



UPTON

PARISH COUNCIL

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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 4th June 2024 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 May 2024

1. PUBLIC SESSION

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

2. GUEST SPEAKERS/ATTENDEES

a) Andrew Wallace – Leisure Facilities and Contracts Officer to discuss options for playing field enhancements at St Crispins and Elgar Centre

b) Melissa Balk – Davidsons Homes – Northampton West N4 Allocation Application (Planning Reference 2024/0672/MAO)

3. APOLOGIES FOR ABSENCE

To receive apologies for absence

4. 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.

5. MINUTES OF PREVIOUS MEETINGS

To approve the minutes of the meeting held on 7th May 2024 and authorise the Chairman to sign the same - **ATTACHED**

6. ACTION SHEET

To note the action sheet - **ATTACHED**

7. UPDATE FROM WNC REPRESENTATIVES AND LOCAL AREA PARTNERSHIP

a) To receive an update from WNC representatives (if present)

b) To receive an update from Cllrs Haylock and Hull on the Local Area Partnership (if applicable)

8. **NOTICE OF VACANCIES**

To note that the Council has two vacancies and that the vacancies have been published.

9. **FINANCE / PAYMENTS DUE**

- a) To note the year end accounts and external audit documentation have been submitted
- b) To approve the purchase of an external post box for incoming mail to be attached to St Crispins Community Centre (subject to relevant permissions)
- c) To approve the purchase of a mobile phone contract for the new Clerk
- d) To approve the following changes to the bank mandate: removal of Cllr Nick Alex and the addition of Cllrs Holt and Caddy
- e) To authorise the new Clerk to explore the option of a Parish Debit/Credit Card
- f) To approve/note the following payments:

Invoice Number	Payee / Reason	Amount
	LGPS	£403.38
	Clerk – salary for May	£838.14
	HMRC	£707.73
	Clerk Expenses	£156
	Broxapp – 2 new litter bins	£1080

10. **PLANNING / TRAFFIC / ENVIRONMENTAL MATTERS**

- a) To consider any current planning applications for the Parish (if applicable)
- b) To consider the Council's response to the Community Governance Review Phase Two consultation –
<https://westnorthants.moderngov.co.uk/documents/s17012/Item%2012%20Community%20Governance%20Review%20-%20Update%20March%2024.pdf>
- c) To authorise the Chairman and Clerk to meet Taylor Wimpey regarding proposals to transfer additional parcels of land to the Council
- d) To authorise the Chairman and Clerk to meet with the Cricket Club to discuss lease proposals
- e) To consider the Council's response (if any) to the Open Spaces Consultation -
<https://forms.office.com/Pages/ResponsePage.aspx?id=QyibndU3BEqKd2igz7uYZxMIVHs5PSIGtvNPIYLVNkhUM0FITU40Q1FERVdERVFNuVFNTUUXv09NRi4u>

11. **WEBSITE AND MARKETING / WORKING GROUP**

To receive an update on website maintenance and the progress of various projects being undertaken by the Working Group including considering the following:

- a) To approve plans/expenditure for a 2nd proposed community day related to the graves project and to consider a proposed way forward – **TO FOLLOW**

12. EXCLUSION OF PRESS AND PUBLIC

To resolve that 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.

13. TERMINATION OF CONTRACT - EXISTING PARISH CLERK

a) To approve that the Council serves notice to the existing Parish Clerk/Responsible Financial Officer and to determine how the notice period (3 months) should be served