



ANNUAL PARISH COUNCIL MEETING 3 rd May 2022		UPTON PARISH COUNCIL
	Time: 1915	Venue: St Crispin Community Centre
Attendees: Cllr T Earle (Chair) Cllr M Ingram Cllr N Alex Cllr N Bench Cllr A Holt Cllr I Chowdry Cllr P Kershaw	Apologies: Cllr Taylor Cllr M Caddy	Also Present:- Nina Villa – Clerk Sgt. Nick Paul (Northants Police SNT)
Item No.		
01/22	<u>ELECTION OF CHAIR</u> It was <u>RESOLVED</u> that: a) Cllr T Earle be elected to serve as Chairman for the ensuing municipal year Cllr Earle made the Declaration of Acceptance of Office	
02/22	<u>ELECTION OF VICE CHAIR</u> It was <u>RESOLVED</u> that: b) Cllr A Holt be elected to serve as Vice Chairman for the ensuing municipal year Cllr Holt made the Declaration of Acceptance of Office	
03/22	<u>PUBLIC SESSION</u> Sgt Nick Paul gave an update on neighbourhood policing in Upton, including the resources available, priorities and pressures. During the update it was noted that anti social behaviour increases when the fare is on and the Clerk was asked to write to WNC to ask that the Council is informed when major events are happening.	
04/22	<u>APOLOGIES FOR ABSENCE</u> Cllr Caddy and Haylock	
05/22	<u>DECLARATIONS OF INTEREST</u> None	

06/22	<p><u>MINUTES OF THE PREVIOUS MEETING</u></p> <p>It was <u>RESOLVED</u> that:</p> <p>a) The minutes of the meeting held on 5th April 2022 were approved and the Chairman was authorised to sign the same.</p>																								
07/22	<p><u>ACTION SHEET</u></p> <p>It was <u>RESOLVED</u> that:</p> <p>a) The Action Sheet be noted</p>																								
08/22	<p><u>FINANCE/PAYMENTS DUE</u></p> <p>It was <u>RESOLVED</u> that:</p> <p>a) The Council approve a grant of £1000 to 47th Northampton Scouts</p> <p>b) The Council approved the submission of an FOI request to WNC for all planning applications in the parish of Upton since 2015, the CIL amounts invoiced and received and amounts outstanding to the Parish.</p> <p>c) The Council noted that Taylor Wimpy have paid £5,000 towards the Kent Road car park</p> <p>d) The Council noted and approved the request from the B&D Publications to increase their charges to £460 for six months</p> <p>e) The Council approved the following payments:</p> <table border="1" data-bbox="261 990 1471 1249"> <thead> <tr> <th>Invoice Number</th> <th>Payee / Reason</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td></td> <td>LGPS</td> <td>£414.33</td> </tr> <tr> <td></td> <td>Clerk – salary for March</td> <td>£742.71</td> </tr> <tr> <td></td> <td>HMRC</td> <td>£702.40</td> </tr> <tr> <td></td> <td>Clerk Expenses (including zoom fee)</td> <td>£228.07</td> </tr> <tr> <td></td> <td>M Orpin – invoices for Jan, Feb, Mar</td> <td>£360</td> </tr> <tr> <td></td> <td>Potters – Bench installation</td> <td>£2016</td> </tr> <tr> <td></td> <td>B and D Publications</td> <td>£460</td> </tr> </tbody> </table>	Invoice Number	Payee / Reason	Amount		LGPS	£414.33		Clerk – salary for March	£742.71		HMRC	£702.40		Clerk Expenses (including zoom fee)	£228.07		M Orpin – invoices for Jan, Feb, Mar	£360		Potters – Bench installation	£2016		B and D Publications	£460
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09/22	<p><u>PLANNING, PARKING AND CONSULTATIONS</u></p> <p>It was <u>RESOLVED</u> that:</p> <p>a) The Council object to WNN/2022/0453 12 High Street, Upton as there is insufficient parking available for an HMO and lack of proper bathroom facilities. The Council also believes it breaches the existing policy on number of HMO's within Upton</p> <p>b) The Council asked the Clerk to investigate whether Marina Park could be listed as a community asset</p> <p>c) The Council noted an approach from WNC to ask whether it wished to consider taking on maintenance and open spaces on Upton Lodge and the Council confirmed that it was interested to further discussions</p>																								
10/22	<p><u>WEBSITE AND MARKETING / WORKING GROUP UPDATE</u></p> <p>The received an update on the working group including tree work which is progressing.</p> <p>It was <u>RESOLVED</u> that:</p> <p>a) The Council note the report</p>																								

11/22

ANNUAL REVIEW OF DOCUMENTATION

It was **RESOLVED** that:

a) The Council approve the following policies:

- a) Standing Orders
- b) Financial Regs
- c) Grants Policy
- d) Code of Conduct
- e) Sickness and Absence Policy
- f) Equal Opportunities Policies
- g) Disciplinary Policy
- h) Risk Assessment 2022-2023
- i) Travel and Expenses Policy
- j) Data Protection Policy
- k) Freedom of Information Policy
- l) Complaints Procedure