



UPTON

PARISH COUNCIL

PARISH COUNCIL MEETING 5 th March 2024		UPTON PARISH COUNCIL
	Time: 1915	Venue: St Crispin Community Centre
Attendees: Cllr T Earle (Chair) Cllr N Alex Cllr A Holt (Vice Chair) Cllr P Kershaw Cllr C Hull Cllr B Haylock Cllr M Ingram Cllr M Caddy Cllr M Watson	Apologies:	Also Present:- Nina Villa – Clerk Two members of the public
Item No.		
98/23	<u>PUBLIC SESSION</u> None	
99/23	<u>APOLOGIES FOR ABSENCE</u> None	
100/23	<u>DECLARATIONS OF INTEREST</u> None	
101/23	<u>MINUTES OF THE PREVIOUS MEETING</u> There was a query about whether the percentage should be included in the recording of the precept demand – its was agreed this should read that the precept increase is 9.50% It was <u>RESOLVED</u> that: a) The minutes of the meeting held on 6 th February 2024 were approved and the Chairman was authorised to sign the same.	
102/23	<u>ACTION SHEET</u> The action sheet was duly noted.	

103/23	<u>UPDATE FROM UNITARY AUTHORITY</u> In the absence of the WNC reps, there was no Unitary Council update. There was a general discussion about the LAP and lack of progress and attendance at meetings.																					
104/23	<u>CO-OPTION OF NEW COUNCILLOR</u> The Council considered two applications for co-option and invited each candidate to give a short statement on their suitability and motivations for applying. It was <u>RESOLVED</u> that: a) Mrs Pauline Goodley was co-opted as a Councillor and Mr Michael Warnes was invited to become a co-opted member of the public which would enable him to get a better understanding if/when another vacancy becomes available.																					
105/23	<u>PROPOSAL TO REJOIN NCALC</u> There was a proposal from Cllr Holt to rejoin NCALC, particularly due to the pending change of Clerk. It was <u>RESOLVED</u> that: a) The Council agreed to rejoin NCALC																					
106/23	<u>FINANCE/PAYMENTS DUE</u> It was <u>RESOLVED</u> that: a) The Council approved the quote for resurfacing works from Velocity Ltd b) The Council approved the reappointment of IAC Audits as the internal Auditor c) The Council approved/noted the following payments: <table><tr><td>Invoice Number</td><td>Payee / Reason</td><td>Amount</td></tr><tr><td></td><td>LGPS</td><td>£403.38</td></tr><tr><td></td><td>Clerk – salary for Feb</td><td>£830.10</td></tr><tr><td></td><td>HMRC</td><td>£715.77</td></tr><tr><td></td><td>Clerk Expenses</td><td>£61.20</td></tr><tr><td></td><td>Nordis Signs</td><td>£108.76</td></tr><tr><td></td><td></td><td></td></tr></table>	Invoice Number	Payee / Reason	Amount		LGPS	£403.38		Clerk – salary for Feb	£830.10		HMRC	£715.77		Clerk Expenses	£61.20		Nordis Signs	£108.76			
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107/23	<u>PLANNING, TRAFFIC AND ENVIRONMENTAL MATTERS</u> There are no current planning applications for the Council to consider.																					
108/23	<u>WORKING GROUP PROJECTS</u> a) The Council approved an updated quotation for the ground penetrating survey for the Hidden Graves project and agreed to request the Clerk to contact Taylor Wimpy and request any documentation linked to the grave site area b) It was agreed to hold two community/litter picking events during March/April for which refreshments would be provided and some equipment was needed (budget to be considered alongside item below)																					

	c) The Council commented on the design and approved the quotation for purchase of new banners as previously circulated by Cllr Haylock. An overall budget for banners and equipment was agreed as up to £200. d) The Council noted the email from RBL an indicated its likely support for events when more details became available
109/23	<u>EXCLUSION OF PRESS AND PUBLIC</u> It was <u>RESOLVED</u> that: a) Members of the press and public be excluded from the following item under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1(2)) during consideration of items of a confidential nature.
110/23	<u>STAFFING ISSUE</u> a) The Council approved the proposed MOU between the Council and the current Clerk and authorise the previously delegated Councillors to sign the same subject to amending the wording on the timeline to read 'indicative' to recognise notice periods, failure to recruit etc. b) The Council approved a salary scale of the new vacancy (including pension arrangements, working from home allowance etc) c) The Council appointment a recruitment panel of Cllrs Holt, Alex, Earle and delegate authority for them to finalise the contract of employment, JD and advert, advertising, shortlisting, interviewing and making a recommendation to Council for the appointment to the role d) To approve a budget for advertising of up to £1000.