



UPTON BY CHESTER AND DISTRICT PARISH COUNCIL

Upton Pavilion
Wealstone Lane
Upton
Chester
CH2 1HD
07584415343

Email: suestanley@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 25 March 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 *S.J.Stanley* Chair of the Parish Council 19.03.24

AGENDA

1. ELECTION OF CHAIR

To elect a Chair for the committee for the period up to the next Annual Meeting of the Parish Council

2. APOLOGIES FOR ABSENCE.

To receive and note apologies for absence as reported to the Chair of the Parish Council

3. DECLARATIONS OF INTEREST.

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

4. MINUTES.

For the Chair to sign the Minutes of the meeting of 26 February 2024.

5. SITES UPDATE

To receive a report from the Facilities Manager on issues arising from site inspections, incidents and the status of bookings for the tennis, bowling and pavilion facilities.

Enc

To consider any actions required.

6. PLAYING FIELD FLOODING.

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

Enc

To receive a report on a meeting with representatives of Upton Junior Football Club.

To agree next steps.

7. CHEMISTRY PITS.

To receive an update on the repair of the fence between the Chemistry Pits playing field and the Wheatsheaf Pub.

To receive an update on the specification of play equipment for the Chemistry Pits playing field. **Enc**

To agree next steps

8. STRATEGIC PROPERTY MANAGEMENT PLAN

To receive an update on action to update the Assets Register. **Enc**

To define actions towards developing a strategic plan for all the properties owned by the Council.

9. REFURBISHMENT OF PAVILION SHOP AND SMALL MEETING ROOM.

To receive an update on design options and quotes for the refurbishment of the small Meeting Room as an office, including the short-term provision of desk space.

To receive an update on design options and quotes for the refurbishment of the Shop as a refreshment kiosk serving hot and cold drinks, ice creams and confectionery as at present. **Enc**

To agree next steps

10. DATE AND TIME OF THE NEXT MEETING.

To confirm that the date and time of the next meeting will be 22nd April 2024 at 7.30pm.