



UPTON PARISH COUNCIL

CLERK: Nina L. Villa LLb (Hons)

Telephone: 07887 420725

Email: clerk@upton-pc.gov.uk

Dear Councillor,

You are hereby summoned to attend a Meeting of the Parish Council which will be held at St Crispins Community Centre on 3rd January 2023 at 1915. The business to be transacted is detailed below. Press and Public welcome.

Signed on original

Nina L. Villa LLb (Hons)
Parish Clerk
23rd December 2022

1. PUBLIC SESSION

Members of the public are invited to address the meeting on agenda items (15 minutes maximum)

2. APOLOGIES FOR ABSENCE

To receive apologies for absence

3. DECLARATIONS OF INTEREST

Localism Act 2011 and the relevant authorities (DPI) regulations 2012 – Members are asked to declare any pecuniary or prejudicial interests pertaining to items on the agenda.

4. MINUTES OF PREVIOUS MEETINGS

To approve the minutes of the meeting held on 5th December 2022 and authorise the Chairman to sign the same - **ATTACHED**

6. ACTION SHEET

To note the action sheet - **ATTACHED**

7. UNITARY COUNCIL MATTERS / ASSET TRANSFER

a) To receive an update from West Northants Councillors on various Parish matters

8. FINANCE / PAYMENTS DUE

a) To approve the following payments:

Invoice Number	Payee / Reason	Amount
	LGPS	£426.82
	Clerk – salary for December	£1130.80
	HMRC	£354.01

	Clerk's Expenses	£68.80
	B Osbourne – payroll	£84
	Charles Wilson Engineers – final invoice	£15.33

9. PLANNING / TRAFFIC / ENVIRONMENTAL MATTERS

- a) To consider any current planning applications for the Parish (if applicable)
- b) To consider any relevant estate issues

10. WEBSITE AND MARKETING / WORKING GROUP

- a) To receive an update on the new website provider and to determine a way forward on email migration
- b) To consider receive an update on the proposal to plant a tree or other suitable memorial to Cllr Shaun Pape

11. BUDGET

- a) To consider the second draft of the budget for 2023/24 – **REPORT TO FOLLOW**