monarch Drive, at a cost of £12,200 (plus VAT) and £5,840 (plus VAT) respectively. b) An extraordinary meeting to be held on Monday 29th September to review the Grounds Maintenance tender documentation. c) Councillors to be nominated to attend a ½ day training session with Pear Technology. <p>099.2. To note any actions regarding Countrywide (an update is to be provided by the Operations Manager, who will be attending the meeting) and to receive the September work schedule.</p> <p>099.3. To consider and approve quotes (if received) for repair or replacement of a damaged fence at Duke's Way 1 play area.</p>	
100	Community	<p>100.1. To approve a proposal for a newsletter to be published and distributed in October, and for councillors to confirm suitable articles.</p> <p>100.2. To consider and approve a request from PCSO Lee Robertson to fund uniform items for the new intake of Kingsmead Mini Police.</p> <p>100.3. To receive an update about the Friends of Kingsmead volunteer group, following a meeting held on 1st August.</p> <p>100.3. To note the removal of a flag from the clock tower.</p> <p>100.4. To note the next Community Litter Pick on Sunday 28th September.</p>	
101	Events	To receive an update from the Events working group about the Christmas event and to review the allocated budget.	
102	CWaC Comms	<p>102.1. To note the following CWaC Connections events:</p> <ul style="list-style-type: none"> a) On-line meeting: Highways on Thursday 25th September from 6pm to 7pm. b) Locality Meeting to be held on Weds 29 October 2025, from 5:30pm, at Lion Salt Works, Ollershaw Lane, Northwich, CW9 6ES – two KPC representatives may attend. <p>102.3. To note the update received from CWaC about the proposed devolution.</p>	
103	Resident Matters	To note resident communications and to consider any actions as appropriate.	
104	Clerk's Report	To receive an update on issues not covered elsewhere on the agenda and to note any actions.	
105	AOB	Items to be placed on the agenda for future meetings.	
106	Next Meetings	P&E Committee (EM)	Monday 29 th September at 7.30pm in Kingsmead School (TBC)
		Finance Committee	Monday 6 th October at 7.30pm in Kingsmead School
		Parks & Environment Committee	Monday 13 th October at 7.30pm in Kingsmead School
		Kingsmead Parish Council	Monday 20 th October at 7.30pm in Kingsmead School