UPTON BY CHESTER AND DISTRICT



PARISH COUNCIL

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Minutes of the meeting of Upton by Chester and District Parish Council’s QE II Playing Field Sub-Committee, held on Monday 17 December 2018, 6.30pm, at Upton Pavilion, Upton, Chester.

Present: Cllr Bennion (Chairman), Cllr Evans, Cllr Houlbrook and Cllr Lee.

In attendance: Suzi Pollard (Clerk).

**1. APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Cllr Vaughan.

**Resolved: noted.**

**Cllr Walmsley was also absent from the meeting.**

**2. DECLARATIONS OF INTEREST.**

None given.

**3. MINUTES**.

**Resolved: the Minutes of the meeting held on 19th November 2018 were confirmed as a correct record and signed by the Chairman.**

**Proposed by Cllr Houlbrook, seconded by Cllr Lee.**

**Matters Arising**

Playground consultant - it was noted that the recently appointed playground consultant was again unable to attend the meeting. The committee is awaiting information regarding a proposed layout of the refurbished playground, a proposal for a bespoke piece of play equipment, along with costings for supply and fitting.

**Resolved: the clerk will write to the consultant on behalf of the committee to request regular attendance at meetings. If this is not possible, the committee may seek to**

**re-appoint a project consultant.**

Funding request to the Finance Committee – the clerk has prepared a written request to the Finance Committee.

**Resolved: a sum of £2,000 will be requested towards the cost of supporting the QE II Project.**

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

Members of the committee reviewed the draft Project Summary to be submitted to the Awards for All grant board.

**Resolved: members of the committee will review the latest document and pass on further suggested amendments and additions to the clerk.**

**The final draft will be submitted to Awards for All during the first week of January.**

**5. MULTI-USE CIRCUIT.**

Members of the committee reviewed 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.

**Resolved: the clerk will create a standard specification and seek two additional quotations.**

**Members will further consider how the four ‘wait stations’ placed around the circuit will be used.**

**7. NEXT STEPS / ACTIONS.**

**Resolved: a meeting with Upton Tennis Club will be arranged in order to further consider the tennis court access system. (Weds lunch time)**

**The grant application Project Summary will be submitted during the first week of January.**

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

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