



**UPTON PARISH COUNCIL**  
CLERK: Nina L. Villa LLb (Hons)  
Telephone: 07887 420725  
Email: clerk@upton-pc.gov.uk

Dear Councillor,

You are hereby summoned to attend a meeting of the Parish Council which will be held at St Crispins Community Centre on Monday 4<sup>th</sup> April 2022 at 19.15. The business to be transacted is detailed below. Press and Public welcome.

Signed on original

Nina L. Villa LLb (Hons)  
Parish Clerk  
29<sup>th</sup> March 2022

**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 1<sup>st</sup> March 2022 and authorise the Chairman to sign the same

**5. ACTION SHEET**

To note the action sheet

**6. FINANCE / PAYMENTS DUE**

- a) To note the national pay award of 1.75% backdated to 1<sup>st</sup> April 2021
- b) To approve the following payments:

Invoice Number	Payee / Reason	Amount
	LGPS	£492.68
	Clerk – salary for March	£868.94
	HMRC	£742.54

	Clerk Expenses (including ICO registration fee)	£133.05
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7. **PLANNING / TRAFFIC / ENVIRONMENTAL MATTERS**

- a) To consider any current planning applications for the Parish (if applicable)
- b) To consider the purchase of additional VAS signs, note that Duston Parish Council intend to charge £50 per device move and to confirm future management arrangements
- c) To consider ideas for the fencing north of St Crispin field
- d) To consider concerns about the maintenance of Upton Country Park

8. **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

9. **HM THE QUEEN'S PLATINUM JUBILEE**

To consider the purchase of a Jubilee Coin for school children within the Parish –  
**QUOTATION TO FOLLOW**