



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 17 April 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 Evans, Cllr Greenhalgh, Cllr Houlbrook, Cllr Hulmes, Cllr Keenan, Cllr Jenkins, Cllr Poulton, Cllr Samuel and Cllr Walker.

In attendance: Suzi Bull (Clerk/Proper Officer), 2 representatives of Upton Tennis Club 5 members of the public.

55.23 OPEN FORUM.

The following matters were raised by members of the public:

A representative of Upton Tennis Club spoke to the Council:

1. To request that proposed court charges are reduced to £3.50 from £4.00
2. If the above is not possible; to propose a merger of the tennis club with the Parish Council annual membership.

Resolved: Thank you and noted.

56.23 APOLOGIES FOR ABSENCE.

Apologies for absence were received from Cllr M Bryan and Cllr Southward.

Resolved: That the apologies for absence were noted.

57.23 DECLARATIONS OF INTEREST.

Cllr J Egerton-Parry declared an interest in agenda item 13 (Min no:67.23) due to her involvement with the Chester Scouting Association.

Resolved: noted.

The Chairman proposed that agenda item 5 (Min no:59.23) was taken here. All agreed.

58.23 COMMUNITY SAFETY.

Apologies for absence was received from PCSO Williams. A report was circulated.

Resolved: Noted.

59.23 UPTON TENNIS CLUB.

A representative of Upton Tennis Club attended the meeting to request that the fees increase approved by the Finance Committee be reconsidered and reduced to the equivalent of £3.50 per hour and not £4.00.

The Clerk provided further information that confirmed the decision of the Finance Committee had been in line with the current Tennis Club Agreement that states an increase to £4.00 per hour would be considered for the new season.

Resolved: It was unanimously agreed that this matter will be deferred to the new council to consider.

60.23 MINUTES.

Resolved: That the Minutes of the meeting held on Monday 13 March 2023 were confirmed as a correct record and signed by the Chairman.

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

61.23 CLERK'S REPORT.

Resolved: That the Clerk's Report was received and noted.

62.23 COMMITTEE MINUTES.

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

- Employment Committee 20.03.23
- Planning Sub-Committee 20.03.23
- General Purposes Committee 20.03.23 – Chemistry Pits consultation:

A further report regarding the informal consultation meeting with residents regarding Chemistry Pits playing field, held on 5 April, was provided and included the following points:

- Access – a request that the Parish Council should re-start locking the playing field gates overnight.
- Path – welcomed the path improvements initially but may be the cause of drainage issues.
- Border adjacent and leading to the main gates needs thinning.
- A request for fitness equipment/trail (wooden).
- Repairs to the path are required.
- Hedgerows should be laid by a specialist. A neighbour offered a financial contribution as it is a shared boundary.
- Uneven football playing area requires levelling.
- Wildlife area is appreciated but needs to be more 'managed'.
- More community events to be held there to uplift the profile of the facility.

Resolved: noted. The above information will be passed on to the General Purposes Committee.

63.23 PLANNING SUB-COMMITTEE.

The Chairman of the sub-committee reported that it had been agreed at the last meeting the clerk would remind the planning authority that the Upton Neighbourhood Plan requires that two trees should be planted for every one removed as a result of development.

Also, that a letter will be sent to the CoCH's Women and Children's building project manager, to request that the Parish Council is kept informed of the timeline to reinstate the green space to the front of the 1829 building that is being used as a temporary car park. That the Parish Council is notified of any further public consultation or briefings regarding the project. The Clerk confirmed that this has been actioned.

Resolved: Noted.

64.23. FINANCE AND ACCOUNTS REPORTS.

Resolved: That the payment of invoices for goods and services rendered for March 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 below.

65.23. MANAGING DOUBLE TAXATION (resolution to defer from the last meeting).

Members were asked to consider the following 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'.

This motion was put due to a councillor's concerns that the Parish Council has and may continue to make provision for matters and services that are the responsibility of Cheshire West and Chester Council.

A second motion was put forward by Cllr Houlbrook, seconded by Cllr Walker:
'That this matter be deferred to the new council' (that takes office in May 2023).

