 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

21 October 2019, 7.00pm, at Upton Pavilion, Upton, Chester.

Present: Cllr A Bennion (Chairman), Cllr S Booth, Cllr M Carter,

Cllr J Egerton-Parry, Cllr T Egerton-Parry, Cllr J Evans, Cllr J Houlbrook,

Cllr G Hulmes, Cllr M Keenan, Cllr N Poulton, Cllr F Samuel,

Cllr B Southward and Cllr B Walker.

In attendance: 3 members of the public and Ms S Bull (Clerk and Proper Officer).

**108.19 OPEN FORUM.**

No members of public were in attendance at the meeting.

**109.19 APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Cllr Bryan, Cllr Greenhalgh and

Cllr Schmidt.

**Resolved: noted.**

**110.19 DECLARATIONS OF INTEREST.**

No declarations of interest were made.

**111.19 COMMUNITY SAFETY.**

No representative of the Policy Safety Team were in attendance.

A crime report was not available.

**112.19 YOUTH CLUB.**

Members welcomed CW&C Council officers to the meeting to receive information for consideration when setting up a youth club.

Visitors from the church youth group were in attendance.

**Resolved: the Parish Council will facilitate a meeting between CW&C officers and members of Upton Uniting Reformed Church Youth Workers.**

**CW&C officers will consult with Upton High School pupils.**

**The Parish Council will act as the ‘body’ for funding applications.**

**113.19 MINUTES.**

**Resolved: the Minutes of the meeting held on Monday 2nd September 2019 were confirmed as a correct record and signed by the Chairman.**

**Proposed by Cllr Carter, seconded by Cllr Evans.**

**114.19. CLERK’S REPORT.**

**Resolved: the Clerk’s Report was received and noted.**

**115.19 COMMITTEE MINUTES.**

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

Finance Committee 9 September.

Communications Committee 9 September.

Employment Committee 16 September.

(recommendations were received and considered in Pt II).

General Purposes Committee 30 September.

**The polite notice to be placed on inappropriately parked vehicles was approved.**

Communications Committee 14 October.

**Noted: Members were informed of recent legislation regarding the accessibility of public sector websites; the Communications Committee is to work on improvements to the UPC website in order to be compliant with the new legislation.**

**The draft newsletter was approved.**

**116.19 BOROUGH COUNCILLORS’ REPORTS.**

A report was received from Cllr Houlbrook.

**Resolved: Cllr Houlbrook’s report was received and noted.**

**The clerk will write to Cllr Bryan to request that he submits a report on Borough Council matters that affect Upton, to each meeting of the full Parish Council.**

**117.19 FINANCE AND ACCOUNTS REPORTS**.

**Resolved: the payment of salaries and expenses, goods and services were approved. Receipts and balances were noted.**

**Financial Reports for general accounting for the month of August and Pavilion Accounting to date were received.**

**Proposed by Cllr Bennion, seconded by Cllr T Egerton-Parry.**

**118.19 BUDGET.**

Members were asked to consider capital expenditure projects for the period 2020/21.

**Resolved: it was agreed that a request for funding to set up and help maintain a Youth Club provision would be submitted to the Finance Committee.**

**An item to consider the funding required for improvements to the Upton shopping centres will be referred to the General Purposed committee.**

**119.19 COMMITTEE MEMBERSHIP.**

Members reviewed committee membership to ensure that numbers were sufficient to maintain effective operating levels.

**Resolved: it was approved that Cllr Walker will sit on the Communications Committee and the General Purposes Committee.**

**The Clerk will send a note all absent councillors to invite them to join committees that require additional members.**

**120.19 ENFORCEMENT.**

The Parish Council’s response to CW&C Council’s consultation on proposed local enforcement of several matters was deferred from the last meeting in order for Members to review the consultation details and form an opinion on which to base a submission.

**Resolved: Councillors will respond individually to the consultation and not as a representative of the Parish Council.**

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

It was reported and agreed that the annual Upton Fun Day was successful and has continued to develop and improve.

The date of the Upton Christmas Market will be on Sunday 1st December; the Christmas Carol Singing event will be held on Wednesday 11th December.

**Resolved: noted, the dates will be included in the next newsletter.**

**122.19 YOUTH CLUB.**

The Clerk reported that it would be possible for the group to apply to the Parish Council for a fund towards setting up costs.

**Resolved: Cllr Carter, Cllr Walker, Cllr Poulton and Cllr Houlbrook will work with CW&C officers and Upton United Reformed Church youth workers to set consider the process for setting up a youth club in Upton.**

**The Clerk will co-ordinate an initial meeting of the working party.**

**123.19 NEIGHBOURHOOD WATCH.**

**Resolved: a link to the Neighbourhood Watch Scheme will be posted onto the Parish Council website.**

**124.19 YOUTH COUNCIL**

Councillors received information on the broad outline of setting up a Youth Council.

**Resolved: that UPC will set up a Youth Council. The Clerk will send a summary of the setting up process to all Councillors.**

**125.19 TRADE MARK APPLICATION.**

The Parish Council application to trade mark Upton-by-Chester Events has not been approved largely due to the use of the place name ‘Upton-by-Chester’ being the main part of the proposed trade mark.

**Resolved: the Parish Council Logowill be added to the proposed trademark and re-submitted.**

**126.19 20MPH SPEED LIMIT.**

Members were asked to consider the current management and enforcement of 20mph speed limits, identify issues and future activities and review baseline data on traffic speeds, accidents/incidents and environmental impact including air pollution and the current and ongoing evaluation measures and success criteria for the scheme.

**Resolved: Cllr Bryan and Cllr Houlbrook will act as liaison between parties involved in bringing this information together.**

**127.19 DATE OF THE NEXT MEETING.**

**Resolved: the date and time of the next meeting will be on Monday 2 December 2019, at 7.00pm.**