

PITSTONE PARISH COUNCIL SPORTS AND LEISURE COMMITTEE

NOTICE IS HEREBY GIVEN OF the committee meeting
to be held at Pitstone Pavilion on Thursday 9 September 2021 at 7.30pm

The parish council must have due regard for the safety of our members and the public when holding meetings and ensure that our venue is covid compliant. In line with our risk assessment for this meeting and current government guidance:

- No-one should attend the meeting if they have been feeling unwell, recently been in contact with someone with covid-19 or been contacted by Track & Trace.
 - We encourage all attendees to scan our QR code or provide contact information for Track & Trace.
- We encourage the public to wear a face covering, especially when moving around the building, and to use hand sanitiser on arrival. Please be considerate of other attendees, some of which may have been shielding.
- We encourage attendees to maintain social distancing whilst on our premises & grounds. Seating will be arranged with at least 1m distance between attendees.
- To keep you safe, our facilities will be cleaned prior to your arrival and again on departure. Doors & windows will be open to improve ventilation.

Requirements and procedures for each meeting may vary, in line with government guidance at the time.

Please remember that the council can be reached by telephone, email, in writing, via the website or via our Facebook and Twitter accounts at any time and these methods will enable us to respond to you much quicker response.

Laurie Eagling, Clerk to the Council

9 Warwick Road, Pitstone, LU7 9FE

Tel: 01296 767261

Signed *L Eagling*

Date: 3 September 2021

A G E N D A

1. ATTENDANCE AND APOLOGIES

2. DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

To consider declarations & interests from committee members on matters to be considered at the meeting.

3. QUESTIONS FROM MEMBERS OF THE PUBLIC AND PRESS

The public opportunity to put questions or provide information to the committee.

4. MINUTES OF PREVIOUS MEETING

To resolve that the minutes of the previous meeting held on 12 August 2021 are a true and accurate record of the meeting.

5. CLERK'S REPORT ON MATTERS ARISING

To note receipt of the report on ongoing matters. For information only.

6. CORRESPONDENCE

To note the correspondence received by the committee.

7. PAVILION MATTERS

1. To note pavilion financial summary

2. To receive report from groundkeeper and agree any actions arising

3. Other

1. To consider if any other council committee member wishes to undertake APLH training & acquire personal alcohol licence.
2. To note booking update.
3. To note update on recruitment of Facilities Manager and Cleaner.
4. To consider draft carpark charge signage.
5. To consider quotations to fix fence panels and fit lock barrel with thumb turn.
6. To note repairs and maintenance undertaken during the month.

8. OPEN SPACE MATTERS

1. To note repairs and maintenance undertaken during the month.
2. To consider feedback from Wicksteed re annual inspection report comments relating to Creative Play swings.
3. To consider quotation to affix wooden benches by sunken trampoline.
4. To consider quotations for thermoplastic alphabet snake and hopscotch for Windsor Road.

9. OTHER:

1. To note quarterly financial update from P&IUFC.
2. To note other reports submitted to the committee.

10. REFERRAL TO FULL COUNCIL

To determine any matters outside the terms of reference of the committee that require referral to full council.

11. DATE, TIME AND MATTERS FOR NEXT MEETING

To confirm the anticipated agenda items for the 14 October 2021 meeting.

The public and press are welcome to attend our committee meetings
and to address the council during the public question time