

# UPTON BY CHESTER AND DISTRICT PARISH COUNCIL



Upton Pavilion  
Wealstone Lane  
Upton  
Chester  
CH2 1HD  
07584 415343

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 13 September 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.

06.09.21 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 12 July 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:

General Purposes Committee 19 July.

Communications Committee 6 September.

Finance Committee 6 September.

#### **8. NEIGHBOURHOOD DEVELOPMENT PLAN.**

Members are requested to:

- a. Approve the Submission version of the Neighbourhood Development Plan for consideration by Cheshire West and Chester Council under Regulation 15. (encs)
- b. Progress consideration of the *Suggested Actions for the Parish Council* to support the Vision, Objectives and Policies of the Neighbourhood Development Plan so that a final list can be agreed at the next Parish Council meeting. (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. REMEMBRANCE PARADE.**

- To consider information regarding traffic management at the Remembrance Parade and approve action.
- To agree that the Remembrance Parade will be led by the Parish Council and therefore be covered by its insurance policy.

**12. TREE PLANTING ON THE QE II PLAYING FIELD.**

To consider and approve the proposal to create a small woodland area on the playing field. **(see Clerk's Report)**

**13. CROWD FUNDING.**

To consider the use of Crowd Funding for Parish Council projects.

**14. ELECTRIC CAR CHARGING STATIONS AT THE PAVILION.**

To consider providing electric car charging points in the Pavilion car park. **(see Clerk's Report)**

**15. QUEEN ELIZABETH II JUBILEE CARNIVAL.**

To consider how the Parish Council may support the community in planning a Jubilee carnival.

**16. CHRISTMAS CAROLS EVENT.**

- To agree that this year's Christmas Carol singing event will go ahead as in previous years.
- To agree a working party to plan and facilitate the event (if approved).

**17. UPTON LANE BUS STOP.**

To agree a regular maintenance and cleaning schedule (with funding) for the Parish Council owned bus shelter on Upton Lane.

**18. COMMUNITY ENGAGEMENT MEETING.**

To remind Councillors of the third Community Engagement Meeting to be held on 16 September.

**19. 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.

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