KINGSMEAD
PARISH COUNCIL

MINUTES

Minutes of a meeting of Kingsmead Parish Council held on
Monday 15th June 2026

Present: Cllr B Boylan, Cllr Logan, Cllr Martin, Cllr Reed, Cllr Swift (Chair), Cllr Syed
Also present: Mrs W Maddock (Clerk & RFO), Cllr Sinar (CWaC) and eight members of the public.

The meeting started at 7.32pm.

036	**Apologies** Cllr D Boylan (medical), Cllr Herring (holiday)
037	**Declarations of Interest** No declarations of interest were made.
038	**Public Forum** Three members of the public attended the meeting to provide an update about parking issues around SJD. They started by thanking the CWaC councillors for their help in getting yellow zig-zag lines re-painted at the entrance to SJD and also their pledge to fund additional parking cones. It was confirmed by Cllr Sinar that work is ongoing to have a single yellow line (with time restrictions) painted between SJD and the crown roundabout; it was hoped this would be completed for the start of the next term. The residents also requested permission from KPC to hang "no parking" banners on the railings of Wyndham Close and asked if KPC could fund this initiative. It was confirmed this was an agenda item for discussion (item 046.2). The residents re-iterated that the issue also needed tackling at source, i.e. directly by SJD, and it was confirmed that discussions are ongoing. Two members of public asked if the council would consider granting permission to have a pop-up coffee pod pitched, for a set number of hours each week, on the car park at the end of Bickley Close. The idea was discussed and some concerns raised about how local residents would react to the idea, along with its possible impact on the café at Anderton Place. Two members of public requested that action be carried out to improve the accessibility of a path between Harewood Close and London Road, which is badly overgrown. The Chair detailed how the path is not owned by KPC or CWaC, although work has now been started by CWaC to formally adopt the path. The council agreed to investigate the problem and consider taking short term actions to resolve the situation. The clerk agreed to keep the residents up dated if they provided contact details. 038.1 Cheshire West and Chester Councillors – reports and updates Cllr Sinar provided an update about the work being done to assist the residents of Wyndham Close and the issues being caused by students, etc. from SJD parking on the streets. Work is ongoing to see if a council tax band review can be initiated for residents in flats on the estate who are paying band D charges in a 1-bedroom flat. The issue of potholes continues to be flagged across the whole of the ward. Cllr Reed asked if it could be confirmed whether the correct planning permission had been obtained for the parking restrictions on Kingsmead Square. Cllr Swift thanked Cllr Sinar for the contribution made by both ward councillors towards the purchase of 2x new gazebos for KPC. 038.2 PCSO monthly report The PCSO was unable to attend the council meeting. The monthly newsletter for May was circulated to all councillors prior to the meeting, and is available on the Council website (Community Policing > PCSO Monthly Reports) or using the link: 2026-06-PCSO-Monthly-Report-Covering-1st-to-31st-May.pdf
039	**Minutes** To approve and sign the minutes of the following meetings: 039.1 The Annual Parish Meeting held on 18th May 2026. 039.2 The Annual Meeting of Kingsmead Parish Council held on Monday 18th May 2026.

039.3 039.4	An extraordinary meeting of Kingsmead Parish Council held on Monday 8th June 2026. A meeting of the Parks and Environment Committee held on Monday 8th June 2026. **Resolved** – that the minutes were a correct record of each meeting and should be signed by the Chair.
040	**Casual Vacancies** To note that CWaC confirmed there had been no petition for election on 4th June. A co-option notice has been posted on the website and notice board asking for applications by Friday 10th July. ***Noted*** – that the co-option notice had been posted and one resident had expressed an interest in the role.
041	**Finance & Administration**
041.1	To receive bank statements and to approve the bank reconciliations to the end of May-2026. **Resolved** – to approve the bank statements and reconciliations to the end of May-2026 for the following accounts, which were duly signed by the Chair: Unity Trust Bank (cashbook), Unity Trust Deposit account, Nationwide 125-day saver account, Redwood Bank and Hampshire Trust Bank.
041.2	To note the financial position as of 31st May 2026. ***Noted*** - The following financial reports that were received: • Balance sheet as of 31st May 2026 (showing general reserves of £288,455) • Detailed Income and Expenditure report to 31st May 2026 (showing total expenditure ytd of £30,584, which is 11.3% of the annual budget).
041.3	To consider and approve the payments for June-2026. **Resolved** – that payments to the sum of £22,031.68 (circulated to all councillors prior to the meeting for review) should be approved for payment in June-2026. The list of payments is available to view on the website: 2026-06-List-of-Payments-made-between-1st-to-30th-June-2026.pdf
041.4	To approve expenses for the Clerk for the period of May-2026. **Resolved** - to approve the expenses for May-2026, will be paid in July.
041.5	To consider next actions to agree a second/supplemental wayleave agreement with Cadent. **Resolved** – to agree a supplemental wayleave agreement under the same terms as the current agreement.
041.6	To approve the Clerk attending a NALC training course on using social media. **Resolved** – to approve the NALC training course at a cost of £35 (plus VAT)
042	**KPC Policy Review** To consider re-adopting the following policies for 2026-2027: a) Standing Orders b) Risk Management Register **Resolved** – that the above policies are approved for use in the forthcoming year.
043	**Planning** To note any planning applications or decisions received since the last meeting. ***Noted*** - that no applications or decisions had been received.
044	**IT Working Groups** To consider the following recommendations from the IT working group: a) To outsource hosting of the KPC website to "My Parish Council" at a cost of £26/month, with an additional one-off set-up cost of £500. **Resolved** – to approve outsourcing the KPC website to "My Parish Council". b) To adopt a "gov.uk" domain name at a cost of £35pa. **Resolved** – to approve adopting the new domain name "kingsmeadparishcouncil.gov.uk". c) To retain the kingsmeadpc.org.uk domain for a minimum of 3-years. **Resolved** – that the parish council should retain ownership of the kingsmeadpc.org.uk domain name to prevent it being used by any third parties.

