UPTON BY CHESTER AND DISTRICT



PARISH COUNCIL

##### 

**18 Gladstone Road**

**Chester**

**CH1 4BY**

**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 7.00pm on Monday 20 January 2020 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.

23.12.19 Signed: **Suzi Bull** 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 2 December 2019. **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 9 December. **Enc**

QE II Sub-Committee 16 December. **Enc**

* Tree planning at QE II playing field.

**8. BOROUGH COUNCILLORS’ REPORTS.**

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

**9. NEIGHBOURHOOD DEVELOPMENT PLAN.**

Standing item to receive an update on the progress of the NDP.

**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 receipts and details of current balances.
* To approve the annual audit report on the recommendation of the Finance Committee.

**Enc**

**11. TENNIS COURTS.**

To approve a recommendation from the QE II Sub-Committee to allocate funds (previously ringfenced) towards the cost of the tennis courts refurbishment.

**12. BUDGET.**

To approve the draft budget as prepared by the Finance Committee.

**13. PRECEPT.**

To agree a precept for the period 2020/2021, to be submitted to CW&C Council by 31 January 2020

**14. BANK MANDATE.**

To report on action agreed by the Finance Committee and approve a further member as a bank signatory.

**15. FOOD POVERTY.**

To receive an invitation to attend a workshop to discuss food poverty, Thursday 23 January, 10am to 1pm.

**16. DATE OF THE NEXT MEETING.**

To confirm that the date and time of the next meeting will be February 24th, 2020.