

UPTON AND NORTH ELMSALL PARISH COUNCIL  
THE VILLAGE HALL, HAREWOOD LANE, UPTON  
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## **MINUTES OF AN EXTRA ORDINARY MEETING OF UPTON AND NORTH ELMSALL PARISH COUNCIL**

Held on Friday 7<sup>th</sup> November 2025 at 4:30pm at the Village Hall

**Present:** Councillor E Farmer  
Councillor B Mears  
Councillor C Merrington  
Councillor A Miles  
Councillor S Pallett  
Councillor S Spencer  
Councillor L Taylor - Chair

Helen Senior – Parish Clerk & RFO

**1. To receive apologies for absence.**

There were no apologies for absence recorded.

**2. To consider approval for the reasons for absence.**

There were no reasons for absence submitted for approval.

**3. Declarations of Interest.**

3.1 To receive any declarations of interest not already declared under the Parish Council's code of conduct or members Register of Disclosable Pecuniary Interests.

There were no declarations of interest recorded.

3.2 To receive, consider and decide upon any applications for dispensation.

There were no applications for dispensation recorded.

4. **To approve and sign the minutes of a meeting of Upton and North Elmsall Parish Council held on 21<sup>st</sup> October 2025.**

**RESOLVED:** that the minutes of a meeting of Upton and North Elmsall Parish Council, held on Tuesday 21<sup>st</sup> October 2025, be approved as a true record and signed by the Chair.

5. **To consider quotes for the works to be carried out on the new Clerk's office.**

Members considered various quotes that had been received for the works to be carried out on the new Clerk's office.

**RESOLVED:** that the quote from Inscape Construction be approved at a cost of £3,738.00 plus VAT, excluding electrical works which were to be quoted for separately, and that a £1,500.00 contingency be approved to cover these electrical works.

6. **To consider a quote for Gas Servicing on the Village Hall's conversion heaters.**

**RESOLVED:** that the quote from Man Plumbing and Heating be approved at a cost of £50.00 for the service of the first conversion heater and £25.00 for each heater thereafter.

7. **To consider a quote for the installation and removal of the Village Hall Christmas decorations for 2025.**

**RESOLVED:** that the quote from Adam Washington be approved at a cost of £160.00 per day for the installation and removal of the Village Hall's Christmas decorations.

In the absence of any further business, the Chair thanked everyone for their attendance and closed the meeting.