



## MINUTES

Minutes of a meeting of Kingsmead Parish Council held on Monday 19<sup>th</sup> January

Present: Cllr B Boylan, Cllr D Boylan, Cllr Herring, Cllr Logan, Cllr Lynch, Cllr Martin, Cllr Swift (Chair)  
Also present: Mrs W Maddock (Clerk & RFO) and Cllr Sinar (CWaC)

The meeting started at 7.30pm

219	<p><b>Apologies</b> Cllr Reed (family) and Cllr Weltman (family)</p>
220	<p><b>Declarations of Interest</b> No declarations of interest were made.</p>
221	<p><b>Public Forum</b></p> <p>221.1 Cheshire West and Chester Councillors – reports and updates. Cllr Sinar reported on the work that has been done on the community garden in Davenham, supporting the Davenham scouts in their planning application for a new scout hall, a green belt survey in Moulton and the work done by CWaC to fill pot holes in Davenham. It was acknowledged that the roads are deteriorating in Kingsmead as well, but work is prioritised by CWaC according to its criteria. Cllr Sinar reminded the council that applications for members' budget needs to be submitted before 30<sup>th</sup> January for grants this year. The council agreed to submit an application to fund new gazebos for use at community events.</p> <p>221.2 PCSO monthly report. The PCSO was unable to attend the council meeting, but the monthly newsletter, covering the period 1st to 20<sup>th</sup> Dec, was circulated to all councillors prior to the meeting. It is available on the Council website (Community Policing &gt; PCSO Monthly Reports). Cllr Swift also commented on the recent cases of ASB around Kingsmead, and the reports on Facebook about actions being taken by the PCSO. The council thanked PCSO Robertson for his swift intervention and the actions taken to minimise further problems.</p>
222	<p><b>Minutes</b></p> <p>To approve and sign the minutes of the following meetings:</p> <p>222.1 A meeting of Kingsmead Parish Council, held on Monday 15<sup>th</sup> December 2025 222.2 A meeting of the Finance Committee, held on Monday 5<sup>th</sup> January 2026. 222.3 A meeting of the Parks and Environment Committee, held on Monday 12<sup>th</sup> January 2026. <b>Resolved</b> – to approve the minutes of the meetings at 222.1 and 222.3, which were duly signed by the Chair. A clerical error was noted in the minutes at 222.2, which will be corrected, and the minutes then signed.</p>
223	<p><b>Casual Vacancy</b></p> <p>To receive an update about the casual vacancy and to agree next actions. <b>Noted</b> – that a Notice of Co-option has been published, with applications requested by Friday 30<sup>th</sup> January for a co-option to be considered in the February meeting.</p>
224	<p><b>Finance &amp; Administration</b></p> <p>224.1 To receive feedback from a Finance Committee meeting held on Monday 5<sup>th</sup> January and to note the following change to the council's Investments Policy:</p> <ul style="list-style-type: none"> <li>• To change the maximum that can be invested with a single provider to £120k, which reflects the latest change to FSCS rules.</li> </ul> <p><b>Noted</b> – that the Committee has carried out its quarterly review and signing off of bank reconciliations and reviewed the year-to-date expenditure, with no recommendations for changes to be made. The council agreed with the change to the Investments Policy which reflects recent FSCS updates.</p>

