

PITSTONE PARISH COUNCIL SPORTS & LEISURE COMMITTEE

Minutes of the Sports & Leisure Committee Meeting
held on 7 November 2016 in the Meeting Room at Pitstone Memorial Hall,
commencing at 7.30pm

PRESENT: Cllr Saintey (Chair), Cllr Weber, Cllr Mrs Crutchfield, Laurie Eagling (clerk), Paolo Aquila (Senior FC) and Daryl Masters (JFC).

APOLOGIES: Cllr Blunt, Matthew List (JFC) and John Groom (Groundkeeper).

SL62/16 **ATTENDANCE AND APOLOGIES** - See above.

SL63/16 **CONSIDER CHANGES TO THE COMMITTEE STRUCTURE AND PERSONNEL**
Following the resignation of Cllr Groom, it was **RESOLVED** to appoint Cllr Saintey as Chair of the Sports and Leisure Committee. It was **RESOLVED** to welcome the support of Brian Brooks with the redevelopment of the pavilion site and his attendance at relevant meetings.

SL64/16 **QUESTIONS FROM THE PUBLIC** – None present.

SL65/16 **DECLARATIONS OF INTEREST**

No interests declared.

SL66/16 **APPROVE MINUTES OF LAST MEETING**

The minutes of the previous meeting held on 12 September 2016 were approved as a true and correct record. The Chairman was duly authorised to sign them.

SL67/16 **PAVILION/SPORTS SITE RE-DEVELOPMENT**

1. Ball Stop Netting, Wooden Fencing and Relocation of main pitch: Phase I (eta May 2017)

a. Ball Stop Netting

- i. Cllr Weber updated the procurement brief. It was **RESOLVED** to progress with updating the quotations on a like-for-like basis.
- ii. It was noted that UK Power Networks had advised that it would be acceptable for the ball stop netting to sit above, rather than below, the stays.
- iii. It was **RESOLVED** not to worry about the relocation of the pylon for the present.
- iv. The update from Town Lands Charity regarding the hedge was noted, but it was felt that the council's own contractor should now have sufficient access room behind the repositioned ball stop netting.

b. Wooden Fencing

- i. Cllr Weber updated the procurement brief. It was **RESOLVED** to progress with updating the quotations on a like-for-like basis.
- ii. It was noted that the transfer of the balancing pond from Taylor Wimpey to Network Rail has yet to complete.

c. Relocation of Football Pitch

- i. It was **RESOLVED** that this needed to be carried out at the same time, to align with the new ball stop netting.
- ii. It was **RESOLVED** that Paolo would get three quotations for the extension/move of the senior pitch updated, so that funding could be sought for all three elements of Phase I combined.

2. New building, external storage, outside perimeter, car park etc: Phase II
 - a. It was **RESOLVED** to accept Brian Brooks's assistance with the procurement and project management of this project.
 - b. It was noted that Cllr Weber would amend the procurement brief and this would then be approved electronically for submission to Brian Brooks for checking, before seeking approval from full council on 24/11/16.

3. Extended Site for Tennis/Netball/5-aside football

It was noted that the landowner was not in a position to discuss the parish council's request at present, but that they would revert to the council once they had obtained the necessary advice.

SL68/16 **GROUND KEEPERS REPORT**

1. The report submitted by the ground-keeper was acknowledged.
2. It was **RESOLVED** to leave the maintenance of off-pitch areas with the ground-keeper for the present and review again in 2017 if necessary.

SL69/16 **OTHER PAVILION CENTRE MATTERS**

1. It was noted that the fridge/freezer had not been used as P&IUFC had been unable to source a PAT test. It was **RESOLVED** that the parish council would arrange a PAT test and cross-charge to P&IUFC.
2. P&IUFC advised that they did not plan to alter the kitchen area for the current season.
3. It was noted that a section of gutter above the walkway is leaking and **RESOLVED** to commission a repair/replacement from J Leonard.
4. The bi-annual legionella report was considered. It was **RESOLVED** to encompass changes to the main TMV structure into the redevelopment of the building. It was **RESOLVED** to seek alternative quotations for the servicing of the TMVs.
5. It was noted that the 6 monthly fire alarm check had been undertaken with no issues arising.
6. It was **RESOLVED** to publish a policy on the website relating to advertising banners being located on the hedgerow owned by the parish council. Advertisers should write and ask permission before erecting. Banners could only be erected in the prescribed window before the event. Only advertising for Pitstone or Ivinghoe events would be accepted.

SL70/16 **OTHER SPORTS AND LEISURE MATTERS**

1. It was noted that no remedial works had been required at the play grounds this month.
2. The litter bin for Hever Close had been received and passed to M F London for installation.
3. Open Space Policy – to be considered electronically prior to the next meeting.
4. It was **RESOLVED** to postpone consideration of a portable goal on the recreation ground for the present.

SL71/16 **REPORTS**

1. None reports given.

SL72/16 **DATE OF NEXT MEETINGS**

The next meeting is scheduled for Monday 12 December at 7.30pm in the Meeting Room at Pitstone Memorial Hall.

It was **RESOLVED** to move the meetings to the second Thursday of each month and schedule the following meetings for 2017:

- Thursday 12 January 2017 7.30pm in the Millennium Room
- Thursday 9 February 2017 7.30pm in the Millennium Room
- Thursday 9 March 2017 7.30pm in the Millennium Room
- Thursday 13 April 2017 7.30pm at the pavilion (Maundy Thursday & school hols)
- Thursday 11 May 2017 7.30pm at the pavilion
- Thursday 8 June 2017 7.30pm at the pavilion
- Thursday 13 July 2017 7.30pm at the pavilion
- Thursday 10 August 2017 7.30pm at the pavilion
- Thursday 14 September 2017 7.30pm at the pavilion
- Thursday 12 October 2017 7.30pm in the Millennium Room
- Thursday 9 November 2017 7.30pm in the Millennium Room
- Thursday 14 December 2017 7.30pm in the Millennium Room

Meetings to be in the meeting room at the hall during cold/winter months and on site at the pavilion during warmer/summer months.

SL73/16 **CLOSURE OF THE MEETING**

There being no further business to be transacted, the chairman closed the meeting at 8.55pm.

Signed: _____
Chair

Date: _____