



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 Tuesday 5th July 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
29th June 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 7th June 2022 and authorise the Chairman to sign the same - **APPENDIX A**

5. **ACTION SHEET**

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

6. **FINANCE / PAYMENTS DUE**

a) To approve the following payments:

Invoice Number	Payee / Reason	Amount
	LGPS	£414.33
	Clerk – salary for May	£742.71
	HMRC	£702.40
	Clerk's Expenses	£61.20
	WNC – Bin emptying	£957.84
	2commune	£42.00

	M Orpin Website Maintenance	£240
	Barbara Osbourne – payroll	£84
	NCALC – membership fee	£1,866.68

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