



UPTON

PARISH COUNCIL

PARISH COUNCIL MEETING 2 nd April 2024		UPTON PARISH COUNCIL
	Time: 1915	Venue: St Crispin Community Centre
Attendees: Cllr T Earle (Chair) Cllr A Holt (Vice Chair) Cllr C Hull Cllr M Ingram Cllr M Caddy Cllr M Watson Cllr Goodley	Apologies: Cllr P Kershaw Cllr B Haylock Cllr N Alex Cllr I Chowdhury	Also Present:- Nina Villa – Clerk
Item No.		
111/23	<u>PUBLIC SESSION</u> None	
112/23	<u>APOLOGIES FOR ABSENCE</u> Apologies were received from Cllrs Kershaw, Haylock, Alex and Chowdhury	
113/23	<u>DECLARATIONS OF INTEREST</u> Cllr Ingram declared an interest in anything related to the Social Club as he is a member	
114/23	<u>MINUTES OF THE PREVIOUS MEETING</u> It was <u>RESOLVED</u> that: a) The minutes of the meeting held on 5 th March 2024 were approved and the Chairman was authorised to sign the same.	
115/23	<u>ACTION SHEET</u> The action sheet was duly noted.	
116/23	<u>UPDATE FROM UNITARY AUTHORITY</u> In the absence of the WNC reps, there was no Unitary Council update. LAP – Cllr Hull gave an update. The police were meant to attend but were unable and there was a discussion on the content of the monthly reports. There was a discussion about varying levels of engagement with the planning department. Nothing else significant to report.	

117/23	FINANCE/PAYMENTS DUE It was <u>RESOLVED</u> that: a) The Council approved a grant of £500 to Upton Meadows School subject to the School acknowledging the Council's support b) 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>£496.48</td></tr><tr><td></td><td>Clerk – salary for March</td><td>£997.32</td></tr><tr><td></td><td>HMRC</td><td>£929.43</td></tr><tr><td></td><td>Clerk Expenses</td><td>£61.20</td></tr><tr><td></td><td>B Osbourne (Payroll)</td><td>£85.50</td></tr><tr><td></td><td>Riverside Printing (banners)</td><td>£156.00</td></tr><tr><td></td><td>Guardian Jobs (reimbursed to Clerk)</td><td>£750</td></tr><tr><td></td><td>SLCC (job advert)</td><td>£370.80</td></tr><tr><td></td><td>NALC (job advert)</td><td>£120.00</td></tr></table>	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		NALC (job advert)	£120.00
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118/23	<u>PLANNING, TRAFFIC AND ENVIRONMENTAL MATTERS</u> There are no current planning applications for the Council to consider.																														
119/23	<u>WORKING GROUP PROJECTS</u> Cllr Holt thanked everyone for their help with the litter picks across the 2 days. Many bags were collected and the refreshments stall were grateful for the opportunity. This being the first such event, lessons were learned for next time, but the event was a big success. Graves Project – ground penetrating survey has been done and the data is currently being reviewed. Probation Service have been continuing their work cutting back and clearing some of the graves. Next working group meeting is on 8th April at the Community Centre. The Council reiterated the working/governance arrangements for the Working Group to ensure proper referral to Full Council for decisions. Minutes would be helpful so that all members can be aware of what is happening.																														
120/23	<u>SOCIAL CLUB LIGHTING</u> The Social Club have advised that they are seeking quotes for repair and have asked whether the Council would be prepared to contribute to the costs. It was agreed the Council would need to understand the costs involved before making any financial commitment. It was <u>RESOLVED</u> that: a) The matter be deferred until next month when the costs of repair are known																														
121/23	<u>RECRUITMENT UPDATE</u> The Council received an update on the recruitment of a new Clerk. Shortlisting was planned for next week and interviews scheduled for 19th April. Assuming there was a successful candidate, a verbal offer would be made subject to references and approval by Full Council in May. It was <u>RESOLVED</u> that:																														

	a) The Council note the update on the recruitment b) The Council approve a budget of up to £1000 for a new laptop/phone etc and Cllr Caddy agreed to take this forward with the new Clerk once appointed
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