

# PITSTONE PARISH COUNCIL SPORTS & LEISURE COMMITTEE

Minutes of the Sports & Leisure Committee Meeting  
held on 12 May 2017 in the sports pavilion,  
commencing at 7.55pm

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**PRESENT:** Cllr Saintey (Chair), Cllrs Mrs Crutchfield, Cllr Weber, John Groom (Groundkeeper), Laurie Eagling (clerk) and Paolo Aquila (Senior FC).

**APOLOGIES:** Daryl Masters (JFC), Matthew List (JFC), Fergal Tierney (JFC) and Cllr Blunt (work commitment).

SL11/17 **ATTENDANCE AND APOLOGIES** - See above.

SL12/17 **QUESTIONS FROM THE PUBLIC** – None present.

SL13/17 **DECLARATIONS OF INTEREST** - No interests declared.

SL14/17 **APPROVE MINUTES OF LAST MEETING**

The minutes of the previous meeting held on 13 April 2017 were noted as a true and correct record and the Chairman signed on behalf of the council.

SL15/17 **CLERKS REPORT**

1. It was noted that Croudace had agreed to the terms for advertising and would be sending through draft artwork and the first payment instalment.
2. It was noted that the council was in receipt of funds from the gentleman who inadvertently drove through the front fence so repair work could now be undertaken by the regular repair contractor.

SL16/17 **PAVILION/SPORTS SITE RE-DEVELOPMENT**

1. Phase I New ball stop netting, replacement fencing & relocation of senior pitch (estimate Summer 2017)
  - a. It was noted that planning permission for the ball stop netting had been granted by AVDC.
  - b. It was noted that the S106 grant application had been submitted to AVDC and the parish council was awaiting a decision.
  - c. P&IUGC returned the signed occupational licence. It was **RESOLVED** to enter into the agreement and the chairman was duly authorised to sign on behalf of the council.
  - d. P&IUGC advised that they would be submitting the grant to the Football Foundation next week.
2. Phase II New building, external storage, outside perimeter, car park etc (estimate Summer 2018)
  - a. It was noted that final guidance was being sought on architectural tender documents prior to appointment.
  - b. Following initial recommendations by architects, the committee are considering repeating due diligence and re-investigating community requirements prior to giving final brief to architect.
3. Phase III: Tennis/Netball/5-aside floodlight ball-court  
On hold until the landowner can provide an update, pending the publication of the AVDC Local Plan.

SL17/17 **GROUND KEEPERS REPORT**

1. The soil has been delivered and renovation work, to both junior and senior pitches, will commence next week.
2. It was noted that the Southern goal sockets needed replacing.
3. It was **RESOLVED** that the renovation works for the senior pitch would include moving the pitch 5m to the East (towards the horse field) and the relocation of the goal sockets within

the current size of pitch. It was **RESOLVED** to meet the associated additional costs of ground works and/or sockets. This would enable the extension works to be undertaken at the Southern end (near pavilion) once the grants were approved, and then left to mature until such time in the season that it could be utilised.

**SL18/17 OTHER PAVILION MATTERS**

1. Following a comparison of local hire rates, it was **RESOLVED** that hire prices should remain static for the 2017/18 season.
2. It was noted that the Emergency lighting, PAT and fire alarm tests had been undertaken and certificates provided. Mains electric 5 year testing due next year.
3. It was noted that Ardenoak were due to carry out fire equipment servicing on 24/5/17.
4. It was noted that some damage had been sustained to one of the dug outs. PA advised that no repair work was necessary.
5. The annual review of the maintenance arrangements was undertaken and it was **RESOLVED** to continue with the current program with no amendments required. The chairman was duly authorised to sign on behalf of the council.
6. It was **RESOLVED** to request that The Old Swan remove their advertising banners from in front of the building. No permit had been requested.
7. It was **RESOLVED** to investigate the enquiry received re <17s team.
8. It was **RESOLVED** that the pitch had insufficient capacity to accommodate the senior enquiry received.
9. It was **RESOLVED** to invoice P&I UFC for pre-season training/friendlies in arrears, and to invoice for league matches at the start of the preceeding month once fixtures were released.
10. Following the last use of the pavilion for the current season, it was **RESOLVED** to thoroughly 'spring clean' the site and then reduce visits to every other week for the health & safety/water checks, until the start of the 2017-18 season.

**SL19/17 OTHER PLAY AREA MATTERS**

1. Following consideration of two quotations, it was **RESOLVED** to commission a replacement playground gate for the Windsor Road playground from Wicksteed at a cost of £1,014.50 + VAT. It was noted that S106 maintenance funds are held for this site, and expenditure will come from this cost centre.
2. It was noted that the annual playground inspections were booked and being undertaken on 16/6/17.
3. It was noted that no remedial matters had been required during the month at any open space venues.

**SL20/17 ALLOTMENT MATTERS**

1. Receipt of the spring risk assessment undertaken by Pitstone Allotment Association was noted.
2. It was noted that the allotment tenancy renewals were now complete. All plots leased with no vacancies or fees outstanding. Only 1 person currently on the waiting list.

**SL21/17 REPORTS**

No reports were submitted.

**SL22/17 DATE OF NEXT MEETINGS**

The next meetings are currently scheduled for:

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

It was **RESOLVED** to re-arrange the October meeting to Thursday 19 October 2017 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 at the Memorial Hall during cold/winter months and on site at the pavilion during warmer/summer months.

SL23/17 **CLOSURE OF THE MEETING**

There being no further business to be transacted, the chairman closed the meeting at 8.50pm.

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

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