



## \* UPTON BY CHESTER AND DISTRICT PARISH COUNCIL

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Dear Member,

You are summoned to the Meeting of Upton-by-Chester and District Parish Council, to be held at 7.30pm on Monday 13 December 2021 at Upton Pavilion, Wealstone Lane, Upton, Chester, CH2 1HD.

**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.**

Signed *Suzi Bull* Clerk/ Proper Officer to the Parish Council 07.12-.21

### AGENDA

#### 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 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 PCSO Beth George to the meeting.
- To receive a report on community safety. **Enc**

#### **5. MINUTES.**

To confirm as a true record the Minutes of the meeting held on Monday 15 November 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 22 November. **Enc**

Employment Committee 29 November – cancelled.

QE II Sub-Committee 29 November – cancelled.

Communications Committee 8 November - cancelled.

Finance Committee 8 November - 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. APPOINTMENT OF ADDITIONAL OFFICER.**

To approve a proposal, supported by the Employment Committee, to appoint an additional officer to the Council.

**12. BUDGET.**

To consider the draft budget. **Enc**

To agree amendments or approve the draft budget.

**13. QE II PROJECT UPDATE.**

To receive an update on the projects being led by the QE II Sub-Committee.

**14. POND.**

- To consider whether the new pond will require a surrounding fence.
- To consider a community 'event' to assist with the tree planting scheme on the QE II Playing Field.

**15. GRANT AWARD SCHEME.**

To consider an application from Upton Village Pre-School.

**16. JUBILEE PARADE FINANCIAL ASSISTANCE.**

To consider a request to assist the community working party in funding the proposed Community Jubilee Parade.

**17. INTEGRATED SUSTAINABLE TRANSPORT TASKFORCE.**

- To receive a brief update on the re-grouped ISTT (was Sustainable Transport Taskforce). **See Clerk's Report**
- To consider UPC's potential involvement with the project.

**18. COMMITTEE MEETINGS.**

- To consider the number of committee meetings.
- To review attendance at committee meetings.
- To consider whether to amalgamate some UPC committees.

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

To confirm that the date and time of the next meeting will be on 10 January 2022 at 7.30pm.

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