

# PITSTONE PARISH COUNCIL SPORTS AND LEISURE COMMITTEE

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**NOTICE IS HEREBY GIVEN OF** the committee meeting  
to be held at Pitstone Pavilion on Thursday 8 February 2024 from 8.30pm  
(note the later start time)

Laurie Eagling, Clerk to the Council  
Pitstone Pavilion, Marsworth Road, Pitstone, LU7 9AP  
Tel: 01296 767261

Signed     *L Eagling*      
Date: 1 February 2024

## 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 11 January 2024 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 any correspondence received by the committee.

**7. PAVILION MATTERS**

**1. To note pavilion financial summary**

**2. Groundkeeping**

- To receive feedback from groundkeeper and approve any actions arising.
- To note summer renovation period.

**3. Car Parking**

- To consider/approve draft car park signage re Network Rail / Anglian Water.

**4. Repairs and Maintenance**

- To note the repairs and maintenance required during the month and/or being arranged.
- To ratify approval of fence repairs following storm damage.
- To consider if wish to purchase a replacement round table as one needs to be written off.
- To note any update from Taylor Wimpey on the balancing pond and fence remedials.

**5. P&IUFC**

- To receive update from the club on the condition and repair of the dugouts.

**6. Defibrillator Training**

To note 5-yearly defibrillator training being organised for 11 May 2024.

**7. Policies and Risk Assessments**

1. To consider/approve the annual review of the water treatment control system/records.
2. To approve the annual review of legionella duty holder, responsible person and training requirements.

**8. OPEN SPACE MATTERS**

- To note remedial works undertaken during the month and approve remedial works required.
- To approve purchase and installation of replacement playground gate for Windsor Road.

**9. OTHER/REPORTS**

- To receive monthly update from P&I Junior Football Club, including any update on the memorial for their welfare officer.
- 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. FUTURE MEETINGS**

- To note agenda items for the March 2024 meeting.

**THE PUBLIC AND PRESS ARE WELCOME TO ATTEND OUR COMMITTEE MEETINGS  
AND TO ADDRESS THE COUNCIL DURING THE PUBLIC PARTICIPATION SESSION  
IF YOU ARE UNABLE TO ATTEND IN PERSON, YOU CAN KEEP UP-TO-DATE BY  
READING THE MINUTES PUBLISHED ON OUR WEBSITE: [WWW.PITSTONE.CO.UK](http://WWW.PITSTONE.CO.UK)**