KINGSMEAD
PARISH COUNCIL

Clerk: Wendy Maddock Tel: 07737 334504 E: clerk@kingsmeadparishcouncil.gov.uk

**AGENDA**

Notice is hereby given of a meeting of Kingsmead Parish Council to be held on
**Monday 21st September 2026 at 7.30pm in Kingsmead School, Dukes Way,**
where the following business will be considered and transacted.

All councillors are hereby summoned to attend.

| | | |
|---|---|---|
| **087** | **Apologies** | **To receive**, with explanation, apologies for absence. |
| **088** | **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. |
| **089** | **Co-option** | **To receive** applications for the casual vacancy and **to approve** a co-option as appropriate. |
| **090** | **Public Forum** | 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. The following will also be included in the public forum:<br><br>090.1. Cheshire West and Chester Councillors – reports and updates<br>090.2. PCSO monthly report |
| **091** | **Minutes** | **To approve and sign** the minutes of the following meetings:<br><br>091.1. A meeting of Kingsmead Parish Council held on 20th July 2026.<br>091.2. A meeting of the Parks and Environment Committee held on Monday 7th September 2026. |
| **092** | **Finance & Administration** | 092.1. **To receive** bank statements and **to approve** the bank reconciliations to the end of Aug-2026.<br><br>092.2. **To note** the receipt of monies to the Unity Trust Current account during July and Aug-2026:<br>a) Bank interest from the Hampshire Trust account of £3,010.58.<br>b) Receipt of £10,863.69 from HMRC for reclaimed VAT.<br>c) Receipt of £382.62 from CWaC for crown roundabout maintenance.<br>d) Receipt of a £300.00 grant from CWaC Members' Budget.<br><br>092.3. **To note** the financial position as of 31st Aug 2026.<br><br>092.4. **To consider and approve** the following payments:<br>a) Payments made in Aug-2026 in line with council resolution 2026/07/20 – 071.4.<br>b) Payments to be made in Sept-2026.<br><br>092.5. **To note** the LGS Pay Award for 202-27 and **to approve** a salary increase for the Clerk/RFO with effect from 1st April 2026, to be confirmed by the Chair with the KPC payroll provider.<br><br>092.6. **To approve** expenses for the Clerk for the period of July and August-2026.<br><br>092.7. To receive the External Auditors report as follows:<br>a) **To approve** any further actions as indicated.<br>b) **To note** the conclusion of audit for the financial year 2025-2026.<br><br>092.8. **To approve** a change of mobile provider and cancellation of the VOIP system.<br><br>092.9. **To approve** adopting a PO Box address for the council. |
| **093** | **Planning** | 093.1. **To note** any planning applications received since the last meeting: |


*Wendy Maddock*

| | | | |
|---|---|---|---|
| | | • Land Adjoining Greenways 13 Graingers Road (25/02782/FUL)<br>Erection of 2 no. detached 4-bedroom dwellings with integral garage.<br>The closing date on this application was 19th August. It was reviewed by the Planning Working Group (Cllrs Logan, Martin & Syed) - no comments were submitted.<br>• 1 Bickley Close (26/02564/FUL)<br>Single storey side extension, porch extension and solar panels to rear roof<br><br>093.2. **To note** any planning decisions received since the last meeting:<br>• 15 Seagrave Close (26/01926/FUL) - Approved<br>Replacement and change of colour to existing windows and doors<br><br>093.3. **To receive** an update from CWaC about the Local Plan and **to note** the scoping consultation. | |
| **094** | **IT Update & Comms** | 094.1. **To note** the new parish council website is now live at www.kingsmeadparishcouncil.gov.uk<br><br>094.2. **To confirm** that all new email addresses are active (the new email address format is name@kingsmeadparishcouncil.gov.uk).<br><br>094.3. **To confirm** the next newsletter and further resident communications. | |
| **095** | **Parks and Environment** | 095.1. **To receive** feedback from a meeting of the P&E Committee held on Monday 7th September.<br><br>095.2. **To consider** a request from the owners of 1 Wheelock Close to adopt land at the rear of the property.<br><br>095.3. **To consider** actions to be taken regarding fly tipping on St George's field.<br><br>095.4. **To receive** an update about the Wilton Close short-cut and **to approve** any actions. | |
| **096** | **Community** | 096.1. **To consider** a request for funding to supply hats for the new Mini-Police recruits.<br><br>096.2. **To note** the next community litter pick on Sunday 27th September. | |
| **097** | **Events** | 097.1 **To receive** an update from the Events WG regarding planning for the Christmas event.<br><br>097.2 **To approve** the following expenditure for Christmas:<br>a) Hire of equipment (Santa's Grotto, Snow Globe and Hook-a-Duck stall) from The Fun Experts<br>b) Event management package from Mack's Music (including live band)<br>c) Hire of donkeys from Alwood Donkeys<br>d) Christmas Lights (clocktower and roundabout) from The Christmas Decorators | |
| **098** | **Resident Matters** | **To note** resident communications and **to consider** any actions as appropriate. | |
| **099** | **Clerk's Report** | **To receive** an update on issues not covered elsewhere on the agenda and **to note** any actions. | |
| **100** | **Future Agenda Items** | Items to be placed on the agenda for future meetings. | |
| **101** | **Next Meetings** | Finance Committee | Monday 5th October at 7.30pm in Kingsmead School |
| | | Parks & Environment Committee | Monday 12th October at 7.30pm in Kingsmead School |
| | | Kingsmead Parish Council | Monday 19th October at 7.30pm in Kingsmead School |