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 Monday 9th January 2017, 7.00pm, at Upton Pavilion, Upton, Chester.

Present: Cllr A Bennion, Cllr M Bryan, Cllr Eardley, Cllr Evans,

Cllr J Houlbrook, Cllr J Lee, Cllr M Lloyd, Cllr S Lloyd, Cllr H McNae,

Cllr A Paddock, Cllr F Samuel, Cllr B Southward, Cllr Vaughan and

Cllr A Walmsley (Chairman).

In attendance: 1 member of the public, PCSO Jenna Tapley and

Mrs S Pollard (Clerk).

**1.17 OPEN FORUM.**

No members of the public present wanted to speak.

**2.17 COMMUNITY SAFETY.**

PCSO Jenna Tapley attended the meeting and reported the following:

* Anti Social behaviour at the shops at Weston Grove; young people causing a nuisance.
* Houses being ‘egged’.

Home visits to the young people involved in both have taken place, parents are very concerned.

Photographic evidence of the egg throwing has been presented to the High School; PCSO Tapley is liaising with school representatives.

* Nitrous Oxide canisters being used inappropriately by teenagers.

Police are working with the local shops and schools.

It was also reported that the bike ID event was well attended, with approximately 35 bikes marked.

**3.17 APOLOGIES FOR ABSENCE.**

Apologies for absence were reported to the Clerk by Cllr Ford and Cllr Bartliff.

**Resolved: noted.**

**4.17 DECLARATIONS OF INTEREST.**

No declarations of interest were given.

**5.17 CHESHIRE ASSOCIATION OF LOCAL COUNCILS.**

Jackie Weaver attended the meeting to provide Members with details of the benefits of ChALC membership a briefing paper was circulated and will be kept on file.

Member’s questions were answered around the table.

**Resolved: that ChALC membership will be included on the next Parish Council agenda.**

**6.17 B HADFIELD.**

Bob Hadfield attended the meeting to present a draft of a proposed new website.

It was reported by the clerk that CW&C Council is no longer prepared to host the Parish Council website and therefore alternative hosting arrangements were required.

As the current website format is now outdated and not fit for purpose, it is proposed to purchase a new website along with new hosting services, technical support and email services – including individual councillor email addresses.

**Resolved: that the matter will now be dealt with by the Communications Committee. Further ideas for the website will be passed to the clerk.**

**7.17 MINUTES.**

**Resolved: that the Minutes of the meeting held on Monday 28th November 2016 were confirmed as a correct record and signed by the Chairman.**

**Proposed by Cllr Evans, seconded by Cllr Walmsley.**

**8.17 CLERK’S REPORT.**

Recycling – the resolution of the last meeting was that waste at the pavilion would be separated and that councillors would collect the sorted waste to be recycled. The matter was then referred to the General Purposes Committee, which in turn resolved to leave the existing arrangements at the pavilion in place, where waste is removed by CW&C Council along with the public litter bin waste.

**Resolved: that the matter will be referred back to the General Purposes Committee and the remainder of the Clerk’s Report was noted.**

**9.17 COMMITTEE MINUTES.**

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

General Purposes 12th October.

Finance 12th November

NDP 5th December.

Planning Committee 19th December.

The following recommendations were considered:

Finance Committee - use of cash balances proposal. **Approved.**

**10.17 FINANCE AND ACCOUNTS REPORTS**.

**Resolved: that the payment of salaries and expenses, the payment of invoices for goods and services rendered be approved. The receipts and balances were noted.**

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

**11.17 BOROUGH COUNCILLORS’ REPORT.**

Reports from the Borough Councillors were circulated at the meeting:

Cllr Houlbrook further reported that the Upton Ward Area Fund must all be spent by the end of January, there is approximately £2,000 remaining, Cllr Houlbrook is looking at projects to make contributions to before the deadline.

Cllr Bryan was asked for an update on the details of spending from his Upton Ward Area Fund.

