



UPTON BY CHESTER AND DISTRICT PARISH COUNCIL

Upton Pavilion
Wealstone Lane
Upton
Chester
CH2 1HD
07584415343

Email: clerk@uptonbychester.org.uk

Dear Member,

You are summoned to the Meeting of the Assets Management Committee to be held at 7.30 pm on Monday 22 January 2024 at Upton Pavilion, Wealstone Lane, Upton, Chester, CH2 1HD.

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 *Suzi Bull* Clerk/ Proper Officer to the Parish Council 17.01.24

AGENDA

1. APOLOGIES FOR ABSENCE.

To receive and note apologies for absence as reported to the clerk.

2. DECLARATIONS OF INTEREST.

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

3. MINUTES.

For the Chairperson to sign the Minutes of the meeting of 27 November 2023.

4. CLERK'S REPORT.

To receive a report from the Clerk on actions taken on the resolutions of the last meeting and agree further action.

5. PLAYING FIELD FLOODING.

To receive an update on progress made with resolving the playing field flooding.

6. CHEMISTRY PITS.

- To consider and agree a specification for the repair of the fence between the playing field and the Wheatsheaf Pub.

- To consider and agree additional improvements to Chemistry Pits Playing Field.

7. ASSETS REGISTER.

- To receive an update of how the Assets Register may be integrated into the accounting software system.
- To agree action to update the Assets Register.

8. REFURBISHMENT OF PAVILION SHOP AND MEETING ROOM.

- To discuss and agree the requirements for the refurbishment of the Pavilion shop and meeting room.
- To agree and allocate actions.

9. DATE AND TIME OF THE NEXT MEETING.

To confirm that the date and time of the next meeting will be 26 February 2024 at 7.30pm.