Kingsley Parish Council

Kingsley Parish Council
The Boardroom
Kingsley Cemetery
Hollow Lane
Kingsley
Cheshire
WA6 8EF

www.kingsleyparishcouncil.org.uk
parish.clerk@kingsleyparishcouncil.org.uk

Proper Officer: Mr Luke Trevaskis

16 November 2023

To: **Members of Kingsley Parish Council**

Dear Councillor,

Dated this sixteenth day of November 2023, you are hereby summoned to attend a meeting of Kingsley Parish Council to be held at 19:00 on the twenty-first day of November 2023 in Kingsley Community Centre, 34 Smithy Lane, Kingsley, Frodsham, WA6 8ED.

Note to Councillors:

If you are unable to attend the meeting, please notify the Proper Officer of your apologies.

Note to Public:

Members of the public wishing to address the Council are advised to notify the Proper Officer before 10am on the day of the meeting. Permission to speak at the meeting will be at the discretion of the Chairman. Public participation session at a meeting shall not require response or debate. If the representation made is considered outside the remit of Kingsley Parish Council, residents will be referred to the principal authority or other appropriate body.

Your sincerely,

Mr Luke Trevaskis
Proper Officer

AGENDA

1. **Apologies** - to receive apologies for absence.

2. **Declarations** - to note declarations of members' interests.

3. **Public Participation** - to receive representations from members of the public for a period of time not exceeding fifteen minutes, noting each member of the public is permitted to speak for no longer than three minutes.

4. **Minutes** - to receive and confirm the minutes of the last meeting.

5. **Finance**

    i. To consider and agree the donation sum to the Royal British Legion.

6. **Playing Field**

    i) To consider the quote for the removal of moss on all playground equipment and infrastructure currently causing a slipping hazard.
    ii. To receive an update on the Community Orchard.
    iii. To receive an update on the repairs works to the play areas.

7. **Cemetery**

    i. To consider the updated contract specification for the cemetery maintenance and agree a method to advertise to potential contractors.
    ii. To consider the revised cemetery risk assessments.
    iii. To consider the quotes for the remedial works required to the benches.
    iv. To consider the quotes for the drafting of the option agreement for the proposed cemetery extension.
    v. To consider the future use of the Boardroom, and agree what actions need to be undertaken to ensure the space becomes a facility that can be used by members.

8. **Village Projects**

    i. To receive an update regarding the coop ramp.
    ii. To receive an update regarding the Christmas tree.
    iii. To consider the costing to purchase the festoon lighting that has been installed by the Christmas Decorators.
    iv. To consider the costing for the Christmas lights required to replace the redundant festoons.
    v. To consider the drafted risk assessments for general village projects / maintenance.

9. **Planning** - to consider Planning Applications and agree actions.

10. **Chairman's Report** - to receive any updates from the Chairman.

11. **Borough Councillor Report** - to receive a report on matters of interest.

12. **Next Meeting** - to note the date of the next meeting.

13. **Staffing** - to discuss whether the current staffing resource is sufficient to manage the workload of the Council and consider any areas were efficiencies, or working structures, can be amended to improve service delivery.