

# UPTON BY CHESTER AND DISTRICT PARISH COUNCIL



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Dear Member,

You are summoned to the Meeting of Upton by Chester & District Parish Council to be held at 7.30pm on Monday 12 July 2021, at United Reformed Church Hall, Heath Road, 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.

06.07.21 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 the reason 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 14 June 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 (**Enc**), to receive information and consider recommendations:

Communications Committee 7 June.

Finance Committee 7 June.

General Purposes Committee 21 June.

**To hold a bowling event**

**To purchase poppies for lamp posts to support the RBL Centenary.**

Employment Committee 28 June – cancelled.

QE II Sub-Committee 28 June – cancelled.

Communications Committee 5 July – cancelled.

Finance Committee 5 July - cancelled.

#### **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. ASSETS REGISTER, RISK ASSESSMENT AND INSURANCE.**

To note and approve the assets register, risk assessment and insurance arrangements. **Enc**

#### **12. SECTION 106 MONEY.**

- To approve action recommended by Cllr Bennion as Chairman of the QE II Committee. **Enc**

**13. BROADCASTING PARISH COUNCIL MEETINGS.**

To consider whether the Parish Council should broadcast its meetings.

**14. STANDING ORDERS, FINANCIAL REGULATIONS AND POLICIES.**

- To approve Standing Orders, Financial Regulations and UPC Policies without amendment.
- To agree action to update and review all UPC policies.

**15. COMMEMORATIVE BENCH.**

To approve the placing of a stone memorial bench on the QE II playing field.

**16. ACCESS TO THE PLAYGROUND AND PLAYING FIELD.**

To consider safer access to the playground and playing field by families with young children. **Circ**

**17. DATE OF THE NEXT MEETING.**

To confirm that the date and time of the next meeting will be held on 13 September 2021 at 7.30pm.

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