224.2  224.3  224.4	<p>To note the financial position as of 31<sup>st</sup> December 2025.  <b>Noted</b> - The following financial reports that were received:</p> <ul style="list-style-type: none"> <li>• Balance sheet as of 31-Dec 2025 (showing general reserves of £169,827)</li> <li>• Detailed Income and Expenditure report to 31-Dec 2025 (showing total expenditure ytd of £146,263, which is 58.6% of the annual budget).</li> </ul> <p>To consider and approve payments to be made in Jan-2026.  <b>Resolved</b> - that payments to the sum of £16,001.12 (circulated to all councillors prior to the meeting for review) should be approved for payment in Jan-2025. Payments are appended to the minutes</p> <p>To approve expenses for the Clerk for the period of Dec-2025.  <b>Resolved</b> - to approve the Clerk's expenses, which will be paid in Feb-2026.</p>
225  225.1  225.2  225.3	<p><b>225 Budget Proposal and Precept for 2026-27</b></p> <p>To consider and approve the proposed budget for 2026-2027.  <b>Resolved</b> - To approve the budget for 2026-2027 with a projected spend of £277,165.00.</p> <p>To note the Finance Committee's recommendation to set the following ear-marked reserves as part of the 2026-2027 budget:</p> <ul style="list-style-type: none"> <li>• Play equipment: an additional reserve of £2000.</li> <li>• Asset repairs/replacement: an additional reserve of £5000.</li> <li>• Events: an additional reserve of £186 (the balance of income from the Christmas event).</li> </ul> <p><b>Resolved</b> – to approve the ear-marked reserves for 2026-2027 as listed above.</p> <p>To consider and approve the precept for 2026-2027.  <b>Resolved</b> – to approve the precept for 2026-2027, to be set at a balancing sum of £223,115.00 giving a Band D charge of £116.90, which is a 0% increase on last year's charge.</p>
226	<p><b>226 Policy Review</b></p> <p>To consider and approve the following policies:</p> <ol style="list-style-type: none"> <li>a) Investments Policy (approved by the Finance Committee to adopt new FSCS limit)</li> <li>b) Communication &amp; Media Policy</li> <li>c) Community Engagement Policy</li> <li>d) Press &amp; Media Policy</li> </ol> <p><b>Resolved</b> – to approve the amendments to the Investments Policy (outlined in 224.1) and to re-adopt the other policies without amendment. Cllr Lynch agreed to look into getting the council's Facebook account re-instated as part of the council's Community Engagement Policy.</p>
227  227.1  227.2	<p><b>227 Planning</b></p> <p>To consider any planning applications received since the last meeting.</p> <ul style="list-style-type: none"> <li>• <u>10-12 Kingsmead Square (25/03991/FUL)</u> Installation of party wall, shopfront and rear fire exit along with removal of existing ancillary areas.</li> </ul> <p><b>Resolved</b> – that no comments be submitted for the above application.</p> <p>To note any planning decisions received since the last meeting.</p> <ul style="list-style-type: none"> <li>• <u>12 Dobell's Road (25/02691/FUL)</u> – Approved Demolition of existing rear conservatory and detached garage to side of dwelling, erection of two storey side and single storey rear extensions.</li> </ul> <p><b>Noted</b> – that the above application has been approved, following some amendments to the original proposal.</p>
228  228.1	<p><b>228 Parks and Environment</b></p> <p>To receive feedback from a P&amp;E Committee meeting held on Mon. 12<sup>th</sup> January and to note the following resolutions:</p> <ul style="list-style-type: none"> <li>• Approval of a quote to carry out Principle Inspections of 3 x footbridges and pond jetty.</li> <li>• Approval to install a grit bin on Burwardsley Way.</li> </ul>

228.2	<ul style="list-style-type: none"> <li>Approval for CWT to carry out works to minimise the recurrence of ASB incidents in Poors Wood at the rear of Woburn Close.</li> </ul> <p><b>Noted</b> – the instructions issued to carry out the above works. The council was particularly pleased that the bridges and pond jetty are being inspected, and also noted the positive feedback received from residents at Burwardsley Way following the prompt actions taken by KPC and Countrywide.</p> <p><b>To consider</b> a request to plant a tree on KPC land.</p> <p><b>Resolved</b> – to approve the resident’s request on the proviso that the resident is fully responsible for the maintenance of the tree.</p>
229	<p><b>Community</b></p> <p>229.1 To note any update regarding a request to hold a community dog show to raise money for Christies Charity and the Manchester Dogs Home at Saint George’s field later this year.  <b>Noted</b> – Cllr Herring provided an update about the proposed event, which is still in the planning stage. It is intended that any event being run will happen during the summer, but talks are still ongoing with the college about using their grounds for parking. This decision needs to be made before the scope of the event can be determined.</p> <p>229.2 To note the latest correspondence regarding reducing the number of PCSOs:  <ul style="list-style-type: none"> <li>Update letter from the Assistant Chief Constable (ACC).</li> <li>A letter from the Police &amp; Crime Commissioner (PCC).</li> <li>A survey from the PCC about additional funding through the police precept to retain PCSOs.</li> </ul> <b>Noted</b> – the correspondence received from the ACC and PCC, which the council did not think fully responded to the questions raised about the proposed plan to reduce PCSO numbers. However, it did acknowledge the work being done by the PCC to raise additional funding through the police precept, which would enable the full quota of PCSOs to be retained across Cheshire. It was agreed that the link to the PCC’s consultation should be posted on Facebook for residents to participate.</p> <p>229.3 To confirm dates for community litter picks in 2026.  <b>Resolved</b> – to continue holding the community litter picks on the last Sunday of each month, except in August and December. Unfortunately, the first litter pick, scheduled for 25<sup>th</sup> January, may need to be cancelled as no councillors are available to manage the event.</p>
230	<p><b>ChALC Updates</b></p> <p><b>To consider</b> the following surveys / training events circulated by ChALC:</p> <ul style="list-style-type: none"> <li>CWaC – Planning for the Future Online Survey.</li> <li>Have your say on Cheshire Fire and Rescue Service’s 2026/27 budget.</li> <li>Carbon Literacy Training for Town and Parish Councils.</li> </ul> <p><b>Noted</b> – the surveys and events circulated by ChALC.</p>
231	<p><b>Resident Matters</b></p> <p>To note resident communications and to consider any actions as appropriate.  <b>Noted</b> – concerns raised about the ASB around Coronet pond, which the council was pleased to report is being dealt with by the PCSO. Ongoing concerns about abandoned vehicles on Bickley Close, which have been reported to the police, along with issues of bins not being stored correctly, which have been passed to the managing agent. A concern has been raised about residents allowing their boundary hedges to overhang the footpaths (which restricts the path for those with prams and mobility issues) and the council advised that this should be reported to CWaC, who have a process for dealing with these issues.</p>
232	<p><b>Clerk’s Report</b></p> <p>To receive an update on issues not covered elsewhere on the agenda and to note any actions.  <b>Noted</b> – that the evaluation of the ground’s maintenance tender has been completed and the panel is ready to make a recommendation. It was agreed to hold an extraordinary meeting on Monday 26<sup>th</sup> January for council to review the recommendation and resolve the award of the contract. The siting of signs commissioned from NTC were confirmed on a walk-round with Cllr AS and the clerk. Countrywide have been instructed to ensure that all bins are locked after they’ve been emptied, they have agreed to re-site a bin at Coronet pond, to help minimise further incidents of ASB</p>