**Resolved: that the clerk will follow up on Cllr Bryan’s Area Fund report. The Borough Councillor’s reports were noted.**

**12.17 BUDGET / PRECEPT.**

**Resolved: that the draft budget as proposed by the Finance Committee was approved.**

A precept of £103,086 will be requested, this will result in a difference on last year of

-5.69%.

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

**13.17 YOUTH CLUB.** This item was moved to Part II of the meeting.

**14.17 WAITING RESTRICTIONS BACHE DRIVE/ EGERTON DRIVE.**

Temporary waiting restrictions are currently in place on Bache Drive and Egerton Drive; there is a proposal by CW&C Highways to make them permanent.

**Resolved: that the Parish Council would support the above proposal and would also request that a Stop sign is placed at the junction of Stanton Road and Edgerton Drive.**

**15.17 PLANNING COMMITTEE.**

The clerk advised Members that in order to conform to correct procedure, it is necessary to agree membership of the Planning Committee which only meets on an ‘as and when needed basis’.

**Resolved: that the Planning Committee will consist of any 6 Members of the Parish Council and will be quorate at 3 Members present. The clerk will amend Standing Orders.**

**16.17 CONVERSION OF STORE ROOM.**

Councillors reported on the findings of the Working Party and the following was approved:

**Resolved: that the store room will be emptied and made available as a meeting room. The doors will be converted into windows. A 20ft storage container will be positioned adjacent to the bowling green hedge for the purpose of storing all items from the current storeroom. The container will be set on a solid foundation and be provided with electricity. A flag stone path will be put down between the storage container and the pavilion.**

**The expected costs fall in line with the sum agreed in the Finance Committee cash balances proposal.**

**17.17 RESIGNATION OF NDP STEERING GROUP MEMBERS.**

Several points were raised in the resignation letters of NDP Steering Group members; a summary of the points raised was circulated prior to the meeting.

It was acknowledged by the Chairman of the NDP Steering Group that progress had been hampered by some of the points raised. A member of the Steering Group pointed out that it had taken a long time for non-Parish Council members of the group to fully understand that Unconventional Gas Extraction and Mineral Extraction policies could not be included in the NDP; this was part of the reason that the project had stalled.

**Resolved: noted.**

**18.17 CHILD PROTECTION POLICY.**

It is proposed that all hirers at the pavilion and the QE II playing fields and facilities should provide evidence of their child protection policy.

**Resolved: that a working party consisting of Cllr Houlbrook, Cllr Evans and Cllr Lee will be set up to write a draft Child Protection Policy for the Parish Council and a procedural policy to which all hirers must comply, that states they must have a Child Protection Policy of their own in place.**

**A report will be made back to the next Parish Council meeting.**

**19.17 FOOD SHARE SCHEME.**

The clerk reported that she had been unable to make contact with the local Food Share office, either by email or on the telephone.

A further discussion followed regarding the purpose of making contact with local Food Share Collection Centres.

**Resolved: that the clerk will contact the Holy Ascension Church to set up discussions to see if the church would like to become a Share Point Centre as well as a Collection Centre.**

**20.17 TRAINING.**

**Resolved: that Cllr Bennion and Cllr Samuel will attend the Self Presentation and Media Course, at a cost of £100 each.**

**A verbal report will be given to Members at the next Parish Council meeting.**

**21.17 INVITATIONS, CORRESPONDENCE AND PUBLICATIONS.**

Police Commissioner for Cheshire re-funding for police services.

**Resolved: that the clerk will write on behalf of the Parish Council, to the Police Commissioner, to point out the inadequacy of the ‘consultation’; that it is poorly researched, worded and thought out. Finally that the Police Commissioner should engage much more robustly with Town and Parish Councils.**

Electoral Review of Cheshire West and Chester.

**Resolved: that Cllr Eardley, Cllr Walmsley and Cllr Evans will attend the briefing and report back to the next meeting of the Parish Council.**

**22.17 DATE OF THE NEXT MEETING.**

**Resolved: that the date and time of the next meeting will be on 20th February at 7pm.**

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