



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: 10/03/2026

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 March 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 16th February 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 – 23/02/2026

7.2 To receive the Draft Minutes of the Finance Committee – 23/02/2026

8. FINANCES

8.1 To receive Payments Schedule – February 2026

8.2 To approve recommendations from the Finance Committee
To approve changes to the EMR.

9. RISK MANAGEMENT POLICY

9.1 To approve the Risk Management Policy.

10. ASSET REGISTER

10.1 To approve the Assets Register

11. ANNUAL FEES & CHARGES REVIEW

11.1 To approve Pavilion Fees and Charges for 2026-27.

12. UPTON TENNIS CLUB

12.1 To approve Upton Tennis Club's Hirer's Agreement 2026-27.

13. ANNUAL ASSEMBLY

13.1 To remind Members that the Annual Assembly will take place Monday 23rd March 2026.

14. BOROUGH COUNCILLOR'S REPORT

14.1 To receive a report from the Borough Councillors

15. CORRESPONDENCE

15.1 The Clerk

13. DATE OF THE NEXT MEETING.

13.1 To note the date and time of the next full Council meeting on Monday 13th April 2026 at
7.00pm