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 19th June 2017, 7.00pm, at Upton Pavilion, Upton, Chester.

Present: Cllr S Eardley, Cllr J Evans, Cllr J Houlbrook, Cllr M Lloyd, Cllr H McNae,

Cllr A Paddock, Cllr F Samuel, Cllr Vaughan and Cllr A Walmsley (Chairman).

In attendance: Darren Flaherty and Mrs S Pollard (Clerk).

**82.17 OPEN FORUM.**

No members of the public were in attendance at the meeting.

**83.17 COMMUNITY SAFETY.**

No members of the Community Safety Team were in attendance at the meeting.

**84.17 APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Cllr Bartliff, Cllr Bennion, Cllr Ford, Cllr Lee,

Cllr S Lloyd and Cllr Southward.

Also absent Cllr M Bryan.

**Resolved: that the apologies are noted.**

**85.17 DECLARATIONS OF INTEREST.**

None given.

**86.17 MINUTES.**

It was further reported that the youth club will close on 20th July.

**Resolved: that regarding the youth club, the clerk will invite interested parties to attend a Parish Council meeting in September.**

**The Minutes of the meeting held on Monday 15th May 2017 were confirmed as a correct record and signed by the Chairman.**

**Proposed by Cllr Houlbrook, seconded by Cllr Evans, all agreed.**

**87.17 CLERK’S REPORT.**

**Resolved: that the report from the Clerk be received and noted.**

**88.17 COMMITTEE MINUTES.**

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

**89.17 WORKING PARTIES.**

Fun Day – DF reported on the progress made with arrangements for the Annual Fun Day; an ‘event’ page has been set up on the Upton Pavilion Face Book page which has attracted a very good response. Approximately 22 stalls are now confirmed including the local schools.

**Resolved: that Cllrs will let the clerk know of their availability to attend on the day and in what capacity they would like to help.**

**90.17 FINANCE AND ACCOUNTS REPORTS**.

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

**Proposed by Cllr Houlbrook, seconded by Cllr Lloyd, all agreed.**

**91.17 BOROUGH COUNCILLORS’ REPORT.**

A report was received from Cllr Houlbrook who apologised for its lateness due to holidays. No report was available from Cllr Bryan.

A discussion took place to consider how to ensure that a report from Cllr Bryan – and any future Borough Councillor – was made available.

**Resolved: that the Standing Orders will be amended to state that Borough Councillors will be invited to attend Parish Council meetings and it is the ‘expectation’ of the Parish Council to receive a report on matters affecting Upton Should a Borough Councillor also be a member of the Parish Council, then he/she must produce a report to each meeting of the full Council on matters affecting Upton.**

**The report from Cllr Houlbrook was received and noted.**

**92.17 SOCIAL MEDIA PROTOCOL.**

After receiving training on Social Media, the Chairman proposed that the Parish Council should have a Social Media Policy in place.

This will ensure appropriate guidelines are in place for staff and a consistency in information being published.

**Resolved: that this item will be referred to the Communications Committee.**

**93.17 BACHE HALL ESTATE.**

**Resolved: that a letter be sent from the Parish Council to the Police & Crime Commissioner for Cheshire explaining the impact on crime levels at the Countess of Chester Hospital on statistics for the Bache Hall Estate, asking that in future crime figures for the hospital be shown separately from those of Bache Hall and asking him to explore whether crime levels at other hospitals throughout Cheshire are having a similar impact on their respective post code localities.**

**94.17. UNCONVENTIONAL GAS EXTRACTION POLICY.**

**Resolved: that the UPC draft UGE policy is approved.**

**A summary of the consultation responses will be published.**

Vote – 9 For. Carried unanimously.

**95.17 ANNUAL GOVERNANCE STATEMENT.**

**Resolved: that the Annual Governance Statement is approved.**

**Proposed by Cllr Evans, seconded by Cllr Vaughan, all agreed.**

**96.17 ANNUAL STATEMENT OF ACCOUNTS.**

**Resolved: that the Annual Statement of Accounts was approved and the Annual Return signed off to be submitted for auditing.**

**Proposed by Cllr Evans, seconded by Cllr Lloyd, all agreed.**

**97.17 BOWLING GREEN OPENING CEREMONY (20th June 2017).**

The Chairman gave an update on the arrangements for the Bowling Green Opening Ceremony.

**Resolved: noted.**

**98.17 AUDIO RECORDING EQUIPMENT.**

**Resolved: that the purchase of audio recording equipment as previously agreed and at a cost of £147 was approved.**

Proposed by Cllr Houlbrook, seconded by Cllr Lloyd, all agreed.

**99.17 INVITATIONS, CORRESPONDENCE AND PUBLICATIONS.**

An invitation to attend a ChALC training session on the benefits of the Local Council Award Scheme.

**Resolved: that the Chairman will attend the meeting.**

**100.17 DATE OF THE NEXT MEETING.**

**Resolved: that the date and time of the next meeting will be on Monday**

**31st July at 7.00pm.**

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