



MINUTES

Minutes of a meeting of Kingsmead Parish Council held on Monday 15th December

Present: Cllrs Herring, Logan, Lynch (after item 187), Martin, Reed, Swift, Weltman (Chair).

Also present: Mrs W Maddock (Clerk & RFO), Cllr Marr (CWaC) and three members of the public.

The meeting started at 7.30pm.

185	<p>Apologies Cllr B Boylan (holiday), Cllr D Boylan (medical)</p>
186	<p>Declarations of Interest There were no declarations of interest made.</p>
187	<p>Co-option</p> <p>To receive applications for the casual vacancy and to approve a co-option as appropriate.</p> <p>Resolved – to approve the co-option of Richard Lynch to the council. Cllr Lynch signed a Declaration of Acceptance of Office and was then eligible to participate fully and vote in the remainder of the meeting.</p>
188	<p>Public Forum</p> <p>A small presentation was made to ex-Councillor Hoey who stood down earlier this year after 14-years of service. The council thanked her for her many contributions over this time, including instigating a management programme for the ponds, working on the grounds maintenance contract and the orchard project.</p> <p>One member of the public attended the meeting to request permission to hold a community dog show on St George's field next May. The council agreed that this was a good idea in principle but outlined its concerns about possible parking issues. It was suggested that SJD college could be approached about use of their grounds for parking and the council agreed to help with this if necessary. A final proposal will be made once this issue has been resolved.</p> <p>One member of the public raised concerns about several issues on the estate including the poor state of maintenance on a path connecting Harewood Close to London Road, problems with unsafe parking on Moor Park Way and the general state of paths in the area. Cllr Marr confirmed that work is ongoing to resolve the issue of ownership of the path between Harewood and London Road, which was not adopted by CWaC, and is already following up to have a street light fixed. The MoP was advised to contact the PCSO about any parking issues as the parish council has no authority in this area and it was pointed out that CWaC is responsible for the maintenance of paths in general.</p> <p>188.1 Cheshire West and Chester Councillors – reports and updates. Cllr Marr confirmed that he is continuing to push CWaC officers to make a decision about the ongoing maintenance of the path between Harewood Close and London Road and he advised the resident to send photos to him of other areas of concern. The COLAS scheme update (road sweeping, gully cleaning, etc) is still pending and CWaC has confirmed that it will write to the Chief Constable about the proposed PCSO changes.</p> <p>188.2 PCSO monthly report. The PCSO was unable to attend the council meeting, but the monthly newsletter, covering the period 1st to 30th Nov, was circulated to all councillors prior to the meeting. It is available on the Council website (Community Policing > PCSO Monthly Reports).</p>
189	<p>Community</p> <p>189.1 To consider a request to hold a community dog show to raise money for Christies Charity and the Manchester Dogs Home at Saint George's field next year. Resolved – to approve in principle the use of St George's field pending a final decision being made about both the scale of the event and how the parking issue is to be dealt with.</p>

193.2	<ul style="list-style-type: none"> IT Working Group <p>Resolved – that Cllr Lynch would join both the Finance Committee and IT working group.</p> <p>To receive feedback following a meeting of the IT Working Group. Noted – an update from Cllr Herring detailing the IT working groups proposal to look at outsourcing the management of its website and adoption of a gov.uk domain.</p>
194	<p>Planning</p> <p>194.1 To consider any planning applications received since the last meeting. a) <u>12 Dobell's Road</u> (25/02691/FUL) Demolition of existing rear conservatory and detached garage to side of dwelling, erection of two storey side and single storey rear extensions (this is an amended application). b) <u>16 Monarch Drive</u> (25/03798/FUL) Single storey rear extension and conversion of existing garage. Resolved – that no comments be submitted for either of the above applications.</p> <p>194.2 To note any planning decisions received since the last meeting. Noted – that no planning decisions have been received since the last meeting.</p>
195	<p>Parks and Environment</p> <p>To receive feedback from a P&E Comm. meeting held on Monday 8th December and to note the following resolutions: a) Approval of a revised quote from Northwich Town Council for the supply and installation of signs at a cost of £895 (+VAT). b) Approval of a quote from Caddis for tree works on the junction of Regency Way and the A533 Kingsmead road at a cost of £1960 (+VAT). Noted – a summary of the meeting provided by Cllr Swift (Chair of the P&E Comm), identifying in particular the number of enquiries received for the council's grounds maintenance tender and concerns about ASB issues in Poors Wood at the back of Woburn Close. A meeting has been arranged with Cheshire Wildlife Trust to review if any measures can be taken to reduce these incidents and the issue has been reported to the PCSO. The resolutions for expenditure were also noted.</p>
196	<p>Events</p> <p>196.1 To receive feedback from the Christmas event and to approve retrospectively the following additional expenditure with Mack's Music: a) Cost of hiring additional gazebos (due to the inclement weather) and the additional staff needed for setting up, etc. b) Hire of a band (as The Kingfisher was unable to supply one). Noted – that the Christmas event had a reasonable turnout considering the poor weather conditions on the night (windy and very rainy) and a total of £326.06 was raised. Unfortunately, some of the evening had to be scaled down due to the weather but good feedback had still been received from those attending. The parish council's gazebo had to be disposed of as it did not survive the weather! Resolved – to approve in principle any additional invoices received from Mack's Music to cover items needed on the night to deal with the poor conditions.</p> <p>196.2 To consider a motion to donate some of the income from the Christmas Event to Kingsmead School to help fund the purchase of new music stands. Resolved – to approve a payment of £200 to Kingsmead school to help fund the purchase of new music stands, and to thank the school band for performing every year at the Christmas event. This additional item of expenditure will be added to the list of payments.</p>
197	<p>Resident Matters</p> <p>To note resident communications and to consider any actions as appropriate. Noted – complaints received about CWaC's failure to remove community litter pick bags in a timely manner, which resulted in litter being strewn around on school path; this has been reported to CWaC. Concerns about irresponsible parking on Woburn Close at school drop off and pick up times, which have been passed to the PCSO.</p>

