UPTON BY CHESTER AND DISTRICT



PARISH COUNCIL

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**18 Gladstone Road**

**Chester**

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**Email:** [**clerk@uptonbychester.org.uk**](mailto:clerk@uptonbychester.org.uk)



Dear Member,

You are summoned to the Meeting of Upton by Chester & District Parish Council to be held at 7.00pm on Monday 02 September 2019 at Upton Pavilion, Wealstone Lane, Upton, Chester.

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 and there will be an 'Open Forum' for 10 minutes at the beginning of the meeting to raise any issues with the Parish Council.

15.10.19 Signed: **Suzi Bull** Clerk and Proper Officer

### AGENDA – Pt 1

**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 and approve reasons as necessary.

**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 members of the local community police team to the meeting to deliver a report on community safety.

**5. YOUTH CLUB.**

To welcome CW&C Council Youth Service Officer to the meeting.

To receive advice and information required when setting up a youth club.

**6. MINUTES.**

To confirm as a true record the Minutes of the meeting held on Monday 2 September 2019. **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 committees held since the last meeting, to receive information and consider recommendations:

Finance Committee 9 September. **Enc**

Communications Committee 9 September. **Enc**

Employment Committee 16 September. **Enc**

* Staff request (recommendations to be received and considered in Pt II)

General Purposes Committee 30 September. **Enc**

* Polite notice to parked vehicles

Communications Committee 14 October. **Enc**

* Public sector website accessibility
* Draft Newsletter

**8. BOROUGH COUNCILLORS’ REPORTS.**

To receive information from Upton Borough Councillors on matters which affect Upton.

**9. FINANCE AND ACCOUNTS REPORTS**.

* To approve the payment of salaries and expenses.
* To approve the payment of invoices for goods and services rendered.
* To note receipts and details of current balances.
* To receive financial reports. **Enc**

**10. BUDGET.**

To consider capital expenditure projects for the period 2020/21.

**11. COMMITTEE MEMBERSHIP.**

To review committee membership and take action necessary to fulfil committee membership operating levels.

**12. ENFORCEMENT.**

To consider a Parish Council response to the CW&C Council Enforcement consultation.

**13. UPTON EVENTS – FUN DAY/CHRISTMAS MARKET.**

To receive a report on the Fun Day.

To receive information regarding the forthcoming Christmas events.

**14. YOUTH CLUB.**

To consider how to proceed with youth club provision in Upton.

**15. NEIGHBOURHOOD WATCH.**

To receive information on the local Neighbourhood Watch scheme.

**16. YOUTH COUNCIL**

To receive information and consider the benefits of setting up a Youth Council.

**17. TRADE MARK APPLICATION.**

To receive an update from the Clerk and agree further action. **Enc**

**18. 20MPH SPEED LIMIT.**

To agree to discuss the current management and enforcement of 20mph speed limits.

**19. DATE OF THE NEXT MEETING.**

To confirm the date and time of the next meeting.