



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 7.30 pm on Monday 18 September 2023 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 12.09.23.

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.

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 a member of the Upton community safety team 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 17 July and 21 August 2023. **Enc**

6. CLERK'S REPORT.

- To receive and note a report from the Clerk on action taken on resolutions made at the last meeting, also at the Extraordinary Meeting held on 21 August and agree further action if necessary. **Enc**

7. HEALTH AND SAFETY.

To appoint a member of the Parish Council to attend the Annual (initial) Health and Safety Visit.

8. COMMITTEE MINUTES.

To receive the Minutes of the Committee meetings held since the last meeting and approve any recommendations: **Encs**

- Assets Management 24 July
- Community Engagement 24 July
- Planning 14 August
- Employment 11 September
- Finance 11 September

9. FINANCE AND ACCOUNTS REPORTS.

- To receive details of payments of invoices for goods and services rendered, to note receipts and details of current balances. **Enc**
- To receive a budget variance report. **Enc**

10. BOROUGH COUNCILLORS' REPORT.

To receive information from Borough Councillors on matters which affect Upton.

11. CORRESPONDENCE.

To receive correspondence and agree a response. **Enc**

12. STRATEGIC PLAN.

To receive a proposal to create a strategic plan for Upton Parish Council.

13. CO-OPTION.

- To receive and consider applications for co-option.
- To vote on the appointment of candidates.

14. JUDICIAL REVIEW OF NEIGHBOURHOOD PLAN.

To receive a verbal report and for the record to note the decision of the judge to refuse the application for a judicial review of the Neighbourhood Plan process.

15. PLAYGROUND GATE.

To receive further quotes for the replacement and installation of the playground gate and approve a contractor. **Enc**

16. DATE OF THE NEXT MEETING.

To confirm that the date and time of the next meeting will be on 16 October 2023 at 7.30pm.

