

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 meeting held 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
 - a. 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.
 - b. It was **RESOLVED** to seek confirmation from P&IUFC re the value of a joint grant application to Football Foundation Stadia Improvement Fund.
 - c. 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:
 - a. 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.
 - b. 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.
 - c. Mesh on existing fencing – It was **RESOLVED** to enquire with I&PUCC the value and extent required.
 - d. 'Match in Progress' signs – It was **RESOLVED** to pass the suggestion to I&PUCC as this is something the club would need to manage.
 - e. 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: _____
Chair

Date: _____