



# UPTON BY CHESTER AND DISTRICT PARISH COUNCIL

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## **Minutes of the Upton by Chester and District Parish Council's Community Engagement Committee Meeting, held on Monday 29 April 2024, 6.30pm at Upton Pavilion, Wealstone Lane, Upton, Chester.**

**Present:** Cllr A Lingard (Chairperson), Cllr S Stanley, Cllr H Wilman and Cllr  
Jeffery

1. Apologies were received from Cllr J Ebo, Cllr H Jackson, Cllr R Lee, and Cllr Morgan. Reasons were given and these were accepted.
2. There were no declarations of interest.
3. Minutes of the meeting held on 25 March were signed.
  - Arising from which
    - (4 - Annual assembly) Agreed to review the event at next CE meeting and invite suggestions for potential incorporation of ideas into the 2025 event. Members were reminded that while this event was led by the PC it is not strictly speaking a PC event but with improved engagement the communities (see below) the public should be asked what they want to be included.
    - (5.)AL and HJ still to meet and consider how to engage more effectively; obtain Darren's list of contact and consider how to bring together with HJ's list; remind JE of the paper he was to circulate and take to next CE meeting
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4. Strategic Plan – it was clarified that the inclusion of this item was meant to address how the committee would support the aims of SP.  
Agreed that future newsletters will be determined by the communications plan. The budget provides for 4 printed newsletters per year, with additional

online versions as and when needed. The latter come at minimal cost and can be targeted at different audiences.

A comms plan will be formulated (AL/HW)

An additional notice board to be located at Weston Grove shops (CJ to investigate).

5. Fun Day - WG will report to next full PC on progress following the next meeting; requirement to note to CWaC the name of clerk as event organiser.  
Meanwhile, councillors to be emailed about availability and job preferences for consideration at the next WG
  
6. Website and Social media  
Further enquiries to be made of Parish Online about potentially replacing the website and email moving across with .GOV.UK suffixes.  
A recommendation will be made to the full parish Council in May.  
AL/CJ will endeavour to enhance activity on the Facebook site and to gauge reactions. Data measuring progress to be presented at the next CE meeting.
  
7. Next meeting TBA