



**UPTON PARISH COUNCIL**  
CLERK: Nina L. Villa LLb (Hons)  
Telephone: 07887 420725  
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Dear Councillor,

You are hereby summoned to attend a meeting of the Parish Council which will be via Zoom on Tuesday 8<sup>th</sup> September 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  
2<sup>nd</sup> September 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 13<sup>th</sup> August 2020 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 note the local government pay settlement for 2020/21 has been agreed at 2.75%
- b) To approve the following payments:

| Invoice Number | Payee / Reason         | Amount                     |
|----------------|------------------------|----------------------------|
|                | Clerks Salary for June | £813.82                    |
| O2             | Parish Mobile Phone    | £11.51 (recurring payment) |
|                | HMRC                   | £789.55                    |
|                | LGPS                   | £492.90                    |
|                | M Orpin - website      | £120                       |

**7. PLANNING AND PARKING**

To consider any current planning applications for the Parish including – (list to follow if applicable)

**8. HALLS AND OPENS SPACES**

To receive an update on the future of open spaces in the Parish and the possible transfer of ownership to Upton Parish Council including the potential adoption of open spaces at the Upton Lodge Development

**9. UPDATE FROM THE MARKETING AND EVENTS WORKING GROUP**

To receive and update and consider any recommendations from the Working Group

**10. WAYFINDING SIGNS**

To receive an update from Cllrs Holt and Stevens on the Wayfinding signs project