



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 20<sup>th</sup> October at 7.30pm in Kingsmead School, Dukes Way** where the following business will be considered and transacted.

All councillors are hereby summoned to attend.

134	<b>Apologies</b>	<b>To receive</b> , with explanation, apologies for absence.
135	<b>Declarations of Interest</b>	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.
136	<b>Public Forum</b>	<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>136.1. Cheshire West and Chester Councillors – reports and updates. 136.2. PCSO monthly report.</p>
137	<b>Minutes</b>	<p><b>To approve and sign</b> the minutes of the following meetings:</p> <p>137.1. A meeting of Kingsmead Parish Council, held on Monday 15<sup>th</sup> September 2025. 137.2. A meeting of the Finance Committee, held on Monday 6<sup>th</sup> October 2025. 137.3. A meeting of the Parks and Environment Committee, held on Monday 13<sup>th</sup> October 2025.</p>
138	<b>Finance &amp; Administration</b>	<p>138.1. <b>To receive</b> feedback from the Finance Committee meeting and to <b>consider and approve</b> the following recommendations:</p> <ul style="list-style-type: none"> <li>a) To increase the council's insurance cover (to include the new play surfaces) at an additional premium of £131.97.</li> <li>b) That Financial Regulation 5.8 should be amended, increasing the procurement level from £3k to £5k.</li> <li>c) That tender submissions for the grounds maintenance contract should be received by email only, with a dedicated email address created (tenders2025@kingsmeadpc.org.uk).</li> <li>d) To adopt for the following year the current Reserves Policy and Investments Policy without amendment.</li> </ul> <p>138.2. <b>To note</b> the transfer of monies to the Unity Trust Current account:</p> <ul style="list-style-type: none"> <li>a) Transfer of £16,103.38 from Redwood Bank – movement of interest (as per resolution 2025/07/07 – 050) and additional funds to cover the October payments.</li> <li>b) Transfer of £4,000 from the Unity Trust deposit account to cover the October payments.</li> </ul> <p>138.3. <b>To note</b> the financial position as of 30<sup>th</sup> September 2025.</p> <p>138.4. <b>To consider and approve</b> payments for the sum of £19,943.26 to be made in Oct-2025.</p> <p>138.5. <b>To note</b> the increase in the ICO data protection fee from £40pa to £52pa (less a direct debit reduction of £5pa), which will be payable in November.</p> <p>138.6. <b>To consider and approve</b> a payment to Kingsmead Primary School for expenses incurred when using the school building for meetings.</p> <p>138.7. <b>To approve</b> expenses for the Clerk for the period of Sept-2025.</p>

139	<b>Casual Vacancy</b>	<p>139.1. <b>To note</b> the casual vacancy created by the resignation of Cllr Hoey, which was notified to CWaC and then posted on the website and noticeboard on 10<sup>th</sup> October.</p> <p>139.2. <b>To approve</b> replacements for Cllr Hoey as follows:</p> <ul style="list-style-type: none"> <li>• New bank signatory and/or member of the finance committee.</li> <li>• A new member of the IT working group.</li> <li>• Attendees for the CWaC Locality Meeting (29<sup>th</sup> Oct) and Pear Training (30<sup>th</sup> Oct).</li> </ul>	
140	<b>Planning</b>	<p>140.1. <b>To consider</b> any planning applications received since the last meeting.</p> <p>a) <u>12 Dobells Road (25/02691/FUL)</u> Demolition of existing rear conservatory and detached garage to side of dwelling, erection of two storey side and single storey rear extensions.</p> <p>The closing date on this application was 8<sup>th</sup> October. It was reviewed by the Planning WG (Cllr HW &amp; Cllr AL); comments could not be submitted as the notice was for information only.</p> <p>b) <u>4 Knightsbridge Avenue (25/02806/FUL)</u> Erection of front porch and single storey rear extension</p> <p>c) <u>9 Coronet Avenue (25/02681/TPO)</u> 1x Oak – Crown reduce by 1.5m. Crown thin by 10% and maintain a healthy balanced shape.</p> <p>140.2. <b>To note</b> any planning decisions received since the last meeting.</p>	
141	<b>Parks and Environment</b>	<p><b>To consider</b> a recommendation from the Parks and Environment Committee that the tender for the grounds maintenance contract be approved for publication on the Gov.uk “Find a Tender” portal on Monday 3<sup>rd</sup> November.</p>	
142	<b>Community</b>	<p>142.1. <b>To approve</b> a draft newsletter and <b>to confirm</b> any outstanding actions.</p> <p>142.2. Banners and Advertisements:</p> <p>a) <b>To approve</b> a request from KFA for a banner to promote their laser event on 21<sup>st</sup> November.</p> <p>b) <b>To consider</b> the terms on which the banner for “Karate at Kingsmead” can be displayed.</p> <p>142.3. <b>To approve</b> arrangements for Remembrance Sunday.</p> <p>142.4. <b>To note</b> the next Community Litter Pick on Sunday 26<sup>th</sup> October.</p>	
143	<b>Events</b>	<p>143.1. <b>To receive</b> an update from the Events working group about the Christmas event and <b>to note</b> feedback from the supplier about installing lights on the St. George’s Way roundabout.</p> <p>143.2. <b>To consider and approve</b> the following expenditure:</p> <p>a) Equipment hire from The Fun Experts at a cost of £2,390 (+VAT)</p> <p>b) Donkey hire from Alwood Donkeys at a cost of £350</p> <p>c) Event marquee and stage from Mack’s Music Promotions – budget cost of £1200 (+VAT)</p> <p>d) Licence fee payment to CWaC of £495.</p>	
144	<b>CWaC Comms</b>	<p><b>To note</b> a further update received from CWaC about the proposed devolution.</p>	
145	<b>Resident Matters</b>	<p><b>To note</b> resident communications and <b>to consider</b> any actions as appropriate.</p>	
146	<b>Clerk’s Report</b>	<p><b>To receive</b> an update on issues not covered elsewhere on the agenda and to note any actions.</p>	
147	<b>AOB</b>	<p>Items to be placed on the agenda for future meetings.</p>	
148	<b>Next Meetings</b>	Parks and Environment Committee	Monday 10 <sup>th</sup> November at 7.30pm in Kingsmead School
		Kingsmead Parish Council	Monday 17 <sup>th</sup> November at 7.30pm in Kingsmead School