



UPTON BY CHESTER AND DISTRICT PARISH COUNCIL

Upton Pavilion
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Minutes of the Meeting of Upton by Chester and District Parish Council held on Monday 13 March 2023, 7.30pm, at Upton Pavilion, Wealstone Lane, Upton, Chester.

Present: Cllr Bennion, Cllr Booth, Cllr Carter, Cllr T Egerton-Parry (Chairman), Cllr Evans, Cllr Houlbrook, Cllr Hulmes, Cllr Keenan, Cllr Jenkins, Cllr Poulton, Cllr Samuel and Cllr Walker.

In attendance: Suzi Bull (Clerk/Proper Officer), representatives of C.o.C.H. NHS Foundation Trust, Matt Groome (Project Manager) and Ian Miller (Director of Estates). Five members of the public.

Proposed to take agenda item 5 (Minute no:43.23) at the beginning of the meeting. Proposed by Cllr T Egerton-Parry, seconded by Cllr Houlbrook.

Resolved: Agreed.

39.23 OPEN FORUM.

The following matters were raised by members of the public:

A member of the public asked to clarify that a previous request for information on whether there was provision in the budget to repair the path at Chemistry Pits. This was previously brought up before 2022 budget and again for 2023 budget. Minutes recorded the word funding rather than budgeted costs.

Resolved: Thank you and noted.

A request put to the Parish Council meeting in February, to pay for training costs for potential election candidates was denied. The member of the public was surprised by the Parish Council's decision.

Resolved: Noted

40.23 APOLOGIES FOR ABSENCE.

Apologies for absence were received from Cllr M Bryan, Cllr J Egerton-Parry, Cllr Greenhalgh and Cllr Southward.

Resolved: That the apologies for absence were noted.

41.23 DECLARATIONS OF INTEREST.

No declarations of interest were made.

42.23 COMMUNITY SAFETY.

PSCO Williams was not in attendance at the meeting. A report was circulated.

Resolved: Noted.

43.23 COUNTESS OF CHESTER HOSPITAL NHS FOUNDATION TRUST.

The Parish Council welcomed representatives of the Women and Children's New Hospital Project to present information to the Parish Council.

A presentation to outline the need for a replacement building was made.

In line with the Parish Council comments submitted to the planning authority, the Chairman responded to say that important car parking issues related to the planning permission had not been dealt with. The Chairman requested information on the proposed exit strategy once the project is complete.

On behalf of the project, unreserved apologies were offered and it was stated that due to unforeseen circumstances, a travel plan became a priority without being prepared for it; there was a need to act quickly to apply for permission and secure Government funding.

Resolved: That the Trust will endeavor to work with the Parish Council and the Upton community and will be keep both informed.

Further information or comments may be sent to: wandc.projects@nhs.net

44.23 MINUTES.

Resolved: That the Minutes of the meeting held on Monday 16 January 2023 had been previously confirmed as a correct record and were signed at this meeting. The Minutes of the meeting held on 13 February 2023 were confirmed as a correct record and signed by the Chairman.

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

45.23 CLERK'S REPORT.

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

46.23 COMMITTEE MINUTES.

Resolved: That the Minutes of the Committee meetings held since the last meeting were received:

- QE II Sub-Committee 27.02.23
- Finance Committee 27.02.23
- General Purposes Committee 20.02.23

47.23 BOROUGH COUNCILLORS' REPORTS.

A Borough Councillors Report was received from Cllr Houlbrook.

Resolved: The Chairman extended thanks for Cllr Houlbrook's consistency in providing written reports at every relevant meeting.

There was no written report was received from Cllr Bryan.

48.23 PLANNING SUB-COMMITTEE.

No meetings of the Planning Sub-Committee have been held since the last meeting.

Resolved: noted.

49.23 FINANCE AND ACCOUNTS REPORTS.

Resolved: That the payment of invoices for goods and services rendered for January and February were approved; receipts and details of current balances were noted.

Proposed by Cllr Houlbrook, seconded by Cllr T Egerton-Parry. All agreed.

See Appendix A and B below

50.23 MANAGING DOUBLE TAXATION.

To consider the motion:

If this council is to discharge any function of any other statutory authority it must seek formal delegation of powers, responsibilities and funds under sections 101 and 136 of Local Government Act 1972.

Resolved: That due to the absence of the Councillor who put this item, it will be deferred until the next meeting. **Proposed by Cllr Houlbrook, seconded by Cllr T Egerton-Parry. All agreed**

51.23 PARK VENUE OF THE YEAR.

Councillors in attendance at the Cheshire County LTA Annual Awards Ceremony reported that Upton Tennis Courts won the Parks Award. As winners we will now go forward to the Regional Awards.

It was further reported that Councillors in attendance at the ceremony were impressed with the scale and professionalism of the Cheshire LTA event and also at the standard of tennis in the county.

