



**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 at St Crispins Community Centre on 2<sup>nd</sup> August 2022 at 1915. The business to be transacted is detailed below. Press and Public welcome.

Signed on original

Nina L. Villa LLb (Hons)  
Parish Clerk  
26<sup>th</sup> July 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 5<sup>th</sup> July 2022 and authorise the Chairman to sign the same - **ATTACHED**

5. **ACTION SHEET**

To note the action sheet - **ATTACHED**

6. **FINANCE / PAYMENTS DUE**

- a) To note the finance statement and bank reconciliations to end of June 2022
- b) To consider quotations received for resurfacing works - **ATTACHED**
- c) To approve the following payments:

Invoice Number	Payee / Reason	Amount
	LGPS	£414.33
	Clerk – salary for July	£772.52
	HMRC	£672.59
	Clerk's Expenses	£61.20

	NCALC	£45.60
	Real Design – email hosting	£150

**7. PLANNING / TRAFFIC / ENVIRONMENTAL MATTERS**

- a) To consider any current planning applications for the Parish (if applicable)
- b) To consider any relevant estate issues

**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

**9. BUTTERCUP MEADOW**

To authorise the Chairman Vice Chairman to sign the Buttercup Meadow Transfer documents

**10. NCALC ANNUAL CONFERENCE**

To agree Councillor representation at the above event to be held on 1<sup>st</sup> October 2022