Vote on second motion:

10 for

2 against

1 abstention

Resolved: that this matter will be deferred to the new council.

Cllr Greenhalgh requested that his concern about a challenge to the recent decision of the Parish Council to provide funding for a highways related project be noted.

66.23 HANGING BASKETS.

The Parish Council has in the last few years provided filled hanging baskets to the shopping areas in Upton. Funding has been provided in equal parts from the Parish Council and the Area Ward Funds.

Due to the elections, it is unknown if area funding will be available this year.

Resolved: That the Parish Council will continue to fund a £200 share of the cost.

After the election, the Clerk will request funding from the new borough councillors.

67.23 FUN DAY PARISH COUNCIL NOMINATED CHARITY.

Members were asked to consider a resolution of the General Purposes Committee and approve a charity to benefit from a free stall and the raffle profits at the annual Fun Day.

“The annual Parish Council chosen charity (benefitting from a free stall and the profits from the raffle), will be agreed by the Full Parish Council from the following list:

- 1. Upton Scouting & Guiding Associations.*
- 2. Cycling without Age.*
- 3. SSAFA (Soldiers, Sailors, Airmen and Families Association)”*

Resolved: That there will be two nominated charities; Upton Scouting and Guiding Associations and Cycling without Age. The charities will be notified.

68.23 PRE-CONSULTATION – PROPOSED RADIO BASE STATION INSTALLATION.

Members considered information regarding the proposed installation of a radio base station (on the grass verge on Wealstone Lane), to provide 3G, 4G and new 5G technologies in the Upton area.

Comments from residents were received and noted.

It was reported that the adjacent Mill View Primary School had not been notified of the proposal.

Resolved: That individual councillor’s comments will be sent to the clerk to be passed on to the planning sub-committee, to be considered when the planning application has been submitted.

69.23 DATE OF THE NEXT MEETING.

Resolved: That the date and time of the next meeting will be on 15 May 2023 at 7.30pm.

The Chairman extended thanks to all councillors for their work over the last term of office, also to those residents who have supported and working with us, particularly those on the NDP group.

Thanks also to the Clerk for her support and to all UPC staff.

Good wishes were extended to the new council.

RECEIPTS, PAYMENTS AND BALANCES - MARCH 2023

MINS APPENDIX 1

PAYMENTS**Admin**

Microsoft	11.28	
Yorkshire Bank	17.60	Charges

SumUp	17.90	Fee
Pockit	1.99	Fee
Stripe	28.28	Fee
GoCardless	0.93	Fee

Chester Handbooks	715.20	Newsletter
SLCC	296.00	Subscription
Scribe Accounting	561.60	Subscription
T Egerton-Parry	150.00	Chair Allow

Community Eng

TMSD	1500.00	Traffic Mgm
Keys PCE	321.00	Fun Day
Royal Brit Legion	117.05	Coronation

Employment

Salaries/Pen/HMRC	6937.71	
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Environment

Botanica Landscape	1798.75	Contractor
Newton Landscapes	370.00	Contractor
Agrovista	451.62	Bowling Gr
RAS Printing & Des	276.00	Banner
RAS Printing & Des	331.20	x2 Banner

Facilities

Initial	26.92	Waste Disp
L Lewis	517.29	Supplies

Utilities

Water Plus	28.19	Water
BT	12.00	Mobile ph
Bulb Energy	406.51	Electricity
Welsh Water	82.51	Water Sew
BT	606.44	Tel/BB qtrly

PETTY CASH EXP

Costco	72.02	Supplies
Booker	35.46	Supplies
Tesco	3.50	Supplies
		Cleaning
Asda	35.80	Supp
Morrisons	7.04	Petrol
Gros Garden Ctr	24.99	Equip

RECEIPTS

SumUp	1055.65	Pavilion Rec
GoCardless	24.00	
Stripe	813.00	
CW&C Council	8982.23	CIL
Car Park Hire	80.00	
Room Hire	567.00	
Bank Credit	0.75	
Bank Interest	284.94	
Cash Receipts	444.00	Pavilion Rec

BALANCES

Yorkshire Bank	113294.92
Petty Cash	373.74