

# PITSTONE PARISH COUNCIL

Minutes of the Sports & Leisure Committee held on 8 April 2021  
via electronic log-in commencing at 7.30pm

## General Matters:

### SL1/21 ATTENDANCE AND APOLOGIES

1. Council present

Cllr Saintey (Chair), Cllr Nicholls, Cllr Mrs Crutchfield, Cllr Weber, Cllr Dr Frearson plus the Parish Clerk Mrs Eagling.

2. Others present

M Roberts (P&IUFC), P Randall (P&IUFC) and J Groom (Groundkeeper).

3. Apologies

F Tierney (P&IUFC)

### SL2/21 DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

No dispensations or interests were declared.

### SL3/21 QUESTIONS FROM MEMBERS OF THE PUBLIC/PRESS

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

### SL4/21 MINUTES OF THE MEETING held on 11/3/21.

It was **RESOLVED** that the draft minutes of the sports & leisure committee meeting held on 11 March 2021 were a true and accurate record. The Chairman was duly authorised to sign them on behalf of the council.

### SL5/21 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 – queries raised with BC and TW. Eta to pass to the parish council = end July 2021/50% dwelling occupations.
- Purchase of Leisure Land – Parcel 2 still progressing through Land Registry.
- 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 - Thank you to P&IUFC for painting, it looks much better in grey. P&IUFC to advise if the roof of the container needs any treatment to prolong its life.
- APLH Training & Personal Licences for Cllrs Nicholls & Frearson – in progress.
- Fire Marshall and Legionella Training for 2 members of staff – completed.
- 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. Funding potentially identified. Separate Zoom meeting arranged for 22/4/21 at 7.30pm to discuss details, options, costs etc and then add to full council agenda.
- 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. P&IUFC exploring setting up a JustGiving fundraising page. Discuss at above Zoom meeting.
- Review of licence with PJC Driving School – to be undertaken once covid restrictions permit driving lessons to operate.

- Recreation Ground play space: 'Assistance dogs only' signs pending installation (due to be installed 9/4/21)
- Replacement trees on recreation ground: planted.
- T22 Ash to be re-inspected in May 2021 as possibly need felling due to Ash Dieback.
- Repair of interceptor commissioned – work in progress, should be completed in next few days
- Replacement zip wire sleeve provided to contractor – completed.
- Windsor Road slide repairs/welding commissioned – completed.
- Pavilion window cleaning quote £30 external & £20 internal, every 3-4 months, will book once the car park works have been completed. Will now book.
- Annual playground inspections booked – date tbc (eta May or June)
- Skate park tender documents now published and process underway.
- ACE carried out 6-monthly maintenance of IT systems

#### **SL6/21 CORRESPONDENCE**

The list of correspondence received was noted.

### **Pavilion**

#### **SL7/21 REDEVELOPMENT OF PAVILION SITE**

##### 1. Outstanding Works

- Resurfacing of right-hand car park (spray and chip) – completed
  - Front ramp / path removal of bonded gravel and replacement with tarmac – completed
  - Ground renovation to grass, pitch side – underway Rodding eye to be relocated. Damaged fence to be replaced.
  - Concrete base for memorial bench relocated
  - Repairs to gents toilet door – completed
  - CCTV potential extra actions – DN monitoring.
  - Container cages – MR investigating.
  - Ongoing issue with Opus re electricity invoicing and metering – partially resolved
  - TV Licence – issued
- ##### 2. Storage/alteration agreements
- P&IUGC to bring microwave to site in due course to review if sufficient space.
  - P&IUGC to arrange for bottle fridge to be PAT tested.

#### **SL8/21 OTHER PAVILION MATTERS**

##### 1. Financial Position

The financial position was noted.

Closed Business Lockdown Payment (CBLP) applied for. Awaiting outcome.

##### 2. Ground keeping

- The groundkeeper provided a general update on ground keeping and badger damage. Soil and shovel to be provided at the weekend in case the clubs need to repair any overnight damage prior to using the pitch.
- Commenced work to level the renovation soil supplied by NSP. Once compacted further towards the bench plinth, will look for the missing rodding eye. Will seed once flat and weather warmer.
- Will fertilise and seed key areas of the pitches once weather warms up.
- Wildflower seed now arrived. Will plant in the area by the garage at the pavilion. Should have spare seed. Consider if any other suitable venues to plant.

##### 3. Maintenance Agreements

- ACE contracts: CCTV (£462) postponed until system fully operational.

#### 4. Other

It was **RESOLVED** to approve the purchase of the PPL/PRS Music Licence (£370.95 + VAT).

### Open Space

#### SL9/21 OPEN SPACE MATTERS

##### 1. Remedial works

- The minor remedial works were noted eg replacing missing caps.
- It was **RESOLVED** to install additional support posts to the wooden fence and kissing gate on the Local Green Space by The Crescent (£250) to prolong the life of the fence.

##### 2. Double Cricket Nets

- I&PUCC had marked out the space required by the nets & artificial surface.
- It was noted that I&PUCC were hoping that the site manager from Nicholas King Homes might help them remove the top layer of grass at the proposed site.
- It was **RESOLVED** to grant permission to U&PUCC to remove the top layer of grass. Spoil to be removed from site where possible and a plan to be agreed with the parish council for any remaining. Any turf etc suitable for re-use to repair the ground in the Huck Teck space could be re-utilised.
- I&PUCC to supply an updated cost/funding summary to the parish council re PPC grant or other funding opportunities.

##### 3. Recreation Ground Trees

- It was **RESOLVED** to appoint Patrick Stileman to return and re-assess tree 22 Ash and T20 Oak as determined in the previous risk assessment (cost £200 + VAT).
- It was noted that Groom Ground Maintenance had determined that T21 Silver Birch was still alive and should remain in situ.

### Other

#### SL10/21 OTHER & REPORTS

- It was **RESOLVED** to cancel the May committee meeting, which falls between the election date and the first meeting of the new council.
- It was **RESOLVED** to review any need for change to committee structure following the Coronavirus court case on 21 April 2021 which seeks to ascertain if the original legislation would permit remote meetings.
- It was noted that there were no major events planned which would affect availability of the recreation ground or pavilion for the football clubs (except Party in the Park on 17/7/21).
- The booking update was noted.
- No other reports had been submitted to the committee.

#### SL11/21 REFERRAL TO FULL COUNCIL

It was determined that there were no matters to refer to full council for approval.

#### SL12/21 DATE AND TIME OF NEXT MEETING

The next meeting of the sports and leisure committee is scheduled for 10/6/21. Venue to be confirmed.

June agenda items to include:

- Review and re-issue occupational licence to P&IUFC for pavilion for next season
- Check if any matting/areas in Huck play space need lifting and filling / re-seeding / turfing
- Check what renovation the Recreation Ground is going to need over the summer & at what cost

Forthcoming meeting dates were noted as: 8/7/21, 12/8/21, 9/9/21, 14/10/21, 11/11/21, 9/12/21 (virtual or change date as pavilion not available). All to be held virtually until government guidance changes and will then be held in the community room at the pavilion.

**SL13/21 CLOSURE OF MEETING**

There being no further business to be transacted, the Chairman closed the meeting at 20.16.

Signed:

Date:

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Chairman

DRAFT