Current Bank A/c

List of Payments made between 01/12/2025 and 31/12/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/12/2025	The Storage Team	DD	129.60	Ongoing Contract	Dec-2025 Storage Rental
15/12/2025	Hutchinson 3G	DD	21.66	Ongoing Contract	Nov-25 Mobile
16/12/2025	Lloyds Bank Charge Card	TRANSFER	673.44		Charge Card Purchases and Fee
19/12/2025	Staff Expenses	BACS	42.26	2025/11/17 - 164.6	Oct-2025 Staff Expenses
19/12/2025	Macks Music Promotions	KPC	405.00	PO 25-051	Xmas Event Balance
19/12/2025	Chris Reed	BACS	48.49	Clerk	Expenses - Map Printing
19/12/2025	The Christmas Decorators	250041	1,800.00	PO 25-017	Balance of Inv - Xmas Lights
19/12/2025	Northwich Town Council	9012	1,500.00	PO 24-057	Crown Roundabout Hedge Cutting
19/12/2025	Caddis Ltd	SI-42792	336.00	PO 25-049	Burwardsley - Stump Grinding
19/12/2025	Caddis Ltd	SI-42794	2,939.58	PO 24-059	Culvert Maintenance
19/12/2025	Caddis Ltd	SI-42793	3,072.00	PO 25-047	Wheelock Close - Hedge Removal
19/12/2025	Countrywide Grounds Maint.	664710	6,729.12	PO 24-051	Dec-2025 Contract
19/12/2025	Northwich Town Council	9018	388.80	PO 25-011	Road Sweeping
19/12/2025	Tatton Fencing Ltd	5241	1,056.00	PO 25-045	Dukes Way 1 Fencing
19/12/2025	Spencer Jewitt	BACS	60.00	Clerk	Expenses - Payment to Santa
19/12/2025	Northwich Tree Surgery	1111	1,440.00	PO 25-046	High Priority Tree Works
19/12/2025	Kingsmead Primary School	BACS	200.00	2025/12/15 - 196.2	Donation - Music Stands
23/12/2025	Telecoms World Plc	DD	22.43	Ongoing Contract	Nov-2025 VOIP Charges
31/12/2025	UNITY TRUST BANK	DD	10.80	Ongoing Contract	Nov-2025 Bank Charges
31/12/2025	Staff Costs	BACS	3,569.02	Contract	Dec-2025 Staff Costs
Total Payments			24,444.20		

Lloyds Bank Charge Card

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<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
16/12/2025	Cheshire W & Chester Council	CARD	495.00	2025/10/20 - 143.2d	Licence for Xmas Lighting
16/12/2025	TEMU.com	CARD	69.04	2025/11/17 - 170.3a	KPC Branded Pens
16/12/2025	Signs & Stickers Ltd	CARD	54.50	2025/11/17 - 170.3b	Volunteer Hi-Viz Vests
16/12/2025	Keep It Personal	CARD	51.90	Chair	Long service gift for LH
16/12/2025	Lloyds Bank	DD	3.00	Ongoing Contract	Nov-2025 Charge Card Fee
Total Payments			<u>673.44</u>		
