



PARISH COUNCIL MEETING 1 st February 2021		UPTON PARISH COUNCIL
	Time: 1915	Venue: Held Virtually
Attendees: Cllr S Pape (Chair) Cllr A Holt Cllr T Earle Cllr Huffadine Smith Cllr N Alex Cllr I Duly	Apologies: Cllr M Ingram	Also Present:- Cllr A Bottwood – NBC Cllr J Davenport - NBC Nina Villa – Parish Clerk 1 member of the public
Item No.		
103/20	<u>PUBLIC SESSION</u> None	
104/20	<u>APOLOGIES FOR ABSENCE</u> Apologies were received from Cllr Ingram	
105/20	<u>DECLARATIONS OF INTEREST</u> None	
106/20	<u>MINUTES OF THE PREVIOUS MEETING</u> It was <u>RESOLVED</u> that: a) The minutes of the meeting held on 4 th January 2020 were approved as correct subject to recording Cllr Huffadine Smith's alternative budget was considered under the precept item.	
107/20	<u>ACTION SHEET</u> It was <u>RESOLVED</u> that: a) The Action Sheet be noted	
108/20	<u>HMO – PRESENTATION BY CLLR JULIE DAVENPORT</u> The Council received a presentation from Cllr J Davenport on HMOs and how the Council might be able to influence in this area. There was extensive on the subject. It was <u>RESOLVED</u> that:	

	a) The Clerk write to the NBC and state that Upton be included in Article 4 area for HMOs																														
109/20	<u>FINANCE/PAYMENTS DUE</u> It was <u>RESOLVED</u> that: a) The Council note the financial statement and bank reconciliation to 31st December 2020 b) The Council approve the annual review of the Asset Register c) The Council approve the annual review of the Risk Assessment and Financial Risk Assessment d) The Council consider the appointment of an Internal Auditor for 2021/22 e) The Council approve the following payments, with the payment to Kayson Solicitors being approved for payment from earmarked reserve for legal fees: <table><tr><th>Invoice Number</th><th>Payee / Reason</th><th>Amount</th></tr><tr><td></td><td>Clerks Salary for January</td><td>£736.07</td></tr><tr><td>O2</td><td>Parish Mobile Phone</td><td>£11.51 (recurring payment)</td></tr><tr><td></td><td>HMRC</td><td>£683.47</td></tr><tr><td></td><td>LGPS</td><td>£439.74</td></tr><tr><td></td><td>LGPS – Triennial Valuation</td><td>£1200</td></tr><tr><td></td><td>Kayson Solicitors – payment on account for work related to transfer of Elgar Centre and Community Centre</td><td>£1800</td></tr><tr><td></td><td>Real Design – email account hosting</td><td>£25</td></tr><tr><td></td><td>M Orpin – website</td><td>£120</td></tr><tr><td></td><td>SLCC Membership Fee</td><td>£192</td></tr></table>	Invoice Number	Payee / Reason	Amount		Clerks Salary for January	£736.07	O2	Parish Mobile Phone	£11.51 (recurring payment)		HMRC	£683.47		LGPS	£439.74		LGPS – Triennial Valuation	£1200		Kayson Solicitors – payment on account for work related to transfer of Elgar Centre and Community Centre	£1800		Real Design – email account hosting	£25		M Orpin – website	£120		SLCC Membership Fee	£192
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110/90	<u>PLANNING, PARKING AND CONSULTATIONS</u> None																														
111/20	<u>ASSET TRANSFER - HALLS AND OPENS SPACES</u> The Clerk provided an update on the progress towards transfer of assets from Taylor Wimpy, including that Heads of Terms had been agreed with the Cricket Club. The Council noted that there was still no news on the transfers from NBC. It was <u>RESOLVED</u> that: a) <u>The Council note the report</u>																														
112/20	<u>UPDATE FROM THE MARKETING AND EVENTS WORKING GROUP</u> No update from the Marketing and Events group except that installation of the Wayfinding Signs appears to have been delayed but Cllr Holt is seeking an update. The was a discussion about some of the noticeboards not being kept up to date. There was a discussion around moving one from Telford Way to near the Co Op (land owned by Homes England). It was <u>RESOLVED</u> that: a) The Council note the report																														