

# 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 11 July 2024 at 7.30pm

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

Signed    *L Eagling*     
Date: 4 July 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 13 June 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 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 consider/approve quotation from Ross Lawry Agricultural Services to take over maintenance of the perimeter & front grounds.

#### 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 and resolved to accept the associated costs.
- To consider/approve replacement battery quotation from ACE.
- To consider quotations for an annual deep clean of all pavilion internal flooring.
- To consider quotations for an annual deep clean of the oven/extractor.
- To consider quotations for installation of a limescale catcher on the cold water supply.
- To approve purchase of spare TMVs.
- To approve quotation for annual maintenance contract for turnstile.
- To approve quotation for shutter service.

- To consider/approve quotation for partial loft boarding to enable access to air conditioning unit and TMVs in changing village.
- To consider/approve quotation to fix the pedestrian gate to Marsworth Road.
- To consider/approve quotation to fix the wooden double maintenance gates.

**5. P&IUFC**

- To consider the quarterly financial update from the club.
- To receive signed occupational licence from P&IUFC and grant permission for the council to countersign once all existing debt cleared.
- To receive signed alcohol sales permit for 2024/25 and grant permission for the council to countersign once all existing debt cleared.
- To receive update from the club on matters they agreed to undertake over the summer closed period.

**6. P&IJFC**

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

**7. Taylor Wimpey**

- To note any response from TW regarding the adjoining land, adoption of the balancing pond and/or fence remedials.

**8. Events**

- Party in the Park potential 2025 event – not meeting until September.
- To consider updated information from P&IUFC re Fun Day on 27/7/24.

**8. OPEN SPACE MATTERS**

- To note remedial works undertaken during the month and approve remedial works required / all associated costs.
- To consider/approve the annual review of the Play Policy and Risk/Benefit Assessments.

**9. OTHER/REPORTS**

- To approve updated risk assessment, now with information included re flag pole.
- 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 8 August 2024 meeting.

**THE PUBLIC AND PRESS ARE WELCOME TO ATTEND OUR COMMITTEE MEETINGS  
AND TO ADDRESS THE COUNCIL DURING THE PUBLIC PARTICIPATION SESSION  
YOU CAN ALSO CONTACT US AT ANY TIME VIA PHONE / EMAIL / SOCIAL MEDIA**