

# PITSTONE PARISH COUNCIL SPORTS & LEISURE COMMITTEE

Minutes of the Sports & Leisure Committee Meeting  
held on 10 August 2017 in the sports pavilion,  
commencing at 7.30pm

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**PRESENT:** Cllr Saintey (Chair), Cllrs Mrs Crutchfield, John Groom (Groundkeeper), Cllr Dr Frearson, David Hawkins (P&I Senior FC), Stuart Plenty (P&I Senior FC) and Laurie Eagling (clerk)

**APOLOGIES:** It was **RESOLVED** to accept apologies for absence from: Cllr Weber, Paolo Aquila (P&I Senior FC) and Jerry Dutton (P&I Senior FC)

**NOT PRESENT:** Matthew List (JFC) or Daryl Masters (JFC)

SL53/17 **ATTENDANCE AND APOLOGIES** - See above.

SL54/17 **DECLARATIONS OF INTEREST**

Cllrs Saintey, Crutchfield and Frearson declared interests as tenants of the allotments, and Cllr Crutchfield a further interest as the Parish Council Allotment Officer on the Pitstone Allotment Association committee.

SL55/17 **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.

SL56/17 **APPROVE MINUTES OF LAST MEETING**

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

SL57/17 **CLERKS REPORT** – Receipt noted. Ongoing matters detailed below to assist members of the public:

1. NB: Councillors are reminded to email the clerk after all spot-checks to the Hever Close goal so that a comprehensive log can be compiled.
2. Playground gate for Windsor Road received and passed to contractor for installation. Not yet installed.
3. 2 x Play around the Parish sessions booked for August. Clerk attended on 7 August – wet afternoon so session held in the hall, attended by approximately 70-100 children from Pitstone/Ivinghoe/surrounding villages/LB & Tring. Cllr Saintey attending on 24 August.
4. Sunday football update – Occupational Licence now signed by the club and with the Recreation Ground Charity for counter signature.
5. Tennis/Netball/5-aside – no update from the landowner, who is not yet in a position to negotiate with the parish council
6. Beef steak fungus survey on Oak tree (no 19) – date still pending

SL58/17 **CORRESPONDENCE** – Receipt of the following correspondence was noted:

1. Chesham & District Natural History Society apology re orchids management – Circulated electronically
2. Quotes for legionella works – Circulated electronically, see later agenda item.
3. It was noted that Pitstone Allotment Association had now submitted proposals relating to bee keeping, poly tunnels and signage. It was noted that all three councillors present possessed an interest in the allotments and therefore **RESOLVED** that the proposals should be submitted to Emily Smith at National Trust for consideration/comment/approval and then the matter should be referred to full council for consideration.
4. It was noted that Pitstone & Ivinghoe Entertainments had submitted an application for the annual firework display on Saturday 4 November 2017. It was **RESOLVED** that the council members of the Sports & Leisure Committee would consider the full application pack and make a recommendation to full council at the 7/9/17 meeting.
5. P&I UFC had submitted a written request and the following **RESOLUTIONS** were made:
  - a. To grant permission for the drawer unit to be located in the kitchen area

- b. To grant permission for P&IUGC to display a number of photographs, certificates and shirts etc throughout the pavilion.
- c. To part board an area of the loft space and utilise this for storage of historic goods / memorabilia etc.
- d. Questions from Woods Hardwick – see agenda item.

**SL59/17 PAVILION/SPORTS SITE RE-DEVELOPMENT**

1. Phase I New ball stop netting, replacement fencing & relocation of senior pitch (estimate Summer 2017)  
It was noted that the Football Foundation were still waiting for further supporting information from P&IUGC before they could give consideration to the grant. Therefore, no official appointments for the work could be carried out.
2. Phase II New building, external storage, outside perimeter, car park etc (estimate Summer 2018)
  - a. It was noted that the S&L committee meeting with the Memorial Hall Charity on 16/7/17 had been postponed by the hall charity. A further meeting is being arranged for early September.
  - b. It was noted that the council had recently received correspondence from Woods Hardwick and our agent, asking a number of questions. It was **RESOLVED** that the council members would arrange a separate sub-meeting to consider in detail prior to responding.

**SL60/17 GROUND KEEPERS REPORT**

1. Now measuring up junior football pitch.
2. The away team that played this week issued two Tweets post the match congratulating the ground keeper on the condition of the senior pitch.
3. It was noted that JFC appear to have disclosed goal codes to some of team members who are then entering the property unofficially to use site. Clerk and ground keeper to speak to JFC managers.

**SL61/17 OTHER PAVILION MATTERS**

1. The following new remedial issues were discussed:
  - Two tiles now off roof. It was **RESOLVED** to employ J Leonard to replace.
  - Youths removed 5 panels from wooden fence by sub-station. It was **RESOLVED** to employ J Leonard to replace.
  - Sink broken off way in away changing room by away team earlier in week. It was **RESOLVED** to employ ACS Plumbing & Heating to re-affix, who could attend on Monday. Stuart Plenty to supplier the contact details for the team, who have agreed to meet the cost, so that an invoice can be issued.
  - 6 monthly fire alarm check commissioned with contractor for September (no fee due as included in annual charge)
  - Increasingly level of water in balancing pond reported to Anglian Water re water flow and Taylor Wimpey (as landowner) re life rings/signage for deep water.
2. The annual review of maintenance activity cycles and water treatment control procedures were undertaken and it was **RESOLVED** to approve the associated paperwork. The chairman was duly granted authority to sign on behalf of the council.
3. It was **RESOLVED** to appoint 3cet to carry out the annual water tests (water samples, flush of calorifier and service of TMVs) at a cost of £260.00.
4. Jerry Dutton, Treasurer for the P&IUGC, was not present at the meeting. It was **RESOLVED** to request that he attend the next meeting to present the quarterly financial update.
5. No training requests received from clubs as yet.

**SL62/17 OTHER PLAY AREA/OPEN SPACE MATTERS**

1. Remedial matters:
  - a. No new remedial matters had been identified during the month.
  - b. It was **RESOLVED** to accept the quotation from J Leonard to supply & replace the faulty gate posts & 2 fence posts on the recreation ground, of £200.00.
  - c. The vandalism to the trees on the recreation ground was noted. It was **RESOLVED** to accept the costs associated with the printing (£405) of a dedicated leaflet that had been distributed to all households with the latest PPP, published on the website etc and laminated for display on the trees. This cost/action had been approved by council electronically prior to being undertaken. Thames Valley Police are involved and at least one individual has

been identified and spoken to. The long term health of the trees is unknown and they will require close monitoring.

**SL63/17 REPORTS**

1. The miscellaneous reports in the meeting pack were noted.

**SL64/17 MATTERS FOR REFERRAL TO FULL COUNCIL**

1. As above minutes, consideration of the PAA requests plus the PIE application for the bonfire/firework event both to be referred to the full council agenda on 7/9/17.
2. No other matters requiring full council consideration.

**SL65/17 DATE OF NEXT MEETINGS**

The next meetings are currently scheduled for:

Thursday 14 September 2017 7.30pm at the pavilion  
Thursday 19 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

There are currently no issues identified in the forward file for inclusion on the September agenda.

**SL66/17 CLOSURE OF THE MEETING**

There being no further business to be transacted, the chairman closed the meeting at 8.45pm.

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

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