UPTON BY CHESTER AND DISTRICT



PARISH COUNCIL

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**Chester**

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Dear Member,

You are summoned to the Meeting of the QEII Playing Field Sub-Committee to be held at 6.30 pm on Monday 17 December 2018 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

**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 19th November 2018.

**4. AWARDS FOR ALL GRANT APPLICATION.**

To review the draft Project Summary to be submitted to the Awards for All grant board.

**6. MULTI-USE CIRCUIT.**

To review the quotation for work to create a multi-use circuit on the playing field and details of the elements to be included in its specification.

**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 confirm that the date and time of the next meeting will be on Monday 28th January 2019 at 6.30pm.