

PITSTONE PARISH COUNCIL SPORTS & LEISURE COMMITTEE

Minutes of the Sports & Leisure Committee Meeting
held on 12 April 2018 in the Millennium Room at Pitstone Memorial Hall
commencing at 7.30pm and concluding at 8.25pm

COMMITTEE PRESENT: Cllr Saintey (Chair), Cllr Mrs Crutchfield, Cllr D Frearson, Cllr Weber (Vice Chair), Paolo Aquila (P&IUFC), Fergal Tierney (P&IJFC), John Groom (groundkeeper) plus Laurie Eagling (clerk)

PUBLIC PRESENT: Mr D Nicholls

SL1/18 **ATTENDANCE AND APOLOGIES** - See above.

SL2/18 **DECLARATIONS OF INTEREST**

No declarations made.

SL3/18 **QUESTIONS FROM THE PUBLIC AND DISPENSATION REQUESTS** – No members of the public present. No councillors held a relevant interest that they wished to speak about.

SL4/18 **APPROVE MINUTES OF LAST MEETINGS**

The minutes of the previous meetings held on 12 April 2018 had been circulated with no amendments notified or issues raised. The minutes were duly accepted as a true and correct record, and the chairman was authorised to sign on behalf of the council.

SL5/18 **CLERKS REPORT** – Receipt noted. Ongoing matters detailed below to assist members of the public:

1. Tennis/Netball/5-aside – no update from the landowner, who is not yet able to negotiate with the parish council
2. Open access MUGA within PDA development - full planning application still with AVDC for determination.
3. Electrical checks currently being undertaken
4. 60 tonnes 50/50 root zone ordered for delivery in April
5. Annual playground inspections booked for 19/4/18

SL6/18 **CORRESPONDENCE** – The correspondence received by the committee was noted.

SL7/18 **PHASE I IMPROVEMENTS OF THE SPORTS PAVILION SITE**

1. Fencing and ball stop netting element now complete.
2. Agripower booked to undertake pitch improvements at the start of May (weather dependent).
3. It was **RESOLVED** to hold the opening ceremony at the start of August – 4/5th August. Paolo to put together a draft itinerary for a fun day event with both seniors and juniors. Guest list to be drawn up.

SL8/18 **PHASE II IMPROVEMENTS FOR THE SPORTS PAVILION SITE**

1. It was noted that full council had approved the appointment of Goodrich LLP to provide QS services to provide an initial estimation of cost. Funding routes to be considered once the likely estimated cost identified.
2. The feedback on the draft layouts was noted.

SL9/18 **GROUND KEEPERS REPORT – J GROOM**

Waiting for the delivery of 50/50 root zone for pitch renovations. Soil samples analysed, and soil treated accordingly.

SL10/18 **OTHER SPORTS PAVILION RELATED MATTERS**

1. It was **RESOLVED** to commission repair of the following matters: two expansion chambers on the water heater have burst and require replacing, an engineer has attended, and work been commissioned. Two roof tiles need replacing.
2. It was **RESOLVED** to request a quotation for corrosion inhibitor, nitrate only.

3. Quotations for external match day signage to be circulated to the committee by Paolo.
4. It was **RESOLVED** to approve the commission of the fire equipment annual service from Ardenoak Fire, £12 call out fee plus £3 per extinguisher.
5. The dates when the ground would not be available were noted (2-5/11/18) by the clubs.
6. External defibrillator
 - a. P&IJFC were thanked for purchasing the full external public access defibrillator.
 - b. It was **RESOLVED** to mount the unit outside the building so that it could be immediately accessed by any individual in need of care.
 - c. The external cabinet costs £504.95 and the installation quote is approximately £180. It was further **RESOLVED** that, if necessary, P&IJFC and P&IUFC would both contribute £200 towards the cost of installation and that the parish council would meet the remaining costs.
 - d. It was **RESOLVED** to also enquire if the WI would like to contribute towards the costs as part of their defibrillator focus this year.
 - e. It was **RESOLVED** to accept the donation of the unit from P&IJFC to the parish council and to add the unit to the parish council insurance and asset register.
 - f. It was **RESOLVED** to add the ongoing maintenance and regular checks to the parish council responsibilities, to add these checks to the work rota for the existing employees and meet the associated costs.
 - g. It was **RESOLVED** to arrange training for club members etc via South Beds Ambulance Service and Community First Responders, hopefully at the opening ceremony fun day.
7. It was **RESOLVED** to renew the annual licence to P&IUFC, Paolo Aquila signed on behalf of P&IUFC and the Chairman was granted authority to sign on behalf of the council.
8. Following comparison of the market by Smarter Business Group, it was **RESOLVED** to renew the gas contract with CNG on a 3-year fixed contract with zero standing charge and 5.15 pence per kWh unit charge.

SL11/18 **OTHER PLAY AREA/OPEN SPACE MATTERS**

1. The minor remedial works undertaken were noted (2 x no smoking signs replaced at the bus shelters, 1 x bolt replaced on the bus shelter and 1 x section of fence removed from the recreation ground) and it was **RESOLVED** to meet the associated costs.
2. It was **RESOLVED** to progress with the bi-annual DDA assessments of the playgrounds.

SL12/18 **REPORTS:**

1. The P&IJFC trip to Belgium was discussed, the chairman advised that he had been happy to assist on the morning they departed and requested some advanced notice in future so that council could assist again. P&IJFC to provide an update on how it went.

SL13/18 **MATTERS FOR REFERRAL TO FULL COUNCIL**

It was **RESOLVED** to notify full council of the problems with the boiler and the installation of the defibrillator.

SL14/18 **DATE OF NEXT MEETINGS**

The next meetings are currently scheduled for:

May – 10 May 2018 at the sports pavilion

June – 14 June 2018

July – 12 July 2018

August – 9 August 2018

September – 13 September 2018

October – 11 October 2018

November – 8 November 2018

December – 13 December 2018

January to March are at Memorial Hall when possible, April to September at the sports pavilion, and October to December at the Memorial Hall.

It was noted that the following items would appear on the May agenda:

- 1) Annual review of the maintenance schedule arrangements for the pavilion site.

SL15/18 **CLOSURE OF THE MEETING**

There being no further business to be transacted, the chairman closed the meeting at 8.25pm.

Signed: _____
Chair

Date: _____