

# PITSTONE PARISH COUNCIL

Minutes of the Sports & Leisure Committee held on 12 September 2024  
at Pitstone Pavilion, commencing at 7.30pm

## General Matters:

### SL37/24 ATTENDANCE AND APOLOGIES

1. Council present:

Cllr Weber (Acting Chairman), Cllr Nicholls, Cllr Hawkins, Cllr Mrs Nash, Cllr McCarthy plus the Parish Clerk Mrs Eagling.

2. Others present:

J Groom (Groundkeeper), M Roberts (P&IUFC) and P Randell (P&IJFC).

3. Apologies:

It was **RESOLVED** to accept apologies from Cllr Saintey, Cllr Mrs Crutchfield and M Seaton (P&IUFC).

### SL38/24 DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

No dispensations requested, or interests were declared.

### SL39/24 QUESTIONS FROM MEMBERS OF THE PUBLIC/PRESS

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

### SL40/24 MINUTES OF THE MEETING held on 8/8/24.

It was **RESOLVED** that the draft minutes of the Sports & Leisure Committee meeting held on 8 August 2024 were a true and accurate record. The Chairman was duly authorised to sign them on behalf of the council.

### SL41/24 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.
- Step 6 ground improvements – on hold pending identification of funding.
- APLH Training & Personal Licence for Cllr Nicholls – in progress.
- Ladder safety training for 4 members of staff/council - 2 completed and passed. 2 in progress.
- 1st Ivinghoe & Pitstone Scouts – April 2024 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.
- P&IUFC: permission was granted to the club to erect a sponsor wall in the Platinum Room and erect turnstile signage 'Home of P&IUFC'.
- Purchase of spare part stock (e.g. TMVs/filters) ongoing.
- Solar panels: on hold as no grant funding currently identified. Review in June 2025 or sooner if grant streams come on-line.
- Crown gas contract for the pavilion commenced 1/9/24.
- Increased hire fees were effective from 1/8/24.
- White lining machine – the groundkeeper is to explore options at Saltex in October 2024 (agreed budget £600-1000).
- Network Rail compensation re damage to the post box – outstanding.
- Playground ground remedials to be undertaken by Groom Ground Maintenance in November.
- Clatterbridge and Bike Springer remedials to be undertaken by R Leonard Ltd.

- Huck Teck to undertake cable runway remedials.
- Replacement playground signs – in progress.

#### **SL42/24 CORRESPONDENCE**

The list of correspondence received was noted.

#### **SL43/24 PAVILION MATTERS**

##### 1. Financial summary

The pavilion financial summary was noted. Operating loss of £15,271 for the 5 months to 24/8/24. The deficit is always largest at this point of the financial year, as all the renovation costs have been incurred and the hire income has yet to be realised.

##### 2. Ground Maintenance

- August has been quite dry. Fertiliser has been applied. It is likely that we will need to reapply the turf conditioner application as a preventative measure to deter the chafer grubs. It was **RESOLVED** that J Groom would establish at what point in the year it needs to be applied, and obtain a quote, for approval at the next committee meeting.
- All football clubs were reminded to properly raise and store the socketed goals at the end of each hire period so that John can mow & use his line marking equipment without having to undo and redo each time. Sometimes just the net is tied up, instead of the whole rear bar, and this causes more complications for the groundkeeper.

##### 3. Car parking

It was noted that the parish council is trying to arrange a meeting with Network Rail.

##### 4. Repairs and Maintenance

- The maintenance undertaken/required (below) was noted and it was **RESOLVED** to meet the associated costs:
  - Air conditioning fixed by Ambivent.
  - CO2 panel in the boiler room – work to be included with next Ambivent visit.
  - Shower head in Home Changing room stripped and cleaned following an incident with the summer camp.
  - Loft boarded and light installed.
  - Maintenance gate and pedestrian gate works completed.
  - Extra sockets installed in office.
  - Alternative solution identified to clean the changing room floor, so hire of floor scrubber not currently required.
  - Oven clean being rescheduled.
  - Return visit for shutter work pending.
- It was **RESOLVED** to accept the quotation from Ambivent for £1,820 + VAT to supply and install a limescale catcher on the cold-water supply.
- It was **RESOLVED** to check the gate stay hole by the car park gate.
- It was **RESOLVED** to ask R Leonard Ltd to fix the broken top slat of the wooden post and rail fence by the car park entrance.

##### 5. Licences

- It was **RESOLVED** to recommend to full council that we purchase an MPLC licence for the pavilion (full council had previously asked that it be referred back to them).

