

PITSTONE PARISH COUNCIL

Minutes of the Sports & Leisure Committee held on 10 February 2022
at Pitstone Pavilion, commencing at 9pm

General Matters:

SL74/21 ATTENDANCE AND APOLOGIES

1. Council present

Cllr Saintey (Chair), Cllr Nicholls, Cllr Weber and Cllr Heyman plus the Parish Clerk Mrs Eagling.

2. Others present

J Groom (Groundkeeper) and F Tierney (P&IJFC).

3. Apologies

Cllr Crutchfield and Mart Roberts (P&IUFC).

SL75/21 DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

No dispensations or interests were declared.

SL76/21 QUESTIONS FROM MEMBERS OF THE PUBLIC/PRESS

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

SL77/21 MINUTES OF THE MEETING held on 9/12/21

It was **RESOLVED** that the draft minutes of the sports & leisure committee meeting held on 9 December 2021 were a true and accurate record. The Chairman was duly authorised to sign them on behalf of the council.

SL78/21 CLERK'S REPORT ON ONGOING MATTERS

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

- Open access MUGA (multi use games area) within PDA development – Numerous ongoing queries being discussed with Nicholas King Homes by Buckinghamshire Council
- Bellway/Vicarage Road LEAP – PPC to adopt once Bellway opened and maintained for period of 24 months.
- Pavilion Dug Outs - P&IUFC commenced installation but not completed. Some parts still missing, which are being sourced by P&IUFC, before the units can be concreted into place. P&IUFC progressing.
- Pavilion sponsor Wall – P&IUFC previously expressed an interest in installing an acrylic sponsor panel in the main corridor. Permission was granted but this is yet to be installed by the club. Will follow in due course.
- Pavilion pitch barrier project – would be required before P&IUFC need to apply for promotion. P&IUFC requested review funding position at end of December 2021, added to agenda.
- Pitch advertising – details to be confirmed as part of pitch barrier project.
- Pavilion freezer – P&IUFC asked for this to be reviewed at the end of December, added to agenda.
- APLH Training & Personal Licence for Cllr Nicholls & Cllr Heyman – in progress.
- Pavilion Facilities Manager now recruited and bringing many benefits to the pavilion.
- Pavilion senior pitch stadia seating – not required until the March after P&IUFC promotion. Funding to be identified before can progress.
- Pavilion senior pitch floodlights – Funding required – P&IUFC to explore opportunities and carry out fundraising. Planning permission valid until 3-8-2023. Must be installed by the Sept after promotion but planning & funding must be approved before.
- Pavilion senior pitch 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 / TSEL and P&IJFC proposals for pavilion site – confidential discussions continue, scheduled to be considered by full parish council at end of February.
- Pavilion sound absorbing panels – Work to specify the necessary works ongoing. Referred to full parish council due to the cost.
- Pavilion protective screen in front of serving hatch – being installed as part of gutter protection works, awaiting installation date.
- Gutter protection mesh – order placed, awaiting installation date.
- Replacement clips for ball stop netting – order placed, awaiting installation date.
- Pavilion 12-month remedials – Just car park works outstanding.
- Pavilion black out blinds & roller shutter conversion to electric – complete.
- Replacement water filters on order from Ambivent.
- Faulty light fitting rectified by NSP.
- Cold water disinfection and re-testing carried out by GES w/c 31/1/22
- Cold weather plans – equipment purchased to enable front path to be kept clear of ice & snow during inclement weather. Hirers please note that it is not possible to clear the chip car park.
- Sewerage rebate – Wave now reviewed meter readings (no water utilised on pitch last summer) and adjusted invoices accordingly. Continue to monitor for forthcoming year.
- Gas meter upgrade – Regent Gas arranging. No charge to the parish council.
- BT analogue switch off – ACE to determine if any action required by the parish council.
- Car park signage – Cllr Weber drafting. Will be considered at subsequent meeting.
- 1st Ivinghoe & Pitstone Scouts – to respond to the parish council in due course re scout hut at the pavilion site.
- I&PUCC double cricket nets (a) draft planning application drawn up, waiting for tree root protection information from Total Play and cost/confirmation from BC (b) information supplied to I&PUCC re routing/h&s/PMH permissions etc (c) S106 request submitted to BC (waiting for response) (d) Occupational licence being drawn up.
- Skate park – construction in progress. Eta for completion, early April.

