UPTON BY CHESTER AND DISTRICT



PARISH COUNCIL

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**Upton Pavilion**

**Wealstone Lane**

**Upton**

**Chester**

**CH2 1HD**

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**Email:** [**clerk@uptonbychester.org.uk**](mailto: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 07 December 2020, 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.

30.11.20 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. SUSTAINABLE TRANSPORT TASK FORCE.**

To welcome CW&C Council’s Sean Traynor to report on the work of the STTF.

**6. MINUTES.**

To confirm as a true record the Minutes of the meeting held on Monday 26 October 2020. **Enc**

**7. CLERK’S REPORT.**

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

**8. COMMITTEE MINUTES.**

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

Finance Committee 14 September, 5 October and 2 November. **Enc**

General Purposes Committee 2 November. **Enc**

Extraordinary Parish Council 9 November. **Enc**

Communications Committee 9 November. **Enc**

QE II Sub-Committee 23 November. **Enc**

**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. DRAFT BUDGET.**

To review the draft budget and agree further action.

**12. NEIGHBOURHOOD DEVELOPMENT PLAN.**

* To receive an update from the Chairman of the NDP Steering Group.
* To receive the Minutes of the meeting held on 23 November.

**13. VIRTUAL MEETIINGS / LIVE STREAM MEETINGS.**

To review current virtual meeting arrangements and consider the possibility of live streaming Parish Council meetings.

**14. PUBLIC SPEAKING AT COMMITTEE MEETINGS.**

To consider amending UPC Standing Orders to permit members of the public to speak at Committee Meetings.

**15. ACTIVE SAFE TRAVEL.**

A motion has been put to consider consulting with the Upton community (including the unparished area of the Upton Ward), on their views on active and safe travel in Upton. By way of a survey being delivered to each household and to present to the CW&C Council Sustainable Transport Task Force.

**16. FLOODING AT MARL HEYS.**

To consider a request for action from residents at Marl Heys regarding water surface flooding to properties adjacent to the playing field. **Enc**

**17. CYCLING PLAN FOR UPTON.**

To consider cycling plans put into place in other areas around Chester and agree an action for Upton.

<https://www.chestercyclecity.org/cycling-plan-for-south-east-chester/>

**18. CHRISTMAS.**

To approve spending for Christmas as per the report from the Communications Committee.

**19. DATE OF THE NEXT MEETING.**

To confirm the date and time of the next meeting.

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**Part II**

**20. BOWLING GREEN HEDGES.**

To appoint a contractor to carry out work on the bowling green hedges.