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 20th January 2017, 7.00pm, at Upton Pavilion, Upton, Chester.

Present: Cllr A Bennion, Cllr Eardley, Cllr Evans, Cllr J Houlbrook, Cllr J Lee,

Cllr M Lloyd, Cllr S Lloyd, Cllr H McNae, Cllr A Paddock, Cllr F Samuel,

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

In attendance: 10 members of the public and Mrs S Pollard (Clerk).

**23.17 OPEN FORUM.**

Representatives of neighbours surrounding Chemistry Pits attended the meeting. Three residents spoke on behalf of all, the following points were made:

* Would have preferred a wider consultation than just the households adjacent to the playing field.
* Would like play equipment provided for all ages.
* Improved drainage.
* Space to be retained as there is a lack of green space generally in Upton.
* Chemistry Pits is a very well used space.
* Consider changing the name from Chemistry Pits.
* Would like to form a ‘Friends of the Field’ group to look after and oversee the area.
* There is a lack of safe road crossing to the QEII so to provide a proper play area for families further away within the parish.

Many other valuable and pertinent comments were made in several emails received in response to the Parish Council’s letter.

**24.17 COMMUNITY SAFETY.**

No members of the community safety team were in attendance; however, a report was circulated and read out at the meeting.

**Resolved: noted.**

**25.17 APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Cllr Bryan and Cllr Ford.

Cllr Bartliff was also absent.

**Resolved: noted.**

**26.17 DECLARATIONS OF INTEREST.**

No declarations of interest were given.

**Agenda item 12 (Minute no: 34.17) was taken at this point.**

**27.17 MINUTES.**

**Resolved: that the Minutes of the meeting held on Monday 9th January 2017 were confirmed as a correct record and signed by the Chairman.**

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

**28.17 CLERK’S REPORT.**

Food Bank - the clerk has identified where existing food collection points are located within Upton. The Member who brought this for consideration stated that the clerk had not actioned the original request of the Parish Council correctly, which was to look into the possibility of UPC providing a distribution point and not just a collection point.

PCC Funding Consultation - the clerk confirmed that there has been no response to the letter sent to the Police and Crime Commissioner regarding the funding consultation, despite a reminder being sent.

**Resolved: that the Clerk’s Report was received and noted; that the clerk stated she did not have time to carry out all the background research into this project and asked Cllr Houlbrook (as the Cllr who brought it to the table), if she would do this, which was agreed.**

**A letter will be sent to the Chester Chronicle to let them know that UPC has written to the new Police and Crime Commission and not received a response.**

**The Police and Crime Commissioner will be invited to attend the next meeting.**

**29.17 COMMITTEE MINUTES.**

**Resolved: that the following Minutes of committee meetings held since the last meeting were received:**

Communications Committee 16th January.

General Purposes Committee 6th February.

Finance Committee 6th February.

NDP Steering Group 23rd January.

Employment Committee (Pt II) 16th January.

The following recommendations were received:

Communications Committee:

The Communications Committee had hoped to submit the final draft of the latest newsletter for approval; unfortunately, this was not possible.

**Resolved: that the article on tree planting at the Countess of Chester Country Park will be removed.**

**An article on the proposed work in Chemistry Pits is to be included, along with a general article on the activities at the Countess of Chester Country Park.**

Gen Purposes Committee:

It was reported that tenders and a schedule of work for the War Memorial Project have been received with the best value quotation being £9,100; funding will be available from War Memorials Trust once the application has been approved, however before maintenance tenders could be looked for, a base line assessment of maintenance required at the war memorial, had to be carried out at a cost of £600.

**Resolved: that the £600 expenditure is approved. Cllr Evans will write to the British Legion to inform them of the proposed work.**

Neighbourhood Development Plan:

It was reported that 2 volunteers have come forward to fill vacancies on the NDP Steering Group and that one of them may join long term.

Attention was drawn to the event being held on 27th February at 7.00pm in the pavilion, to inform Upton community groups of the NP project and invite them to contribute; all Members were invited to attend.

