UPTON BY CHESTER AND DISTRICT



PARISH COUNCIL

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Minutes of the meeting of Upton by Chester and District Parish Council Neighbourhood Development Plan Steering Group held on Tuesday 30th May, 2017, 7.00pm, at Upton Pavilion, Upton, Chester.

**Present:** Cllr A Bennion, Mr D Evans, Cllr J Evans (Chairman), Mr A Lingard,

Cllr A Paddock, Cllr B Southward, Mrs S Stanley and Cllr A Walmsley.

**In attendance:** Mrs Suzi Pollard (clerk).

**1. APOLOGIES FOR ABSENCE.**

Received from Mike Worden and Cllr Houlbrook.

**Resolved: noted.**

**2. MINUTES.**

**Resolved: that the Minutes of the meeting held on 11th April were approved as a correct record and signed by the Chairman.**

Discussion on social media accounts.

**Resolved: to wait until after training on 16th June before making a decision on how to set them up.**

**3. FEEDBACK.**

Presentation from AL and SS – social media/ business questionnaire.

**Resolved: that AL and SS will refine the questionnaire to take to all Upton business premises. Upton businesses without premises will be invited to complete the questionnaire at a later date.**

Al and SS have produced a Communication Plan and asked ‘what sort of communication is required right now’? The following forms of communication were identified:

A special edition of the PC newsletter.

A local radio presentation.

Flyers (draft to be produced by SS).

School fetes/events (JE will contact schools to see when events are being held).

It was suggested that the Communication sub-group should increase in size.

The following actions were agreed:

A news article will be sent to the Chester Chronicle – JE

The Communication Plan will be kept up to date - SS

A meeting with Richard Thresh will be arranged to discuss communication / consultation - SS / AL to attend.

Richard Thresh will be invited to attend the meeting in July.

Information will be taken to the Upton High School Open Evening on the 29th June.

A sub-group for policy writing will be set up and consist of DE, JE, MW and SP.

CW&C Council will be asked to provide maps – SP.

**5. DATE AND TIME OF THE NEXT MEETING.**

**Resolved: that the next meeting will take place on Tuesday 25th July, 7pm at Upton Pavilion.**