

PITSTONE PARISH COUNCIL

Minutes of the Parish Council Meeting held on 24 November 2016
in the Millennium Room at the Memorial Hall, starting at 7.30pm and
concluding at 9.15pm

220/16 ATTENDANCE AND APOLOGIES

Council present: Cllr Saintey (Chairman), Cllr Nicholls (Vice Chairman), Cllr Mrs Arney, Cllr Mrs Crutchfield, Cllr Starling, Cllr Blunt, Cllr Weber and Clerk: Laurie Eagling.

Others present: District Councillor Derek Town (until 24/3/16). Residents: Mr W Hawkins, Mrs A Hawkins and Dr D Frearson. Aldbury parish councillor Robin McCarthy (until 24/3/16).

Apologies: It was **RESOLVED** to accept apologies from Cllr Mrs Stack (unwell), Cllr Matthey (work commitment) plus District Councillor Sandra Jenkins.

221/16 DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

- All councillors have standing declarations of interest in the charity actions as the council as a corporate body is trustee of the Recreation Ground Charity and Pitstone Parish Charity.
- Cllr Blunt has a standing declaration as Chair of Governors for Brookmead School.
- Cllrs Crutchfield, Stack and Saintey have standing declarations of interests in the allotments (all 3 hold plots and the former two are members of the Pitstone Allotment Association)
- Cllrs Matthey & Starling have standing declarations of interests in Pitstone Memorial Hall Charity (as they act as Trustees to the charity)
- Cllr Saintey has a standing declaration of an interest as a member of the National Trust Ashridge Estate committee
- Cllr Starling declared an interest as a resident of Vicarage Road in Pitstone.
- No additional declarations were made for the current meeting. No dispensation requests were received.

222/16 QUESTIONS FROM MEMBERS OF THE PUBLIC/PRESS

Mrs A Hawkins expressed sadness at the resignation of Cllr Mrs Groom and expressed a hope that the parish council would continue the good work that Cllr Groom had been undertaking to investigate more affordable housing for the parish.

223/16 MINUTES OF THE MEETINGS held on 20/10/16 and 10/11/16

It was **RESOLVED** that the draft minutes of the Pitstone Parish Council Meeting held on 20 October 2016 and the extraordinary council meeting held on 10 November 2016 were a true and accurate record. The Chairman was authorised to sign them on behalf of the council.

224/16 CLERK'S REPORT

The following updates to matters arising were noted but not discussed in detail:

- 1) Castlemead Issues: Steve Essam at Transport for Bucks in charge of negotiating highways handover with Taylor Wimpey. Tyler Merries moved back to trying to arrange TDS/TW handover to BCC, Adam at TDS will continue to look after 'customer care' issues. TW have promised to undertake a number of long outstanding issues. Keith Millard (TW) and Steve Essam (BCC) are liaising. Quotes were understood to have been obtained but no evidence of work has been seen.
- 2) Castlemead Lighting: Requirements for Phase V, and Phases I-V, submitted. BCC advise that adoption can't take place until post Westfield Road adoption (of which there has been no progress). BCC to adopt Westfield Road and industrial estate lighting in due course.
- 3) Castlemead Public Open Space Phase III: work continues between AVDC and Taylor Wimpey to bring the Phase III open space (from Castle Close to Dover Close) up to acceptable adoptable standard. Another full tree survey is now due, as over 3 years has lapsed since the last one. Overgrown shrubbery cut back by TW from paths around Hever Close playground at end October. Broken stile at the end of Westfield Road repaired/replaced 2/11/16.

