



UPTON BY CHESTER AND DISTRICT PARISH COUNCIL

Upton Pavilion
Wealstone Lane
Upton
Chester
CH2 1HD
07584415343

Email: clerk@uptonbychester.org.uk



Minutes of the Meeting of Upton by Chester and District Parish Council QE II
Playing Field Sub-Committee held on 26 April 2021, 6.30pm, via Microsoft Teams.

**Present: Cllr A Bennion, Cllr J Evans, Cllr J Houlbrook and
Cllr N Poulton.**

**In attendance: Ms S Bull (Clerk and Proper Officer), Mr D Flaherty (Pavilion
Supervisor) and 1 member of the public.**

1. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Cllr Hulmes.

Resolved: noted.

2. DECLARATIONS OF INTEREST.

No declarations of interest were made.

3. MINUTES.

**Resolved: The Minutes of the meeting held on 29 March 2021 were approved as a
correct record and will be signed by the Chairman at the next opportunity.**

Proposed by Cllr Houlbrook, seconded by Cllr Evans. All agreed.

The following minutes record the agenda items in the order they were taken at the meeting:

6. PLAYING FIELD.

The Clerk reported on the site visit with the CW&C Council Flood Officer; a long-reported issue of flooding to neighbouring properties from surface water off the playing field was discussed. A walk-round to identify possible causes took place. The CW&C Council Flood Officer stated the harm caused to properties warranted a 'Section 19' investigation to find and record the cause of the flooding. The report will be made available to the resident and to the Parish Council.

Resolved: No further action will be taken until the Section 19 report is received.

No further action will be taken to progress the pond project until after the Section 19 report is received.

An item to agree a community 'pond' clearing day will be referred to the General Purposes Committee.

The Chairman led the committee through the existing Five-Year Improvement Program which was updated as required.

The Parish Council has been informed of some Section 106 funding that is available for the drainage of the football pitches.

Resolved: the updated version will be circulated. No further action will be taken until the Section 19 report is available.

4. PLAYGROUND.

The Chairman provided a verbal update on the status of the grant funding application; the Parish Council has been advised that some items on the funding application list were not provided for within the bounds of the grant. These items were the project management costs and the recycling bins.

The fund holders requested specific recorded approval of the Clerk's authority to apply for the grant.

Resolved: the above items will be removed from the application; the cost of the sensory trail floor will be added.

The Clerk will provide the Minutes of the Parish Council meeting where approval was given for the authority to apply for the grant.

(as the Proper Officer of the Council this already exists).

5. TENNIS COURTS.

The Chairman reported that the following actions were being taken in relation to the Lawn Tennis Association Loan for tennis court improvements:

Application form basis – Clerk.

Justification of the scheme – N Harrison (LTA).

Financial forecast – Cllr Bennion, Finance Committee, Clerk.

It was reported that an accurate, detailed and professional specification for the work required for the tennis court project is available at an approximate cost of £500; this would be used in the tender process.

Resolved: Noted. The cost of the work specification was approved.

The Tennis Coach's job description, (provided by N Harrison), was approved for posting.

7. DATE AND TIME OF THE NEXT MEETING.

Resolved: The date and time of the next meeting will be on 24 May 2021 at 6.30pm.