

UPTON BY CHESTER AND DISTRICT PARISH COUNCIL



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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 18 January 2021, via Cisco Webex – joining details available from the Clerk.

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.

12.01.21 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 26 October 2020. **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, to receive information and consider recommendations:

Finance Committee 11 January. **Enc**

General Purposes Committee 11 January. **Enc**

QE II Sub-Committee 21 Dec. **Enc**

8. BOROUGH COUNCILLORS' REPORTS.

- To consider how the Parish Council would like to receive a report from the Borough Councillors (verbally or in a written format).
- To receive information from Upton Borough Councillors on matters which affect Upton.

9. 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**

10. DRAFT BUDGET.

- To receive an overview of the draft budget from the Chairman.
- To receive a recommendation from the Finance Committee to approve the draft budget.

11. PRECEPT.

To approve the precept request as recommended by the Finance Committee and supported by the approved budget.

12. NEIGHBOURHOOD DEVELOPMENT PLAN.

To receive an update from the Chairman of the Steering Group.

13. NDP – PARISH COUNCIL ACTION LIST.

To further consider items in the Parish Council Action List which is part of the Draft Plan consultation. **Enc**

14. SUSTAINABLE TRANSPORT TASK FORCE.

To receive a response from CW&C Council's Sean Traynor and if appropriate approve a representative of Upton to put forward to sit on the task force.

15. LOW TRAFFIC NEIGHBOURHOODS.

To consider setting up a working party to review information on 'Low Traffic Neighbourhoods' and report back to the Parish Council.

16. COMMUNITY ENGAGEMENT MEETINGS.

To consider the benefits of holding quarterly community engagement meetings.

17. DATE OF THE NEXT MEETING.

To confirm that the date and time of the next meeting will be on 1 March 2021 at 7.30pm.

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