- 4) Leisure Land by the Recreation Ground, including Skate Park and Play Space: No action can be taken by the Parish Council at this point. Parish Charity is unable to negotiate until such time as planning permission has been granted & therefore sale of the PDA has completed.
- 5) Tennis/Netball/5-aside floodlit court: the landowner advised that they are still not in a position to provide further details of potential purchase/lease at present and will come back to the parish council once they are able.
- 6) First Time Sewerage for end of Cheddington Road – Anglian Water ETA 2019/2020
- 7) Rushendon Furlong S106: AVDC previously published details of the legal agreement including amenity land, £40,000 public transport contribution (index linked) with £30k to be spent on 2 x real time information display panels and 2 x bus shelters plus £10k spent on “the provision of a sustainable community transport and dial-a-ride service”, a travel plan to encourage residents of the scheme to utilise sustainable transport & £5k (index linked) for BCC to monitor the travel plan, sport & leisure contribution confirmed as £137,217.
- 8) Rushendon Furlong Street Lighting: the parish council has agreed with Croudace to adopt the street lighting and illuminated bollards within the proposed new development on provision that the stipulated conditions and contributions are met.
- 9) Vicarage Road S106: AVDC published details of the legal agreement for 68 dwellings provides public open space (POS) and LEAP (local equipped area of play) to be provided & certified prior to 50% of dwellings constructed; should the developer wish to approach the district/parish council re adoption of POS a commuted sum of £58,800 per hectare would be payable for future maintenance; should the developer wish to approach the district/parish council re adoption of LEAP & footpaths a commuted sum equivalent to the Schedule of Rates in the Good Practice Good (index linked) would be payable; the owners shall pay any stamp duty land tax & reasonable costs associated with the transfer detailed above; should the developer wish to transfer responsibility to a management company or AVDC/PPC the agreement must be in place prior to occupation of the 51% property; off-site Sports & Leisure Contribution payable based upon final mix of properties to be utilised at pavilion/recreation ground sites; Education Contribution payable based upon final mix of properties (50% prior to 1st occupation and 50% prior to 20th) to be spent solely on 1st form entry expansion of new secondary school on land east of Aylesbury, Broughton Crossing; plus £22,500 payable prior to commencement of development to fund Real Time Passenger Information (RTPI) at 2 bus stops by Recreation Ground.
- 10) Pending path & highway remedial works – Paths: Vicarage Road proposed to be widened and relayed by Vicarage Road development. Highways: The Crescent, mid-section of Yardley, and junction section of Church Road due for treatment by patching game; Marsworth Rd up to Ivinghoe hope to go on resurfacing list for 2016/17. Bus box at Rushendon Furlong junction to be considered as part of resurfacing.
- 11) Roundabout lighting knockdown: TfB passed to BCC lighting dept. (40014955) 24/3/16
- 12) Hedge Extension: on the recreation ground to be carried out by the Cricket Club. John Lowe confirms that the plants are scheduled to be delivered in mid-December.
- 13) Queen's 90th birthday commemorative tree: AVDC and TW granted permission for the crab apple to be located in the open area near the Hever Close playground. Tree has to be planted bare rooted to ensure best chance of survival and is therefore not available until November.
- 14) Electronic Update of Pitstone Guide: completed and published
- 15) Trial of Vonage telephone system: pending
- 16) Auto enrolment pension: no further action required prior to staging date in February
- 17) Bucks Buzzing Campaign In progress
- 18) Open space by The Pightle: investigations continue
- 19) Litter bins for Yardley Avenue, the Recreation Ground and Hever Close: Received and awaiting installation by the contractor.
- 20) Lighting:
 1. Conversion of 11 lanterns to LED – delay on lanterns of 5-6 weeks so ETA December installation
 2. 2 column structural tests in The Pightle – will be undertaken at same time as above
 3. Christmas tree lights – Cllrs Stack & Arney met with the contractor on site. It was determined that the most appropriate tree was the Ash at the entrance to the hall driveway, which is adjacent to a lamp post from which the power will be taken (one off cost £295). Lights to be installed and switched on at the start of December, and switched off on 12th night. The Recreation Ground Charity granted permission for the parish council lights to be relocated into this tree. It was agreed to put the lights in the tree and leave them in situ until next year (£300) rather than remove them from the tree at the end of the season and then reinstall them the following year (£545 per year to install & remove).
 4. Village volunteer undertook night survey. 3 street lights non-operational outside 45 Albion Road, 14 Rushendon Furlong and post 1 Church Road reported.
 5. 32 street lights with operational issues reported to TDS/Taylor Wimpey re Castlemead who advise they are obtaining quotes.

