



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 Tuesday 2nd April at 1915. The business to be transacted is detailed below. Press and Public welcome.

Signed on original

Nina L. Villa LLb (Hons)
Parish Clerk
25th March 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 5th March 2024 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 consider a grant request from St Luke's School – **ATTACHED**
- b) To approve/note the following payments:

Invoice Number	Payee / Reason	Amount
	LGPS	£496.48
	Clerk – salary for March	£997.32
	HMRC	£929.43
	Clerk Expenses	£61.20
	B Osbourne (Payroll)	£85.50
	Riverside Printing (banners)	£156.00
	Guardian Jobs (reimbursed to Clerk)	£750
	SLCC (job advert)	£370.80

8. PLANNING / TRAFFIC / ENVIRONMENTAL MATTERS

- a) To consider any current planning applications for the Parish (if applicable)

9. WORKING GROUP/PROJECTS/EVENTS

- a) To receive an update on Working Group projects and to note the attached list of proposed projects – **ATTACHED**
- b) To reiterate the working/governance arrangements for the Working Group to ensure proper referral to Full Council for decisions

10. LIGHTING AT SOCIAL CLUB

- a) To agree a way forward on the lighting at the Social Club/Car Park

11. UPDATE ON RECRUITMENT FOR NEW CLERK

- a) To receive a verbal update on the current recruitment process
- b) To approve the purchase of a new laptop and mobile phone for the incoming Clerk