

UPTON BY CHESTER AND DISTRICT PARISH COUNCIL



Upton Pavilion
Wealstone Lane
Upton
Chester
CH2 1HD
07584 415343

Email: clerk@uptonbychester.org.uk



Dear Member,

You are summoned to the Meeting of Upton by Chester & District Parish Council to be held at 7.30pm on Monday 01 March 2021, via Cisco Webex – joining details available from the Clerk.

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 and there will be an 'Open Forum' for 10 minutes at the beginning of the meeting to raise any issues with the Parish Council.

22.02.21 Signed: *Suzi Pollard* Clerk and Proper Officer

AGENDA – Pt 1

1. OPEN FORUM.

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 clerk one week prior to the next meeting).

2. APOLOGIES FOR ABSENCE.

To receive apologies for absence as reported to the Clerk and approve reasons as necessary.

3. DECLARATIONS OF INTEREST.

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

4. COMMUNITY SAFETY.

To welcome members of the local community police team to the meeting to deliver a report on community safety.

5. MINUTES.

To confirm as a true record the Minutes of the meeting held on Monday 18 January 2021. **Enc**

6. CLERK'S REPORT.

To receive and note a report from the Clerk on action taken on resolutions made at the last meeting. **Enc**

7. COMMITTEE MINUTES.

To receive the Minutes of the committees held since the last meeting, to receive information and consider recommendations:

- Communications Committee 01 February.
Recommendation to approve the draft newsletter.
- QE II Sub-Committee 25 January and 22 February.
- Finance Committee 02 February.

8. NEIGHBOURHOOD DEVELOPMENT PLAN.

To receive an update from the Chairman of the Steering Group.

9. BOROUGH COUNCILLORS' REPORTS.

To receive information from Upton Borough Councillors on matters which affect Upton.

10. FINANCE AND ACCOUNTS REPORTS.

To approve the payment of salaries and expenses, to approve the payment of invoices for goods and services rendered, to note any receipts and details of current balances. **Enc**

11. PAVILION STAFF TRAINING.

To consider and approve a request for a staff member to attend a crown bowls coaching course. **Appendix 1 enc.**

12. WOODLAND CREATION SCHEME.

To consider a request to engage with CW&C Council regarding a joint project with Mersey Forest to create new woodlands. **Appendix 1 enc.**

13. PARKING ON GRASS VERGES.

To consider action to ensure that grass verges are restored by contractors on completion of work.

14. DEFIBRILLATORS IN TELEPHONE BOXES.

To consider information regarding adopting vacant telephone boxes in Upton to install defibrillators. **Appendix 1 enc.**

15. UPTON IN BLOOM.

To receive information and consider organising an 'Upton in Bloom' competition. **Appendix 1 enc.**

16. CORRESPONDENCE.

To receive and agree action on the following correspondence:

- Letter and email correspondence from Upton Park residents regarding flooding at the QE II playing field.
- Email correspondence regarding the tennis courts project.

Circulated via email and appendix 1

17. SANCTUARY HOUSING.

To resolve to write to Sanctuary Housing to request a line of communication with the Parish Council.

18. DATE OF THE NEXT MEETING.

To confirm that the date and time of the next meeting will be on 12 April 2021 at 7.30pm.

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