



UPTON BY CHESTER AND DISTRICT PARISH COUNCIL

Upton Pavilion
Wealstone Lane
Upton
Chester
CH2 1HD

Clerk/RFO: Kim Gray (Mrs)

Email: clerk@uptonbychesterparishcouncil.gov.uk

Issued: 10/02/2026

Dear Member,

You are summoned to the Meeting of Upton-by-Chester and District Parish Council, to be held at 7.00 pm on Monday 16th February 2026 at Upton Pavilion, Wealstone Lane, Upton, Chester, CH2 1HD.

The business to be transacted at the meeting is detailed on the agenda below. Please note that Standing Orders will apply at this meeting. Members of the press and public are entitled to attend.

Signed *K Gray*

Clerk of the Parish Council

AGENDA

1. OPEN FORUM.

1.1 Members of the public will be invited to comment on any items on the agenda before business commences.

(New business should be brought to the attention of the Chair or Clerk at least one week prior to the meeting).

2. APOLOGIES FOR ABSENCE.

2.1 To receive apologies for absence as reported to the Clerk.

3. DECLARATIONS OF INTEREST.

3.1 Members are invited to declare any interests they may have in items on this agenda, as per Cheshire West & Chester Code of Conduct.

4. COMMUNITY SAFETY.

4.1 To receive a report from the PCSO on community safety and to consider any actions arising.

5. MINUTES.

5.1 To approve the Minutes of the PC meeting held on Monday 19th January 2026 as a true record and the Chairperson to sign.

Con'd.....

6. CLERK'S REPORT.

6.1 To receive a report from the Clerk.

7. COMMITTEE MINUTES.

7.1 To receive the Draft Minutes of the Planning Committee – 26/01/2026

7.2 To receive the Draft Minutes of the Finance Committee – 26/01/2026

8. FINANCES

8.1 To receive Payments Schedule – January 2026

8.2 To receive an update on the financial position of the Council at 30 December 2025

- Bank reconciliations – November & December
- Payments & receipts – November & December
- Budget monitoring – at 30 December

9. COMMUNICATIONS DEVELOPMENT EVENT

9.1 To receive a report from the Chair of the Council and recommendation from Jackie Weaver, ChALC moving forward.

10. CHARITY CLOTHES BANK

10.1 To consider request to locate a charity clothes bank in Upton on behalf of the Leukaemia & Myeloma Research UK, considering any further information sourced as agreed at the council meeting of the 16th June 2025, Min FC11.1/16/06/25.

11. BOROUGH COUNCILLOR'S REPORT

11.1 To receive a report from the Borough Councillors.

12. CORRESPONDENCE

12.1 The Clerk circulated an email inviting Councillors to attend Cheshire & Warrington Rural Needs Analysis -online consultation, Thursday 26th February at 5pm. Cllr C Jeffery will be attending.

13. CO-OPTION

13.1 To consider two co-option applications and vote accordingly

If elected, the new Councillor/s to sign the Declaration of Acceptance.

14. DATE OF THE NEXT MEETING.

14.1 To note the date and time of the next full Council meeting on Monday 16th March 2026 at 7.00pm