

# PITSTONE PARISH COUNCIL SPORTS & LEISURE COMMITTEE

Minutes of the Sports & Leisure Committee Meeting  
held on 4 April 2019 in the Millennium Room at Pitstone Memorial Hall  
commencing at 7.30pm and concluding at 8.35pm

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**COMMITTEE PRESENT:** Cllr Saintey (Chair), Cllr Weber (Vice Chair), Cllr Mrs Crutchfield, John Groom (ground-keeper), Jerry Dutton (P&IUFC), Paolo Aquila (P&IUFC), Roy Woodford (P&IUFC), Feargal Tierney (P&IJFC) plus Laurie Eagling (clerk)

**APOLOGIES:** Cllr D Frearson (unwell) and Eugene Doherty (P&IJFC) (work)

SL1/19 **ATTENDANCE AND APOLOGIES** - See above.

SL2/19 **DECLARATIONS OF INTEREST**

No interests were declared.

SL3/19 **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.

SL4/19 **APPROVE MINUTES OF LAST MEETINGS**

The minutes of the previous meeting held on 14/2/19 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.

SL5/19 **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 granted by AVDC. Nicholas King Homes in process of completing purchase with landowners.
3. Electrical Tests – scheduled for Easter school holidays.
4. Plumbing works – scheduled for 2/4/19.

SL6/19 **CORRESPONDENCE:** The correspondence received by the committee was noted.

SL7/19 **PHASE II IMPROVEMENTS FOR THE SPORTS PAVILION (building and frontage)**

1. Planning  
AVDC extended their determination date from 4/1/19 to 8/3/19, then to 25/3/19, but no official response received to date.
2. Funding
  - a. Grant applications ongoing.
  - b. P&IJFC to confirm their contribution after their committee meeting at the end of April.
  - c. P&IUFC confirmed that they have now received a substantial donation of £8k to both support the club & assist the pavilion project and are able to confirm a commitment of £4k to the project.
  - d. P&IUFC also confirmed that a new member of their committee, Steve Harris, was skilled in grant applications and happy to assist.
  - e. The council thanked P&IUFC for their support.

SL8/19 **PHASE III IMPROVEMENTS FOR THE SPORTS PAVILION**

The response from Hanson was noted. Conversations were ongoing with 1<sup>st</sup> Ivinghoe & Pitstone Scouts

SL9/19 **GROUND KEEPERS REPORT – J GROOM**

1. General Ground-Keeping at Pavilion
  - a. The ground-keeper updated the committee on the renovation proposals including the newly extended area which had suffered some wear and tear as it had been used to train upon, which was regrettable.

- b. It was noted that P&IUFC hoped to field 2 teams next year.
- c. It was noted that P&IJFC also hoped to field extra teams next year.
- d. The above two requirements may mean that there could be 6 teams utilising the large pitch for their matches next season. It was recognised that the pitch struggled with existing 4 teams. All clubs agreed that the senior pitch could therefore **not be utilised, at all, for training** during the 2019/20 season to try and preserve the ground conditions for the increased match load requirement.
- e. It was recognised that if all training transferred to the junior pitch, that this may also suffer increased wear. The clubs agreed to try and train at 3G sites, or in the off-pitch area, to preserve both pitches for the match requirement.
- f. P&IUFC completed their season in March. It was noted that the last JFC match on the senior pitch was currently scheduled for 7/4/19. Renovation will commence on that pitch after that date. P&IJFC to confirm back that no further matches were planned which hadn't been advised.
- g. Junior pitch will be closed from 20/5/19.
- h. The site will re-open in August – date to be advised nearer the time, depending on weather conditions and grass growth.

**SL10/19 OTHER SPORTS PAVILION RELATED MATTERS**

- 1. Remedial works - It was noted that several roof tiles had been replaced. It was also noted that a section of ball stop netting was down but that Alpha Fencing were re-affixing the clamp under guarantee.
- 2. Fire Equipment Service – It was **RESOLVED** to accept the quotation of approx. £25 + VAT from Ardenoak to carry out the annual fire equipment servicing.
- 3. Match Day Signage – P&IJFC to supply the correct logo to P&IUFC. P&IUFC will now place the order and arrange.
- 4. Hire Fees – It was **RESOLVED** to increase the hire fees by approximately 5% for the 2019/20 season. This was acceptable to the clubs.
- 5. Business Rates – It was noted that once again AVDC had reduced the Business Rates to zero.
- 6. Non-availability – It was noted by the clubs that the site would not be available for hire between 1-3/11/19 due to the annual bonfire & firework event. Both clubs to request away matches that weekend.
- 7. Occupational Licence – It was **RESOLVED** to renew the Occupational Licence with P&IUFC and both parties signed the agreements.
- 8. Online Booking – It was **RESOLVED** to implement an online booking system with effect from next season. This will improve visibility for all parties.

**SL11/19 OTHER PLAY AREA/OPEN SPACE MATTERS**

- 1. Remedial matters: P&ICUFC to store recreation ground goals in opposite order to take pressure off restraining bolts.
- 2. Annual Playground Inspections: Following consideration of the quotations, it was **RESOLVED** to appoint Wicksteed to carry out the annual playground inspections at a cost of £45 + VAT per site.

**SL12/19 REPORTS:**

- 1. P&IUFC presented their quarterly financial report.

**SL13/19 MATTERS FOR REFERRAL TO FULL COUNCIL**

The Chairman will update council on the above, but no matters required resolution by full council.

**SL14/19 DATE OF NEXT MEETING**

The dates of the forthcoming meetings were noted as: 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.

Items for discussion at the May meeting include the annual review of maintenance requirements for the pavilion.

SL15/19 **CLOSURE OF THE MEETING**

There being no further business to be transacted, the chairman closed the meeting at 8.35pm.

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

Date: \_\_\_\_\_