

PITSTONE PARISH COUNCIL SPORTS & LEISURE COMMITTEE

Minutes of the Sports & Leisure Committee Meeting
held on 13 June 2019 at the pavilion
commencing at 7.30pm and concluding at 8.40pm

COMMITTEE PRESENT: Cllr Saintey (Chair), Cllr Weber (Vice Chair), Cllr Mrs Crutchfield, Cllr Dr Frearson, Paolo Aquila (P&IUGC), Eugene Doherty (P&IJFC), John Groom (ground-keeper) plus Laurie Eagling (clerk).

APOLOGIES: Jerry Dutton (P&IUGC)

SL31/19 **ATTENDANCE AND APOLOGIES** - See above. It was noted that P&IUGC would be getting a new Treasurer, contact details to be provided in due course.

SL32/19 **DECLARATIONS OF INTEREST**
No interests were declared.

SL33/19 **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.

SL34/19 **APPROVE MINUTES OF LAST MEETINGS**
The minutes of the previous meeting held on 9/5/19 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.

SL35/19 **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. Fire Equipment Service – completed. One extinguisher replaced as had been discharged.
4. Playground Inspections – booked for 14/6/19
5. Match Day signage – P&IUGC arranging
6. Non-available dates – 1-3/11/19 (bonfire/fireworks) and 20/7/19 Dylan's Family Festival
7. PIE 20 ft container – date of arrival tbc. To be located in front left-hand corner, to left of maintenance access gates as come through them.
8. Possible Phase III of site improvements to Pavilion site -
 - Council confirmed 31/1/19 that they would be willing to enter discussions with 1st P&I Scouts re potential relocation to the site as their current building in Ivinghoe has significant construction issues. They will need to secure funding. Likely to be a long-term project.
 - Hanson has supplied written confirmation that no liabilities would arise in respect of the covenant if a scouting hut was located at the site, so long as no commercial or residential elements.
 - I&P Scouts will update in due course.
9. Chicken Spring Mobile in Windsor Road – broken handle. Repair, along with other minor items, after Wicksteed inspection in June.
10. Ash on Local Green Space - monitor & recheck once in full leaf

SL36/19 **CORRESPONDENCE:** The correspondence received was noted.

SL37/19 **PHASE II IMPROVEMENTS FOR THE PAVILION (building and frontage)**

1. Planning: AVDC have approved the planning application.
2. Funding
 - a. Grant applications ongoing.

- b. P&IJFC confirmed that they would be willing to contribute £1,500 towards the project. The team were thanked by the parish council.
- c. P&IUFC requested a meeting between Steve Harris and the parish council to discuss the full club shopping list.
- d. It was noted that grant applications were outstanding with VAHT Thriving Communities Fund and Sport England.

SL38/19 **GROUNDKEEPER'S REPORT – J GROOM**

- 1. Renovation commenced on 8/5/19. Feeding monthly with supplement granular feed between May and August. Have encountered problem with pigeons eating the grass seed from the junior pitch so needing to treat any patches.
- 2. It was **RESOLVED** to leave the senior pitch size at the current settings to give the extension another season to bed in.
- 3. It was noted that the main pitch would re-open on 22/7/19 and the junior pitch on 12/8/19.

