

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 11 October 2021, at Upton Pavilion, Wealstone Lane, Upton, Chester.

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.

05.10.21. 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.
- To approve the reason for Cllr Southward's absence for the last six months.
<https://www.legislation.gov.uk/ukpga/1972/70/section/85>

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 PCSO Beth George to the meeting to deliver a report on community safety.

5. NATURE RECOVERY CORRIDOR.

To welcome representatives from Chester Zoo to present information on the Nature Recovery Corridor.

6. MINUTES.

To confirm as a true record the Minutes of the meeting held on Monday 13 September 2021. **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 (**Enc**).
- To receive information and consider recommendations.

General Purposes Committee 20 September.

Communications Committee 4 October.

Finance Committee 4 October.

- To approve a recommendation for the use of section 106 resources.
- To approve a recommendation to set up a sub-committee of the Finance Committee for the purpose of consideration, planning and implementation of Pavilion development (Terms of reference to be approved).

9. NEIGHBOURHOOD DEVELOPMENT PLAN.

- To agree amendments to the Parish Council Action List.
- To approve a final version of the Parish Council Action List.

10. BOROUGH COUNCILLORS' REPORTS.

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

11. 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**

12. ADMINISTRATION OF AREA WARD FUNDING.

To consider a procedure for dealing with the administration of area ward funding to local groups and projects.

13. COMPLAINTS POLICY.

To approve the amended draft complaints policy. **Enc**

14. PLAYGROUND TENDER.

To approve a recommended contractor for the playground project. **Information to follow**

15. COMMEMORATIVE BENCH.

To further consider a request to place a commemorative bench on Parish Council land.

16. COMMUNITY ENGAGEMENT MEETING.

- To review the notes from the last Community Engagement Meeting and agree further action. **Enc**
- To consider holding further Community Engagement meetings.

17. DATE OF THE NEXT MEETING.

To confirm that the date and time of the next meeting will be on 11 October 2021 at 7.30pm.

.....

Part II

18. EMPLOYMENT COMMITTEE MINUTES

- To receive the Minutes of the Employment Committee held on 27 September. **Enc**
- To approve the resolutions made by the Employment Committee at the meeting held on 27 September.