



UPTON BY CHESTER AND DISTRICT PARISH COUNCIL

Upton Pavilion
Wealstone Lane
Upton
Chester
CH2 1HD
07584415343

Email: clerk@uptonbychester.org.uk

Minutes of the meeting of the Finance Committee, held on Monday 27 February 2023, 7.00pm, Upton Pavilion, Wealstone Lane, Upton.

Present: Cllr A Bennion, Cllr P Greenhalgh (Chairman), Cllr J Houlbrook, Cllr D Jenkins and Cllr M Keenan.

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

1. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Cllr Evans.

Resolved: noted.

2. DECLARATIONS OF INTEREST.

No declarations of interest were made.

Resolved: Noted.

3. MINUTES.

Resolved: That the Minutes of the meeting held on 30 January 2023 were approved as a correct record and signed by the Chairman.

Proposed by Cllr Houlbrook, seconded by Cllr Bennion. All agreed.

4. CLERK'S REPORT.

Resolved: That a report from the Clerk on the actions taken on the resolutions of the last meeting was received and noted.

5. TENNIS CLUB CHARGES.

Members of the committee considered the current tennis club agreement and other information supplied by the Clerk from a meeting with representatives of Upton Tennis Club. The annual charge to the tennis club for next season, was also considered.

Resolved: That the charge to the tennis club will be increased to £4 per hour.

A banner will be purchased for the tennis courts fence to state 'public courts'; a QR code for booking will be included.

6. HIRE CHARGES.

The committee considered an increase in hire charges for the playing field, bowling green and Pavilion.

Resolved: Resolved: that no increases will be made this season.

7. PAYROLL AND PENSION ADMINISTRATION.

The committee received a report and considered quotations for outsourcing payroll and pension administration.

Resolved: that on the recommendation of the Clerk, Tax Bees is approved and will be appointed to carry out the payroll and staff pensions administration from 1 April 2023.

8. HOLIDAY PAY.

The clerk has previously reported on Government changes to how casual staff holiday pay is calculated. Also information has been provided as to how the number of hours worked is recorded at UPC.

Resolved: That with the information available, holiday pay to casual staff members will be calculated and paid. All agreed.

9. DATE AND TIME OF THE NEXT MEETING.

Resolved: That the date and time of the next meeting will be on Monday 27 March 2023.