

# UPTON BY CHESTER AND DISTRICT PARISH COUNCIL



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**Minutes of the Upton by Chester and District Parish Council's Assets Management Committee Meeting held on Monday 24 July 2023, 7.30pm, at Upton Pavilion, Wealstone Lane, Upton, Chester.**

**Present:** Cllr M Carter, Cllr C Jeffery, Cllr A Lingard and Cllr H Morgan.

**In attendance:** Suzi Bull (Clerk/Proper Officer).

## **1. APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Cllr Stanley.

**Resolved: noted.**

## **2. DECLARATIONS OF INTEREST.**

No declarations of interest were made.

## **3. MINUTES.**

**Resolved:** The Minutes of the meeting held on 19 June 2023 were confirmed as a true record and signed by the Chairperson.

**Proposed by** Cllr Lingard, **seconded by** Cllr Morgan.

## **4. CLERK'S REPORT.**

**Resolved:** The report from the Clerk on actions taken on the resolutions of the last meeting was received and noted.

## **5. HEALTH AND SAFETY REVIEW.**

The committee discussed the current Health and Safety policy, the Complaints policy and the process for reporting incidents and accidents.

**Resolved:** The Health and Safety policy will be reviewed by Cllr Morgan, Cllr Lingard and the Clerk. The Incident and Accident reporting process was verified as being recorded and retained appropriately.

The Complaints Policy will be amended by the Clerk to clarify the difference between a formal and informal complaint.

## **6. CHEMISTRY PITS.**

Members considered ways to make improvements to Chemistry Pits Playing Field.

A list provided from a previous informal consultation was considered.

The Clerk provided information regarding possible sources of funding.

**Resolved: To provide seating benches and low-maintenance play equipment for younger children.**

**The Clerk will source and provide quotations.**

**A reminder to encourage volunteer litter picking will be posted on the Parish Council website.**

## **7. PLAY EQUIPMENT QE II PLAYING FIELD.**

Consideration was given to the provision of items of play equipment on the QE II playing field.

**Resolved: An inspection will be arranged for the outdoor gym equipment along with quotes for removal or repair.**

A request from a resident for permanent goalposts on the QE II Playing Field was considered. The potential for theft of goalposts left unattended was acknowledged and concerns regarding over-use of the football pitch goal areas were taken into account.

**Resolved: A recommendation to take no further action will be put to the full Parish Council.**

**The existing teen shelter will be inspected as fit for purpose and safety.**

**An assets walk-round will be arranged for 6pm on a date to be confirmed.**

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

**Resolved: The date and time of the next meeting will be 25 September at 7.30pm.**