

# PITSTONE PARISH COUNCIL

Minutes of the Sports & Leisure Committee held on 11 February 2021  
via electronic log-in commencing at 7.30pm

## General Matters:

### SL266/20 ATTENDANCE AND APOLOGIES

1. Council present  
Cllr Saintey (Chair), Cllr Nicholls, Cllr Mrs Crutchfield, Cllr Weber plus the Parish Clerk Mrs Eagling.
2. Others present  
M Roberts (P&IUFC), F Tierney (P&IUFC) and J Groom (Groundkeeper).
3. Absent  
Cllr Dr Frearson.

### SL267/20 DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

No dispensations or interests were declared.

### SL268/20 QUESTIONS FROM MEMBERS OF THE PUBLIC/PRESS

No members of the public were present. No questions were tabled.

### SL269/20 MINUTES OF THE MEETING held on 14/1/21.

It was **RESOLVED** that the draft minutes of the sports & leisure committee meeting held on 14 January 2021 were a true and accurate record. The Chairman was duly authorised to sign them on behalf of the council.

### SL270/20 CLERK'S REPORT ON MATTERS ARISING

The following updates were noted by the council but were not discussed in detail.

- Tennis/Netball/5-aside – no update from the landowner, who is not yet able to negotiate with the parish council.
- Open access MUGA within PDA development - full planning granted by BC. Full council entered MUGA Agreement with NKH on 30/1/2020 to ensure delivery. NKH commenced construction. Estimated completion by April 2021 & handover by end July 2021. Queried with NKH whether netball markings can be incorporated. NKH have confirmed that these can be included and they would be willing to meet the additional cost. Accepted offer. Advised residents.
- Purchase of Leisure Land – Parcel 2 completed and now progressing through Land Registry (who have a backlog of several months eta Jan-Mar 21).
- Potential Lease of land to 1st Ivinghoe & Pitstone Scouts – No response to draft Heads of Terms provided for their consideration in April 2020.
- Bellway/Vicarage Road LEAP – PPC to adopt once Bellway opened and maintained for period of 24 months.
- Dug Outs: P&IUFC commenced installation but not completed. Some parts missing, which need to be sourced by P&IUFC.
- Painting of Container: P&IUFC arranging painting in the spring.
- APLH Training & Personal Licences for Cllrs Nicholls & Frearson – in progress.
- Fire Marshall and Legionella Training for 2 members of staff – in progress.
- Stadia seating – not required until the March after P&IUFC promotion. Funding to be identified before can progress.
- Pitch barriers / advertising panels – would be required before P&IUFC need to apply for promotion. This should be the next capital project. Funding required – P&IUFC to explore opportunities and carry out fundraising.
- Hard standing/footpaths – would be required before P&IUFC need to apply for promotion. Funding required – P&IUFC to explore opportunities and carry out fundraising.

- Pavilion reservations – full covid lockdown in place until at least mid-February. Foodbank operating on a Friday morning. A number of potential hirers had been to view the community room.
- Review of licence with PJC Driving School – to be undertaken once covid restrictions permit driving lessons to operate.
- Pavilion sewerage rebate – granted, waiting for confirmation via invoicing.
- Recreation Ground play space: 'Assistance dogs only' signs on order (had to re-order with smaller plates)
- Tree works on recreation ground: scheduled for February.
- Replacement trees on recreation ground: waiting for date from Buckland Landscapes.
- T22 Ash to be re-inspected in May 2021 as possibly need felling due to Ash Dieback

## SL271/20 CORRESPONDENCE

The list of correspondence received was noted.

## Pavilion

### SL272/20 REDEVELOPMENT OF PAVILION SITE

#### 1. Outstanding Works

- Resurfacing of right-hand car park (spray and chip) can't be undertaken until the spring as really needs warmer / dry weather.
- Front ramp / path removal of bonded gravel and replacement with tarmac – to be undertaken in the spring.
- Ground renovation to grass, pitch side, cannot be undertaken until the spring. Top to be scraped off & certified topsoil applied. Further damage by Network Rail to front renovations – cross charging to Network Rail.
- Concrete base for memorial bench and external bins, cannot be undertaken until the spring.
- Removal of spilt concrete in disabled parking bay, to be undertaken in the spring.
- Openreach/IT – standard not fibre broadband installed in error, now waiting for BT to rectify (eta 11/2/21).
- Privacy panel in gents to be removed and door re-hung on opposite side (scheduled for 17/2/21)
- CCTV potential extra actions – DN monitoring.
- Container cages – MR investigating.
- Underfloor heating issue – Ambivalent to resolve.
- Induction loop – ACE to fix as is not working.
- Replacement maintenance gates and fencing panels – scheduled for 13/2/21 (it was **RESOLVED** to approve an amendment to include additional pedestrian gate in fence line £250).
- Spare fob for garage door – now received.

