



PARISH COUNCIL MEETING 6 th September 2022		UPTON PARISH COUNCIL
	Time: 1915	Venue: St Crispin Community Centre
Attendees: Cllr T Earle (Chair) Cllr M Ingram Cllr A Holt (Vice Chair) Cllr P Kershaw Cllr Haylock Cllr Bench Cllr M Caddy Cllr N Islam Cllr N Bench	Apologies: Cllr Islam	Also Present:- Nina Villa – Clerk Cllr Jake Roberts - WNC
Item No.		
38/22	<u>PUBLIC SESSION</u> None	
39/22	<u>APOLOGIES FOR ABSENCE</u> Cllrs Chowdry It was noted that Jonathan Taylor is no longer a member of the Council and a Councillor vacancy now exists.	
40/22	<u>DECLARATIONS OF INTEREST</u> None	
41/22	<u>MINUTES OF THE PREVIOUS MEETING</u> It was <u>RESOLVED</u> that: a) Subject to noting Cllr Alex's apologies, the minutes of the meeting held on 2 nd August 2022 were approved and the Chairman was authorised to sign the same	
42/22	<u>ACTION SHEET</u> It was <u>RESOLVED</u> that: a) The Action Sheet be noted b) Clerk to ask WNC what the strategy is for bus shelters as contractors have advised they are disconnecting electrical supply. c) Investigate new CCTV camera outside St Lukes School d) Cllr Alex to provide some potential new logo for the Council	

43/22	<u>REPORT FROM UNITARY COUNCILLORS</u> There was no update on s106 or CIL money. The issue of maintenance of the fence north of St Crispins and Upton Country Park was raised.																														
43/22	<u>FINANCE/PAYMENTS DUE</u> It was <u>RESOLVED</u> that: a) The Council the report of the External Auditor b) The Council note correspondence from the Internal Auditor c) The Council note the VAT reclaim for the previous financial year has been submitted d) The Council approve the following payments: <table><tr><td>Invoice Number</td><td>Payee / Reason</td><td>Amount</td></tr><tr><td></td><td>Charles Wilson Engineers – Barriers</td><td>£95.79</td></tr><tr><td></td><td>M Orpin invoice</td><td>£240</td></tr><tr><td></td><td>LGPS</td><td>£414.33</td></tr><tr><td></td><td>Clerk – salary for July</td><td>£772.12</td></tr><tr><td></td><td>HMRC</td><td>£672.99</td></tr><tr><td></td><td>Clerk’s Expenses</td><td>£61.20</td></tr><tr><td></td><td>PKF – audit fee</td><td>£480</td></tr><tr><td></td><td>SLCC membership</td><td>£198</td></tr><tr><td></td><td></td><td></td></tr></table>	Invoice Number	Payee / Reason	Amount		Charles Wilson Engineers – Barriers	£95.79		M Orpin invoice	£240		LGPS	£414.33		Clerk – salary for July	£772.12		HMRC	£672.99		Clerk’s Expenses	£61.20		PKF – audit fee	£480		SLCC membership	£198			
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44/22	<u>PLANNING, PARKING AND CONSULTATIONS</u> The Council noted some amendments to the Norwood Farm plans near Sandy Lane, which are outside of the parish and HMO licences (not planning permissions) upon which the Council are not consulted. There was a discussion about potential traveller/vehicle incursions if the height restrictions at St Crispins Community Centre were damaged and whether posts could/should be placed around the edge of the field. The Council noted an update on the speed indicator devices.																														
45/22	<u>WEBSITE AND MARKETING / WORKING GROUP</u> The Council received an update on website maintenance and the progress of various projects being undertaken by the Working Group including: a) Email and file sharing and website was discussed at a recent meeting. Website will be simple but functional. Gold, silver and bronze options to be presented to Council shortly. b) Cllrs Holt and Caddy to discuss a potential solution for the base of the tree with Spectrum It was <u>RESOLVED</u> to: a) Serve notice on 2Commune for provision of the website																														
46/22	<u>WELCOME TO UPTON SIGNS</u> It was <u>RESOLVED</u> that: a) The Council defer the item to the next meeting and the Clerk to circulate some additional designs and costs including planters and liaise with neighbouring parishes to see if they wish to collaborate on installation and maintenance																														

47/22

CLERKS CPD

It was **RESOLVED** that:

- a) The Council approve attendance of the Clerk at the Midlands training seminar and National Conference