



CLERK: Nina L. Villa LLb (Hons)
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Dear Councillor,

You are hereby summoned to attend a meeting of Upton Parish Council which will be held at St Crispins Community Centre on Monday 8th January at 1915. The business to be transacted is detailed below. Press and Public welcome.

Signed on original

Nina L. Villa LLb (Hons)
Parish Clerk
3rd January 2024

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 4th December 2023 and authorise the Chairman to sign the same - **ATTACHED**

5. **ACTION SHEET**

To note the action sheet - **ATTACHED**

6. **UPDATE FROM UNITARY AUTHORITY REPRESENTATIVES**

- a) To receive an update from West Northants Council representatives
- b) To receive an update from Council's Local Area Partnership representatives (if applicable)

7. **FINANCE / PAYMENTS DUE**

- a) To approve the Asset Register - **ATTACHED**
- b) To approve the Financial Risk Assessment - **ATTACHED**
- c) To approve/note the following payments:

Invoice Number	Payee / Reason	Amount
	LGPS	£403.38
	Clerk – salary for Dec	£822.05
	HMRC	£723.82
	Clerk Expenses	£131.19

8. PLANNING / TRAFFIC / ENVIRONMENTAL MATTERS

- a) To consider any current planning applications for the Parish (if applicable)
- b) To consider the emailed request for additional litter bins – **PREVIOUSLY CIRCULATED**
- c) To approve a proposal from Cllr Ingram to purchase bleed kits and cabinets at a cost of £575.98 and to determine the number and location of kits.

9. COUNCILLOR VACANCY

- a) To note that the vacancy created by the non attendance of Cllr Nicolette Bench has not resulted in a call for an election and Council will be able to Co-opt at the next meeting.
- b) To approve the process for Co-option

10. 2024 – THE WAY FORWARD

- a) To consider a proposal from Cllr Holt on working arrangements for the Council moving forward
- b) To consider a proposal from Cllr Holt on arrangements for attending WNC meetings to ensure UPC are properly represented including:
 - i) E-Scooter Trial Focus Session 10th Jan at 1400
 - ii) NCALC briefing on CIL/s106 30th Jan at 1000

11. BUDGET

To consider the second draft of the budget for 2024/25 and determine the precept demand - **ATTACHED**