	and also to secure a bin on Duke's Way. Nominations have been requested from ChALC for a Chair or Town Mayor to attend a Buckingham Palace Garden Party, and council agreed to nominate Cllr Helen Weltman. Information was also shared about future ChALC training. Council was asked if it still wished to support a plan from Moulton Parish Council to hold an inter-village summer Olympics and it agreed that it was in favour, in principle, of the initiative, pending further information. Cllr Beverley Boylan agreed to act as the KPC representative.		
<b>233</b>	<b>AOB</b>  Items to be placed on the agenda for future meetings. There were no items requested for future meetings.		
<b>234</b>	<b>Next Meetings</b>	Parks and Environment Committee	Monday 2 <sup>nd</sup> February at 7.30pm in Kingsmead School
		Kingsmead Parish Council	Monday 9 <sup>th</sup> February at 7.30pm in Kingsmead School

The meeting closed at 9.23pm.

## List of Payments made between 01/01/2026 and 31/01/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/01/2026	The Storage Team	DD	129.60	Ongoing Contract	Jan-2026 Storage Rental
12/01/2026	Hutchinson 3G	DD	21.66	Ongoing Contract	Dec-2025 Mobile
16/01/2026	Lloyds Bank Charge Card	TRANSFER	15.00		Charge Card Purchases and Fee
23/01/2026	Staff Expenses	BACS	33.39	2025/12/15 - 191.4	Nov-2025 Staff Expenses
23/01/2026	Caddis Ltd	SI-42827	300.00	PO 25-057	Burwardsley Way Stump Grinding
23/01/2026	Caddis Ltd	SI-42826	2,352.00	PO 25-056	Styal Close - Tree Work
23/01/2026	Cheshire Wildlife Trust	CARD	200.00	2026/01/12 - 216.3b	Remedial Work re ASB
23/01/2026	Countrywide Grounds Maint.	669433	6,729.12	PO 24-051	Jan-2025 Contract
23/01/2026	CHALC	BACS	25.00	Clerk	Code of Conduct Trg - DH
23/01/2026	CHALC	BACS	25.00	Clerk	Roles & Resp. Trg - DH
23/01/2026	Telecoms World Plc	DD	22.43	Ongoing Contract	Dec-2025 VOIP Charges
23/01/2026	NALC	BACS	42.00	Clerk	Funding Event - Clerk
23/01/2026	Countrywide Grounds Maint.	671717	1,431.00	PO 25-054	3x Litter Bins
23/01/2026	Caddis Ltd	SI-42871	756.00	PO 24-059	Coronet Pond - Winter Maint
23/01/2026	Morrall Play Services	2331	540.00	PO 23-199	Oct-2025 Annual Play Insptn
31/01/2026	UNITY TRUST BANK	DD	9.90	Ongoing Contract	Dec-2025 Bank Charges
31/01/2026	Staff Costs	BACS	3,569.02	Contract	Jan-2026 Staff Costs
<b>Total Payments</b>			<b>16,201.12</b>		

**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>
16/01/2026	Waitrose	CARD	12.00	Chair	Long Service Gift for LH
16/01/2026	Lloyds Bank	DD	3.00	Ongoing Contract	Dec-2025 Charge Card Fee
<b>Total Payments</b>			<u>15.00</u>		

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