- 25) Replacement daffodils: Cllr Saintey arranging with resident
- 26) BCC Freight Strategy: Andrew MacDougall advised that this would be undertaken during 2017/18 financial year
- 27) Stiles: BCC Rights of Way liaising with landowner re stile at foot of hill on footpath 7. Taylor Wimpey commissioned repair of stile at end Westfield Road.
- 28) Planning Section of village web site: Cllr Nicholls creating

225/16 **CORRESPONDENCE**

The following correspondence received this month was discussed and noted.

Aylesbury Vale District Council

- Planning notifications and correspondence – circulated electronically
- Funding Confirmation from AVDC NHB re Marsworth-Pitstone path – circulated electronically
- Information about Music in Quiet Places – circulated electronically and passed to Pitstone Church in case they are interested in participating
- Update on ongoing negotiations for Phase III with TW – circulated electronically
- Play around the Parish attendance info – circulated electronically
- VALP update on reduction in out-of-county requirements – circulated electronically
- Info re telephone survey with residents – circulated and published electronically
- Copy correspondence between AVDC and TW re Phase III Castlemead public open space – circulated electronically
- VALP presentation from 14/11/16 and Modernising Local Government presentation from 14/11/16 – circulated electronically
- Press release re Aylesbury Vale Lottery's First Birthday Bonanza – circulated and posted electronically
- Confirmation of road names/numbers/postcodes for Rushendon Furlong development – circulated electronically

Bucks County Council and Transport for Bucks

- Road work / road closure alerts – circulated and posted electronically where appropriate
- Household Waste permit changes – circulated and posted electronically
- Devolution update – circulated electronically
- Winter Driving workshop information – circulated and posted electronically
- New LAT structure – circulated electronically
- My Bucks e:newsletter – circulated electronically
- Prevention Matters e:newsletter – circulated electronically
- Poster re Reception Admissions in Sept 2017 – passed to notice-board manager
- Details of LAF priorities workshop on 30/11/16 – circulated electronically
- BCC Budget Consultation open until 8/1/16 – circulated electronically and added to agenda
- Correspondence with County Councillor A Davies re traffic count data
- Post 14/11/16 VALP/Future of Local Government feedback form – circulated electronically
- Details of Working Together conference on 12/12/16 for councillors to advise if they can attend – circulated electronically
- Details of capital road works – circulated and posted electronically
- Met Office Weather Warnings – circulated electronically
- Revised Highway Safety Inspection Policy Consultation, open until 12/12/16 – circulated electronically, consider if wish to respond
- LAF priorities consultation workshop paperwork & update on Luton Airport – circulated electronically

Other

- Thames Valley Police neighbourhood alerts, updates & newsletters – circulated & posted (where appropriate) electronically
- Rural Services Network e:newsletters & updates etc – circulated electronically
- Charity Commission e:updates and newsletters – circulated electronically
- Buckinghamshire Business First e:newsletters – circulated electronically & posted electronically where appropriate
- Chiltern Society e:newsletters – circulated electronically
- Fields in Trust e:newsletters – circulated electronically
- Public Sector Executive e:newsletters – circulated electronically
- Sage e:newsletters – circulated electronically
- SLCC e:newsletters – circulated electronically
- Green Grants e:newsletter – circulated electronically

