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 7.00 pm on Monday 30 October 2017 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.

Signed………S Pollard………..

Clerk to the Parish Council

**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. COMMUNITY SAFETY.**

To welcome local Police Officers and receive a report on community safety.

**3. APOLOGIES FOR ABSENCE.**

To receive apologies for absence as reported to the Clerk and approve reasons as necessary.

**4. DECLARATIONS OF INTEREST.**

Members are invited to declare any interests they may have in any items on this agenda as per the Code of Conduct.

**5. MINUTES.**

To confirm as a true record the Minutes of the meeting held on Monday 11th September 2017. **Enc**

**6. CLERK’S REPORT.**

To receive a report from the Clerk on the actions taken on the resolutions made at the last meeting and agree any further action. **Enc**

**7. COMMITTEE MINUTES.**

To receive the Minutes of the committees held since the last meeting and consider recommendations:

Communications Committee 9th October. Enc

To include the approval of the draft newsletter and the draft Social Media Policy.

**8. WORKING PARTIES.**

To receive information or feedback from current Working Parties.

* Playground Sub-Committee.

**9. BOROUGH COUNCILLORS’ REPORT.**

To receive a report from Borough Councillors on matters which affect Upton – will be circulated.

**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. ANNUAL AUDIT REPORT.**

To note the Annual Audit Report, consider comments by the external auditor and approve actions. **Enc**

**12. NEIGHBOURHOOD DEVELOPMENT PLAN.**

To consider the progress and ongoing cost of producing an NDP.

**13. YOUTH CLUB.**

To receive information.

**14. WESTON GROVE SHOPS.**

To receive feedback from a meeting with Weston Grove business owners.

**15. CHESHIRE ASSOCIATION OF LOCAL COUNCILS ANNUAL MEETING.**

To receive a report from the Chairman.

**16. WAR MEMORIAL.**

To consider a request to add a name to the war memorial.

**17. DOGS ON LEADS.**

To receive an update on ‘Dogs on Leads’ legislation and consider how to proceed with enforcement action on the QE II playing field.

**18. INVITATIONS, CORRESPONDENCE AND PUBLICATIONS.**

To receive and consider invitations, correspondence and publications.

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

To confirm the date and time of the next meeting.

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