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

30 October 2017, 7.00pm, at Upton Pavilion, Upton, Chester.

Present: Cllr T Bartliff, Cllr A Bennion, Cllr S Eardley, Cllr J Evans,

Cllr J Houlbrook, Cllr D Ford, Cllr M Lloyd, Cllr H McNae, Cllr F Samuel,

Cllr K Vaughan and Cllr A Walmsley (Chairman).

In attendance: Mrs S Pollard (Clerk).

**120.17 OPEN FORUM.**

Members of the public attended the meeting to speak about the following issues:

Several Upton residents attended the meeting to discuss the ‘Dogs on Leads’ issues on the playing field. It was generally felt that responsible dog owners pick up after and control their dogs. The Parish Council was asked to make its position clear as to whether enforcement action would be taken to keep dogs on leads.

Neighbourhood planning – an Upton resident and member of the Neighbourhood Plan steering group informed Members of her concern that there is a lack of commitment from the Parish Council to the NP; also a lack of communication with non-Parish Council steering group members.

Concern also at the apparent lack of co-operation by some Parish Councillors with the NDP stand on display at the Fun Day on 16th September.

It was requested that the Parish Council reviews the membership of the steering group, that councillors attend meetings more regularly, contribute to the workload and set and adhere to a fixed meeting schedule.

**121.17 COMMUNITY SAFETY.**

PC Brown was unable to attend the meeting; a crime report was circulated.

**Resolved: noted.**

**122.17 APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Cllr Bryan, Cllr Lee, Cllr S Lloyd, Cllr Paddock and

Cllr Southward.

**Resolved: that the apologies were noted.**

**Cllr Southward has been absent for a period of six months. Apologies for this meeting with reasons for all previous apologies were approved.**

**123.17 DECLARATIONS OF INTEREST.**

No declarations of interest were given.

**124.17 MINUTES.**

**Resolved: that both the Minutes and Pt II Minutes of the meeting held on Monday 11th September 2017 were confirmed as a correct record and signed by the Chairman.**

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

It was further reported that CW&C Highways are still considering the request for an electronic 30mph warning sign on Long Lane. It is thought that the cost will be higher than previously stated. 30mph roundels will be painted onto the road surface.

Boundary Commission – the clerk was reminded to clarify the precise Plas Newton boundary with CW&C Council as agreed but not recorded in the last Minutes.

**125.17 CLERK’S REPORT.**

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

**126.17 COMMITTEE MINUTES.**

**Resolved: that the following committee Minutes were received:**

**Communications Committee 9th October.**

**The draft newsletter was approved.**

**The Social Media Policy will be amended further to include a policy for the pavilion Facebook account.**

**127.17 WORKING PARTIES.**

A first Playground Sub-Committee meeting has taken place. Subsequently when reviewing local play provision (in order to establish a need for projects being considered in Upton), a further meeting with CW&C officers has also taken place where useful information was received.

**Resolved: that the Minutes of the Playground Sub-Committee are received.**

**128.17 BOROUGH COUNCILLORS’ REPORT.**

Reports from Cllr Bryan and Cllr Houlbrook were received.

**Resolved: that the clerk will seek clarification on the following matters included in Cllr Bryan’s report:**

* **The potential closure of Upton Library.**
* **More details of the Creative Writing course.**
* **Details of where the new Community greenhouse will be sited.**

**One councillor stated and asked it to be noted that Cllr Bryan’s report should be accurate, factual and relevant to Upton parish,** **especially when the Borough Councillors' Reports are made public by insertion on the Parish Council website.**

**The clerk was advised that Borough Councillors Reports that may contain factual inaccuracies should not be posted on to the Parish Council website**

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**129.17 FINANCE AND ACCOUNTS REPORTS**.

**Resolved: that 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 Evans, seconded by Cllr Bennion, all agreed.**

**130.17 ANNUAL AUDIT REPORT.**

**Resolved: that the Annual Audit Report was received and noted and that no further action is required.**

**Proposed Cllr Evans, seconded by Cllr Walmsley, all agreed.**

**131.17 NEIGHBOURHOOD DEVELOPMENT PLAN.**

Members were asked to consider the progress of the Neighbourhood Plan and the possible ongoing cost – two previous grants have been largely returned to the provider due to not being spent within the time period attached to grant terms.

**Resolved: that the following matters were agreed:**

* **To proceed with the NP**
* **To provide the Parish Council with a resume of work to date**
* **To add the NP as a standing item on future PC agendas**
* **To provide and agree a fixed schedule of meeting dates (to take place on Monday evenings)**
* **To better use social media to publicise the NP**
* **To use local centres (library/PO/pubs etc) to hold NP information**
* **To produce an additional, NP specific newsletter (members of the PC will deliver to all households)**
* **To write and post a resume of ‘responsibility’ within the PC/steering group on the website page**

**It was further agreed that in the event of being unable to secure further grant funding, the Parish Council will commit £2,000 for a period of up to 3 years to the project.**

**Proposed by Cllr Evans, seconded by Cllr Bennion. All agreed.**

**132.17 YOUTH CLUB.**

It was reported that due to a change in trustees, the plans for a new youth club provision have fallen through.

A youth club is being run by the trustees; this is not supported by CW&C Council due to the apparently poor condition of the building.

The youth club building is owned by CW&C Council and leased long term to the trustees.

**Resolved: that the clerk will write to the youth club to enquire about the service they are to provide.**

**133.17 WESTON GROVE SHOPS.**

The Chairman reported that a meeting with Weston Grove business owners had taken place; there is a concern that the now closed One Stop retail unit will remain empty for the foreseeable future.

The clerk reported that One Stop Properties department had confirmed that it was in their interest to let the retail until as soon as possible.

**134.17 CHESHIRE ASSOCIATION OF LOCAL COUNCILS ANNUAL MEETING.**

The Chairman reported that Member councils at the ChALC AGM voted unanimously in favour of the UPC motion regarding the need for more effective sanctions where the Code of Conduct is breached by Councillors.

The next step will be for ChALC and NALC to write to the Government to ask that this matter is dealt with.

Details of the other motions put forward can be found on the ChALC website.

Member subscriptions will increase by 1p per elector for the next financial period.

**135.17 WAR MEMORIAL.**

The Parish Council has received a request from an Upton resident to add the name of a fallen service man from the Chester area to the Upton by Chester war memorial.

It was noted that the Upton war memorial is a WW1 and WW2 commemoration.

The clerk provided information on the protocol for war memorial inscriptions, the work required and the costs involved.

Thanks were given to everyone involved in the maintenance of the war memorial garden.

**Resolved: that the clerk will write to the British Legion to seek advice on alternative memorials for service men and women lost in later conflict. The clerk will write to the Upton resident to keep him informed of the Parish Council decision and help him to find an acceptable solution.**

**The matter will now be referred back to the General Purposes Committee.**

**136.17 DOGS ON LEADS.**

The Clerk informed Members that the current Dogs on Leads bylaw, put in place by the previous Chester City Council cannot be enforced.

CW&C Council will carry out a consultation starting in January 2018 prior to work commencing on Public Space Protection Orders which will replace the current Dog Control Orders.

It was noted that it is unacceptable to have a control order in place that cannot be enforced.

**Resolved: to take no further action until after the CW&C consultation in January 2018. This matter will now be referred to the General Purposes Committee. Once available, the clerk will put the consultation details on the Parish Council website and social media.**

**137.17. INVITATIONS, CORRESPONDENCE AND PUBLICATIONS.**

None received.

**138.17 DATE OF THE NEXT MEETING.**

**Resolved: that the date and time of the next meeting will be on Monday 4 December at 7.00pm.**

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