

# 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 via remote access (login details below) on **Thursday 11 June 2020 at 7.30pm**

Join Zoom Meeting via tablet, laptop or computer:  
<https://us02web.zoom.us/j/83123552258?pwd=TIluS1lpS0lrUHJJUEpFak0wK1ZJUT09>  
Meeting ID: 831 2355 2258 & Password: 419879

Join Zoom Meeting via One tap mobile:  
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Join Zoom Meeting via phone (dial by your location):  
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Meeting ID: 831 2355 2258 & Password: 419879  
or find your local number: <https://us02web.zoom.us/j/83123552258?pwd=TIluS1lpS0lrUHJJUEpFak0wK1ZJUT09>

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

Signed \_\_\_\_\_  
Date : 5 June 2020

## 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 12/3/2020 be signed as a true and correct record.
5. **CLERKS REPORT:** To note receipt of the report on matters arising.
6. **CORRESPONDENCE:** To note correspondence received by the committee.
7. **PHASE 2 IMPROVEMENTS OF THE SPORTS PAVILION SITE (building and ancillary):**
  - 7.1 **Funding:** To note any grant offer from Football Foundation Stadia Improvement Fund and approve acceptance of associated terms and conditions (decision date 9/6/2020).
  - 7.2 **Construction and works:**
    - a) To note the extra costs that had been necessary re hire of second skip.
    - b) To note revised construction timetable approved by full council. The site will be unavailable until 17/10/2020 at the earliest.
    - c) To receive update from Employers Representative.
  - 7.3 **Insurance:** To note & approve the Contract Works insurance and any changes to full insurance.
  - 7.4 **Kitchen:** To consider/approve amendments to kitchen fit-out and associated additional cost.
  - 7.5 **Revisions:**
    - a) To note design freeze agreed at point of entering contract. Only important revisions to be considered ongoing.
    - b) **Container:** To note minor amendment to location of shipping container and consider obtaining quotations to paint/repair.
    - c) **Pedestrian Barrier:** To consider/approve the proposed pedestrian barrier to be added by the main entrance.
    - d) **Television:** To consider request from P&IUFC and consider/approve associated costs and liabilities.

8. **OTHER PAVILION SITE RELATED MATTERS:**
  - 8.1 Remedial Works: Approve remedial works that had been required since the March meeting.
  - 8.2 Pavilion Maintenance Reports: To note update on cancelled/postponed maintenance activity due to construction works.
  - 8.3 Premises Licence:
    - a) To consider/approve application for Premises Licence & waiver of DPS in favour of council committee.
    - b) To determine the parameters of such an application.
    - c) To approve all associated costs and liabilities and determine any additional requirements for hirers.
  - 8.4 Financial Position: To note the latest financial position for the pavilion site.
  - 8.5 Kitchen Fit Out: To note receipt of discussion document from P&IUFC.
9. **GROUND KEEPERS REPORT:**
  - 9.1 To receive general report and consider any issues arising.
  - 9.2 To note 3 additional tonnes of 50/50 sports dressing approved by full council.
10. **OTHER OPEN SPACE MATTERS:**
  - 10.1 Consider/approve remedial works required at open spaces, note works undertaken since last meeting.
  - 10.2 Leisure Land by Recreation Ground
    - a) To consider/approved revised works schedule re Huck Teck play space.
    - b) To note that skate park procurement on hold until post covid-19.
    - c) To receive any feedback from Cricket Club re enhanced practice nets.
11. **REPORTS/OTHER:**
  - 11.1 To consider the quarterly financial update from P&IUFC.
  - 11.2 To note the miscellaneous reports.
12. **MATTERS FOR REFERRAL TO FULL COUNCIL** – To determine any matters for referral.
13. **DATE AND TIME OF NEXT MEETING** – 7.30pm on 9/7/20 via remote log in.

**THE PUBLIC AND PRESS ARE WELCOME TO ATTEND OUR MEETINGS AND TO ADDRESS  
THE COUNCIL DURING THE PUBLIC QUESTION TIME**