



UPTON PARISH COUNCIL
CLERK: Nina L. Villa LLb (Hons)
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Dear Councillor,

You are hereby summoned to attend a meeting of the Parish Council which will be via Zoom on Monday 7th December 2020 at 1915. The business to be transacted is detailed below. Press and Public welcome and can join the meeting using the following link:

<https://us02web.zoom.us/j/86085381289?pwd=T0haWjc2dEd5eIRkbS9CT0JZb21UZz09>

Meeting ID 860 8538 1289 Passcode: **463359**

Signed on original

Nina L. Villa LLb (Hons)
Parish Clerk
1st December 2020

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 2nd November 2020 and authorise the Chairman to sign the same.

5. ACTION SHEET

To note the action sheet

6. FINANCE / PAYMENTS DUE

- a) To consider the latest draft budget for 2021/22 (tax base notification pending)
- b) To approve the following payments:

| Invoice Number | Payee / Reason | Amount |
|----------------|-------------------------------------|----------------------------|
| | Clerks Salary for November | £736.47 |
| O2 | Parish Mobile Phone | £11.51 (recurring payment) |
| | HMRC | £683.07 |
| | LGPS | £439.74 |
| | Clerk – working from home allowance | £156 |
| INV-6983 | B and D Magazines | £420 |
| 2812 | Website Hosting – 2Commune | £564 |

7. HALLS AND OPENS SPACES

- a) To consider and approve Heads of Terms for the Cricket Club lease