045	**Parks and Environment**
045.1	To receive feedback from a meeting of the P&E Committee held on Monday 8th June. ***Noted*** – that there were concerns about whether Countrywide are managing the contract in compliance with all the contract terms, which were to be addressed at a meeting on Thursday 18th June between the Clerk and the Contract Manager.
045.2	To consider a quote from NTC to replace the downlighters on the Kingsmead Clock Tower. **Resolved** – to approve a quote from NTC at a cost of £850 (plus VAT) to provide safe access to the downlighters on the clock tower, assess the bulbs required and replace them if they are readily available from a local supplier. NTC will also be asked to provide a simple circuit diagram if possible.
045.3	To consider a quote from Caddis to cut back and tidy hawthorn hedging along the A533 Kingsmead road. **Resolved** – to defer this decision to the next P&E Committee meeting, pending receipt of a quote from Caddis.
045.5	To consider if action should be taken to stop parking on verges adjacent to Capesthorne Close play area. **Resolved** – following a discussion about how parking on grass verges could affect buried utility services, it was agreed that a post should be placed on Facebook advising all Kingsmead residents of this issue.
046	**Community**
046.1	To receive the following update from a Governors meeting at SJD College (Cllr Martin): • Parking in the vicinity of the college and their commitment to limit their enrolment to 2,050 students. ***Noted*** – That the Principal of SJD confirmed they are committed to limiting the enrolment at the college to the 2025/26 level, which is a total of 2,050 students pa. It was acknowledged that there is an issue with parking around the college, but that they are working with the local PCSO to minimise the problem and are in support of more cones being put out. Furthermore, the college supports the idea of Monarch Drive having a single yellow line in the immediate vicinity of the entrance. • The St George's Field dog show and SJD's response to assist with parking. ***Noted*** – that the college was unable to assist with providing parking for this event as it is prevented from having dogs within its grounds.
046.2	To consider the following requests from residents of Wyndham Close: a) Permission to hang road traffic banners on the railings opposite SJD **Resolved** – to approve granting permission for banners to be hung on the railings opposite SJD. b) To provide funding for the purchase of the banners. **Resolved** – to approve purchasing 3x banners to help deter inconsiderate and illegal parking.
046.3	To note the next Manchester Airport parish council forum and to consider if a councillor should attend. ***Noted*** – that Cllr Swift offered to attend the next Manchester Airport parish council forum.
046.4	To receive the mid-term update from the Cheshire Police & Crime Commissioner. ***Noted*** – the mid-term update from the Cheshire PCC, highlighting actions taken including its "Fresh Start" programme, which supports people on probation into long-term employment, a project for "phone-free education", a domestic abuse intervention pilot, which it is hoped will be rolled out across all of Cheshire, support for retaining as many PCSOs as possible and the introduction of "Citizens' Assemblies".
046.5	To note the next community litter pick on Sunday 28th June. ***Noted*** – the date of the next community litter pick, which will be managed by Cllr Herring.
047	**Resident Matters** To note resident communications and to consider any actions as appropriate. ***Noted*** – a message of thanks received from a resident for all the work, commitment and time contributed by members of the parish council. Also, a message from a resident expressing concerns about the power outages that had occurred across parts of the estate, which the council acknowledged but also noted had no powers or authority to act. Further communications received since the last meeting and the actions being taken to resolve any issues were also noted.

