UPTON BY CHESTER AND DISTRICT

 PARISH COUNCIL

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**18 Gladstone Road**

**Chester**

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**07584415343**

**Email:** clerk@uptonbychester.org.uk

Dear Member,

You are summoned to the Meeting of the QEII Playing Field Sub-Committee to be held at 6.30 pm on Monday 16 December 2019 at Upton Pavilion, Wealstone Lane, Upton, Chester.

The business to be transacted at the meeting is detailed on the agenda below. Please note that Standing Orders will apply at this meeting. Members of the press and public are entitled to attend and there will be an 'Open Forum' for 10 minutes at the beginning of the meeting to raise any issues with the Parish Council.

Signed…………………………… Clerk to the Parish Council 11.12.19

**AGENDA**

**1. APOLOGIES FOR ABSENCE.**

To receive apologies for absence as reported to the clerk.

**2. DECLARATIONS OF INTEREST.**

Members are invited to declare any interests they may have in any items on this agenda as per the Code of Conduct.

**3. MINUTES**.

To approve the Minutes of the meeting held on 28th October 2019. **Enc**

**4. PLAYGROUND.**

To receive an update from the Chairman and the Project Manager.

**5. PLAYING FIELD DRAINAGE.**

To receive information from the Clerk and agree further action.

**6. TENNIS COURTS.**

To receive a summary of information regarding the costs and funding of improvements to the tennis courts, including lighting, fencing and access.

**7. NEXT STEPS / ACTIONS.**

To consider and agree the next stages for the QEII project, to agree actions and confirm which member of the committee will be responsible.

**8. DATE AND TIME OF THE NEXT MEETING.**

To agree the date and time of the next meeting.