- Community Impact Bucks e:newsletter – circulated electronically
- Public Sector Today e:newsletters – circulated electronically
- Pensions Regulator e:newsletter – circulated electronically
- Ivinghoe Old School Hub e:newsletters – circulated electronically
- PMSA e:newsletter – circulated electronically
- Government updates – circulated electronically
- Documents relating to fireworks display from P&IE – circulated to S&L committee members
- Buckinghamshire Business First information re 'Visit Buckinghamshire' website – circulated electronically
- Ivinghoe Old School Hub email re nominating the Rose & Crown as an Asset of Community Value – circulated electronically
- Central Beds Council update on weight limit consultation committee meeting – circulated electronically
- Icknield Way Association information about Walking Britain's Ancient Paths The Icknield Way – circulated and posted electronically
- AVALC response to Local Government Finance consultation – circulated electronically
- Rose & Crown balancing view re Asset of Community Value – circulated electronically
- "Meeting Hertfordshire's Challenges" invitation – circulated electronically
- Action for Youth e:newsletter – circulated electronically
- Correspondence from Carter Jonas – circulated electronically
- Aylesbury Town Centre activities posters – passed to notice-board manager
- Buckinghamshire Playing Fields Association Annual Report – for circulation
- Hearing Dogs for Deaf Christmas Market posters – passed to notice-board manager
- Playground spares brochure – passed to maintenance operative
- Info re Christmas Memory Tree at St Mary's Pitstone 10 & 11/12/16 – circulated and posted electronically
- Ivinghoe PC re HGV traffic using Upper Icknield Way – circulated electronically
- Hertfordshire CC Year of Volunteering e:newsletter – circulated electronically
- Introductory info from Langley Tree Surgeons – circulated electronically
- Introductory info from First Ground Maintenance – circulated electronically
- Bulletin War Memorial Trust magazine number 71 – for circulation
- BMKALC AGM agenda – circulated electronically
- Local Councils Update Issue 201 – for circulation
- Local Councils Update Issue 200 – for circulation
- The Clerk Vol 47 – for circulation
- Clerks & Councils Direct Issue 108 – for circulation
- Thanks for the youth café from a parent – circulated to youth café reps
- Enquiry from a resident of Ship Lane re tree care within the woodland walk – referred to Taylor Wimpey and AVDC
- Correspondence relating to an incident at Youth Café – liaised with Cllrs Saintey & Blunt plus Café Manager
- Greatmoor Energy from Waste article – circulated and posted electronically and passed to PPP editor
- Confirmation from SA Law that Joint Landowners Agreement & Contract fully signed by all parties – circulated electronically
- Aldbury parish council requested assistance with advertising for a village warden – publicised electronically
- Enquiry from a resident re progress with a skate park – responded
- Notification from BALC of subscription increases – circulated electronically
- Info from Rennie Grove re Santa's float – circulated and posted electronically
- ALCC e:update – circulated electronically
- Details of Young Leaders Award Scheme – circulated electronically to youth café attendees
- Various correspondence from Ivinghoe parish council – responded
- Correspondence from residents re lighting and overgrowth issues – responded
- Enquiry re PDA from Fisher German – retained on file
- British Gas change to Terms and Conditions – retained on file
- Enquiry re PDA from Axis – retained on file
- Notification from Anglian Water that Anglian Water Business is becoming a separate organisation to Anglian Water due to changes in water industry with introduction of competitive water market from April 2017. No action required at present. – retained on allotment and pavilion files.
- Valuation Office Agency notice of alteration to valuation of sports pavilion following non-business review – retained on file
- Business Rate Bill from AVDC re sports pavilion & above adjustment confirming full small business relief and zero charge – retained on file
- Details of Santa's parade in Aylesbury – circulated and posted electronically

- Copy correspondence between Croudace and TVP – circulated electronically
- Restoring the Record project – circulated and posted electronically (1 resident and 1 councillor volunteered)
- Land Registry Notice to registered proprietor of the entry of a unilateral notice B133 – circulated electronically
- Photos from Remembrance Services – circulated electronically
- Correspondence from Great Missenden Parish Council re Unitary discussions – circulated electronically
- Scout Christmas Post update – circulated and posted electronically

Committee Reports

226/16 SPORTS AND LEISURE COMMITTEE

- 1) The draft minutes of the Sports & Leisure Committee meeting held on 7 November 2016 were noted.
- 2) It was **RESOLVED** to issue the updated requirement brief for ball stop netting & wooden fencing.
- 3) It was **RESOLVED** to issue the brief for architects relating to the redevelopment of the building and grounds.
- 4) It was **RESOLVED** to replace the section of broken guttering at the pavilion (approx. £250).
- 5) It was **RESOLVED** to purchase a replacement elbow joint (approx. £10+VAT).

