

PITSTONE PARISH COUNCIL SPORTS & LEISURE COMMITTEE

Minutes of the Sports & Leisure Committee Meeting
held on 13 February 2020 in the Millennium Room at the Memorial Hall
commencing at 7.30pm

COMMITTEE PRESENT: Cllr Saintey (Chair), Cllr Weber (Vice Chair), Cllr Mrs Crutchfield, Cllr Dr Frearson, John Groom (groundkeeper), Grant Maxwell (P&IUFC), Mark Roberts (P&IUFC), Eugene Doherty (P&IJFC) plus Laurie Eagling (clerk).

ABSENT: Cllr Stoddart

SL115/19 **ATTENDANCE AND APOLOGIES** - See above.

SL116/19 **DECLARATIONS OF INTEREST**
No interests were declared.

S117/19 **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.

SL118/19 **APPROVE MINUTES OF LAST MEETINGS**
The minutes of the previous meeting held on 7/1/2020 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.

SL119/19 **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. Full council entered MUGA Agreement with NKH on 30/1/2020 to ensure delivery.
3. PIE container/equipment – PIE equipment currently in parish council container. PIE advised that they are likely to continue. Will provide feedback re equipment in due course.
4. Wave/Anglian Water Sewerage Rebate – still waiting for final decision from AW. Response now due March 2020.
5. Online booking system – clerk to make final amendments to back information.
6. Calorifier Blow Down test – Cllr Frearson undertaking.
7. Kitchen tap – sample taken by GES on 7/2/2020, lab results show no issues arising.
8. Purchase of Leisure Land – awaiting documents from Land Registry for Parcel 1. Parcel 2 to complete at same time as PDA.
9. Recreation Ground Tree – second replacement installed.
10. Fixed Floodlights – project ongoing with P&IUFC and PPC. No resolutions need to be passed this month.
11. Pitch Barriers & Advertising – project ongoing with P&IUFC and PPC. No resolutions need to be passed this month.

SL120/19 **CORRESPONDENCE:** The correspondence received was noted.

SL121/19 **PHASE II IMPROVEMENTS FOR THE PAVILION (building and frontage)**

1. Funding
 - a. It was noted that further discussions between P&IUFC and PPC would be required re FFIS once the tender values for phase II were known.
 - b. No new grant streams identified.
2. Tendering
 - a. The tendering timetable was noted.
 - b. The potential implications for users during the construction period were noted.
 - c. Parish council still to determine equipment/furniture required to fit out and source.

SL122/19 **1ST IVINGHOE AND PITSTONE SCOUTS**

It was **RESOLVED** to pass consideration of a legal agreement re lease of land to 1st Ivinghoe & Pitstone Scouts to full council for consideration.

SL123/19 **OTHER PAVILION SITE RELATED MATTERS**

1. Remedial works

It was noted that more roof tiles had required replacement and that the pedestrian entrance off Marsworth Road had been cleared of overhanging brambles etc. Replacement defibrillator pads had been purchased (as expired) and a new supply of bleach provided. CCTV cover had been re-affixed. It was **RESOLVED** to accept the associated costs.

2. Electrical Tests

- a. It was **RESOLVED** to commission the PAT tests for the youth café equipment.
- b. It was **RESOLVED** to postpone commissioning the PAT tests, 6 monthly fire and emergency lighting equipment tests until the March meeting when the construction phasing and timetable for the new build may be clearer.

3. Pavilion Financial Position

The latest financial position was noted.

4. P&IUGC Presentation Event

Separate meeting to discuss being held next week.

SL124/19 **GROUND KEEPER'S REPORT – J GROOM**

1. The groundkeeper provided a report on the condition of the pitches which are struggling due to the prolonged wet weather.
2. Senior pitch will be closed as early in May as possible (currently last match in the diary for 2 May).
3. The junior pitch will be closed following the last match, eta approximately 2 weeks after the senior pitch.
4. Both pitches at the pavilion site will require extra renovation this year due to wear and tear, anticipate will need 40 tonnes of topsoil (as opposed to 20 tonnes last year) plus grass seed and Premomax. It was **RESOLVED** to refer consideration/approval of the associated additional cost, in the region of £1k over budget, to full council.
5. It was noted that renovation requirements for the recreation ground would not really be known until the March meeting.

SL125/19 **OTHER PLAY AREA/OPEN SPACE MATTERS**

1. Remedial matters: It was noted that playground gates had been checked and the footrest on the bike spring mobile at the Hever Close park had been adjusted. It was **RESOLVED** to meet the associated cost.
2. Windsor Road Playground Gate:
 - a. It was **RESOLVED** to purchase a replacement playground gate from Easy Gate (approx. £730 + VAT) and installation from J Leonard Ltd (approx. £520) to replace the broken self-close pedestrian gate at the Windsor Road play space.
 - b. It was noted that approx. £600 of the value could be fulfilled via the remaining Section 106 maintenance funds, which would fully deplete these reserves. The remainder of the cost would be fulfilled utilising parish council funds.
3. Leisure Land by Recreation Ground:
 - a. It was noted that full council had entered a JCT contract with Huck and play space works would be undertaken on the recreation ground from the start of March 2020 for approximately 8 weeks. Revised Health & Safety documents were being drawn up in conjunction with CDMPC.
 - b. It was noted that 1 x picnic benches would temporarily be relocated to the pavilion site whilst works were in progress and would be returned to the new play space upon completion. It was **RESOLVED** to meet the associated cost. A second bench, currently held at the suppliers, will remain at the suppliers until the new play space has completed.
 - c. It was noted that LCC would provide draft skate park tendering documents in February 2020.
 - d. It was noted that I&PUCC would investigate the implications of renovating the practice nets and/or installing new nets and/or installing bigger nets and would revert to the parish council in due course. The clerk to provide J Groom with the schematics provided by Huck.

SL126/19 **REPORTS/OTHER:**

1. It was **RESOLVED** to note receipt of the quarterly financial update from P&IUGC.

2. It was re-confirmed that only 2 bookings could be taken for the senior pitch on any one given day, one morning match and one afternoon match. It was re-confirmed that a maximum of 4 teams would be granted permission to utilise the senior pitch in subsequent years, as 5 teams has proved to be unsustainable.
3. Playground inspection rotas for March to May have been issued to employees.
4. No other reports received for consideration.

SL127/19 MATTERS FOR REFERRAL

It was **RESOLVED** to refer the following matters to full council for consideration:

1. Potential lease to 1st Ivinghoe & Pitstone Scout Group.
2. Additional £1k, over budget, required for pitch renovations at the pavilion site.

SL128/19 DATE OF NEXT MEETING

The date of the forthcoming meeting was noted as: 7.30pm on 12/3/20 in the Millennium Room at Pitstone Memorial Hall. It was noted that the following matters would appear on the agenda:

- Potential carry forward for decisions relating to pavilion electrical tests.
- Confidential session for council members only to recommend appointment of pavilion building contractor.
- Review of pavilion hire fees (must notify to JFC before end April)
- Quotes for playground inspections (due May)
- Consideration of any orchid protection required in 2020
- Renovation requirements for the Recreation Ground football pitch.

SL129/19 CLOSURE OF THE MEETING

There being no further business to be transacted, the chairman closed the meeting at 8.30pm.

Signed: _____
Chair

Date: _____