SL39/19 **OTHER PAVILION SITE RELATED MATTERS**

- 1. Remedial works - It was noted that several roof tiles had been replaced.
- 2. Site Usage for 2019/20
 - a. It was **RESOLVED** to accommodate the P&IUFC main team and reserve team on the pavilion main pitch on Saturday afternoons. Occupational licence already signed.
 - b. It was **RESOLVED** to accommodate the P&IUFC <18 team on the recreation ground pitch on Sundays. Occupational licence to be issued by Pitstone Recreation Ground Charity.
 - c. It was noted that final confirmation had not yet been received from P&ICUFC as to whether they intended to field a team on the recreation ground pitch.
 - d. It was **RESOLVED** to accommodate the following P&IJFC teams on the main pitch at the pavilion:
 - i. U18 Sunday Morning's
 - ii. U16 Saturday Morning's
 - iii. U15 Saturday Morning's
 - e. It was noted that this would mean that there were 2 teams playing on a Saturday morning and 2 teams playing on a Saturday afternoon on the same pitch, which may cause more complications and clashes than in previous seasons. It was therefore **RESOLVED** that both P&IUFC and P&IJFC would need to co-operate closely to ensure that no issues were encountered, and the position would be reviewed again next year.
 - f. It was **RESOLVED** to accommodate the following P&IJFC teams on the junior pitch at the pavilion:
 - i. U15 Girls Saturday Morning's
 - ii. U13 Girls Saturday Morning's
 - iii. U12 Sunday Morning's
 - iv. U11 Saturday Morning's
 - g. It was noted by all clubs that both pitches were therefore already at, or over, their maximum capacity for recommended wear. Therefore, all training must take place off the pitch areas and training should be diverted to other locations were possible.
 - h. It was **RESOLVED** that the parish council would not be able to take any further match bookings for the pavilion site as both pitches were at full capacity.
 - i. Clubs to confirm any training requirements in due course.
- 3. P&IJFC Cost of Hire and Billing
 - a. It was noted that P&IJFC were having to increase their subscription fees. It was **RESOLVED** to provide P&IJFC with details of the running costs for the pavilion site and details of the parish council financial contribution which show that the hire fees don't come close to covering the costs.
 - b. It was confirmed that P&IJFC were only being billed per date for training, rather than per club.
 - c. It was noted that the Recreation Ground might be a more cost-effective option for P&IJFC training.
 - d. It was confirmed that all clubs are billed on a monthly basis, P&IUFC in advance and P&IJFC in arrears.
- 4. Online Booking System – Being investigated by Cllr Nicholls. Carry forward to July meeting.
- 5. Careplan Agreement and Gas Service – It was **RESOLVED** to renew the annual agreement and to arrange for the annual gas & boiler service which this encompasses.
- 6. Kitchen Equipment

- a. It was **RESOLVED** that no new urn was required. The ground-keeper and Cllr Crutchfield both agreed to donate a teapot to the pavilion, to go with the existing teapot, to assist with the speed of tea delivery at half time.
- b. It was noted that the P&IUFUC fridge/freezer was broken, and that P&IUFUC were arranging to remove the unit and correctly dispose of it.
- c. It was **RESOLVED** that the s&l committee would like to recommend to full parish council that PPC purchases a tall fridge for the pavilion as a replacement (estimated cost approximately £200 from Currys).

SL40/19 **OTHER PLAY AREA/OPEN SPACE MATTERS**

1. Remedial matters: It was noted that the groundkeeper had carried out remedial works to the Hever Close goal and net. Net to be replaced if there is a spare in the container at the pavilion.
2. Recreation Ground Football Goals: It was **RESOLVED** that Cllr Saintey would identify a suitable means to secure the goals as the pin and padlock had been misplaced by the FC again.
3. Occupational Licences for Recreation Ground pitch: See 39/19.b & c above.

SL41/19 **REPORTS:**

1. P&IUFUC presented their quarterly financial update.
2. Safran will be using the pavilion car park on 11 & 12 July 2019 for displaced parking arising from their Family Fun Day.
3. Dylan's Family Festival will be held at the site 2-9pm 20 July 2019 (local child raising funds for cancer treatment)
4. Next 6 months of pavilion inspection sheets issued.

SL42/19 **MATTERS FOR REFERRAL TO FULL COUNCIL**

The committee would like full council to approve the purchase of a fridge for the pavilion.

SL43/19 **DATE OF NEXT MEETING**

The dates of the forthcoming meetings were noted as: 11/7/19, 8/8/19 (tbc), 12/9/19, 10/10/19, 14/11/19, 12/12/19 in the Millennium Room at Pitstone Memorial Hall unless otherwise advised.

It was agreed that Cllr Crutchfield would approve the draft agenda and meeting pack.

Items for discussion at the June meeting include:

- Play Policy & Risk/Benefit Assessment review post annual play inspections
- Annual review of Pavilion Fire Risk Assessment & associated Emergency Plan, and Health & Safety Policy
- Annual Review of Health & Safety Risk Assessment for pavilion
- Commission Annual legionella water testing due plus annual service TMVs plus drain/flush calorifier
- Annual review of licence with South Beds Driving due for review along with monthly fee

SL44/19 **CLOSURE OF THE MEETING**

There being no further business to be transacted, the chairman closed the meeting at 8.40pm.

Signed: _____
Chair

Date: _____