##### 6. P&IUFC

- M Roberts provided the monthly update for P&IUFC.
- The quarterly account circulated by P&IUFC were discussed. It was noted that they hoped to hold some fundraising events during the year, and good to see that the club was currently in a better financial position.
- The future plans for the dug-out side panels (or lack of) were discussed. M Roberts will clarify the position with the club and report back to the next meeting.

##### 7. P&IJFC

- P Randell provided the monthly update for P&IJFC.

- It was confirmed that P&IJFC did not plan to train at the pavilion this season. It was therefore noted that the enquiry from Safran re 5-aside might be able to be accommodated on a Tuesday evening until the clocks go back.
- New 40x30m pitches
  - The Club has had a high level of new sign ups this season which has resulted in two additional teams.
  - The Club requested two 40x30m mini pitches on the Recreation Ground, along the side of the cricket square. The groundkeeper did not think that this would adversely affect the cricket outfield, but the condition could be monitored.
  - It was **RESOLVED** to grant permission for the two 40x30m pitches on a trial basis for this season and then to review at the end of the season when the extent of any impact on cricket could be determined.
  - It was **RESOLVED** to accept an increase in the quarterly Recreation Ground maintenance fee to accommodate the additional paint and time involved in ground-keeping.
- Rainbow Roast Cafe
  - It was **RESOLVED** to grant permission for Rainbow Roast Café to attend JFC matches to provide refreshments to parents.
  - It was **RESOLVED** that no charge would be applicable, as the amount from the standard hire rate would be negligible.
  - It was noted that the Café could not attend if P&IUFC or the Repair Café were also present, as both operate their own cafes.
  - It was **RESOLVED** that an Occupational Licence (by Deed) would be required to clearly define the terms and operational conditions e.g. relevant street trading licence. The Parish Council will draft and provide to the café for consideration/ comment.

#### 8. Over 60's

It was **RESOLVED** to extend the offer for the Over 60's to utilise the Platinum Room once per month free-of-charge for a further 12-months.

#### 9. Taylor Wimpey

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

#### 10. Events

- Party in the Park 12/7/25 – not meeting until the end of September.

### **SL44/24 OPEN SPACE MATTERS**

- It was **RESOLVED** to meet the cost of the following remedial works that had been carried out / identified as necessary during the month: broken fence slat on the wooden fence around the Local Green Space at The Crescent repaired; tree growing too close to top of Cheops pyramid – being examined by tree surgeon, rolling-log that stopped rolling fixed by R Leonard Ltd.
- It was noted that the groundkeeper had been presented with an award at Lords for his voluntary upkeep of the cricket pitch on the Recreation Ground, and the council passed him their congratulations and thanks.
- It was noted that the league within which I&PUCC have played has changed and the Club may need to move leagues. An application has been lodged with the Cherwell League and they are coming to carry out a pitch and facilities inspection shortly to identify if they would be compliant or if there are any ground grading requirements associated with a change to their league. It was further noted that an application of weed killer may be required next spring, which will require the public to be kept off the ground during spraying and for a short while thereafter (the Club would post marshals around the outside to supervise).

### **SL45/24 OTHER & REPORTS**

- It was **RESOLVED** to postpone consideration of the sports and leisure committee budget to the October meeting. The groundkeeper will provide an estimate of the associated costs for the next financial year in October.

- It was **RESOLVED** to ask Vita Electrical to quote to move the Induction Loop access point into the Platinum Room. If favourable, consideration would need to be given to where/how to store the equipment so accessible for public use.
- There were no other reports to discuss.

**SL46/24 REFERRAL TO FULL COUNCIL**

No matters required referral to full council, except the MPLC licence that full council had requested go back to them.

**SL47/24 DATE AND TIME OF NEXT MEETING**

Future meeting dates: 10 Oct, 14 Nov and 12 Dec. Items for the October agenda were noted as:

- Annual review of maintenance schedule for pavilion
- Approve quotation for bi-annual legionella risk assessment for pavilion.
- Approve annual PAT tests for pavilion with Vita Electrical
- Approve induction loop, emergency lighting, referee's intercom in the changing village, disabled toilet alarm, and the intercom/access annual maintenance/service for pavilion with Vita Electrical
- Water samples due from pavilion
- Obtain quotation to replace stone track from maintenance gates to the garage, with concrete or tarmac equivalent.

No other agenda items were requested.

**SL48/24 CLOSURE OF MEETING**

There being no further business to be transacted, the Chairman closed the meeting at 20.43.

Signed:

Date:

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Chairman