



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 Monday 7th June 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
1st June 2021

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 17th May 2021 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 consider grant requests from St Luke's School (deferred from April meeting) and Upton Youth Club
- b) To receive and approve the year end accounts for 2020/21 and to confirm the earmarked reserves, including CiL funds, as listed – **APPENDIX C**
- c) To receive and consider the report of the Internal Auditor and to adopt the new model Standing Orders as recommended – **PREVIOUSLY CIRCULATED**

- d) To approve the Annual Governance Statement for the Year Ending 2020/21 –
APPENDIX D
- e) To consider and approve the Accounting Statements for the Year Ending 2020/21
– **APPENDIX E**
- f) To consider a request from Cllr Ingram relating to his insurance excess
- g) To approve the continuation of the Direct Debit for the Parish Council access to Bankline (amount varies each month)
- h) To approve the following payments:

Invoice Number	Payee / Reason	Amount
	LGPS	£402.98
	Clerk – salary for May	£737.07
	HMRC	£681.78
	Clerk's Expenses	£122.40
	Clerk's working from home allowance Jan – June 2021	£156

7. PLANNING / TRAFFIC / ENVIRONMENTAL MATTERS

- a) To consider any current planning applications for the Parish (if applicable)
- b) To consider whether the Council should re-establish a Planning Committee and under what terms of reference
- c) To consider any relevant estate issues including traffic on St Crispin Drive
- d) To consider a request from a member of the public for additional dog bins on the track near St Crispin Drive

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:

- a) Proposals for the Tree Competition
- b) First draft of the Council's Objectives/Work Programme for the next four years
- c) Plant a Tree for the Jubilee – consider proposals for a tree in each part of the Parish to commemorate HM The Queen's jubilee in 2021

9. CONTRACT OF THE PARISH CLERK

To consider whether to extend the existing fixed term contract of the Parish Clerk or to transfer them to the permanent establishment.

10. CALENDAR OF MEETINGS

To consider the dates of Parish Council meetings in light of the local government reorganisation in Northants.