

PITSTONE PARISH COUNCIL SPORTS AND LEISURE COMMITTEE

NOTICE IS HEREBY GIVEN OF the committee meeting
to be held at Pitstone Pavilion on Thursday 11 January 2024 from 7.30pm

Laurie Eagling, Clerk to the Council

Pitstone Pavilion, Marsworth Road, Pitstone, LU7 9AP

Tel: 01296 767261

Signed *L Eagling*

Date: 4 January 2025

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 9 November 2023 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.

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 consider/approve the quotation to repair the sinking drain cover.
- To consider/approve if wish to repair the Paxton door entry panel.
- To approve installation of extra support post for wooden fence by car park gate.
- To note any update on the land ownership of the balancing pond site re shrub clearance etc.

5. P&IUFC

- To note the FF do not have a suitable funding stream for pitch barriers at step 6 and receive updated funding plans from the club.
- To receive update from the club on the condition and repair of the dugouts.
- To consider quarterly financial update from P&IUFC and any actions arising.

6. Defibrillator Training

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

7. Policies and Risk Assessments

1. To approve the annual review of Pavilion Fire Risk Assessment, Fire Policy & associated Emergency & Evacuation Plan.
2. To approve the annual review of Pavilion Health & Safety Policy and Risk Assessment.
3. After annual water test results known, to consider/approve the annual review of the water treatment control system/records.
4. After annual review of the water treatment control system complete, to approve the annual review of legionella duty holder, responsible person and training requirements.
5. To consider/approve the snow policy for the pavilion.

8. OPEN SPACE MATTERS

To note remedial works undertaken during the month and approve remedial works required.

9. OTHER/REPORTS

- To receive monthly update from P&I Junior Football Club.
- 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 February 2024 meeting.

**THE PUBLIC AND PRESS ARE WELCOME TO ATTEND OUR COMMITTEE MEETINGS
AND TO ADDRESS THE COUNCIL DURING THE PUBLIC PARTICIPATION SESSION
WE LOOK FORWARD TO SEEING YOU
IF YOU ARE UNABLE TO ATTEND IN PERSON, YOU CAN KEEP UP-TO-DATE BY READING THE MINUTES PUBLISHED TO OUR
WEBSITE WWW.PITSTONE.CO.UK**