PITSTONE PARISH COUNCIL SPORTS & LEISURE COMMITTEE

Minutes of the Sports & Leisure Committee Meeting

held on 11 October 2018 in the Millennium Room at Pitstone Memorial Hall

commencing at 7.35pm and concluding at 8.25pm

**COMMITTEE PRESENT:** Cllr Saintey (Chair), Cllr Mrs Crutchfield, Cllr D Frearson, Eugene Doherty (P&IJFC) plus Laurie Eagling (clerk)

**APOLOGIES:** Paolo Aquila (P&IUFC), Richard Wade (P&IJFC), Feargal Tierney (P&IJFC), John Groom (ground-keeper) and Cllr Weber (Vice Chair)

SL79/18 **ATTENDANCE AND APOLOGIES** - See above.

SL80/18 **DECLARATIONS OF INTEREST**

No interests were declared.

SL81/18 **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.

SL82/18 **APPROVE MINUTES OF LAST MEETINGS**The minutes of the previous meetingheld on 13/9/18 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.

SL83/18 **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. Heater Guard.On order with contractor.
  4. Local Green Space **–** 
     + 2 x benches received from Glasdon 4/10/18 & with contractor for installation
     + J Leonard to repair fencing & install kissing gate
     + Extra quotations re daffodils to be considered by full council at October meeting
  5. Donation to South Central Ambulance Service – full council resolved to donate
  6. WI end of war celebrations – full council approved the display of poppies & agreed to meet the costs/liabilities associated with the installation and upkeep of the silent soldier
  7. 6 monthly lighting & fire alarm checks – undertaken, no issues arising
  8. VAT **–** full council resolved to Opt to Tax the pavilion building from 1/1/19 and appoint DCK Accounting Solutions as agent
  9. Water samples – water samples were all clear, certificates received. Extra valves recommended by TMV in disabled toilet – plumber to quote. All other legionella actions undertaken.
  10. Hirers Confirmation Slips –now received from all clubs
  11. Playground gates – now installed at Windsor Road and Hever Close
  12. Edging at Hever Close – concrete edging now installed by fence line
  13. Rocking Rocket – contractor repairing
  14. Boundary treatments – full council resolved not to install fencing/bollards along boundary of recreation ground/Vicarage Rd nor Local Green Space/Cheddington Road at present.
  15. Allotments –PAA to respond to full council by end of year re tenancy situation and track
  16. PIE Firework Event – note site closed 2-4/11/18. PIE to arrange site visit with ground-keeper prior to event.

SL84/18 **CORRESPONDENCE**: The correspondence received by the committee was noted.

SL85/18 **PHASE II IMPROVEMENTS FOR THE SPORTS PAVILION (building and frontage)**

1. Planning  
   AVDC had now supplied their pre-application planning advice, which was favourable. It was **RESOLVED** to progress with a full planning application (£695 after 50% discount) and to instruct Woods Hardwick accordingly.
2. Funding
   1. It was **RESOLVED** that the parish council would pursue the additional grant funding opportunities discussed and noted that this would entail considerable extra staff administration costs.
   2. It was **RESOLVED** to seek confirmation from P&IUFC re the value of a joint grant application to Football Foundation Stadia Improvement Fund.
   3. Both P&IUFC and P&IJFC to confirm their level of contribution.
3. Potential Phase III  
   It was **RESOLVED** to request a confidential briefing session with full council.

SL86/18 **GROUND KEEPERS REPORT – J GROOM**J Groom not present and therefore no report provided.

SL87/18 **OTHER SPORTS PAVILION RELATED MATTERS**

1. Remedial works - It was noted that several roof tiles had been replaced. All users were reminded not to stack chairs by the heaters – there is signage in place already.
2. Alternatives quotes for the plumbing works in the boiler room & disabled toilet – ongoing.
3. External signage – PA still to supply revised artwork.
4. Container – P&IJFC confirmed that they had cleared their belongings from the container. No confirmation received from P&IUFC. It was **RESOLVED** that P&IJFC could remove any remaining kit and supply to a charity that donates used kit to Africa. It was **RESOLVED** to chase P&IUFC to remove their kitchen cabinets.
5. Smoking – It was noted that no response had been received from P&IUFC. It was **RESOLVED** to nominate the pitch-side as a no-smoking site (the interior of the building is already no smoking) and therefore cigarettes could only be consumed outside the grounds. It was further **RESOLVED** to remove the wall mounted ash-trays from outside the building and erect some no smoking signage.
6. Shared use - It was **RESOLVED** that all teams would be mindful of the other hirers. Any instances where the facilities have not been cleaned etc to be photographed and logged.

SL88/18 **OTHER PLAY AREA/OPEN SPACE MATTERS**

1. Remedial matters: several acacia saplings removed from recreation ground and 2 replacement over-stickers ordered for Windsor Road playground signs. Dog fouling issue reported at Windsor Road – laminated signs to be made.
2. Swinging plank in Windsor Road: The quotations to replace this item of equipment were considered. No play company would provide repairs. It was **RESOLVED** that Cllr Saintey would obtain a second quotation to repair & that council would review again next month.
3. No Golf Clubs sign: It was **RESOLVED** to accept the quotation from Signs Realm of £135 to provide an additional metal sign & attach to the existing posts at the rear of the recreation ground, prohibiting use of golf clubs.
4. I&PUCC requests re the Recreation Ground:
   1. Mature tree planting – further quotations pending. It was **RESOLVED** to request this item be placed on the main council agenda for 25/10/18 to enable a prompt decision so that trees could be planted as soon as possible.
   2. Screening for seating area – It was **RESOLVED** to defer any further consideration until after the meeting with Pitstone Memorial Hall Charity so that any future development at the hall could be taken into consideration.
   3. Mesh on existing fencing – It was **RESOLVED** to enquire with I&PUCC the value and extent required.
   4. ‘Match in Progress’ signs – It was **RESOLVED** to pass the suggestion to I&PUCC as this is something the club would need to manage.
   5. It was **RESOLVED** to ask I&PUCC to clarify funding position.

SL89/18 **REPORTS**: noted

SL90/18 **MATTERS FOR REFERRAL TO FULL COUNCIL**As per the above, it was **RESOLVED** to refer (a) tree planting for the recreation ground (b) an update on planning for the pavilion and (c) confidential discussion re any possible phase III.

SL91/18 **DATE OF NEXT MEETING**The dates of the forthcoming meetings were noted as: 8/11/18, 13/12/18, 10/1/19, 14/2/19, 4/4/19, 9/5/19, 13/6/19, 11/7/19, 8/8/19, 12/9/19, 10/10/19, 14/11/19, 12/12/19 in the Millennium Room at Pitstone Memorial Hall unless otherwise advised.  
  
No new items were tabled for the agenda. It was noted that the agenda would be issued early.

SL92/18 **CLOSURE OF THE MEETING**   
There being no further business to be transacted, the chairman closed the meeting at 8.25pm.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Chair