



PARISH COUNCIL MEETING 6 th December 2022		UPTON PARISH COUNCIL
	Time: 1915	Venue: St Crispins Community Centre
Attendees: Cllr T Earle (Chair) Cllr M Ingram Cllr A Holt Cllr P Kershaw Cllr Haylock Cllr M Caddy Cllr C Hull	Apologies: Cllr N Alex Cllr N Bench Cllr I Chowdhury Cllr N Islam Cllr M Golby - WNC	Also Present:- Nina Villa – Clerk Helen Howard – WNC Highways (for part of the meeting) Cllr Jake Roberts – WNC (for part of the meeting)
Item No.		
69/22	<u>PUBLIC SESSION</u> The Chairman welcomed Helen Howard (Community Liaison Officer WNC Highways) who has agreed to attend every other meeting to help increase engagement between WNC and UPC. Helen gave an overview of her role and how best to contact the service. She advised using Street Doctor in the first instance and take note of the reference number and contact her if nothing happens. A number of specific examples were discussed to highlights challenges of getting issues resolved and knowing who to contact. Helen agreed to do what she can to assist as required. 1945 – Helen Howard left the meeting	
70/22	<u>APOLOGIES FOR ABSENCE</u> Apologies were received from Cllrs Islam, Islam, Bench, Alex and WNC Cllr M Golby	
71/22	<u>DECLARATIONS OF INTEREST</u> None	
72/22	<u>MINUTES OF THE PREVIOUS MEETING</u> It was <u>RESOLVED</u> that: a) The minutes of the meeting held on 1 st November 2022 were approved and the Chairman was authorised to sign the same	
73/22	<u>ACTION SHEET</u> It was <u>RESOLVED</u> that:	

	a) The success of the opening ceremony for the Tree Sculpture was noted. It was agreed that the Council wait until spring before asking the contractor to tidy the last few bits on the memorial and ask them to invoice the Council for the sleeper b) WNC Cllrs are trying to push things forwards and will escalate to the CEO if necessary and Cllr Gonzalez (WNC Chair) has also offered to assist. Cllr Roberts advised that WNC Cllrs were aware of the challenges and are doing what they can to help resolve. c) The remainder of the Action Sheet be noted																																							
74/22	<u>REPORT FROM UNITARY COUNCILLORS</u> The update from WNC Cllrs was covered in the above discussion. It was noted that WNC had appointed a new Parish Council Liaison Officer No progress can be made on the Asset Transfers until WNC clarified information relating to grounds maintenance.																																							
75/22	<u>FINANCE/PAYMENTS DUE</u> It was <u>RESOLVED</u> that: a) The Council noted the change to the LGPS employer contributions effective March 2023 b) The Council noted that the current auditor the is prepared to continue for another year as an exception c) The Council agreed to defer the decision on maintenance on the Speed Indicator Devices pending clarification on the services provided in each service maintenance d) The Council approve the following payments: <table border="1"><tr><th>Invoice Number</th><th>Payee / Reason</th><th>Amount</th></tr><tr><td></td><td>LGPS</td><td>£514.17</td></tr><tr><td></td><td>Clerk – salary for November (includes back pay following national pay settlement</td><td>£1324.51</td></tr><tr><td></td><td>HMRC</td><td>£484.73</td></tr><tr><td></td><td>Clerk's Expenses</td><td>£278.40</td></tr><tr><td>Invoice 1036</td><td>Steve Tee (retrospective as previously agreed)</td><td>£1586.25</td></tr><tr><td></td><td>B and D Magazines</td><td>£460</td></tr><tr><td>Invoice 1033413</td><td>Narked Ltd (new website)</td><td>£349</td></tr><tr><td>Invoice 1033414</td><td>Narked Ltd (new website)</td><td>£150</td></tr><tr><td></td><td>Cllr T Earle – expenses</td><td>£71</td></tr><tr><td></td><td>M Orpin</td><td>£360</td></tr><tr><td></td><td>Real Design – email hosting</td><td>£95</td></tr><tr><td>Invoice 2523</td><td>NCALC – VAT</td><td>£9.60</td></tr></table>	Invoice Number	Payee / Reason	Amount		LGPS	£514.17		Clerk – salary for November (includes back pay following national pay settlement	£1324.51		HMRC	£484.73		Clerk's Expenses	£278.40	Invoice 1036	Steve Tee (retrospective as previously agreed)	£1586.25		B and D Magazines	£460	Invoice 1033413	Narked Ltd (new website)	£349	Invoice 1033414	Narked Ltd (new website)	£150		Cllr T Earle – expenses	£71		M Orpin	£360		Real Design – email hosting	£95	Invoice 2523	NCALC – VAT	£9.60
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76/22	<u>PLANNING, PARKING AND CONSULTATIONS</u> 2035 – Cllr Roberts left the meeting There was one minor residential planning application (WNN/2022/1295 22) St Lukes Close to which the Council had no objection. Upton Valley Way East – 34 homes (WNN/2022/1291). NHS have objected on the basis they cannot provide services to the additional residents without a financial contribution as they are unable to absorb the additional patients within the existing provision. It was agreed that the Council would write a response to support this.																																							

	Clerk to write to WNC to ask for prior notification to residents for roadworks (water etc) when they issue a traffic management permit to assist with traffic issues.
77/22	<u>WEBSITE AND MARKETING / WORKING GROUP</u> It was <u>RESOLVED</u> to: a) The Council agreed to look at a potential site near the sculpture for a memorial bench for Cllr Shaun Pape. b) The Council note the report
78/22	<u>BUDGET 2023/24</u> It was <u>RESOLVED</u> that: The Council defer a decision on this matter until it had received a response from WNC regarding arrangements for maintenance of open spaces and until the tax base was known.