227/16 PLANNING COMMITTEE – CLLR CRUTCHFIELD, CHAIR OF COMMITTEE

- 1) Applications:
 - a) 16/04006/APP, Barley End in Stocks Road, demolition of part of existing dwelling house, stables and outbuildings; construction of replacement dwelling house and glasshouse; alterations to retained part of building for use as annex and garaging; and installation of ground loops for ground source heat pump. No objections had been received as a result of the parish council publicity. Cllr Robin McCarthy from Aldbury Parish Council encouraged the parish council to request that an access plan be put in place. It was **RESOLVED** to submit no objections to the application but to request the aforementioned access plan.
- 2) Decisions:
 - a) 15/04303/APP, Land off Cheddington Road, erection of one new dwelling: AVDC Refused (PPC opposed)
 - b) 16/01704/APP & 16/01705/ALB, Victor House, Pitstone Green Business Park, conversion into 8 flats (planning permission and listed building consent): AVDC Approved (PPC tendered no objections)
 - c) 16/02976/APP, 12 Marsworth Road, demolition of existing conservatory and erection of single story rear extension with pitched roof. AVDC Approved (PPC tendered no objections)
 - d) 16/03392/APP, 2 Cheddington Road, single storey rear extension and roof lights: AVDC Approved (PPC tendered no objections)
 - e) 16/03243/APP, 104 Vicarage Road, replacement storage barn: AVDC Approved (PPC tendered no objections)
 - f) 16/01539/APP, 128 Vicarage Road, loft conversion with rear facing dormer windows: AVDC approved (PPC tendered no objections)
- 3) Other:
 - a) It was noted that an application had recently been received for 3 Morton Close and a meeting will be called in December to discuss.
 - b) Cllr Weber provided feedback from the AVDC VALP/Modernising Local Government event on 14/11/16 (slides circulated previously). The event had been attended by Cllrs Saintey, Crutchfield and Weber. AVDC had advised that 6,000 less homes were now required within the VALP which is requiring a re-work of the potential options/proposals.
 - c) It was noted that no objections had been received as a result of the AVDC consultation and therefore the names of Williamson Way and Treacher's Close had been adopted for the new development in Rushendon Furlong.

228/16 RECREATION GROUND CHARITY COMMITTEE – CLLR STARLING, MEMBER OF COMMITTEE

- 1) The draft minutes of the Recreation Ground Charity Committee meeting held on 1 November 2016 were noted.
- 2) The advice received by the parish council/recreation ground charity regarding structure and financial management was noted. It was **RESOLVED** that as the Chair of the Charity Committee had been unable to attend the meeting, that final decision regarding the best structure would be postponed. It was **RESOLVED** that the parish council had no objections to taking back the maintenance of the Recreation Ground as part of its

Open Space program – the council meets the cost of the works however they are structured.

- 3) It was **RESOLVED** to postpone removal of the commemorative tree for the Royal Wedding until the spring.
- 4) It was **RESOLVED** to commission the tree works arising as a result of the Tree Risk Inspection and to appoint Buckland Landscapes to carry out this work at a cost of £1,800 + VAT as recommended by the Charity Committee. It was noted that this would either be via direct commission (no VAT liability), or via grant to the Recreation Ground Charity (VAT not reclaimable) if necessary depending upon point 228/16b.
- 5) It was **RESOLVED** to progress with the purchase of the Crab Apple to commemorate the Queens 90th birthday and to now plant this on the open space at The Crescent.
- 6) It was **RESOLVED** to commission the replacement of 3 fence posts at a cost of approximately £75.
- 7) It was noted that the charity was in discussion with Pitstone & Ivinghoe Entertainments regarding a possible Summer Festival.
- 8) It was noted that the Recreation Ground Charity predicted a similar level of financial expenditure in 2017/18 as the previous year, for the full council to include within its budget considerations.

229/16 **PITSTONE PARISH CHARITY COMMITTEE – CLLR NICHOLLS, CHAIR OF COMMITTEE**

- 1) The draft minutes of the Pitstone Parish Charity committee meeting held on 10 November 2016 were noted.
- 2) It was **RESOLVED** that the parish council would commission the flailing of the site under the Open Space remit at an approximate cost of £300 + VAT. The council will liaise with the developer regarding timing.

230/16 **STAFFING COMMITTEE – CLLR BLUNT**

No meeting held this month and no new issues arising.

Matters Raised by the Working Groups

231/16 **PITSTONE DEVELOPMENT AREA**

SA Law have confirmed that both the Joint Landowners Agreement and the Contract have now been exchanged. The developer will now commission the necessary reports and commence work on their planning designs.

