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Kingsbrook Parish Council Meeting Minutes on 13 October 2021 at 7.30pm

Present:

Parish Councillors: James Ingall (JI), John Watson (JW), Adam Bennitt (AB), Ravindran Buvanachandran (RB), Vicki Boyton (VB) and Brian Roberts (BR)

Clerk: Melody O'Donnell (MOD)

Apologies: Adam Bennitt (AB), Rob Parrott (RP) and Penny Clarke (PC)

| Item | | Notes |
|-------|--|--|
| 11/01 | Apologies | Apologies have been received from AB, RP and PC. |
| 11/02 | Declarations of interest | None of the Councillors raised any declarations of interest. |
| 11/03 | Minutes | RESOLVED Minutes from the previous meeting were agreed. |
| 11/04 | Public Open Forum | Speeding on Bellingham Way was raised. |
| 11/05 | Budget | 6 monthly budget update was presented by MOD. RESOLVED that this was approved together with the following spending: <ul style="list-style-type: none"> • Telephone contract (value of £25 a month per employee) • Computer (value of £250 per employee) • Project co-ordinator role (£25K - £35K) |
| 11/06 | Planning Applications & Planning Matters | No comments on planning application for 7&9 Emerald Way. RESOLVED for the clerk to confirm no issues noted by the PC on the consultation forum. |
| 11/07 | Committee updates | Community growing project Arrange meeting with Church, Scouts & Env Comm. re community allotment. Speeding Bellingham Way & Radar sign <ul style="list-style-type: none"> • Get an updated quote from supplier Get an updated site map from Dan Poll |

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|-------------------------------------|--------------------------|--|-------------------------------------|------|--------|---------------------|----------|--------|----------------|-------|--------|------|--------------|--------|------|----------|--------|
| | | <p>Summer fete feedback</p> <ul style="list-style-type: none"> • Not so keen having it across two sites • Bouncy castles were not run well <p>Fireworks</p> <ul style="list-style-type: none"> • RESOLVED spend as per budget presented • RESOLVED additional spend on hi vis jackets <p>RESOLVED to add Rebecca Benfield-Martin to events and communications committee</p> | | | | | | | | | | | | | | | |
| 11/08 | Neighbourhood Plan | No update | | | | | | | | | | | | | | | |
| 11/09 | Strategic plan | <p>Initial budget for taking on the available R's areas was presented. RESOLVED that in principle this will happen.</p> <p>RESOLVED to hire a project co-ordinator to take the project forward.</p> | | | | | | | | | | | | | | | |
| 11/10 | Residents' issues | No issues raised. | | | | | | | | | | | | | | | |
| 11/11 | Financial update | <p>RESOLVED to add MOD to bank mandate for access and payments.</p> <p>September monthly spending was presented and APPROVED.</p> <p>RESOLVED to make the following payments:</p> <table> <tr> <td>James Ingall - reimbursement Costco</td> <td>Fete</td> <td>252.93</td> </tr> <tr> <td>James Ingall - Zoom</td> <td>IT costs</td> <td>143.88</td> </tr> <tr> <td>PKF Littlejohn</td> <td>Audit</td> <td>240.00</td> </tr> <tr> <td>SLCC</td> <td>Subscription</td> <td>155.00</td> </tr> <tr> <td>ILCA</td> <td>Training</td> <td>144.00</td> </tr> </table> <p>MOD left the meeting. RESOLVED that a payrise in line with NJC scales for LC2 be given to Clerk.</p> | James Ingall - reimbursement Costco | Fete | 252.93 | James Ingall - Zoom | IT costs | 143.88 | PKF Littlejohn | Audit | 240.00 | SLCC | Subscription | 155.00 | ILCA | Training | 144.00 |
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| James Ingall - Zoom | IT costs | 143.88 | | | | | | | | | | | | | | | |
| PKF Littlejohn | Audit | 240.00 | | | | | | | | | | | | | | | |
| SLCC | Subscription | 155.00 | | | | | | | | | | | | | | | |
| ILCA | Training | 144.00 | | | | | | | | | | | | | | | |
| 11/12 | Announcements | Nothing to note | | | | | | | | | | | | | | | |
| 11/13 | Matter of report | Nothing to note | | | | | | | | | | | | | | | |
| 11/14 | Date of the next meeting | <p>Meetings CLOSED at 21.35</p> <p>The next meeting will 8 November 2021 at 19.30 pm at the Primary School.</p> | | | | | | | | | | | | | | | |