

PITSTONE PARISH COUNCIL SPORTS & LEISURE COMMITTEE

Minutes of the Sports & Leisure Committee Meeting
held on 8 February 2018 at the pavilion
commencing at 7.30pm

PRESENT: Cllr Saintey (Chair), Cllr Mrs Crutchfield, Cllr D Frearson, Matthew List (JFC), Paolo Aquila (P&IUGC) (from SL144/17) and John Groom (groundkeeper) plus Laurie Eagling (clerk)

APOLOGIES: Richard Wade (JFC), Jerry Dutton (P&IUGC)

ABSENT: Cllr Weber (Vice Chair)

SL138/17 **ATTENDANCE AND APOLOGIES** - See above.

SL139/17 **DECLARATIONS OF INTEREST**

No declarations made.

SL140/17 **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.

SL141/17 **APPROVE MINUTES OF LAST MEETINGS**

The minutes of the previous meetings held on 13 December 2017 and 10 January 2018 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.

SL142/17 **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 in a position to negotiate with the parish council
2. The council awaits to hear from Pitstone Memorial Hall Charity once they have had chance to discuss matters with their trustees.
3. Open access MUGA within PDA development - full planning application still with AVDC for determination.
4. Match day signage – Signs Realm could only suggest an acrylic black board that we write upon so alternative quotes being sought – will forward upon receipt.

SL143/17 **CORRESPONDENCE** – Receipt of the following correspondence was noted:

1. Correspondence relating to Woods Hardwick and Alpha Fence – Circulated electronically to council members

SL144/17 **PAVILION/SPORTS SITE RE-DEVELOPMENT**

1. Phase I New ball stop netting, replacement fencing & relocation of senior pitch
 - a. Work re-commenced on site to replace fencing and install netting following further delay due to adverse weather. Fencing tops still to be completed. Ball stop netting now erect at the northern end of the site. Western ball stop netting still to be erected, and weather forecast poor for tomorrow.
 - b. Pitch extension timetabled for w/c 9/4/18.
2. Phase II New building, external storage, outside perimeter, car park etc (estimate 2018/19)
 - a. Potential layout progressing well with architects and hope to have an illustration to share with the clubs shortly after the parish council meeting on 22/2/18.

SL145/17 **GROUND KEEPERS REPORT – J GROOM**

1. The groundkeeper provided a general update on the pavilion pitches.
2. It was **RESOLVED** to order 60 tonnes of 50/50 root zone from Construction Materials Limited plus grass seed to renovate the pavilion pitches and allow for some extra top dressing on the recreation ground.

3. It was noted that there may be some further work to do at the pavilion site within the 2 metre strip of ground that now lies inside the western boundary fence. Exact works to be agreed after the fencing contract has completed.
4. It was **RESOLVED** to renew the contract with J Groom Limited for maintenance works at the Recreation Ground at a cost of £840 per quarter for the period April 2018 to March 2019.

SL146/17 OTHER SPORTS PAVILION RELATED MATTERS

1. It was noted that the full council had approved the replacement of a section of the southern fence between the western boundary and the double maintenance gates following storm damage.
2. It was noted that the full council had approved the replacement of a number of roof tiles following storm damage.
3. It was **RESOLVED** to purchase a replacement dustpan and brush.
4. It was **RESOLVED** to commission the 5 yearly electrical installation check, annual portable appliance checks (for pavilion and youth café), 6 monthsly fire alarm check and emergency lighting check for a cost of approximately £530 + VAT (final figure may vary depending on number of PAT appliances) from Vita Electrical.
5. Following consideration of advice from 3C Environmental Technology it was **RESOLVED** to move the Thermostatic Mixer Valve servicing to an annual interval.

SL147/17 OTHER PLAY AREA/OPEN SPACE MATTERS

1. Three new asset inspectors had been trained 8/2/18 and were in the process of undergoing RoSPA and Lantra training.
2. It was noted that the goal at Hever Close would probably require a replacement net this year. Paolo Aquila offered to donate a full sized net with stronger gauge, which the parish council accepted. John Groom agreed to carry out the replacement. The council expressed their gratitude to both Paolo and John for their support.
3. It was noted that a number of benches/items on the recreation ground required some minor remedial works to the slats/bolts. It was **RESOLVED** to add these items to the next work list for J Leonard Limited and commission once a days work had been accrued.
4. It was noted that some trees showed evidence of further bark damage and one tree displayed graffiti. It was **RESOLVED** to consider trunk netting on further trees.

SL148/17 REPORTS

The JFC advised that their defibrillator does not require a power supply but does need a secure storage cupboard/securely fixing to the kitchen wall. It was **RESOLVED** that the JFC would provide the unit to the clerk and a site visit will be arranged to assess the best location and most appropriate method of mounting.

SL149/17 MATTERS FOR REFERRAL TO FULL COUNCIL

The committee will present full council the proposals from Woods Hardwick and provide an update on the fencing/netting project.

SL150/17 DATE OF NEXT MEETINGS

The next meetings are currently scheduled for:

March – 8 March 2018

April – 12th April 2018

May – 10 May 2018

June – 14 June 2018

July – 12 July 2018

August – 9 August 2018

September – 13 September 2018

October – 11 October 2018

November – 8 November 2018

December – 13 December 2018

January to March are at Memorial Hall when possible, April to September at the sports pavilion, and October to December at the Memorial Hall.

It was noted that the following items would appear on the March agenda:

- 1) Review & set the hire fees for the pavilion for 2018/19 season
- 2) Obtain quotes for annual inspection of the playgrounds (and goals?)

SL151/17 **CLOSURE OF THE MEETING**

There being no further business to be transacted, the chairman closed the meeting at 8.40pm.

Signed: _____
Chair

Date: _____