232/16 **HOUSING NEEDS**

Article proposed for next edition of PPP (February edition).

233/16 **TRAFFIC/HIGHWAYS/PATHS**

- 1) Ben Hamilton Baillie project: Phase I Road Safety audit report overdue from TfB. Costing's for Phase II Feasibility Study due from TfB at the end of December. LAF determination of potential grant towards Phase II not due until January. Andrew MacDougall, BCC Infrastructure Coordinator, will add the aspirations to the spreadsheet being produced by BCC and consider possible routes to progress but advised that S106 from local developments was the most likely.
- 2) Path between Pitstone & Marsworth: New Homes Bonus funding confirmed. Design/engineering works study commissioned from BCC/TfB via the LAF. Marsworth Parish Council submitted Hedge Removal Notice to AVDC and progressing legals with landowner.
- 3) Cycle path along Northfield Road: no update due from Herts County Council.
- 4) LAF Traffic Calming Sub-Group: Cllr Stack had submitted a written report of the meeting attended by LAF representatives, including an update on the B488 width restriction.
- 5) mVAS:
 - a) It was **RESOLVED** to renew the annual service contract at a cost of £210.
 - b) The data from Vicarage Road was noted.

234/16 **YOUTH CAFÉ**

- 1) Action4Youth processing DBS checks – will be complete before Christmas.
- 2) Action4Youth arranging a health check/MOT of the youth café.
- 3) Volunteers meeting arranged for 7/12/16 – Cllr Nicholls or Blunt to attend.
- 4) Council **RESOLVED** during the month to meet the cost of 2 x members sitting the Level 1 qualification in youth work at the end of the 9 week Basic Youth Work BCC training course at a cost of £200 per person. The course commences in December.

235/16 **ALLOTMENTS**

- 1) 1 plot changed tenant, no vacant plots.
- 2) Pitstone Allotment Association are investigating alternative surfaces for the track.
- 3) No other issues arising this month.

Other Issues:

- 236/16 **VACANCY**
No election was called so the council is free to co-opt a member to serve the remaining term. Interviews have been held and the interview panel will discuss the candidates with full council in a closed session at the end of the meeting and then vote by show of hands.
- 237/16 **BCC EDUCATION**
Feedback from Andrew MacDougall, BCC Infrastructure Manager, and County Councillor Avril Davies was discussed. It was noted that BCC were now actively investigating options for the local area and were in discussion with the local primary schools.
- 238/16 **BCC LAND BY THE CRESCENT**
It was noted that AVDC had indicated that it may be possible to utilise S106 funds to secure this procurement of leisure land. It was **RESOLVED** to circulate a draft response to Carter Jonas for approval by the council before submission.
- 239/16 **BCC BUDGET CONSULTATION**
It was **RESOLVED** to respond to the consultation in support of infrastructure including roads, pavements, school places & rail network improvements. However, the parish council did not support reducing support of PCSOs as this is the only police presence that is evident in the villages. Clerk to circulate a draft for approval by council before submission.
- 240/16 **DEVOLVED SERVICES**
It was noted that it had been necessary to clear two alleyways during the month – Cheddington Road to Crispin Field, and Chequers Lane to Yardley Avenue – and **RESOLVED** to meet the cost. It was **RESOLVED** to place a note in the forward planning file to commission these works each September.
- 241/16 **ACRONIS 2017**
It was **RESOLVED** to purchase the update to Acronis True Image software, used to back-up computer files, at a cost of £24.99. The old version is not compatible with Windows 10.
- 242/16 **EVENT AND OPEN SPACE POLICY**
It was **RESOLVED** to hold a separate meeting to discuss the issues contained eg size of events and how they are categorised.

