

PITSTONE PARISH COUNCIL SPORTS AND LEISURE COMMITTEE

NOTICE IS HEREBY GIVEN OF the committee meeting
to be held at Pitstone Pavilion on Thursday 19 January 2023 at 7.30pm

Laurie Eagling, Clerk to the Council

Pitstone Pavilion, Marsworth Road, Pitstone, LU7 9AP

Tel: 01296 767261

Signed *L Eagling*

Date: 12 January 2023

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 10 November 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. Groundkeeping:

- To receive monthly report from groundkeeper and agree actions arising.
- To consider/approve replace or repair of travelling sprinkler.

3. Container Storage

- To consider/approve plans and costing for container shelving.
- To receive updates from hirers re their contents (also see below agenda item).
- To consider/approve purchase of a light for the container.

4. Storage Agreements

To consider/approve the amendments to their storage agreement requested by P&IUFC.

5. Legionella

- To note results of bi-annual legionella risk assessment and water sampling undertaken by First Environment.
- To conduct the annual review of the Water Treatment and Control System/Records.
- To conduct the annual review of legionella duty holder, responsible person and training requirements.

6. Policy and Risk Assessment Review

- To approve the annual review of Pavilion Fire Risk Assessment, Fire Policy & associated Emergency & Evacuation Plan.

- To approve the annual review of Pavilion Health & Safety Policy and Risk Assessment.
- To approve the annual review of the maintenance schedule and requirements.

7. Community Use on Saturdays

To note the assistance provided by the Spartan South Midland League to enable greater community use of the pavilion facilities when not required for football.

8. Christmas Decorations

To approve purchase of indoor Christmas tree and decorations for future use.

9. Car Parking signage

To consider/approve commissioning of draft car park signage.

10. Solar Panels

To consider the information presented to full council on 5/1/23 and the resolutions that arose.

11. Repairs and Maintenance

- To note repairs and maintenance undertaken during the month.
- To approve the repairs and maintenance required/in progress.
- To ratify the annual service of the fire-fighting equipment.

8. OPEN SPACE MATTERS

1. To note repairs and maintenance undertaken during the month.
2. To note the depletion of initial S106 maintenance funds for Hever Close play space and ongoing reliance on precept funding.

9. OTHER/REPORTS

1. To note receipt of latest financial report from P&IUGC.
2. To note any 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 consider/approve the date, time and anticipated agenda items for the February 2023 meeting.

**THE PUBLIC AND PRESS ARE WELCOME TO ATTEND OUR COMMITTEE MEETINGS
AND TO ADDRESS THE COUNCIL DURING THE PUBLIC PARTICIPATION TIME
WE LOOK FORWARD TO SEEING YOU**