

PITSTONE PARISH COUNCIL SPORTS AND LEISURE COMMITTEE

NOTICE IS HEREBY GIVEN OF the committee meeting
to be held at Pitstone Pavilion on Thursday 13 October 2022 at 8pm

Laurie Eagling, Clerk to the Council

Pitstone Pavilion, Marsworth Road, Pitstone, LU7 9AP

Tel: 01296 767261

Signed *L Eagling*

Date: 7 October 2022

A G E N D A

1. ATTENDANCE AND APOLOGIES

To note 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. PUBLIC PARTICIPATION SESSION - 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 14 July 2022 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 monthly report from groundkeeper and agree actions arising.

3. To receive updates from P&IUFC on:

- Completion of dug outs (were due to be completed over summer closure).
- Installation of sponsor wall (was due to be installed over summer closure).
- Timing of proposed sponsorship event & details of packages etc (postponed from 9/7/22).
- Funds raised by club towards capital development required for Step 6.
- Change to committee members of P&IUFC.

4. To note outcome of GPR Survey and reconsider pitch barrier project.

5. Floodlights and other Capital Development

- To note that BC had refused permission for the change to LED bulbs to be treated as a non-material amendment to the existing planning application.
- To consider/approve submitting a full planning application for LED floodlights.
- To discuss timing of any re-tender for floodlights.

6. To consider/approve extending permission for vinyl banners until pitch barrier advertising available.

7. To consider feedback from Environmental Health re freezer and matters arising.

8. To note update on pest control at site.

9. To consider/approve the marketing materials for the pavilion forecourt advertising opportunity.
10. To consider P&IJFC issues re trials for this season.
11. To note renewal of Hospitality Television Licence and information provided by Amazon Prime and BT Sport.
12. To note renewal of Premises Licence.
13. To consider/approve extension of terms for >60s Club.
14. To consider any Warm Bank/Welcoming Spaces initiatives for the pavilion for this winter.
15. To note booking update.
16. To conduct six-monthly review of hire prices for pavilion.
17. To consider quotations received for additional shipping container(s)
18. To discuss electric vehicle charging point scheme from Bucks Council and eligibility.
19. Repairs and Maintenance
 - To note repairs and maintenance undertaken during the month.
 - To note update on bi-annual legionella risk assessment and annual water sampling.
 - To consider/approve modification to roller shutters to enable operation with the emergency handle.
 - To consider/approve appointment of Vita Electrical to carry out annual PAT tests for pavilion.

8. OPEN SPACE MATTERS

1. To note repairs and maintenance undertaken during the month.
2. To consider any feedback to the bi-annual DDA consultation and determine any matters arising.
3. To consider/approve quotation to fix any soil erosion / safety matting issues within the play spaces.

9. OTHER/REPORTS

1. To ratify pavilion and open space hedge cutting this season.
2. To set meeting dates for 2023.
3. To receive the quarterly financial update from P&IUFC.
4. To note any reports submitted to the committee.

10. FINANCIAL

To discuss draft budget proposals for 2023/24 to enable a recommendation to be submitted to full council.

11. REFERRAL TO FULL COUNCIL

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

12. DATE, TIME AND MATTERS FOR NEXT MEETING

- To confirm the anticipated agenda items for the 10 November 2022 meeting.
- To approve moving the December meeting from 8th to 1st and confirm ability to attend.

**THE PUBLIC AND PRESS ARE WELCOME TO ATTEND OUR COMMITTEE MEETINGS
AND TO ADDRESS THE COUNCIL DURING THE PUBLIC PARTICIPATION SESSION**