Financial Issues:

- 243/16 **FINANCIAL POSITION AND PAYMENTS**
- 1) The monthly budget summary was noted and duly signed by a member of the council.
 - 2) The bank reconciliation was noted and duly signed by a member of the council.
 - 3) The council noted the income, expenditure, debtors and creditors' information and it was **RESOLVED** to make the payments outlined in the monthly financial summary. Two councillors undertook to authorise the transactions for BACS transfer and initialled the corresponding paperwork. The chairman was duly authorised to sign the monthly summary.
- It was noted that the December payroll would need to be authorised by 22/12/16.
- 244/16 **INTERNAL CONTROLS**
The regular internal controls were conducted with no amendments requested or issues arising.
- 245/16 **BUDGET AND PRECEPT FOR 2017/18**
- 1) The second draft of the budget for the next three years was provided including allocations for proposed projects.
 - 2) It was **RESOLVED** that the parish council would accept a 4.5% increase in precept plus a reduction in working balance to 3 months.
 - 3) A further revision of the budget would be presented to the next meeting.

Other Reports:

- 246/16 **OTHER REPORTS**
- 1) Cllr Nicholls provided feedback from the visit to Greatmoor Energy from Waste plant (attended by Cllrs Arney, Saintey, Blunt, Nicholls and the Clerk).
 - 2) Cllr Saintey provided feedback from the AVALC AGM held on 5/11/16.
 - 3) Cllr Saintey provided feedback from the Pitstone & Ivinghoe Entertainments Firework Festival on 5/11/16. The committee were to be congratulated for their organisation pre and during the event. A post event issue had since been resolved.
 - 4) Cllr Starling provided feedback from the Pitstone Memorial Hall AGM.

- 5) Cllr Starling reminded those present that the second Theatre in the Village production, Morgan and West parlour tricks, was being held on Saturday night. Tickets almost sold out.
- 6) The ongoing concerns of some residents in Rushendon Furlong were discussed, along with the remaining planning conditions to be discharged. It was **RESOLVED** that the parish council would continue to raise issues with the appropriate bodies as necessary.
- 7) The other reports were noted.

247/16 **THE FOLLOWING REMINDERS WERE NOTED**

- Parish Council meetings: 5/1/17, 26/1/17, 23/2/17, 30/3/17, 27/4/17, 25/5/17 Annual Meeting, 29/6/17, 27/7/16, 7/9/17, 28/9/17, 2/11/17, 30/11/17 and 4/1/18
- Sports and Leisure Committee meetings: 12/12/16, 12/1/17, 9/2/17, 9/3/17, 13/4/17, 11/5/17, 8/6/17, 13/7/17, 10/8/17, 14/9/17, 12/10/17, 9/11/17 and 14/12/17
- PPP Publication dates: January (deadline 15/1/17), April, July, October.
- AVALC 3/1/17, 6/6/17, 5/9/17 – Cllr Saintey attending
- LAF meetings: 2/2/17, 1/6/17 and 5/10/17 – LAF representatives to attend
- LAF budget setting workshop: 30/11/16 Ivinghoe Town Hall – LAF representative to attend
- Party in the Park 1/7/17
- Lantra Basic Tree Inspection training 27/6/16 – Clerk attending
- Rushendon Furlong footpath 2/byway closure 1 Nov for up to 6 months, diversions in place
- Village Festive 24 & 25 June 2017 tbc
- Christmas Memory Tree at St Mary's Church Pitstone 10 & 11 December 2016
- BCC Working Together Clerks Conference 12/12/16 – Clerk attending
- Christmas light switch on 8/12/16 & off on 12th night
- Employee/volunteer event 13/12/16

248/16 **DATE OF NEXT MEETING**

The next meeting of the Parish Council will be held on Thursday 5 January 2017. It was noted that the following would appear on the agenda (which needs to be issued on 29/12/16), and councillors requested no further agenda items:

- Further draft of budget
- Setting of PAA and PCC subscription/tenancy costs for 2017/18 (need to advertise during February)
- Review of unmetered inventory for Eon (post LED lantern installation in December)

249/16 **CLOSURE OF MEETING**

There being no further business to be transacted, the Chairman closed the public section of the meeting at 9.05pm and members of the public departed.

250/16 **VACANCY**

During the closed session of council at the end of the public meeting, the various applicants for the vacancy were discussed. Following a debate, it was unanimously **RESOLVED** to co-opt Dr D Frearson to the vacancy of parish councillor for Pitstone. Clerk to provide the welcome pack and notify council when a Declaration of Acceptance of Office has been received.

Signed: _____
Chairman

Date: 5 January 2017