**30.17 FINANCE AND ACCOUNTS REPORTS**.

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

**Proposed Cllr Bennion, seconded by Cllr M Lloyd. All agreed.**

**31.17 BOROUGH COUNCILLORS’ REPORT.**

Cllr Samuel asked for his objections to ‘receiving’ Cllr Bryan’s Borough Councillor’s Report to be recorded, as in his opinion, the information given was not relevant to the Parish Council.

**Resolved: that the Borough Councillors’ Reports were received and noted.**

**32.17 CHILD APPEAL TRUST.**

A Member has requested that the Parish Council sends a letter in support of the Child Appeal Trust café at the Countess of Chester Hospital; also to offer the use of the QEII playing field for a fund raiser, free of charge.

**Resolved: that the Parish Council will send a letter in support of the Child Appeal Trust café. Use of the playing field for a fundraising event will be £5 per hour, in line with current hiring charges.**

**33.17 ChALC MEMBERSHIP.**

**Resolved: the Parish Council will renew the subscription to ChALC for the period 2017/18; a letter will be sent with the subscription renewal to let ChALC know that UPC will be reviewing the benefits of membership on an annual basis.**

**The clerk will ensure that Code of Conduct; in particular the lack of sanctions available for use when the Code of Conduct is contravened, will be put on a future agenda for discussion prior to asking ChALC to take up the issue.**

**34.17 CHEMISTRY PITS.**

Parish Council Members discussed the issues at Chemistry Pits and the comments and suggestions made by residents in attendance; the following points were made:

Most councillors -

* Are in favour of keeping the green space.
* Like the idea of a ‘Friend of Chemistry Pits’ group being formed.
* Agree that the provision of play equipment will need to be supported by residents.
* Are against developing the site for housing.
* Agree to further discuss a name change from Chemistry Pits.
* Agree to more trees being planted to help with drainage.
* Agree that maintenance and repair to the path should be carried out.
* Agree that the Wildlife Area could be used for project work by local schools.
* Ward Budget to support a ‘Friends of Group’
* Working with Chester Zoo – JH
* To fully consult with all Upton residents on the proposed name change.

Cllr Houlbrook stated that she will make a financial contribution to the new group, once the new Area Fund is available in April.

**Resolved: that a working party will be formed - consisting of Parish Councillors and residents – for the purpose of setting up a ‘Friends of …..’ group. This will be done before any further decisions are made about maintenance work and before any more money is spent.**

**Residents interested in being part of the working party and then a ‘Friends of…’ group once set up will contact the clerk.**

**A full consultation will take place before any further consideration of changing the name of the playing field.**

**35.17 ANNUAL ASSEMBLY.**

**Resolved: that the Annual Parish Assembly will take place as scheduled on Monday 24th April at the Library Hub, Upton High School (tbc).**

**The clerk will invite a representative of the British Heart Foundation or St John’s Ambulance to attend as a guest speaker and to give a demonstration of the defibrillator.**

**36.17 LITTER PICKING.**

A discussion regarding the monthly community litter picking events took place.

**Resolved: that the clerk will write to the leader of CW&C Council to complain about litter on our streets and open spaces and that it is felt that the service is**

**sub-standard and not good enough.**

**Cllr Houlbrook will contact the Environmental Health department to request a clean-up at the rear of Weston Grove shops.**

**Saturday morning litter picking sessions already scheduled will continue; councillors will attend when possible. Evening litter picking sessions will be considered instead of Saturday mornings, in the summer.**

**37.17 SELF PRESENTATION TRAINING.**

This training has not taken place yet; therefore this item will be deferred until the next meeting.

Cllr Samuel reported on a meeting about the LEP funding.

**Resolved: noted.**

**38.17 INVITATIONS, CORRESPONDENCE AND PUBLICATIONS.**

The following correspondence was considered:

An email from Qwest Services – offering volunteer services for a variety of tasks such as gardening, painting etc.

**Resolved: that this information will be kept on file until required.**

**39.17 DATE OF THE NEXT MEETING.**

**Resolved: that the date and time of the next meeting will be on 3rd April 2017 at 7.00pm.**