



UPTON BY CHESTER AND DISTRICT PARISH COUNCIL

Upton Pavilion
Wealstone Lane
Upton
Chester
CH2 1HD
07584415343

Email: clerk@uptonbychester.org.uk



Dear Member,

You are summoned to the Meeting of Upton-by-Chester and District Parish Council, to be held at 7.30pm on Monday 15 November 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 09.11.21

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. COMMUNITY RESILIENCE PLAN.

To welcome a representative from Cheshire Shared Services to present information on Community Resilience Plans.

6. MINUTES.

To confirm as a true record the Minutes of the meeting held on Monday 11 October 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 18 October – meeting cancelled.

Employment Committee 18 October – meeting abandoned, inquorate.

QE II Sub-Committee 25 October – meeting abandoned, inquorate.

NDP Steering Group 25 October – meeting cancelled.

Communications Committee 8 November. **Enc**

Finance Committee 8 November. **Enc**

9. NEIGHBOURHOOD DEVELOPMENT PLAN.

- To receive an update from the Chairman of the Steering Group.
- To approve a final draft of the Parish Council Action List. **Enc**

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. ENVIRONMENT POLICY.

To approve the draft Environment Policy. **Enc**

13. AMENDMENTS TO STANDING ORDERS.

To approve an amendment to UPC Standing Orders in the event of a meeting being inquorate for the purpose of proceeding with Parish Council business. **Enc**

14. QUEEN ELIZABETH II JUBILEE MEMORY BOX.

- To consider working with the community to put together a memory box to celebrate Her Majesty's Platinum Jubilee.
- To approve a Parish Council owned site to bury the memory box.

15. DATE OF THE NEXT MEETING.

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

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