

PITSTONE PARISH COUNCIL

Minutes of the Sports & Leisure Committee held on 8 February 2024
at Pitstone Pavilion, commencing at 8.30pm

General Matters:

SL86/23 ATTENDANCE AND APOLOGIES

1. Council present:
Cllr Saintey (Chair), Cllr Weber (Vice Chairman), Cllr Mrs Crutchfield plus the Parish Clerk Mrs Eagling.
2. Others present:
P Randell (P&IJFC) and J Groom (Groundkeeper).
3. Apologies:
M Roberts & M Seaton (P&IUFC) plus Cllr Nicholls. Cllr Hawkins was absent.

SL87/23 DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

No dispensations requested, or interests were declared.

SL88/23 QUESTIONS FROM MEMBERS OF THE PUBLIC/PRESS

No members of the public were present, so no questions were tabled.

SL89/23 MINUTES OF THE MEETING held on 11/1/24.

It was **RESOLVED** that the draft minutes of the Sports & Leisure Committee meeting held on 11 January 2024 were a true and accurate record. The Chairman was duly authorised to sign them on behalf of the council.

SL90/23 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.
- Cricket nets on the Recreation Ground – I&PUCC now installed the sign on the nets giving details of who to contact for the padlock code.
- Pavilion Dug Out repair, Sponsor Wall and 'Home of P&IUFC' sign for turnstile door – to be completed by P&IUFC.
- Step 6 ground improvements – on hold pending identification of funding.
- APLH Training & Personal Licence for Cllr Nicholls – in progress.
- 1st Ivinghoe & Pitstone Scouts – August 23 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.
- Solar Panels – review possible funding options in Spring 2024.
- P&IJFC – permission granted for banner re recruitment for junior girls' team.
- P&IJFC – permission granted to install either a memorial bench or dug outs for the junior pitch.

SL91/23 CORRESPONDENCE

- The list of correspondence received was noted.
- The correspondence included the Government consultation on the draft Terrorism (Protection of Premises) Bill (often referred to as Martyn's Law). The standard tier guidelines will include premises with a capacity of between 100-799. Clerk will attend free webinar 13/2/24.

SL92/23 PAVILION MATTERS

1. Financial summary

The pavilion financial summary was noted. Operating loss of approximately £20,963 to 23/1/24.

2. Ground Maintenance and Summer Renovation

- The update from the groundkeeper was noted. Both pitches had been vertidraind. A large number of leather jacket grubs had been seen on top of the ground.
- The following events at the pavilion were noted, and it was **RESOLVED** to confirm the summer renovation dates:
 - Junior football club presentation day on Saturday 11 May 2024.
 - HouseMouse event on Saturday 18 May 2024 - senior pitch will be unavailable from 16-21 May 2024 due to the marquee.
 - Party in the Park event on Saturday 13 July 2024 – single day.
 - Summer renovation can therefore commence on the junior pitch from Monday 13 May 2024 and the senior pitch from Wednesday 22 May 2024. Main renovated areas to be fenced off and avoided by Party in the Park eg goal mouths and centres. Football shouldn't recommence this year until Sat 20 July 2024 (2 days earlier than last year).
- The groundkeeper will formulate a renovation plan and submit costings to a subsequent meeting.

3. Car parking

Network Rail / Anglian Water signage – carry forward to next meeting.

4. Repairs and Maintenance

The maintenance undertaken/required (below) was noted and it was **RESOLVED** to meet the associated costs:

- TMV's - Ambivent are getting more information as removal and refitting can damage the pipes that supply them. They can failsafe each valve to make sure it works properly. Also outstanding: drain calorifier. Chasing.
- Annual water samples – report circulated electronically – all satisfactory and no actions arising.
- sinking drain cover : R Leonard Ltd commissioned.
- Paxton door entry system display – now complete.
- Staff adjusted disabled toilet flushing mechanism that wasn't working correctly and fixed office radiator.
- Felt feet on chairs to be replaced – note to hirers: please don't use outside when it is wet.
- It was **RESOLVED** to ratify the repair a section of wooden fence that blew down in the storm – requires 4 concrete spurs and some man hours to clear nettles/scrub in order to reach it. R Leonard Ltd commissioned.
- It was noted that one large round table had been broken beyond repair. It was **RESOLVED** to engage a contractor to take the broken unit to the tip. It was **RESOLVED** to purchase a replacement table (approx. cost £150).

5. Taylor Wimpey

Balancing pond, transfer of land and fence remedials – It was noted that there had been no further feedback yet from Taylor Wimpey.

6. P&IUFC

As the Club were not represented at the meeting it was **RESOLVED** to carry forward their report on the condition and repair of the dugouts.

7. Defibrillator Training

5-yearly defibrillator training being organised for 11/5/24 at the Junior FC presentation day – waiting for confirmation from G Bratt.

8. Policies and Risk Assessments

- It was **RESOLVED** to approve the annual review of the Water Treatment Control System/Records and the Chairman was duly authorised to sign on behalf of the council.
- It was **RESOLVED** to approve the annual review of the Legionella Duty Holder, Responsible Person and Training Requirements.

SL93/23 OPEN SPACE MATTERS

- All previously commissioned external repairs now complete.
- It was **RESOLVED** to purchase and install a replacement playground gate at Windsor Road play space as one is failing to shut within the prescribed timescale and the damper can't be repaired (approx. cost £1300 + VAT from Easy Gate plus installation).

SL94/23 OTHER & REPORTS

- JFC advised that the club was doing very well. The club has been awarded a grant from the Football Foundation to invest in new goals for the <7s and <8s which will be purchased over the summer. P&IJFC confirmed that, as a body, they would not be linking with HouseMouse, but individual parents may choose to volunteer in their private capacity.
- There were no other reports to discuss.

SL95/23 REFERRAL TO FULL COUNCIL

It was **RESOLVED** that there were no matters for referral to full council.

SL96/23 DATE AND TIME OF NEXT MEETING

Future meeting dates: 14 March, 11 April, 9 May, 13 June, 11 July, 8 Aug, 12 Sept, 10 Oct, 14 Nov and 12 Dec.

- Need to arrange PAT tests for youth café equipment with Vita Electricals for the Easter holidays.
- Review pavilion hire fees for following season and notify JFC before end of April so can be taken into consideration when set subscription rates.
- Review events/open space policy & charges.
- Review pitch strategy and charges for recreation ground pitch.
- Consider quotations for Playground Inspections
- Quarterly finance update from P&IUFC
- Ground keeper to advise what summer renovation will be required at both the pavilion and the recreation ground.
- Ambivalent contract expires March 24, get renewal quotes.
- Review and reissue contract for ground keeping of Recreation Ground (due April)

No other agenda items were requested.

SL97/23 CLOSURE OF MEETING

There being no further business to be transacted, the Chairman closed the meeting at 21.10.

Signed: *R Saintey*

Date: *14/3/24*

Chairman