



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 13 February 2023, 7.30pm, at Upton Pavilion, Wealstone Lane, Upton, Chester.

Present: Cllr Bennion, Cllr Booth, Cllr Carter, Cllr T Egerton-Parry (Chairman), Cllr J Egerton-Parry, Cllr Greenhalgh, Cllr Houlbrook and Cllr Walker.

In attendance: The Clerk was absent from the meeting; Cllr Bennion took notes for the Minutes. 5 members of the public. Cllr T Egerton-Parry explained the absence of the Clerk and re-iterated our condolences to Suzi and her family.

23.23 OPEN FORUM.

No members of the public wished to speak at the meeting.

Resolved: Noted

24.23 APOLOGIES FOR ABSENCE.

Apologies for absence were received from Cllr Bryan, Cllr Hulmes, Cllr Jenkins, Cllr Keenan, Cllr Poulton, Cllr Samuel and Cllr Southward .

Resolved: That the apologies for absence were noted.

Cllr Evans was also absent from the meeting.

25.23 DECLARATIONS OF INTEREST.

No declarations of interest were made.

26.23 COMMUNITY SAFETY.

PSCO Williams was not in attendance at the meeting. A report was presented by the Chairman and will be circulated.

Resolved: Noted.

27.23 MINUTES.

Resolved: That the Minutes of the meeting held on Monday 16 January 2023 were confirmed as a correct record and will be signed by the Chairman at the next meeting.

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

28.23 CLERK'S REPORT.

Resolved: That the report from the Clerk on action taken on resolutions made at the last meeting was noted.

The following further action was agreed or noted:

The re-worded Assistant Clerk job advert will be circulated to all Councillors.

To note that the planning application 22/03028/OUT for the Countess of Chester Hospital has been approved, despite severe objections to the lack of planning. The CW&C Highways Officer had reservations which were articulated.

29.23 COMMITTEE MINUTES.

Resolved: that the following committee Minutes were received:

- QE II Sub-Committee 30.01.23
- Finance Committee 30.01.23
- Planning Sub-Committee 09.02.23

Planning Sub-Committee - the amended Terms of Reference will be circulated to all Councillors.

QEII Sub-Committee – confirmed that the date of the refurbished tennis court opening will be 7 March 2023, 4 to 6pm.

30.23 BOROUGH COUNCILLORS' REPORTS.

Resolved: That a report from Cllr Houlbrook was received and noted.

Cllr Bryan will be reminded of the requirement to provide a Borough Councillor report to the Parish Council to enable the Parish Council to work with him.

It was noted that the Upton Youth Club building has now been designated as a Community Asset; Cllr Houlbrook has enquired as to who and why this has been carried out. A meeting arranged for 15 February will discuss this.

31.23 PLANNING SUB-COMMITTEE.

Resolved: that the Planning Sub-Committee has submitted the following to the Planning Authority:

23/00116/FUL – 59 Greenfields - no comment required.

23/00071/TPO – 54 Wealstone Lane - the NDP states there should be a replacement of 2 trees when one is removed.

23/00014/CAT – 64 Upton Park - It is not proposed that the tree being removed will be replaced whereas NP requires any removal to be replaced by 2 additional trees.

23/00094/FUL – 2 Cornwall Road - no comment required.

32.23 FINANCE AND ACCOUNTS REPORTS.

Resolved: that the January accounts report will be submitted and approved at the next meeting.

33.23 FINANCIAL SUPPORT FOR ACTIVE TRAVEL FESTIVAL.

Members considered a request for financial support for the Active Travel Festival.

Resolved: That the finance committee will review the budget for this current year with a view of providing £250. Proposed by Cllr Houlbrook, seconded by Cllr T Egerton-Parry. All agreed.

34.23 CHESTER ZOO ARK.

Members considered whether the Parish Council can find a permanent site for the wooden ark (previously hosted at Chester Zoo).

Resolved: that it will be preferable to be sited at QEII Playing Fields next to the pond behind the new fence and on a plinth. Further enquiries will be made regarding fixings.

35.23 PARISH COUNCIL ELECTIONS.

Members considered how to promote the forthcoming parish council elections and whether to contribute towards the fees of online training for interested parties.

Also, the content of a new councillors' welcome pack.

Resolved:

- **That the links to the CWAC Chester information will be included on the Parish Council website and social media.**
- **Posters about local elections will be put in the notice boards.**
- **The Cheshire Association of Local Councils will be contacted to ask if they have anything to promote.**
- **When available, relevant forms will be held at the Pavilion.**
- **Word of mouth and social media posts to promote and explain the commitment of a councillor is more than attending meetings.**
- **No financial contribution towards online training fees for interested parties will be made.**
- **The existing Welcome Pack will be updated with relevant information.**

In addition, when more information is available regarding the new voter registration & voting ID that will be required at the polling stations this will be posted.

36.23 CORRESPONDENCE.

Members considered a response to correspondence received on behalf of the Parish Council.

Resolved: That this item will be deferred to the next meeting.

37.23. PARK VENUE OF THE YEAR.

Members received information regarding Upton tennis courts' nomination for the Lawn Tennis Association Annual Award for 'Park Venue of the Year'.

Also, an invitation to the Cheshire LTA Annual Presentation Evening.

Resolved: That Cllr Bennion, Cllr T Egerton-Parry, the Clerk, the Pavilion Supervisor and 2 members of Pavilion staff will be invited to attend the awards event.

All// agreed.

38.23 DATE OF THE NEXT MEETING.

Resolved: That the date and time of the next meeting will be on 13 March 2023 at 7.30pm.