

PITSTONE PARISH COUNCIL SPORTS AND LEISURE COMMITTEE

NOTICE IS HEREBY GIVEN OF the committee meeting
to be held at Pitstone Pavilion on Thursday 9 October 2025 at 7.30pm

Pitstone Pavilion, Marsworth Road, Pitstone, LU7 9AP
Tel: 01296 767261

Signed *L Eagling*
Date: 2 October 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 11 September 2025 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 other correspondence received by the committee.

7. GROUND-KEEPING (ALL SITES)

- To receive feedback from groundkeeper and approve any actions arising.
- To receive recommendation from groundkeeper on estimated budget for 2026-27.

8. PAVILION MATTERS

1. Financial

- To note receipt of the Pavilion monthly financial summary.
- To determine the budget proposals that the committee wish to submit to full council for consideration.

2. Car Parking

- To note that the parish council is hoping to arrange a meeting with Network Rail.

3. 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 approve the 5-yearly mains electrical testing and annual PAT testing.
- Approve annual emergency lighting, induction loop, refs intercom, disabled toilet alarm and intercom/access annual service/maintenance.
- To approve the replacement of 2 heat pumps.
- Approve annual reassurance water sampling.
- To consider/approve the annual review of the maintenance schedule for the pavilion.

4. P&IUFC

- To receive quarterly accounts from the club.
- To receive monthly update from the club.
- To receive update from the Club on the barrier installation and dug out amendments, and determine any matters arising.
- To consider advertising/panel/marketing proposals, and Step 6 proposals, to be considered by full council on 30 October.
- To note that the occupational licence needs to be updated once barrier/advertising panel discussions concluded.

5. P&IJFC

- To receive monthly update from the club.

6. Taylor Wimpey

- TW still to respond regarding the adjoining land, adoption of the balancing pond and/or fence remedials.

7. Other.

- HouseMouse potential container – carry forward.
- To note upcoming period without Facilities Manager services.
- To note request from Paul Winton Fitness – carry forward.
- Draft Water Hygiene Management Policy – carry forward.
- To confirm continuation of arrangements for Pitstone Over 60's Club.

9. OPEN SPACE MATTERS

- To note remedial works undertaken during the month and approve remedial works required / all associated costs.
- To consider the quotations for the remedial works arising from the annual playground inspections and determine matters arising.
- To consider/approve the annual review of the Occupational Licence with I&PUCC re the training nets.

10. OTHER/REPORTS

- To note any reports submitted to the committee.

11. REFERRAL TO FULL COUNCIL

To determine any matters outside the terms of reference of the committee that require referral to full council.

12. FUTURE MEETINGS

- To determine meeting dates for 2026.
- To note agenda items for November 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 REACH US AT ANY TIME VIA PHONE, EMAIL, SOCIAL MEDIA OR POST
THE MINUTES WILL BE PUBLISHED TO PITSTONE.CO.UK**