#### 2. Non construction updates

- TV Licence – still chasing hard copy.
- Insurance – continue to add new capital items as received
- Rateable Value – now revalued and updated (1600 to 4050). BC issued revised bill and retained the small business relief to the full value.

#### 3. Storage request from P&IUFC

It was **RESOLVED** to grant permission to P&IUFC to store a second folding bar unit in the hirers store. Storage agreement to be updated and re-issued.

## SL273/20 OTHER PAVILION MATTERS

#### 1. Financial Position

The financial position was noted. LRSG funding has now been received and was very welcome support.

## 2. Groundkeeping

- The groundkeeper provided a general update on groundkeeping at the pavilion and preparation for the return of football post lockdown. Junior pitch needs moss treatment once the frost lifts.
- Replacement net ground posts installed at Hever Close goal.
- It was **RESOLVED** to enter the contract for Recreation Ground groundkeeping with Groom Ground Maintenance for £4,000 per annum, divided into quarterly payments, for the April 2021-March 2022 season.
- The Recreation Ground is very water-logged due to the ongoing wet weather. Will review in the spring.

## 3. Interceptor Repair

It was **RESOLVED** to recommend to full council that they accept the quotation of £800 to repair the collapsed interceptor which forms part of the under-pitch drainage system.

## 4. Maintenance Agreements

- ACE – It was **RESOLVED** that the fire alarm (£280), intruder alarm (£258) and access control (£480) agreements can now be entered into as these systems were working correctly. However, the CCTV system is still being resolved, so that needs to remain on hold.
- Ambivent – keep on hold until underfloor heating issues resolved.
- TMVs/strainers/filters/showers – carry forward to subsequent meeting to await input from Cllr Frearson.

## 5. CCTV Policy

It was **RESOLVED** to carry forward this item until the March agenda.

## 6. Gas Contract

Utility Aid brokers supplied market information and their best 3 quotations. It was **RESOLVED** to appoint Regent as gas provider for the pavilion. 24-month contract. No penalties for over or under use. Potential saving of 18% vs current CNG contract. Standing charge 1.45 and day rate of 2.701.

Work continues to establish the most efficient means of controlling the volume of gas, to reduce the billing.

## Open Space

### SL274/20 OPEN SPACE MATTERS

#### 1. Remedial works

Several minor remedial matters had been identified and reported to the contractors for action.

#### 2. Zip Wire and Sunken Trampoline

Sheathing above zip wire has split & cords inside revealed. Sunken trampoline is full of water. Raised both issues with Huck Teck. Huck believe the zip wire damage may be vandalism. Sending a replacement sheath in the post FOC, will need to arrange for local contractor to fit. Trampoline does have drainage beneath so should drain. 300mm of stone drainage was laid beneath the trampoline (200mm more than standard) so they believe the retention of water will be down to the sheer volume & slow dispersal. Monitor.

#### 3. Double Cricket Nets

Some grant funding possibilities being considered when I&PUCC can convene a meeting. Will feedback to PPC of what assistance is required.

#### 4. Windsor Road Slide

It was **RESOLVED** to appoint J Leonard Ltd to purchase additional metal and weld, to initiate repairs and extend life of the slide (£150).

#### 5. Skate Park

It was **RESOLVED** to carry forward to the full council meeting as documents were still being prepared.

**Other**

**SL275/20 REPORTS**

No reports had been submitted to the committee.

**SL276/20 REFERRAL TO FULL COUNCIL**

It was **RESOLVED** to refer consideration of the repair of the interceptor to full council.

**SL277/20 DATE AND TIME OF NEXT MEETING**

The next meeting of the sports and leisure committee is scheduled for 11/3/21.

March agenda items:

- Review pavilion hire fees for following season and notify JFC before end of April so can be taken into consideration when set subscription rates.
- Get quotes for Playground Inspections and inspections of all football goals (then book for May).
- Check what renovation the Recreation Ground is going to need over the summer and at what cost.
- No other items were tabled for the agenda.

Meeting dates: 8/4/21, 13/5/21, 10/6/21, 8/7/21, 12/8/21, 9/9/21, 14/10/21, 11/11/21, 9/12/21. All to be held virtually until government guidance changes and will then be held in the community room at the pavilion.

**SL278/20 CLOSURE OF MEETING**

There being no further business to be transacted, the Chairman closed the meeting at 20.19.

Signed:

Date:

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Chairman