Resolved: The Chairman extended formal thanks to Cllr Alison Bennion as Chairman of the QE II Sub-Committee that led the Upton tennis courts project; also to the Clerk, both for their perseverance and dogged determination to complete the project.

52.23 TOWN TWINNING – ARADON.

Members received information regarding a visit from representatives of Aradon and were asked to approve the gift of a tree to be planted on Parish Council owned land. Also, to consider receiving a gift of a weathervane to be erected onto the Pavilion.

Resolved: That the Parish Council supports the request to plant a commemorative tree on the QE II Playing Field near to the Pavilion.

It was further agreed to refer consideration of the weathervane to the General Purposes Committee, to investigate where it would be best to site the weathervane for the benefit of Upton residents.

Thanks were extended to the Community Links Committee.

EXCLUSION OF PRESS AND PUBLIC.

In view of the confidential nature of the matter to be discussed, Council are advised to resolve to exclude the press and public from the meeting for the following item, pursuant to s.1, Public Bodies (Admissions to Meetings) Act 1960.

Resolved: Agreed.

53.23 CORRESPONDENCE.

Members discussed correspondence received from a member of the public with regards to the provision of a pedestrian path from Wealstone Lane to the Pavilion building.

Resolved: that based on the discussion and information available a response will be formed and sent.

54.23 EMERGENCY ITEM.

The Chairman brought forward an urgent item regarding a limited opportunity to purchase two tickets for Wimbledon as a result of the Parish Council being an award winner at this year's Cheshire LTA Awards Event.

Proposed that the Clerk should have the opportunity to purchase the tickets for personal use. Proposed by Cllr T Egerton-Parry, seconded by Cllr Bennion. Agreed.

54.23 DATE OF THE NEXT MEETING.

Resolved: That the date and time of the next meeting will be on 17 April 2023 at 7.30pm.

Appendix A

RECEIPTS, PAYMENTS AND BALANCES - JANUARY 2023

MINS APPENDIX 1

PAYMENTS

Admin

Microsoft	11.28	
Yorkshire Bank	22.85	Charges
SumUp	6.82	Fee
Pockit	1.99	Fee
Stripe	1.00	Fee
GoCardless	0.93	Fee
ChALC - training	30.00	
ChALC - training	25.00	
Community Eng	10.00	Event ticket

Community Eng

Car Boot Sale	5.00	Refund
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Employment

Salaries/Pen/HMRC	6879.54	
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Environment

Botanica Landscape	1798.75	Contractor
Newton Landscapes	370.00	Contractor
Newton Landscapes	370.00	Contractor

Facilities

Costco	54.32	Supplies
Amazon	33.99	Supplies
Specialist Supplies	115.00	Ann Fire Safety Annual
CIA Fire and Security	721.68	Maintenance

Utilities

BT	185.80	Pavilion
Water Plus	100.54	Water
BT	12.00	Mobile ph
Bulb Energy	406.51	Electricity

PETTY CASH EXP

Morrisons	55.00
Costco	148.00

RECEIPTS

SumUp	402.50
GoCardless	24.00
Stripe	18.00
Room Hire	519.00
Bank Credit	2.23
Bank Interest	217.07
Cash Receipts	0.00
CW&C Council	3211.00
FCC Recycling	1297.79

BALANCES

Yorkshire Bank	127147.66
Petty Cash	298.31

Appendix B**RECEIPTS, PAYMENTS AND BALANCES - FEBRUARY 2023****MINS APPENDIX 1****PAYMENTS****Admin**

Microsoft	11.28	
Yorkshire Bank	19.70	Charges
SumUp	102.05	Fee
Pockit	1.99	Fee
Stripe	16.28	Fee
GoCardless	0.93	Fee
Tesco	8.40	Stationery
Hospice of GS	100.00	Donation

Community Eng**Employment**

Salaries/Pen/HMRC	6884.74	
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Environment

Botanica Landscape	1798.75	Contractor
Newton Landscapes	370.00	Contractor

Facilities

Essell Cleaning Supp	50.28	Supplies
SumUp	94.80	Pay Device

Projects

Morral Play Solutions	1497.00	Pro Manage
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Utilities

Water Plus	32.23	Water
BT	12.00	Mobile ph
Bulb Energy	406.51	Electricity

PETTY CASH EXP

Wilko	8.50	Stationery
		Cleaning
Wilko	4.00	supp
Tesco	3.65	Supplies
Screwfix	17.14	Equip Supp
Tesco	3.50	Supplies
Home Bargains	1.49	Supplies
Tesco	3.50	Supplies

RECEIPTS

SumUp	1.70	Pavilion Rec
GoCardless	24.00	
Stripe	438.00	
Room Hire	600.00	
Bank Credit	0.35	
Bank Interest	232.41	
Cash Receipts	0.00	Pavilion Rec

BALANCES

Yorkshire Bank	116961.33
Petty Cash	254.54