048	**Clerk's Report** To receive an update on issues not covered elsewhere on the agenda and to note any actions. ***Noted*** – that the Clerk met with Countrywide at their offices in Crewe to review the use of their SimPro management portal but agreed that it was not useful to KPC as a reporting tool. CW have been instructed that they need to continue with monthly reporting as per the contract, and also to start providing before/after photos of the bins being emptied. Several ad-hoc jobs were discussed for completion, and quotes were requested for additional works to be added (after agreement) to the contract. PCSO Hambleton was informed of damage in woodlands, where it appears that attempts are being made to create cycle tracks. The PCSO was aware of this problem and it has been added to the patrol list. The Asst CC of Cheshire Police was contacted for an update about the new community policing model, and an invite has now been received from the Local Policing Unit Inspector for Northwich and Winsford for a meeting to discuss PCSO staffing and future plans for Neighbourhood Policing. This invite has been extended to the Chair and a meeting date will be confirmed in the next few weeks. The proposed benches at Duke's Way 2 have been delivered and a meeting held with NTC on 9th June to confirm where they should be installed. Consultation letters have been delivered to houses in the immediate vicinity of the play area, informing them of the plans and inviting feedback before final installation is carried out. The defibrillator checks are up to date. Details were provided for the AGM of the Cheshire and Warrington Combined Authority on Monday 22nd June at 10.30am in Crewe Alexandra Football Club. Details were also provided for ChALC Online Training Events, including the CWaC Code of Conduct and Chairmanship for Local Councils.		
049	**Future Agenda Items** Items to be placed on the agenda for future meetings. • Presentation for ex-Cllr Weltman		
050	**Next Meetings**	Finance Committee	Monday 6th July at 7.30pm in Kingsmead School
		Parks & Environment Committee	Monday 13th July at 7.30pm in Kingsmead School
		Kingsmead Parish Council	Monday 20th July at 7.30pm in Kingsmead School

The meeting closed at 9.34pm

Current Bank A/c

List of Payments made between 01/06/2026 and 30/06/2026

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/06/2026	The Storage Team	DD	129.60	Ongoing Contract	June-2026 Storage Rental
12/06/2026	Hutchinson 3G	DD	23.56	Ongoing Contract	May-2026 Mobile
16/06/2026	Lloyds Bank Charge Card	TRANSFER	3.00		May-2026 Charge Card Fee
19/06/2026	Staff Expenses	BACS	42.08	2026/05/18 - 013.4	Apr-2026 Staff Expenses
19/06/2026	Countrywide Grounds Maint.	694969	7,316.41	PO 26-001	June-2026 Contract
19/06/2026	Caddis Ltd	SI-43024	2,348.40	PO 26-006	May-2026 Ponds Contract
19/06/2026	Caddis Ltd	SI-43027	300.00	PO 26-004	Tree Work - opp. Mayfair Drive
19/06/2026	Countrywide Grounds Maint.	695752	384.00	PO 26-012	Pyracantha at Capesthorne
19/06/2026	Caddis Ltd	SI-43026	78.00	PO 26-015	Knightsbridge - Strimming
19/06/2026	Groundwork & Leisure Services	G7550	1,080.00	PO 26-005	Capesthorne Park Repairs
19/06/2026	Northwich Town Council	9498	240.00	PO 25-001	May-2026 Grass Cut x2
19/06/2026	Northwich Tree Surgery	INV-1292	1,440.00	PO 26-011	Tree Survey Work
19/06/2026	Northwich Tree Surgery	INV-1287	1,440.00	PO 26-010	Tree Survey Work
19/06/2026	Caddis Ltd	SI-43031	1,560.00	PO 26-009	Tree Survey Work - Gp 11
19/06/2026	Caddis Ltd	SI-43032	1,536.00	PO 26-008	Tree Work - Wilton Close
23/06/2026	Telecoms World Plc	DD	22.43	Ongoing Contract	May-2026 VOIP Charges
30/06/2026	UNITY TRUST BANK	DD	9.55	Ongoing Contract	May-2026 Bank Charges
30/06/2026	Staff Costs	BACS	4,078.65	Contract	June-2026 Staff Costs
		Total Payments	22,031.68		

Kingsmead Parish Council Current Year

Lloyds Bank Charge Card

List of Payments made between 01/06/2026 and 30/06/2026

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
16/06/2026	Lloyds Bank	DD	3.00	Ongoing Contract	May-2026 Charge Card Fee

Total Payments 3.00