UPTON BY CHESTER AND DISTRICT



PARISH COUNCIL

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Minutes of the Meeting of Upton by Chester and District Parish Council held on

03 December 2018, 7.00pm, at Upton Pavilion, Upton, Chester.

Present: Cllr T Bartliff, Cllr J Evans, Cllr J Houlbrook, Cllr M Lloyd, Cllr S Lloyd,

Cllr F Samuel, Cllr K Vaughan and Cllr Walmsley (Chairman).

In attendance: Mrs S Pollard (Clerk).

**294.18 OPEN FORUM.**

No members of the public were present at the meeting.

**295.18 COMMUNITY SAFETY.**

No members of the Community Safety team were present at the meeting.

**296.18 APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Cllr Bennion, Cllr Eardley, Cllr D Ford,

Cllr Lee, Cllr McNae, Cllr Paddock and Cllr Southward.

**Resolved: the apologies for absence were noted.**

Cllr Bryan was also absent from the meeting.

**297.18 DECLARATIONS OF INTEREST.**

No declarations of interest were made.

**Resolved: noted.**

**298.18 MINUTES.**

**Resolved: the Minutes of the meeting held on Monday 22nd October 2018 were confirmed as a correct record and signed by the Chairman.**

**Proposed by Cllr Houlbrook, seconded by Cllr M Lloyd.**

**299.18 CLERK’S REPORT.**

**Resolved: the Clerk’s Report was received.**

**300.18 COMMITTEE MINUTES.**

**Resolved: the Minutes of the committees held since the last meeting were received.**

General Purposes Committee, 12th November.

The General Purposes Committee has resolved to carry out some enquiries regarding erecting signs in the car park to request that vehicles park for shopping only. Also to contact CW&C Highways to request enforcement action with the business owners to carry out repairs to the parking surface.

This action has not yet been carried out.

It was proposed to write to all the business owners in Long Lane to let them know that Upton residents have contacted the Parish Council regarding the poor condition of car park surface and apparent long term car parking during business hours. The Upton residents’ suggestion to erect signage will be passed on.

**Resolved: all agreed.**

QE II Sub-Committee, 19th October.

**301.18 NEIGHBOURHOOD DEVELOPMENT PLAN.**

Members received a verbal report on the progress of the neighbourhood plan, including the following information.

The steering group is to adopt a strap line – ‘A Clean Green Caring Community’

It is recognised that the length of the neighbourhood plan project in likely to be in line with many other comparable plans.

A ‘progress report’ on the draft plan is being prepared.

Cycling provision is being looked at. A meeting with Chester Cycling Campaign is to be arranged

The Local Plan Pt 2 is being reviewed for information to guide new transport policies. Provision of new youth facilities is being looked into.

The NDP stand at the Christmas Market was well received with much positive feedback.

A recent questionnaire regarding local shopping areas has been completed; results are being analysed.

**Resolved: an up to date presentation of the Neighbourhood Plan will be given to the Parish Council next year; this may take place at the Annual Assembly but will be confirmed after a review of the Annual Assembly process has taken place.**

**302.18 BOROUGH COUNCILLORS’ REPORT.**

**Resolved: reports from Borough Councillors on matters which affect Upton were received and noted.**

It was reported that the Holy Ascension Church is collecting Christmas gifts for the elderly.

**Resolved: a request for suitable donations for Christmas gifts will be put out via the Parish Council social media and website. Items will be collected at the pavilion.**

Members were asked to consider permitting the use of the QE II playing field a ‘More in Common Picnic’ event between the 21st-23rd June 2019, free of charge.

**Resolved: this was agreed subject to availability.**

**303.18 FINANCE AND ACCOUNTS REPORTS**.

**Resolved: the payment of salaries and expenses and invoices for goods and services rendered were approved.**

**Receipts and balances were noted.**

**Proposed by Cllr Evans, seconded by Cllr M Lloyd.**

**304.18 CHRISTMAS MARKET.**

**Resolved: a debriefing meeting will be held with the members of this year’s committee. Information will be reported back to the Parish Council ahead of planning the next event.**

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**305.18 VEGAN FESTIVAL.**

Further information has been received from the organiser of the proposed two day vegan festival to be held in July 2019. Members were asked to approve the use of the QE II playing field for this event.

**Resolved: that due to the site not being suitable for the proposed event, permission will not be given.**

**Proposed by Cllr Houlbrook, seconded by Cllr Evans. All agreed.**

**306.18 INVITATIONS, CORRESPONDENCE AND PUBLICATIONS.**

None received.

**307.18 TENNIS COURT LIGHTING.**

The clerk reported (on behalf of the QE II Committee) that Upton Tennis Club, in conjunction with Hoole Tennis Club and at their own expense, will be installing an electricity supply to the tennis courts in order to connect flood lights.

**Resolved: that subject to an acceptable contribution to the Parish Council electricity costs, this is approved.**

**308.18 STREET NAMING, UPTON DENE.**

The Parish Council has been consulted regarding the naming of new roads in Upton Dene; suggestions from CW&C Council include saint’s names.

Resolved: the Parish Council will put forward the following names:

* Sydney Williams – fallen soldier named on Upton War Memorial
* John Frost – Upton resident who gifted Chemistry Pits to the people of Upton
* Ray Griffiths – Upton councillor in the 1980s and 90s
* Eric Brock Gerrard – Upton councillor in the 1980s and 90s and Sheriff of Chester during part of the same period.

**309.18 DATE OF THE NEXT MEETING.**

**Resolved: the date and time of the next meeting will be on Monday 14th January 2019 at 7pm.**