



# UPTON BY CHESTER AND DISTRICT PARISH COUNCIL

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Dear Member,

You are summoned to the Meeting of Upton-by-Chester and District Parish Council, to be held at 7.30 pm on Monday 14 November 2022 at Upton Pavilion, Wealstone Lane, Upton, Chester, CH2 1HD.

**The business to be transacted at the meeting is detailed on the agenda below. Please note that Standing Orders will apply at this meeting. Members of the press and public are entitled to attend.**

Signed *Suzi Bull* Clerk/ Proper Officer to the Parish Council 08.11.22.

## AGENDA

### 1. OPEN FORUM.

Members of the public will be invited to comment on any items on the agenda before business commences.

**(New business should be brought to the attention of the clerk one week prior to the next meeting).**

### 2. APOLOGIES FOR ABSENCE.

To receive apologies for absence as reported to the clerk.

### 3. DECLARATIONS OF INTEREST.

Members are invited to declare any interests they may have in items on this agenda as per the Code of Conduct.

### 4. COMMUNITY SAFETY.

- To welcome a member of the Upton community safety team to the meeting.
- To receive a report on community safety. **Enc**

## **5. MINUTES.**

To confirm as a true record the Minutes of the meeting held on Monday 26 September 2022 as amended, also the Minutes of the meeting held on Monday 17 October 2022. **Enc**

## **6. CLERK'S REPORT.**

To receive and note a report from the Clerk on action taken on resolutions made at the last meeting. **Enc**

## **7. COMMITTEE MINUTES.**

To receive the Minutes of the Committee meetings held since the last meeting and approve any recommendations:

- QE II Sub-Committee 31.10.22
- Finance Sub-Committee 31.10.22

## **8. FINANCE AND ACCOUNTS REPORTS.**

To approve the payment of invoices for goods and services rendered, to note any receipts and details of current balances. **Enc**

## **10. CAR BOOT SALE.**

To review the recent event and consider requests for future car boot sales.

## **11. INCLUSIVE PARISH COUNCIL MEETINGS.**

To consider how meetings of the Parish Council may be more inclusive to members of the public.

## **12. THE HEATH YOUTH CLUB CROWD FUND.**

To consider contributing to the new youth club crowd funding.

## **13. RECRUITMENT.**

To approve the documents to support the recruitment of an Assistant Clerk.

## **14. PARISH SURVEY.**

- To approve a method of identifying potential action to be taken from information provided in the parish survey.
- To agree who will lead the project.

## **15. DATE OF THE NEXT MEETING.**

To confirm that the date and time of the next meeting will be on 12 December 2022 at 7.30pm.