



PARISH COUNCIL MEETING 7 th December 2021		UPTON PARISH COUNCIL
	Time: 19:15	Venue: St Crispin Community Centre
Attendees: Cllr M Caddy Cllr T Earle Cllr N Sturges-Alex Cllr B Haylock Cllr Naz Islam Cllr Imran Chowdry Cllr M Ingram Cllr Jonathan Taylor	Apologies: Cllr A Holt Cllr N Bench Nina Villa	Also Present:-
Item No.		
58/21	<u>ELECTION OF CHAIRMAN</u> Cllrs T Earl and A Holt were nominated. Cllr T Earle was duly elected as chair for the remainder of the ensuing municipal year.	
59/21	<u>ELECTION OF VICE CHAIRMAN (IF APPLICABLE)</u> Cllr A Holt remains as vice-chair, his appointment endorsed by those present.	
60/21	<u>PUBLIC SESSION</u> None	
61/21	<u>APOLOGIES FOR ABSENCE</u> Cllrs Holt and Bench, and the clerk N Villa	
62/21	<u>DECLARATIONS OF INTEREST</u> None	
63/21	<u>MINUTES OF THE PREVIOUS MEETING</u> It was <u>RESOLVED</u> that: a) The minutes of the meeting held on 2nd November 2021 were approved with one amendment (Cllr Caddy was absent) and the Chairman was authorised to sign the same.	

53/21	<u>ACTION SHEET</u> It was <u>RESOLVED</u> that: a) The Action Sheet be noted and the Council instructs the Clerk proceed with the order for the Trees for the Queen’s Green Canopy from The Land Trust. b) 2 official plaques for the Queen’s Green Canopy to be ordered. c) An approach to be made to the Land Trust for 2 ‘centre piece’ trees to be planted along with the 400 saplings ordered.																														
54/21	<u>FINANCE/PAYMENTS DUE</u> It was <u>RESOLVED</u> that: a) Cllr I Chowdhury was nominated as an additional signatory for payments and Bankline replacing Cllr Pape. b) The Council note that the tax base remains unknown and therefore it will review it again at the next meeting c) The Council approved the following payments: <table><tr><td>Invoice Number</td><td>Payee / Reason</td><td>Amount</td></tr><tr><td></td><td>LGPS</td><td>£407.22</td></tr><tr><td></td><td>Clerk – salary for November</td><td>£734.94</td></tr><tr><td></td><td>HMRC</td><td>£679.09</td></tr><tr><td></td><td>Clerk Expenses (includes new printer, flowers to Mrs Pape and work from home allowance)</td><td>£257.20</td></tr><tr><td>421002279227</td><td>NBC – VAS Signs Licence</td><td>£321</td></tr><tr><td></td><td>M Orpin – website maintenance for Sept and Oct</td><td>£240</td></tr><tr><td></td><td>SLCC – Clerk Training</td><td>£72</td></tr></table> d) The Council deferred the following payments pending further information: <table><tr><td>3470</td><td>2Commune – domain name</td><td>£180</td></tr><tr><td>3436</td><td>2 Commune website hosting</td><td>£564</td></tr></table>	Invoice Number	Payee / Reason	Amount		LGPS	£407.22		Clerk – salary for November	£734.94		HMRC	£679.09		Clerk Expenses (includes new printer, flowers to Mrs Pape and work from home allowance)	£257.20	421002279227	NBC – VAS Signs Licence	£321		M Orpin – website maintenance for Sept and Oct	£240		SLCC – Clerk Training	£72	3470	2Commune – domain name	£180	3436	2 Commune website hosting	£564
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55/21	<u>PLANNING, PARKING AND CONSULTATIONS</u> It was <u>RESOLVED</u> that: a) The Council formally raise an objection to the HMO proposal at 19 Latchet Lane as there is no suitable parking for an HMO development. b) The council notes that as Amey are not prepared to install the Defib FOC at St Lukes School, the location would be switched to Retail Village on the side of the square adjacent to the school. The council will need to approach Lodge Park for permission. The Elgar Centre raised the question of liability in the event of failure of the defib. Provided the equipment is maintained according to the schedule, and there is evidence of such, there should be no liability to the Elgar Centre. c) The VAS sign for Upton South to be moved to Telford Way.																														
56/21	<u>WEBSITE AND MARKETING / WORKING GROUP UPDATE</u> It was <u>RESOLVED</u> that: a) Representatives of the Council are meeting with the tree sculptor on the 13th December, a further update will be issue following this meeting. b) The council is happy to support the Christmas Carol event in the Courtyard for St Luke’s Primary School																														

	c) The quotation for the Queen's Green Canopy was approved.
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