

# PITSTONE PARISH COUNCIL

## **SPORTS AND LEISURE COMMITTEE**

**NOTICE IS HEREBY GIVEN** OF a meeting of the Parish Council Sports and Leisure Committee to be held **at the Pavilion on Thursday 12 July 2018 at 7.30pm**

Laurie Eagling, Clerk to the Council  
9 Warwick Road, Pitstone, LU7 9FE  
Tel: 01296 767261

Signed \_\_\_\_\_  
Date : 6 July 2018

---

## **A G E N D A**

1. **ATTENDANCE AND APOLOGIES**
2. **RECEIVE DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS** on matters to be considered at the meeting
3. **RECEIVE QUESTIONS FROM THE PUBLIC** or any points raised by members with declarations
4. **MINUTES** to resolve that the minutes of the meetings held on 14/6/18 be signed as a true and correct record
5. **CLERKS REPORT** note receipt of the report
6. **CORRESPONDENCE** note correspondence received by the committee
7. **OPENING EVENT FOR PHASE 1 IMPROVEMENTS OF THE SPORTS PAVILION SITE (fencing, ball stop netting and pitch upgrading):** Confirm all details for opening ceremony arrangements
8. **PHASE 2 IMPROVEMENTS OF THE SPORTS PAVILION SITE (building and grounds)**
  - 8.1 Planning: To note progress with submission of planning application
  - 8.2 Funding: To note progress with funding applications and for clubs to confirm contributions
  - 8.3 Communication: To note progress on stakeholder meetings prior to phase III
9. **GROUND KEEPERS REPORT:** Receive general report from ground keeper
10. **OTHER PAVILION SITE RELATED MATTERS**
  - 10.1 Consider/approve remedial works required at pavilion and note works undertaken since last meeting
  - 10.2 Consider/approve additional remedial plumbing works in boiler room
  - 10.3 Consider/approve annual licence to PJC Driving School
  - 10.4 Both clubs to provide full team and training requirements for 2018/19
  - 10.5 Consider revised artwork for external match day signage
  - 10.6 Receive update on review of the contents of the container
  - 10.7 Conduct/approve annual review of Health & Safety Policy and Risk Assessment
  - 10.8 Conduct/approve annual review of Fire Risk Assessment and Emergency Plan
  - 10.9 Consider/approve quotation for bi-annual legionella risk assessment
  - 10.10 Consider/approve quotation for annual water checks etc
11. **OTHER OPEN SPACE MATTERS**
  - 11.1 Consider/approve remedial works required at open spaces, note works undertaken since last meeting
  - 11.2 Local Green Space between Marsworth Road and The Crescent – consider outcome of site visit and recommendations to submit to full council
12. **REPORTS:** note any miscellaneous reports
13. **MATTERS FOR REFERRAL TO FULL COUNCIL** – approve any matters for referral to full council
14. **DATE AND TIME OF NEXT MEETING** consider moving 9/8/18 meeting and determine matters for inclusion on agenda

**THE PUBLIC AND PRESS ARE WELCOME TO ATTEND OUR MEETINGS**