UPTON BY CHESTER AND DISTRICT



PARISH COUNCIL

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Minutes of the Meeting of Upton by Chester and District Parish Council held on

01 April 2019, 7.30pm, at Upton Pavilion, Upton, Chester.

Present: Cllr A Bennion, Cllr M Bryan, Cllr S Eardley Cllr J Evans,

Cllr J Houlbrook, Cllr J Lee, Cllr M Lloyd, Cllr S Lloyd, Cllr H Mc Nae, Cllr A Paddock,

Cllr B Southward, Cllr K Vaughan and Cllr A Walmsley (Chairman).

In attendance: Mrs S Pollard (Clerk).

**36.19 OPEN FORUM.**

A resident from Upton Park attended the meeting to raise concerns regarding potential increase in noise and nuisance behaviour after the refurbishment of the children’s playground.

The resident would like to be consulted on the plans before further decisions are made.

Resolved: the matter will be referred to the QE II Sub-Committee for consideration; the clerk will continue to liaise with the resident.

**37.19 COMMUNITY SAFETY.**

No members of the Community Safety Team were present and no report was made available.

**38.19 APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Cllr Ford and Cllr Samuel.

Cllr Bartliff was also absent from the meeting.

**Resolved: noted.**

**39.19 DECLARATIONS OF INTEREST.**

No declarations of interest were made.

**40.19 MINUTES.**

**Resolved: the Minutes of the meeting held on Monday 25th February 2019 were confirmed as a correct record and signed by the Chairman.**

**The Part II Minutes of the meeting held on Monday 25th February were deferred for approval in Pt II of this meeting.**

**Proposed by Cllr M Lloyd, seconded by Cllr H McNae.**

It was reported that the Neighbourhood Development Plan timeline has been further adjusted and will be circulated to all members. The Steering Group would be grateful for additional help from anyone who has the time to carry out ad hoc tasks.

**Resolved: at the first meeting of the new Council, members will be appointed as soon as possible.**

**41.19 CLERK’S REPORT.**

**Resolved: that the report from the clerk be received.**

Further discussion took place regarding Minute no: 30.19 of the Parish Council meeting held on 25th February. The clerk requested clarification on the action required to follow up on an original enquiry to both CW&C Council and the Police and Crime Commissioner regarding the enforcement of 20mph speed limits in Upton.

During discussion on this item, words were directed by a particular Councillor to a fellow member which the Chairman ruled as inappropriate and unacceptable. The Councillor involved was invited to withdraw his remarks which he duly did with apologies.

**Resolved: Cllr Lee will consider the details in the responses from all parties and liaise with the Chairman and the clerk as to how to proceed.**

**42.19 COMMITTEE MINUTES.**

**Resolved: the Minutes of the committee meetings held since the last meeting, were received.**

Finance Committee, 4th March.

Communications Committee, 11th March.

General Purposes Committee, 11th March.

**Resolved: the resolution made by the General Purposes Committee to host a ‘More In Common Picnic’ on the QE II playing field will be referred back to the General Purposes committee as a new item to consider providing some complimentary ice creams.**

**43.19 FINANCE AND ACCOUNTS REPORTS**.

**Resolved: the payment of salaries and expenses and the payment of invoices for goods and services rendered were approved; receipts and current balances were noted.**

**Proposed by Cllr Houlbrook, seconded by Cllr Lloyd.**

**44.19 LOCAL COUNCIL AWARD SCHEME.**

**Resolved: the Parish Council confirmed that it has prepared the following statements.**

The Parish Council:

* Ensures that the council delivers value for money.
* Meets its duties in relation to bio-diversity and crime and disorder.
* Provides leadership in planning for the future of the community.
* Manages the performance of the council as a corporate body.
* Manages the performance of each individual staff member to achieve its business plan.

**Resolved: the draft Grievance Policy was approved.**

**45.19 NEW COUNCILLORS.**

The clerk presented a New Members Pack for consideration and requested comments.

**Resolved: that in addition to the prepared contents of the pack a parish map will also be included, along with information on the roles and responsibilities of committees.**

**46.19 OPERATION LONDON BRIDGE.**

Operations London Bridge is the Government directive on the protocol to be followed in the event of the death of Her Majesty Queen Elizabeth II.

Parish Councils are required to be familiar with the protocol and have an action plan in place.

**Resolved: that this will be referred to the Annual Meeting where a special working party will be set up to identify actions.**

**In the meantime the Parish Council Emergency Committee will be convened in the event of the death of Queen Elizabeth II ahead of an action plan being put in place.**

**47.19 INVITATIONS, CORRESPONDENCE AND PUBLICATIONS.**

None received.

**48.19 DATE OF THE NEXT MEETING.**

**Resolved: the date and time of the next meeting will be on Monday 20th May at 7.00pm; immediately proceeded by the Annual Parish Meeting at 6.30pm.**

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