



UPTON BY CHESTER AND DISTRICT PARISH COUNCIL

Upton Pavilion
Wealstone Lane
Upton
Chester
CH2 1HD
07584415343

Email: clerk@uptonbychester.org.uk

Dear Member,

You are summoned to the Meeting of the Community Engagement Committee to be held at 6.30 pm on Monday 22 January 2024 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 *Suzi Bull* Clerk/ Proper Officer to the Parish Council 17.01.24

AGENDA

1. APOLOGIES FOR ABSENCE.

To receive and note apologies for absence as reported to the clerk.

2. DECLARATIONS OF INTEREST.

Members are invited to declare any interests they may have in items on this agenda as per the Code of Conduct.

3. COMMUNITY SAFETY TEAM.

To welcome a representative of the Upton Community Safety Team and receive a report on police matters in Upton.

4. MINUTES.

For the Chairperson to sign the Minutes of the meeting of 27 November 2023.

5. CLERK'S REPORT.

To receive a report from the Clerk on actions taken on the resolutions of the last meeting.

6. ANNUAL FUN DAY.

- To approve a date for the Upton Annual Fun Day.
- To agree a program of action.

7. NEWSLETTER.

- To discuss and agree items for inclusion in the next newsletter.
- To confirm a timeline and method of distribution.

8. SMALL GRANT SCHEME.

To review the existing Small Grant Scheme and consider amendments.

9. ANNUAL ASSEMBLY.

- To consider and approve a date between 1 March and 1 June to hold the Annual Parish Assembly.
- To consider a venue and agenda for the Annual Parish Assembly.

10. DATE AND TIME OF THE NEXT MEETING.

To confirm that the date and time of the next meeting will be on 26 February 2024 at 6.30pm.