



UPTON BY CHESTER AND DISTRICT PARISH COUNCIL

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LOCAL COUNCIL
AWARD SCHEME
QUALITY GOLD

Minutes of the meeting of Upton by Chester and District Parish Council's Communications Committee held on Monday 06 September 2021, 6.30pm, at Upton Pavilion, Wealstone Lane, Upton, Chester.

Present: Cllr J Egerton-Parry, Cllr T Egerton-Parry, Cllr J Evans (Chairman).

In attendance: Suzi Bull (Clerk/Proper Officer), and 1 member of the public.

1. APOLOGIES FOR ABSENCE.

Resolved: The following apologies for absence were received and noted:

Cllr B Southward – medical.

Cllr B Walker – medical.

2. DECLARATIONS OF INTEREST.

No declarations of interest were made.

3. MINUTES.

Resolved: The Minutes of the meeting held on Monday 7 June 2021 were confirmed as a correct record and signed by the Chairman.

Proposed by Cllr J Egerton-Parry, **seconded by** Cllr T Egerton-Parry.

4. CLERK'S REPORT.

Resolved: The Clerk's Report was received and noted. The report contains contractor financial information and was therefore not available to the public.

5. WEBSITE.

The committee considered a quotation for re-structuring the Parish Council website.

Resolved: A recommendation will be put forward to the Parish Council to appoint the contractor identified in the Clerk's Report to carry out the changes to the website.

The Clerk will ask the community for any final ideas for website improvements.

6. NEWSLETTER.

Resolved: the next newsletter will be distributed in October.

Items to be included in the newsletter are:

The QE II Projects – tennis courts, playground.
A report and photographs of the community picnic.
A report on the community meeting and the date of the next one.
Dates and details of Christmas events.
Neighbourhood Plan update.

Resolved: To make a proposal to the Parish Council to trial an E-newsletter, along with printed copies to be located at accessible, convenient 'pick-up' points. The Clerk will book a distribution slot with Inside Upton for November in the event of this proposal not being approved.

7. DATE AND TIME OF THE NEXT MEETING.

Resolved: The date and time of the next meeting will be on 04 October 2021.