

PITSTONE PARISH COUNCIL

Minutes of the Sports & Leisure Committee held on 10 August 2023
at Pitstone Pavilion, commencing at 7.30pm

General Matters:

SL37/23 ATTENDANCE AND APOLOGIES

1. Council present:

Cllr Saintey (Chair), Cllr Hawkins, Cllr Weber (Vice Chairman) and Cllr Mrs Crutchfield plus the Parish Clerk Mrs Eagling.

2. It was **RESOLVED** to accept apologies from:

Cllr Heyman (annual leave), Cllr Nicholls (council commitment), J Groom (Groundkeeper) and P Randell (P&IJFC).

Others present:

M Roberts and M Seaton (P&IUFC).

SL38/23 DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

No dispensations requested, or interests were declared.

SL39/23 QUESTIONS FROM MEMBERS OF THE PUBLIC/PRESS

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

SL40/23 MINUTES OF THE MEETING held on 13/7/23.

It was **RESOLVED** that the draft minutes of the Sports & Leisure Committee meeting held on 13 July 2023 were a true and accurate record. The Chairman was duly authorised to sign them on behalf of the council.

SL41/23 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 (locally equipped area for play) – in negotiation with Bellway.
- Pavilion Dug Outs & Sponsor Wall – to be completed by P&IUFC.
- APLH Training & Personal Licence for Cllr Nicholls & Cllr Heyman – in progress.
- Health & Safety training being undertaken by Facilities Manager.
- Pavilion forecourt and pitch advertising – opportunities now live, literature issued.
- 1st Ivinghoe & Pitstone Scouts – Nov 22 confirmed that they are still interested in pursuing a new scout hut within the pavilion grounds. Will revert to the parish council in due course.
- I&PUCC double cricket nets – latest estimated date from supplier is August. IPUCC to liaise and finalise occupational licence.
- ACE agreed to lower their quotation, so Alarm and Fire system maintenance and monitoring contracts re-placed with ACE for the forthcoming year.
- Occupational Licence and Alcohol Sales Licence re-issued to P&IUFC for the forthcoming season.

SL42/23 CORRESPONDENCE

The list of correspondence received was noted.

SL43/23 PAVILION MATTERS

1. Financial summary

The pavilion financial summary was noted. Operating loss of approximately £11.3k to the end of July.

2. Ground Maintenance

- Pitches now reopen for the winter.
- Ground keeper was not present.
- Both clubs had noted the reminders from the ground keeper regarding socketed goals on the main pitch and not warming up on the junior pitches.
- Carry forward consideration of water pump to next meeting.

3. Car park signage

General signage now ordered and awaiting delivery. Signage specifically for Network Rail / Anglian Water to be drafted and presented to the next sports & leisure committee meeting for consideration.

4. Solar Panels

The council is waiting for a response to their grant application to the Wing and Ivinghoe Community Board who carried forward the funding request to 2023/24.

5. Licences

- It was **RESOLVED** to renew the annual Premises Licence (£70) required by P&IUFC.
- It was **RESOLVED** to renew the annual TV Licence (£159) required by P&IUFC.

6. Repairs and Maintenance

- It was **RESOLVED** to approve the repair of the kitchen roller shutter (£410) which had been damaged by incorrect use by an untrained member of the football club.
- It was noted that:
 - P&IUFC had repaired one of the vandalised dug outs. Work remained outstanding on the second.
 - Facilities Manager is arranging turnstile 6-monthly maintenance visit.
 - Ambient air conditioning service, and reset of the CO monitor, had taken place. Heating service to be arranged for August.
- P&IUFC raised 2 further issues and it was **RESOLVED** to rectify:
 - The emergency exit signs are missing from the outside of the gates – order 2 more.
 - The wooden posts are missing from the grassed area at the balancing pond end of the car park – investigate and order replacements if necessary.

7. P&IUFC

- P&IUFC will establish training already undertaken on the Recreation Ground and their forthcoming requirements and advise the parish council/recreation ground charity.
- It was noted that if regular use of the Recreation Ground was required that the charity would draw up the appropriate occupational licence as the existing licence only covers the pavilion site.
- P&IUFC provided feedback from their AGM and the new committee structure. A new organisation chart with contact details will be supplied to the parish council. It was noted that Paolo had rejoined the committee. Council was pleased to hear that the team now comprised of more local players.
- The club advised that they did still aspire for progression to step 6 and would be investigating the funding requirements for the capital elements in due course. The parish council agreed to supply the previous summary, although it was noted that this would now be out of date.
- It was **RESOLVED** to approve for the club to purchase and mount 'Home of P&IUFC' signage, approx. 750x750mm on the sliding turnstile shutter door.
- It was noted that the proposed mini tournament is now likely to take place in 2024, either at the start or the end of the season. The club will provide further information for consideration in due course.
- It was advised that the representatives on the sports & leisure committee were likely to be Mark Roberts, Mark Seaton and Tammy Manning. Once email addresses have been supplied, they will be added to the circulation list.
- P&IUFC advised that they still wished to erect a sponsorship acrylic wall panel. Proposals in progress.
- P&IUFC confirmed that all food had been removed from the hirers store.
- It was **RESOLVED** to extend the offer for both clubs to display vinyl sponsorship advertising banners on the wooden fence surrounding the pitch, free-of-charge, for the 2023-24 season, as no pitch barrier advertising hoarding was in place.
- The club provided responses to the questions raised in regard to their annual accounts.

8. 2023/24 Season

- P&IJFC training and match requirements approved at the last meeting.
- P&IUFC confirmed they were only fielding one team this year. Occupational licence for the pavilion and alcohol permit have been completed and issued. Training requirements to be confirmed.

SL44/23 OPEN SPACE MATTERS

- It was **RESOLVED** not to progress with the Huck Teck quotation for a replacement rope for the Viking swing. Council **RESOLVED** that they wished to try bonding the existing rope and then binding with new layer of tape, in the first instance.
- Only other remedial works during the month was to cut back the shrubbery by the Hever Close goal to improve access to the bin.

SL45/23 OTHER & REPORTS

- There were no reports to discuss.

SL46/23 REFERRAL TO FULL COUNCIL

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

SL47/23 DATE AND TIME OF NEXT MEETING

The next committee meeting is scheduled for 14 September 2023 at 7.30pm (Cllr Weber tendered apologies).

Items for the September agenda will include:

- Terms for >60s for forthcoming year
- Confirm meeting dates for 2024

No other agenda items were requested.

Upcoming meeting dates: 12/10/23, 9/11/23 and no meeting on 14/12/23

SL48/23 CLOSURE OF MEETING

There being no further business to be transacted, the Chairman closed the meeting at 20.25.

Signed: *R Saintey*

Date: 12-10-23

Chairman