



**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 at St Crispins Community Centre on Tuesday 6<sup>th</sup> July 2021 at 1915. 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> June 2021

1. **PUBLIC SESSION**

Members of the public are invited to address the meeting on agenda items (15 minutes maximum)

2. **CO-OPTION OF NEW COUNCILLORS**

To consider any applications for co-option for the remaining two vacancies

3. **APOLOGIES FOR ABSENCE**

To receive apologies for absence

4. **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.

5. **MINUTES OF PREVIOUS MEETINGS**

To approve the minutes of the meeting held on 14<sup>th</sup> June 2021 and authorise the Chairman to sign the same - **APPENDIX A**

6. **ACTION SHEET**

To note the action sheet - **APPENDIX B**

7. **FINANCE / PAYMENTS DUE**

- a) To consider grant requests from St Luke's School (deferred from last meeting) and Upton Youth Club
- b) To approve the following payments:

Invoice Number	Payee / Reason	Amount
	LGPS	£402.98
	Clerk – salary for June	£737.07
	HMRC	£681.78
	Clerk's Expenses (mileage and stamps)	£72.85
	M Orpin website May and June	£240

**8. PLANNING / TRAFFIC / ENVIRONMENTAL MATTERS**

- a) To consider any current planning applications for the Parish (if applicable)
- b) To approve the updated terms of reference for the Planning Cttee – **APPENDIX C**
- c) To consider any relevant estate issues including traffic on St Crispin Drive

**9. 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:

- a) Update on the Tree Competition
- b) First draft of the Council's Objectives/Work Programme for the next four years
- c) Use of Duston and Upton Church Magazine