UPTON PARISH COUNCIL

Minutes for Parish Council Meeting held on
Wednesday 21st October 2026 at 7.30pm at the Village Hall, Upton.

Present: Councillors: Malcolm Yates (MY/Chair), Roger Norman (RN) Sarah Quick (SQ)
In Attendance: R Holloway (Clerk)

	DISCUSSION AND DECISIONS
98/26	**To receive representation from the public (10 minutes**): 1 member of the public attended. An update from the Collies Volunteer group was provided to the Council. Grass mowing has continued at intervals with some areas left long to support wildlife. New planting has taken place with Heuchera, lavandula and Skimmia Rubella and extra bluebells. Maintenance has continued the raised bed, some hedge trimming has been done, and the painted stones by Sue. There will be a Workshop taking place on 28th and 29th November 11am-3pm each day for villagers to join in laying the hedge, all materials provided. Further details are on the Parish Council website.
99/26	**To receive and accept apologies for absence:** Cllr. Robinson
100/26	**Declarations of interest:** Cllr Yates on agenda item 111/26 and Cllr Quick on agenda item 110/26
101/26	**To approve the Minutes of the last meeting:** The minutes of the meeting held on the 16th of September 2026 was agreed as an accurate reflection of the meeting and signed off by the Chairman
102/26	**To approve the minutes from the extraordinary meeting held on the 18th of August:** This was moved and approved as a true reflection of the meeting and was signed off by the Chairman
103/26	**To note Matters Arising:** Winter grit bags ordered
104/26	**To receive the Chairman's report**: MY noted that Malcolm Robertson has stepped down from his role as a Parish Councillor and the Parish Council thanked him for his work and support over his term of office. Newark and Sherwood District Council notification on Closed Churchyards was interesting as it set out what they were responsible for within Upton closed Churchyard, MY is looking to set up a meeting with the PCC and NSDC to discuss further. The Village Christmas Dinner would take place on 29th November at 1 pm, anyone willing to help with that would be most welcome. There were already 40 residents signed up to attend the dinner.
105/26	**Reports from District/County Councillors**: Cllr. Melton outlined that he had been heavily involved in canvassing for the by-Election taking place for the seat previously held by Roger Jackson, so he had not much to add this time. He asked the Clerk if she would chase up on Home Farm and to copy him in and to send him the e-mails sent to NSDC regarding the footpath in the Churchyard that had been reported to NSDC under the Closed Churchyard Policy.
106/26	**To Receive updates on the Green Spaces/burial ground, and rights of way.** a. **CVG:** As reported above b. **To receive report on footpaths/dog bins:** All OK but there needs to be a review of Footpaths done soon. c. **To receive Playground update:** All checked and OK

	d. **To receive an update on the footpath from Church Walk to the Churchyard:** This was now complete and had been well received by the Village residents **e. To note any items for the Lengthsman scheme:** RN sent a report to the Clerk
107/26	**To note correspondence received and agree the future use of the slabs:** This was discussed and it was moved and approved that the slabs stay in storage with the Chairman, and they will be used in the appropriate locations to ensure they stay within the village.
108/26	**To receive the quote for the Collies footpath:** The costs were outlined and it was moved and approved that the Parish Council would use the same contractor as carried out the replacement path on Church Walk as the work had been done to a high standard and at a very competitive price**.**
109/26	**To note the Village Hall update:** a. Finance: The Bank reconciliation to 30th September 2026 for the Village Hall was presented and signed off by the Chairman. b. Maintenance and caretaking: MY confirmed the decorator had been contacted and a quote obtained. He outlined the NCC Grant funding for the Village Hall to be used as a warm hub on a Tuesday morning 10am – 1 pm for teas and coffees c. To note Martyn's Law/Terrorism (protection of premises) Act 2025 It was noted that after following the flow-chart for this Law it was determined that the Hall was exempt and did not need to take any further measures. d. H& S and Fire Risk assessments: To be dealt with by the Clerk
110/26	**Financial Matters:** a. To accept the latest financial reconciliation as of 30th September 2026: The Parish Council Bank reconciliation was agreed and signed off by the Chairman b. To note payments received and authorise invoices for payment: details of Payments had been sent to Councillors in advance of the meeting, they were outlined and moved and approved by Councillors for payment and signed off c. To note the Notice of Conclusion of External Audit: The Audit report was outlined and had been signed off as clear and was noted by Councillors **d.** To note the External Auditors report and Certificate 2025/26: This had been uploaded to the website as required
111/26	**Planning matters to consider/vote and note** a) 6/01508/HOUSE 1 Mill View Upton single storey rear extension and single storey front porch extension, This was outlined by RN and it was agreed that the Parish Council had no objection to the application
112/26	**To receive highways update:** The streetlamp in the Churchyard was not working RN to report
113/26	**To receive the community defibrillators monthly report:** All OK
114/26	**To note and action service faults**: The toilet light in the ladies was not working and MY had replaced the sensor battery
115/26	**Lottery draw for October 2026**: £50.00 – no 184. £25.00-no 275. £10.00 no-57. £5.00 no-85
116/26	**Correspondence received: All correspondence is circulated upon receipt** a) Letter re Staythorpe Power Station-noted

	b) E-mail from the office of Robert Jenrick MP- a meeting to be arranged for after the by-Election c) E-mail letter re non-domestic rates bill- noted d) Letter re small business rates relief review- noted and responded to by the Clerk e) E-mail from the Democratic services at NSDC re by-election on 29th October-noted and responded to by the Clerk f) E-mail from BHI, cups and saucers- e-mail sent agreeing to the use g) Correspondence relating to the path through the Church yard- responded to by the Chair h) School admissions consultation from Notts County Council-noted i) E-mail re New Nottinghamshire Minerals local plan consultation 2026-noted
117/26	**Agenda items for next meeting:** Village Christmas Lunch
118/26	**Any other business:** none
119/26	**Date of next meeting:** The date for the next meeting will be 18th November 2026
120/26	**Close:** There being no further business, the Chairman closed the meeting at 20.20 pm

Signed ……. Chairman

Date……..