



UPTON

PARISH COUNCIL

NOTICE OF ORDINARY PARISH COUNCIL MEETING On: Tuesday 4th February 2025		At: St Crispin Community Centre Start time: 19:15hrs
Council Members are hereby summoned to attend a meeting of Upton Parish Council. Please inform the Clerk of your apologies if you are unable to attend.		Clerk: Emma Needham Email: clerk@upton-pc.gov.uk Signed: <i>on original</i>
Public Participation: Members of the public and press are invited to address Council on any matter relating to the business to be transacted during the public session. Up to 15 minutes will be set aside for this purpose.		
Ref No:	AGENDA:	
225/24	<u>Public Session</u> Members of the public are invited to address the meeting on agenda items.	
226/24	<u>Apologies for Absence</u> To receive and approve apologies for absence.	
227/24	<u>Declarations of Interest</u> To consider any Declarations of Disclosable Pecuniary or Other Interests (DPI). To consider any Dispensations or written requests for dispensation of DPI.	
228/24	<u>Minutes of the previous meeting</u> To RESOLVE to the Chairman approving the minutes of the Ordinary Parish Council Meeting on 7 th January 2025.	
229/24	<u>Update from LAP and WNC representatives</u> To receive reports from LAP and WNC representatives.	
Item No.	<u>Items from previous meetings:</u>	
230/24	<u>St Crispin and Harlestone Cricket Club (SCHCC) Lease</u> To receive an update.	
231/24	<u>Community Asset Transfers of St Crispin Community Centre and The Elgar Centre</u> To receive an update.	
232/24	<u>Transfer of amenity areas at St Crispin's by Taylor Wimpey</u> To receive an update.	

233/24	<u>Kent Road and Upton Parish Council Car Park</u> To receive a recommendation from the working group for tree works and cutting back of vegetation.
234/24	<u>Hidden Graves Project</u> To receive an update.
235/24	<u>Play Equipment for U12s and Older Youth Provision</u> To receive a report from the working group.
236/24	<u>Business Plan</u> To receive an update.
237/24	<u>School parking and Camelot Way Double Yellow Lines</u> To receive an update.
238/24	<u>Annual Parish Meeting</u> To NOTE that St Crispin Community Centre is not available on 29 th April so an alternative venue will be required.
239/24	<u>Noticeboard Maintenance</u> To receive an update.
240/24	<u>20mph Advisory Signs</u> To receive an update. To receive the following documents: a) Risk Assessment for Signage Removal b) Safe System of Work for Signage Removal
Item No.	<u>General Matters;</u>
241/24	<u>Swarco Vehicle Activated Signs - Speed Indicator Devices</u> To consider a proposal to take out an annual maintenance contract.
242/24	<u>Community Litter Pick</u> To agree to organise a Community Litter Pick in collaboration with St Luke's Primary School and Upton Meadows Primary School, and to agree a suitable date/(s).
243/24	<u>Youth Provision</u> To consider a proposal from a member of the public to provide a visit from the Youth Bus.
244/24	<u>Summer Event Working Group</u> To agree to set up a Working Group to report back to full Council with recommendations and costed proposals for a summer event.

245/24	<u>Councillor Surgery</u> To receive a proposal from Councillor Bottwood and Councillor Warnes to hold a Councillor Surgery at The Elgar Centre.
246/24	<u>VE Day 80th Anniversary</u> To receive a proposal from Councillor Hull on how Upton Parish might commemorate the 80th anniversary of VE Day on 8th May 2025. To RESOLVE to purchase 2 qty 90" x 54" VE80 flags at a total cost of £128.52 plus VAT and delivery.
247/24	<u>Buttercup Meadow Mowing and Hedge Trimming</u> To receive a schedule of operations for grounds maintenance at Buttercup Meadow. To RESOLVE to approve a total cost of £7,533 excl VAT for the year to March 2026 in respect of mowing, hedge trimming and shrub beds.
248/24	<u>Review of Council Documents and Policies</u> To RESOLVE to adopt the following policies and documents, as circulated prior to the meeting: a) Grant Application Policy and Grant Application Form b) Disabled Access Policy c) Pension and Retirement Policy d) Risk Assessment Register e) Financial Risk Assessment f) Health and Safety Policy g) Health and Safety Risk Assessment h) Risk Management Policy
<u>Item No.</u>	<u>Finance</u>
249/24	<u>Income</u> To consider and note all income received in the month as set out in Appendix A.
250/24	<u>Accounts for Payment</u> To consider and RESOLVE to all payments being made, as set out in Appendix B.
<u>Item No.</u>	<u>Planning</u>
251/24	<u>Notification of Planning Applications received for comment.</u> To consider current planning applications for the Parish: a) <u>2025/0263/TPO Quinton House School Upton Hall Upton Lane Northampton NN5 4UX</u> Works to various trees (preservation order)
252/24	<u>Notification of Planning Application Decisions received from the Planning Authority.</u> None received.

APPENDIX A - INCOME TABLE

Date	Current Account	Amount
Jan 2025	Interest Received	£TBC

APPENDIX B - PAYMENTS TABLE

By	Payee	Description	Power	Amount
BACS	NCALC	1 New Councillor Training – Bill Haylock	Local Government Act 1972 s175	£57.60
BACS	Employee(s)	Jan Net pay	Local Govt Act 1972 s112	£1,931.81
BACS	Employee(s)	Expenses/Homeworking Allowance Jan 24	Local Government Act 1972 s111	£91.38
BACS	LGPS	Employee pension scheme Jan 2024	Local Government Act 1972 s112	£588.86
BACS	HMRC	PAYE and NIC Jan 2024	Local Government Act 1972 s112	£155.43