



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 Upton Parish Council which will be held at St Crispins Community Centre on Tuesday 4th July at 1915. The business to be transacted is detailed below. Press and Public welcome.

Signed on original

Nina L. Villa LLb (Hons)
Parish Clerk
27th June 2023

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 13th June 2023 and authorise the Chairman to sign the same

5. **ACTION SHEET**

To note the action sheet

6. **UPDATE FROM UNITARY AUTHORITY REPRESENTATIVES**

To receive an update from West Northants Council representatives

7. **FINANCE / PAYMENTS DUE**

- a) To note that the current internal auditor has agreed to continue (subject to council approval)
- b) To consider the effectiveness of the recent Internal Audit

- c) To approve a statement of Internal Control (as required by audit) - **ATTACHED**
- d) To approve a Treasury Management Policy (as required by audit) - **ATTACHED**
- e) To approve the following payments:

Invoice Number	Payee / Reason	Amount
	LGPS	£388.29
	Clerk – salary for May	£795.88
	HMRC	£688.21
	Clerk Expenses	£61.20
	B Osbourne payroll	£85.50
	Steve Tee – grass cutting	£500
	Michelle Orpin – final invoice	£360
	Hiscox – insurance renewal	£1,514.98

8. PLANNING / TRAFFIC / ENVIRONMENTAL MATTERS

- a) To consider any current planning applications for the Parish (if applicable)
- b) To consider reinstating the double yellow lines outside the Social Club
- c) To consider a proposal from Cllr Ingram for the installation of flagpole(s)
- d) To note that the memorial benches are ready to be delivered and installation is being arranged

9. WEBSITE AND MARKETING / WORKING GROUP

To receive an update on and the progress of various projects being undertaken by the Working Group.