UPTON BY CHESTER AND DISTRICT



PARISH COUNCIL

##### 

**18 Gladstone Road**

**Chester**

**CH1 4BY**

**07584415343**

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

Minutes of the Meeting of Upton by Chester and District Parish Council held on

2 July 2018, 7.00pm, at Upton Pavilion, Upton, Chester.

Present: Cllr A Bennion, Cllr S Eardley, Cllr J Houlbrook, Cllr M Lloyd, Cllr S Lloyd,

Cllr F Samuel, Cllr B Southward, Cllr K Vaughan and Cllr A Walmsley (Chairman).

In attendance: Mrs S Pollard (Clerk).

**239.18 OPEN FORUM.**

No members of public were in attendance at the meeting.

**240.18 COMMUNITY SAFETY.**

No members of the local community police team were in attendance at the meeting.

An Upton crime report was circulated and noted.

**241.18 APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Cllr Bartliff, Cllr Bryan, Cllr Evans, Cllr Ford, Cllr Lee, Cllr McNae and Cllr Paddock.

**Resolved: noted.**

**242.18 DECLARATIONS OF INTEREST.**

No declarations of interests were made.

**243.18 MINUTES.**

**Resolved: the Minutes of the meeting held on Monday 21st May 2018 were confirmed as a correct record and signed by the Chairman.**

**Proposed by Cllr Houlbrook, seconded by Cllr Bennion.**

**244.18 CLERK’S REPORT.**

**Resolved: the Clerk’s Report was received and the following actions agreed:**

**Bus shelter – the clerk will assess repairs and arrange for quotations for the required work.**

**The Planning Committee section of the Delegated Powers policy was approved.**

**A meeting regarding car parking at Weston Grove will now take place in mid-August.**

**245.18 COMMITTEE MINUTES.**

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

General Purposes Committee 4th June.

**Resolved: the request from Mill View School to put an access gate in the border with the playing field was approved; subject to access being available from the school side only. An invoice for ‘right of way’ will be issued annually.**

Communications Committee 11th June.

**Resolved: the recommendation to approve the draft GDPR Policy was agreed.**

QE II Sub-Committee 30th April and 25th June.

**250.18 NEIGHBOURHOOD DEVELOPMENT PLAN.**

Cllr Bennion reported that good progress was being made with very helpful assistance from members of the Steering Group. The Plan is now expected to be ‘made’ around September/October 2019.

**Resolved: the Minutes of the steering group meeting held on 30th April and 25th June were received.**

**Cllr Samuel was appointed to the steering group.**

**251.18 BOROUGH COUNCILLORS’ REPORT.**

**Resolved: the Borough Councillors’ Reports were received.**

**A letter will be sent to CW&C Council regarding the poor quality and inconsistency of grass cutting, especially in the Holy Ascension church yard, the Cockpit and Lodge Gardens.**

**252.18 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.**

**Proposed by Cllr Benion, seconded by Cllr Houlbrook.**

**253.18 MONTHLY CINEMA NIGHTS.**

PCSO Jenna Tapley has requested assistance with providing a monthly cinema night in the Pavilion for young Upton residents.

**Resolved: the Parish Council will make a donation of £350 towards the cost of providing a monthly cinema night for young people, in the pavilion.**

**255.18 COMMUNITY GARDEN.**

**Resolved: the idea of a community garden within the QE II orchard area was approved. This may include fruit trees and raised flower and vegetable beds.**

**The following actions will be taken:**

**The clerk will look into the availability of orchard trees via the Woodland Trust; will liaise with the Wildlife Connections at Chester Zoo to discuss insect/wildlife projects.**

**Financing will be considered by the Finance Committee in the autumn.**

**256.18 WORKING PARTIES.**

**Resolved: the following councillors will be members of the Upton Pavilion Fun Day working party:**

Cllr Houlbrook

Cllr Bennion

Cllr Samuel

Cllr Walmsley

**The following councillors will be members of the Upton Christmas Market working party:**

Cllr Houlbrook

Cllr Bennion

Cllr Samuel

Cllr Walmsley

**257.18 NO: 1 BUS SERVICE.**

Cllr Houlbrook gave a verbal update on the changes to the No: 1 bus service and the solutions being considered for car parking issues around Upton Heath School.

**Resolved: a follow up public meeting is due to take place on 5th July.**

**258.18 UPTON FEST.**

The Chairman updated Members on a recent Upton Fest review meeting where good and bad practice was noted and will be taken into consideration for next year. The Parish Council may receive a request for the Fest to become a 2 day event.

**Resolved: that a two day event is approved.**

**259.18 INVITATIONS, CORRESPONDENCE AND PUBLICATIONS.**

None to consider.

**260.18 DATE OF THE NEXT MEETING.**

**Resolved: the date and time of the next meeting will be on 3 September 2018 at 7.00pm.**

……………………………………………………………………………………………….