

PITSTONE PARISH COUNCIL

Minutes of the Sports & Leisure Committee held on 5 May 2022
at Pitstone Pavilion, commencing at 8.00pm

General Matters:

SL14/22 ATTENDANCE AND APOLOGIES

1. Council present:
Cllr Nicholls (Chair), Cllr Heyman and Cllr Weber plus the Parish Clerk Mrs Eagling.
2. Apologies:
Cllr Mrs Crutchfield and Cllr Saintey.
3. Others present:
J Groom (Groundkeeper) (from 8.30pm), R Woodford and M Roberts (P&IUFC) plus F Tierney (P&IJFC).

SL15/22 DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

No dispensations or interests were declared.

SL16/22 QUESTIONS FROM MEMBERS OF THE PUBLIC/PRESS

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

SL17/22 MINUTES OF THE MEETING held on 14/4/22

It was **RESOLVED** that the draft minutes of the sports & leisure committee meeting held on 14 April 2022 were a true and accurate record. The Chairman was duly authorised to sign them on behalf of the council.

SL18/22 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. Bellway preparing transfer plans.
- Pavilion Dug Outs - P&IUFC to complete works to the dug outs over the summer closure period.
- Pavilion sponsor Wall – P&IUFC to install in the function room over the summer closure period.
- Pavilion pitch barrier project – would be required before P&IUFC need to apply for promotion. Separate meeting being arranged with P&IUFC. Quotes to consider fully dismantled barriers and half dismantable barriers. Quotes to consider full mesh panels (to help prevent badger damage) vs 30 panels.
- Pitch advertising – details to be confirmed as part of pitch barrier project.
- Pavilion senior pitch hard standing/footpaths – would be required before P&IUFC need to apply for promotion. Separate meeting being arranged with P&IUFC.
- APLH Training & Personal Licence for Cllr Nicholls & Cllr Heyman – in progress.
- Legionella Training for Facilities Manager – to be arranged.
- Pavilion senior pitch stadia seating – not required until the March after P&IUFC promotion. Separate meeting being arranged with P&IUFC.
- Pavilion senior pitch floodlights – Planning permission valid until 3-8-2023. Must be installed by the Sept after promotion but planning & funding must be approved before. Separate meeting being arranged with P&IUFC.
- P&IUFC / TSEL and P&IJFC proposals for pavilion site – confidential discussions continue. P&IUFC to provide written confirmation of their intentions following their next committee meeting. Separate meeting being organised with the club. JFC to confirm proposals for forthcoming season.

- Pavilion sound absorbing panels – Full council approved a proposal to install sound absorbing panels on the ceiling. Order placed. Installation date tbc.
- Pavilion protective screen in front of serving hatch – installation complete.
- Gutter protection mesh – installation complete.
- Replacement clips for ball stop netting – installation complete.
- Pavilion pitch summer renovation & closure dates: £5.5k for restoration of key areas only approved by full council/30tonnes topsoil/seed/fertiliser/labour. Senior pitch to be extended to 100m as part of works. Closure dates 22 May to 5 August inclusive. All football clubs notified.
- 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) planning permission granted, now working with the club to determine the next steps (b) final few questions to be resolved re occupational licence.
- Skatepark – Final Bendcrete remedials for end of track completed 28 & 29/4/22.
- Playground Inspections – booked with Wicksteed. Eta June.
- P&ICUFC – confirmed not fielding a team for the 2022/23 season.
- Town Lands Charity – full council exploring opportunities with the charity. PPC is waiting for feedback from the charity.
- ACE service visit booked for 25/5/22
- Recreation Ground pitch/goals – waiting for confirmation from both P&ICU and JFC re proposed use for 2022/23 season before any goals/sockets can be purchased.

SL19/22 CORRESPONDENCE

The list of correspondence received was noted.

SL20/22 PAVILION MATTERS

1. Financial summary

The end of year pavilion financial summary, along with the budget for the new financial year, was noted.

2. Groundskeeping

- The groundkeeper gave an update on groundskeeping at the pavilion. It was noted that the badger damage was currently very bad.
- It was noted that the groundkeeper had arranged for the ground to be assessed, to determine if any nematodes or other treatments would be beneficial.
- It was **RESOLVED** that the groundkeeper could purchase 2 x 25x4m lightweight sheets (£75 + VAT each) to aid germination.
- It was **RESOLVED** that the groundkeeper could purchase 2 x bird scarers (£30 each) to help prevent seed loss.