SL79/21 CORRESPONDENCE

The list of correspondence received was noted.

SL80/21 PAVILION MATTERS

1. Financial summary

The monthly summary for the site was noted.

2. Ground keeping

- Badger and fox damage continues to be minimal but may increase in the spring.
- It was noted that all 4 padlocks were missing from the portable goals and **RESOLVED** to replace them. P&IJFC offered to meet the cost, and the club was thanked for their assistance.
- It was **RESOLVED** that the groundkeeper would remove the 2 paving slabs that had appeared in the front car park to the rear of the grounds.
- It was **RESOLVED** to write to J D Ballers and insist that the boundary pegs & ropes were returned to their original positions if they have been removed. Length of floodlight duration should no longer be an issue.
- It was noted that the grass coverage on the senior pitch was wearing thin down the middle and that the groundkeeper had vertidraind.
- It was **RESOLVED** to have a separate discussion about the amount of funds available for renovation this year, given the financial position.

3. Annual Review / Audit of Water Control Systems

It was **RESOLVED** to approve the annual review conducted in December and the Chairman was duly authorised to countersign on behalf of the council.

4. Water Quality

It was noted that the cold-water tests had recently come back with higher than desirable general bacteria (TVC) counts. GES had disinfected and retested the water, but some outlets were still raised. Further advice being sought. It was **RESOLVED** to carry out the necessary remedials that might be identified and then commission further testing.

5. Legionella Duty Holder and Training

It was **RESOLVED** to meet the cost of legionella training for the Pavilion Facilities Manager so that he can take over responsibility for the water testing and monitoring.

6. Snow/Ice Risk Assessment

It was **RESOLVED** to approve the updated Risk Assessment which now reflected the new snow/ice treatment and maintenance measures. The Chairman was duly authorised to sign on behalf of the council.

7. Carpark signage

Carried forward to March meeting.

8. P&IUFC to provide updates on outstanding projects

P&IUFC were not in attendance so no updates were provided on (a) timescale for completion of the dug outs (outstanding over 12m) (b) whether internal sponsorship board required or not (c) an update on funding proposals for the pitch barrier system (d) a review of the kitchen facilities.

9. Repairs and remedial works

It was noted that the following remedial works had been undertaken: leaking referee's toilet fixed, loose toilet seat fixed, door handle on front door re-affixed, community room floor treated to remove scratches and electric roller shutter electrical fault fixed.

SL81/21 OPEN SPACE MATTERS

1. Remedial works

Only minor remedial works had been required during the month.

2. Re-issue of Contract re Recreation Ground maintenance

It was **RESOLVED** to enter the contract with Groom Grounds Maintenance, cost of £1,050 + VAT per quarter, with other terms and duties unchanged from prior year. The Chairman was duly authorised to sign on behalf of the council.

SL82/21 OTHER & REPORTS

1. It was noted that the next Town Lands Charity meeting had taken place in January and initial feedback had been received. PPC to revert to TLC with further information.
2. P&IUFC were not in attendance at the meeting, therefore the presentation of their quarterly accounts was postponed until March (initially scheduled for January).
3. It was noted that P&IUFC had arranged a ground grading inspection on 8/2/22. A number of issues were raised which require further consideration by both the council and the club.
4. No other reports had been submitted to the committee.

SL83/21 REFERRAL TO FULL COUNCIL

It was **RESOLVED** that there were no matters to refer to full council this month.

SL84/21 DATE AND TIME OF NEXT MEETING

The next meeting of the sports and leisure committee is scheduled for 10/3/22 at Pitstone Pavilion. It was **RESOLVED** to move the start times to 8pm.

March agenda items:

- Annual review of Events and Open Space Hire Policy including charges (being reviewed at same time as pavilion charges)
- Annual review of pavilion hire fees
- Annual review of the council's pitch strategy for both the pavilion and recreation ground to ensure optimal usage

- Consider playground inspection quotations
- Groundkeeper to advise on the extent of ground renovation required at both the pavilion and recreation ground sites this summer

There were no additional items tabled for the agenda.

SL85/21 CLOSURE OF MEETING

There being no further business to be transacted, the Chairman closed the meeting at 21.45.

Signed:

Date:

Chairman

DRAFT