

# PITSTONE PARISH COUNCIL

## **SPORTS AND LEISURE COMMITTEE**

**NOTICE IS HEREBY GIVEN** OF a meeting of the Parish Council Sports and Leisure Committee to be held **at the Sports Pavilion on Thursday 14 June 2018 at 7.30pm**

Laurie Eagling, Clerk to the Council  
9 Warwick Road, Pitstone, LU7 9FE  
Tel: 01296 767261

Signed \_\_\_\_\_  
Date : 8 June 2018

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## **A G E N D A**

1. **ATTENDANCE AND APOLOGIES**
2. **RECEIVE DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS** on matters to be considered at the meeting
3. **RECEIVE QUESTIONS FROM THE PUBLIC** or any points raised by members with declarations
4. **MINUTES** to resolve that the minutes of the meetings held on 10/5/18 be signed as a true and correct record
5. **CLERKS REPORT** note receipt of the report
6. **CORRESPONDENCE** note correspondence received by the committee
7. **PHASE 1 IMPROVEMENTS OF THE SPORTS PAVILION SITE (fencing, ball stop netting and pitch upgrading):** Confirm all details for opening ceremony arrangements
8. **PHASE 2 IMPROVEMENTS OF THE SPORTS PAVILION SITE (building and grounds)**
  - 8.1 QS Report and Cost Estimate: noted by full council. To approve Project Manager.
  - 8.2 Planning: To note progress with submission of planning application and approve associated report production
  - 8.3 Funding:
    - i. Consider draft funding requirements, club/council contributions and business case
    - ii. Consider draft application to AVDC for S106 grant
    - iii. Consider draft application to AVDC for New Homes Bonus grant
    - iv. Consider draft application for Football Foundation Stadia Improvement grant
    - v. Other funding routes to be identified
  - 8.4 Communication:
    - i. Consider & approve draft communications to the general public
    - ii. Consider & approve draft communications to key stakeholders
9. **GROUND KEEPERS REPORT:**
  - 9.1 Receive general report from ground keeper
  - 9.2 Receive recommendation from ground keeper on budget/estimated work for forthcoming 12 months
10. **OTHER SPORTS PAVILION RELATED MATTERS**
  - 10.1 Consider/approve remedial works required at pavilion and note works undertaken since last meeting
  - 10.2 Consider/approve additional remedial plumbing works in boiler room
  - 10.3 Consider/approve annual service contract for water heater
  - 10.4 Confirm annual service of heater and gas appliances
  - 10.5 Confirm specification for external match day signage
  - 10.6 Undertake review of the contents of the container
  - 10.7 Receive quarterly accounts from P&IUFC
11. **OTHER OPEN SPACE MATTERS**
  - 11.1 Consider/approve remedial works required at open spaces, note works undertaken since last meeting

- 11.2 Approve quotations for matters arising from Annual Playground Inspections
- 11.3 Undertake annual review of Play Policy and Risk/Benefit Assessments
- 11.4 Note allotment site related matters for referral to full council
- 11.5 Local Green Space between Marsworth Road and The Crescent – note purchase from BCC completed and consider results of site inspection
- 12. **REPORTS:** note any miscellaneous reports
- 13. **MATTERS FOR REFERRAL TO FULL COUNCIL** – approve any matters for referral to full council
- 14. **DATE AND TIME OF NEXT MEETING** and determine matters for inclusion on agenda

**THE PUBLIC AND PRESS ARE WELCOME TO ATTEND OUR MEETINGS**