3. Cold Water

It was noted that First Environment had advised that no further disinfection was required at the current point in time, and just to continue with flushing. Re-test in approximately 6-months.

4. Carpark advertising opportunities

- It was **RESOLVED** to proceed with offering advertising space inside the pavilion car park.
- It was **RESOLVED** to charge £100 + VAT per annum. Advertisers would also need to pay a one-off fee of approximately £70 + VAT for the company to do the artwork, create and install the sign (updated price to be obtained before marketing).
- It was noted that adverts needed to be printed in batches of 4 to achieve economy of scale.
- It was noted that P&IUFC attracted approximately 70 spectators per match, to assist with calculating footfall/exposure.

- It was **RESOLVED** that if any club was interested in selling such advertising space as a means of generating revenue, that a similar system would operate as the pitch barrier advertising ie a nominal charge would be made to the club, and they could then retain the remaining monies. All income received by the parish council would be re-invested in the pavilion site.

5. Occupational Licence to P&IUFC

It was **RESOLVED** to approve the request from P&IUFC to move to payment in arrears for the forthcoming season, on the proviso that should the club fall into arrears, that the agreement will automatically revert to the previous payment in advance platform.

P&IUFC to complete, sign and submit the remainder of the information required and the Chairman/Vice Chairman of the committee was duly authorised to countersign on behalf of the council.

6. P&IUFC request re a freezer

It was **RESOLVED** to seek further advice from the Environmental Health Officer before progressing.

7. Turnstile maintenance

The quotations received were noted. It was **RESOLVED** to investigate if any training courses were available that would enable the council to train & employ a local contractor as the 'qualified person'. It was further **RESOLVED** to make enquiries with the league to see if they knew of any suitably qualified contractors.

8. Repairs and remedial works

It was noted that some minor repairs had been carried out as necessary including a further fix to the toilet in the referee's room.

SL21/22 OPEN SPACE MATTERS

1. Goal net pegs

It was noted that the groundkeeper had one further long peg which would be installed at Hever Close. Further long pegs could be procured if/when necessary (approx. £5 per unit).

2. Grass safety matting pegs

It was **RESOLVED** to purchase some packs of spare safety matting pegs for use as and when required at the Recreation Ground (approx. £4 per pack plus postage).

3. Policy for the use of the Recreation Ground / Village Green

- It was **RESOLVED** to approve the updated policy and the Chairman was duly authorised to sign on behalf of the council.
- It was further **RESOLVED** to laminate some copies and erect at the Recreation Ground to help draw attention to the policy of commercial users.
- It was also **RESOLVED** to include an update in the next edition of PPP to advise residents where all the parish council policies can be found.

4. Repairs and Maintenance

- The minor repairs undertaken during the month were noted.
- It was **RESOLVED** to approve the purchase of spare parts to repair the vandalised bike springer in the toddler section of the Recreation Ground playground, along with the services of the local contractor to carry out the repair and reinstate the play equipment (cost £152.15 + VAT for the parts, plus the cost of local labour).

SL22/22 OTHER & REPORTS

1. It was noted that P&IJFC had nominated the groundkeeper for Groundkeeper of the Year.
2. It was noted that the dishwasher may require a deep clean and **RESOLVED** that PPC would instruct staff.
3. It was noted that JFC would require the fridges overnight prior to their presentation day.
4. No other reports had been submitted to the committee.

SL23/22 REFERRAL TO FULL COUNCIL

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

SL12/22 DATE AND TIME OF NEXT MEETING

The next meeting of the sports and leisure committee is scheduled for 9/6/22 at Pitstone Pavilion at 8pm.

June agenda items:

- once playground inspection report received, conduct play policy risk/benefit annual assessments.
- Quarterly finance update from P&IUCF due.
- DDA bi-annual consultation with community.
- There were no additional items tabled for the agenda.

SL13/22 CLOSURE OF MEETING

There being no further business to be transacted, the Chairman closed the meeting at 21.15.

Signed: *R Saintey*

Date: 9/6/22

Chairman