UPTON BY CHESTER AND DISTRICT

 PARISH COUNCIL

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**Upton Pavilion**

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**Upton**

**Chester**

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**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 23 November 2020 via Cisco Webex.

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.

Signed………………………………………………… Clerk to the Parish Council 18.11.20

**AGENDA**

**1. APPOINT A CHAIRMAN.**

To appoint a chairman for the Sub-Committee until May 2021.

**2. APOLOGIES FOR ABSENCE.**

To receive apologies for absence as reported to the clerk.

**3. 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.

**4. MINUTES**.

To approve the Minutes of the meeting held on 20th January 2020. **Enc**

**5. REVIEW OF FIVE-YEAR PROJECT PLAN.**

To review the original Five-Year Project Plan and agree action. **Enc**

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

To agree the date and time of the next meeting.