



UPTON BY CHESTER AND DISTRICT PARISH COUNCIL

Upton Pavilion
Wealstone Lane
Upton
Chester
CH2 1HD
07584415343

Email: clerk@uptonbychester.org.uk



Minutes of the meeting of Upton by Chester and District Parish Council, held on Monday 15 November 2021, 7.30pm, Upton Pavilion, Wealstone Lane, Upton.

Present: Cllr S Booth, Cllr M Carter, Cllr J Egerton-Parry, Cllr T Egerton-Parry (Chairman), Cllr J Evans, Cllr Greenhalgh, Cllr J Houlbrook, Cllr G Hulmes, Cllr M Keenan and Cllr B Walker.

In attendance: Suzi Bull (Clerk/Proper Officer), Julie Barnard and Rob Ruddock from the Joint Cheshire Emergency Planning Team

138.21 OPEN FORUM.

No members of the public were present.

139.21 APOLOGIES FOR ABSENCE.

The following apologies for absence were reported to the Clerk; reasons were provided.

Cllr A Bennion, Cllr M Bryan, Cllr N Poulton, Cllr F Samuel, Cllr J Schmidt and Cllr B Southward.

140.21 DECLARATIONS OF INTEREST.

No declarations of interest were made.

141.21 COMMUNITY SAFETY.

Resolved: Members received and noted a report from the local policing team.

No member of the local policing team were in attendance.

142.21 COMMUNITY RESILIENCE PLAN.

Members welcomed representatives from Cheshire Shared Services to present information on Community Resilience Plans:

A written plan specific to Upton would be used in response to major incidences.

Resolved: Information was received and noted. A plan template and a completed example plan will be provided. Further discussion will take place at the next meeting.

143.21 MINUTES.

Resolved: The Minutes of the meeting held on Monday 11 October 2021 were confirmed as a correct record and signed by the Chairman.

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

144.21 CLERK'S REPORT.

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

145.21 COMMITTEE MINUTES.

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

General Purposes Committee 18 October – meeting cancelled.

Employment Committee 18 October – meeting abandoned, inquorate.

QE II Sub-Committee 25 October – meeting abandoned, inquorate.

NDP Steering Group 25 October – meeting cancelled.

Communications Committee 8 November.

Finance Committee 8 November.

146.21 NEIGHBOURHOOD DEVELOPMENT PLAN.

The Chairman of the NDP Steering Group provided an update. The draft plan and supplementary documents have been submitted to Cheshire West and Chester Council.

The Parish Council Action List proposed by the NDP Steering Group and previously discussed and amended by Members was presented for approval.

Resolved: The amended Parish Council Action List was approved. Further adaptations, amendments and additions may be made to the list in future.

Proposed by Cllr Houlbrook, seconded by Cllr Greenhalgh. Carried.

147.21 BOROUGH COUNCILLORS' REPORTS.

Resolved: a report from Councillor Houlbrook, on matters which affect Upton was received and noted.

Issues raised by members of various local community groups were included in the report for comment from the Parish Council. The issues were largely within the remit of the Borough Council and not the Parish Council.

Resolved: There will be no involvement from the Parish Council in the issues raised; Cllr Houlbrook will report back in due course.

Cllr Bryan did not provide a written report.

148.21 FINANCE AND ACCOUNTS REPORTS.

Resolved: The payment of salaries and expenses, payment of invoices for goods and services rendered were approved; receipts and details of current balances were noted. Appendix A

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

149.21 ENVIRONMENT POLICY.

Resolved: The draft Environment Policy was approved.

150.21 AMENDMENTS TO STANDING ORDERS.

It was proposed that the following amendment be included in the Parish Council Standing Orders:

If a meeting is or becomes inquorate no business shall be transacted and the meeting shall be adjourned. Any outstanding business of a meeting so adjourned shall be automatically delegated to the Clerk in consultation with such members as may be available, or may be delegated to the Clerk solely, unless specifically prohibited.

Resolved: The Proposed amendment to Standing Orders was approved; in the event of a Parish Council or committee meeting being inquorate, for the purpose of proceeding with Parish Council business.

151.21 QUEEN ELIZABETH II JUBILEE MEMORY BOX.

It was propose to create a 'memory box' as part of the Queen Elizabeth II Jubilee celebrations.

Resolved: Details of items to be included in the box, the container to be used and the location of where the box will be buried will be further considered. The Parish Council will invite local schools and organisations to contribute.

152.21 DATE OF THE NEXT MEETING.

Resolved: The date and time of the next meeting will be on 13 December 2021 at 7.30pm.

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