



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 18 January 2021, 7.30pm, via Cisco Webex

Present: Cllr A Bennion (Chairman), Cllr M Bryan, Cllr M Carter, Cllr J Egerton-Parry, Cllr T Egerton-Parry, Cllr J Evans, Cllr P Greenhalgh, Cllr J Houlbrook, Cllr G Hulmes, Cllr M Keenan, Cllr N Poulton, Cllr F Samuel, Cllr B Southward and Cllr B Walker.

In attendance: Suzi Bull (Clerk/Proper Officer) and 7 members of the public.

01.21 OPEN FORUM.

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

02.21 APOLOGIES FOR ABSENCE.

Apologies for absence were received from Cllr Booth and Cllr Schmidt.

Resolved: noted.

03.21 DECLARATIONS OF INTEREST.

No declarations of interest were made.

04.21 COMMUNITY SAFETY.

No members of the local community police team attended the meeting. A brief written crime report was shared at the meeting.

Resolved: The information in the report was noted. The Clerk will write to the Police Chief to comment on how much we value the work of the Upton PCSO and to make enquiries about the new local policing structure since the retirement of PC Brown. Also, to request attendance at Parish Council meetings when possible.

05.21 MINUTES.

Resolved: The Minutes of the meeting held on Monday 7 December 2020 were confirmed as a correct record and will be signed by the Chairman at the next opportunity.

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

06.21 CLERK'S REPORT.

Resolved: The report from the Clerk was received and noted.

07.21 COMMITTEE MINUTES.

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

Finance Committee 11 January.

Recommendations from the Finance Committee will be considered in agenda items 10 and 11.

General Purposes Committee 11 January.

The following recommendation was approved:

To set up a working party to consider a Cycle Plan for Upton; to work with Chester Cycle Campaigns John Violet. The working party will include Cllr Keenan, Cllr Walker and Upton residents.

QE II Sub-Committee 21 Dec.

It was further reported that after a successful meeting with Nikki Harrison of the LTA, consideration was being given to the option to fund tennis court flood lighting with an interest free loan from the LTA. This is possible due to the LTA calculations that indicate Upton is a good location for significant take-up for the use of the tennis courts. A tennis coaching program is to be drafted.

08.21 BOROUGH COUNCILLORS' REPORTS.

Resolved: A written report was received from Cllr Houlbrook; a verbal report was given by Cllr Bryan. Noted.

The Parish Council will receive a written report, in bullet point form, from both Upton Borough Council.

09.21 FINANCE AND ACCOUNTS REPORTS.

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

Recorded details will be filed with the Minutes.

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

10.21 DRAFT BUDGET.

Resolved: The draft budget was approved

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

11.21 PRECEPT.

Resolved: The precept request of £111,380, as recommended by the Finance Committee and supported by the approved budget was approved.

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

12.21 NEIGHBOURHOOD DEVELOPMENT PLAN.

The Chairman of the Steering Group provided an update of the progress with the NDP. A consultation for the draft plan will take place between 8 February and 22

March. Details of how the consultation will be managed were given. Members were asked to assist in any way possible to promote the consultation.

13.21 NDP – PARISH COUNCIL ACTION LIST.

Members further considered items in the Parish Council Action List which is part of the Draft Plan consultation.

Resolved: The Parish Council Action List will be further reviewed to identify the responsibilities of the Parish Council and the resources that will be required to meet the requirements of the list.

Once it is formally made, a Parish Council committee will be formed to manage the policies set out in the plan against any future planning and development in the parish.

14.21 SUSTAINABLE TRANSPORT TASK FORCE.

Members considered the response from CW&C Council's Sean Traynor (circulated on email) to confirm that there is an opportunity for Upton residents to become involved in some aspects of the work of the Sustainable Transport Task Force. It was further reported that several working groups have been set up from within the Task Force which invite interested parties to contribute.

Proposed by Cllr Greenhalgh:

The Clerk writes to the Chief Executive and Sean Traynor of CW&C along with the Chair of the STTF to acknowledge the discussion regarding Transport in and around the Parish area. To request confirmation and details of the CW&C Communication and engagement strategy to ensure all Residents of Upton By Chester are informed of and invited to participate in any plans moving forward.

Amended by Cllr Keenan to read:

as above, with the following added: And in the meantime, UPC appoints a representative to the STTF.

It was further clarified by the Chairman for Members to agree that the person appointed would not 'represent' the Parish Council but act as a conduit for information between the STTF and the Parish Council and Upton community.

A vote took place considering the proposal, the amendment and the further clarification.

A named vote was requested to be recorded.

**Resolved: For – Cllr Bennion, Cllr Bryan, Cllr Carter, Cllr Walker, Cllr Southward, Cllr Houlbrook, Cllr Poulton, Cllr Hulmes, Cllr Samuel and Cllr Keenan. Against – Cllr T Egerton-Parry, Cllr J Egerton-Parry and Cllr Greenhalgh. Abstentions – none.
Motion carried.**

Cllr Schmidt and Cllr Greenhalgh were nominated to be put forward to the STTF.

A Member was asked to withdraw a comment made about Cllr Greenhalgh's unsuitability to be a member of the STTF; the Member declined to withdraw the comment.

Votes in favour of Cllr Schmidt – 9, votes in favour of Cllr Greenhalgh – 3, abstentions – 2.

Resolved: Cllr Schmidt will be put forward to sit on the STTF. Carried.

A report was received from an Upton resident with information from a recent STTF meeting. This was circulated prior to the meeting.

Resolved: Thank you and noted.

15.21 LOW TRAFFIC NEIGHBOURHOODS.

Resolved: A working party to review information on 'Low Traffic Neighbourhoods' and report back to the Parish Council will be set up. The working party will include Cllr Houlbrook, Cllr Poulton and Cllr Evans. A request for community involvement will be extended via the Parish Council social media.

16.21 COMMUNITY ENGAGEMENT MEETINGS.

Resolved: The Parish Council will hold quarterly community engagement meetings.

17.21 DATE OF THE NEXT MEETING.

Resolved: The date and time of the next meeting will be on 1 March 2021 at 7.30pm.

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This meeting closed at 9.40pm