

PITSTONE PARISH COUNCIL

Minutes of the Parish Council Meeting held on 7 September 2017
in the Millennium Room at the Memorial Hall, starting at 7.30pm and
concluding at 9.17pm

131/17 ATTENDANCE AND APOLOGIES

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

Others present: Present throughout: resident Mr W Hawkins; Mr R McCarthy of Aldbury Parish Council; District Councillor Derek Town and County Councillor Anne Wight.

Apologies: It was **RESOLVED** to accept apologies from Cllr Starling and Cllr Matthey (work commitment) plus District Councillor Sandra Jenkins.

132/17 DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

- All councillors have standing declarations of interest, for which standing dispensations are in place, in the charity's actions as the council as a corporate body is trustee of the Recreation Ground Charity and Pitstone Parish Charity.
- Cllr Saintey declared an interest as a member of the National Trust Estate Committee and as an allotment holder. No dispensation requested.
- Cllr Frearson declared an interest as his wife is an allotment holder. No dispensation requested.
- Cllr Stack declared an interest as an allotment holder. No dispensation requested.
- Cllr Crutchfield declared an interest as an allotment holder & member of the Pitstone Allotment Association committee. No dispensation requested.
- It was noted that the council would remain quorate during voting re the allotments when the above interests were taken into consideration and therefore no dispensation to vote was necessary.

133/17 QUESTIONS FROM MEMBERS OF THE PUBLIC/PRESS

- Mr R McCarthy of Aldbury Parish Council spoke to members regarding his correspondence (previously circulated to all councillors) re Tring station and the forthcoming change of franchise. It was **RESOLVED** that Cllr Weber would be willing to volunteer to attend any forum/meetings that were arranged. Cllr Frearson explained that the parish council was hoping to investigate a community transport scheme, appearing later on the agenda. Cllr Blunt reinforced that the parish would be keen to see the cycle path along Northfield Road installed (currently being reviewed by Herts County Council due to the high cost of installation).
- District Councillor Derek Town requested an update on Taylor Wimpey bringing the Castlemead estate up to standard and Bucks County Council (BCC)'s subsequent adoption. County Councillor Anne Wight agreed to follow up with BCC.

134/17 RECEIVE UPDATES FROM COUNTY AND DISTRICT COUNCILLORS

- County Councillor Anne Wight provided updates on the BCC Freight Strategy and traffic surveys along the B488/489; the forthcoming Pitstone & Ivinghoe Safety Scheme Workshop; the Bucks County Show; jet patching commissioned for Glebe Close; aircraft noise/smell of aviation fuel (AW sits on the London Luton Airport Consultative Committee).
- District Councillor Derek Town provided updates on the lack of progress with the unitary proposals and markings laid out by Marsworth-Pitstone path route.
- A question was raised by council relating to the increase in volume of Waste King HGV traffic movements (photographic or documentary evidence to be submitted where possible).
- Clerk provided information relating to dog bin location in Windsor Road in response to a query raised by District Councillor S Jenkins.

135/17 **MINUTES OF THE MEETINGS** held on 27/7/17

It was **RESOLVED** that the draft minutes of the Pitstone Parish Council Meeting held on 27 July 2017 were a true and accurate record. The Chairman was authorised to sign them on behalf of the council.

136/17 **CLERK'S REPORT**

The following updates to matters arising were noted but not discussed in detail, and are replicated below to aid members of the public:

- 1) Castlemead Issues: TDS advise that remedial works will concentrate on Westfield Road in the first instance, they hope to commence work in September. BCC advised in May that hope all adopted within 18m ie November 2018.
- 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.
- 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: No action can be taken by the parish council at this point. Unable to progress until the landowner is in a position to negotiate.
- 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 (payable to AVDC prior to first occupation). Andrew Clarke at BCC advised 6/4/17 that they were pursuing the transport contribution and would back in touch in due course to work with the parish council on delivery.
- 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 previously 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 now paid to AVDC; £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 path proposed to be widened and relayed by Vicarage Road development. Highways: Marsworth Rd up to Ivinghoe hope to go on resurfacing list for 2016/17. Glebe Close on future resurfacing list (not 2017) but jet patching agreed in September 2017 for next few months. Bus box at Rushendon Furlong junction to be considered as part of resurfacing. Removal of sign post for Marsworth Road (eroded at base) pending.
- 11) Roundabout lighting knockdown: TfB passed to BCC lighting dept. (40014955) 24/3/16. Now re-issued under new code (46044853) 18/7/17.
- 12) Village web site: Cllr Nicholls creating a planning section & reviewing architecture of attachments
- 13) Primary education provision: no further updates available from BCC
- 14) Cycle Path along Northfield Road: HCC continue to investigate. BCC assisting.
- 15) Marsworth/Pitstone path: BCC progressing engineering report. BCC waiting for info from BT prior to confirming final details. Initial survey/markings being undertaken.
- 16) Potential path from railway bridge to college lake: initial investigations being considered by Cllr Weber
- 17) Noticeboard: Cllr Arney investigating potential relocation/renovation options

- 18) BCC Land by The Crescent: awaiting final Heads of Terms from BCC. Carter Jonas confirm that draft papers will be provided shortly, and that BCC are looking at placing the necessary adverts in the press to publicise sale of their green space.
- 19) mVAS: options being investigated by Cllrs Frearson/Starling
- 20) Freight Strategy: BCC 6 week public consultation in the autumn on the full draft strategy, which will include a feedback opportunity for parish councils.
- 21) Council priorities: no nominations received by clerk from committees, members or working parties.
- 22) Memorial Hall Charity membership: Cllr Nicholls investigating with Memorial Hall Charity
- 23) The Pightle Open Space: Cllr Weber investigating land ownership
- 24) Street Lighting:
 - a. Policy being reviewed and updated by Cllr Frearson & Mr Ginda
 - b. Unmetered electricity supply certificate issues being investigated/resolved by Cllr Frearson/Mr Ginda
 - c. Handover meeting being arranged between Cllr Frearson & Mr Ginda
 - d. Following meeting, proposal to be submitted re remaining LED roll out budget for this financial year
- 25) Pitstone & Ivinghoe Safety Scheme: Workshop with BCC arranged for 13/9/17 10.30-1.30 and being attended by Highways Working Party members. Aim of the workshop is to review and explore the options and identify the priorities from the Hamilton-Baillie Report for Pitstone and Ivinghoe Traffic Calming Schemes; Identify the key priorities from the report that the parishes wish to take forward, then get a much more realistic estimate for the feasibility study towards which the LAF have already agreed to ring fence £11,643 from this year's budget (2017/18).
TFB input includes: Site visits to review options from Hamilton-Baillie Report (both villages), prepare drawings for meeting, Prepare basic scheme ideas and previous scheme examples, Attend pre-meeting to discuss agenda, Attend workshop meeting and Write-up notes.
Update to be provided post the meeting. Simon Garwood adding a potential provision towards construction costs to the LAF 2018/19 grant application proposals for consideration by the LAF.
- 26) Recreation Ground Charity: no meeting this month. Advice received from Horwood & James re potentially closing charity element and provided to committee members in the first instance. Permission granted to cricket club to renovate one pitch over summer.
- 27) Pitstone Parish Charity: no meeting this month.
- 28) Dial-a-ride/community transport – Cllr Frearson investigating options in light of pending S106 contributions from Rushendon Furlong and PDA (tbc)
- 29) Environmental Policy: being investigated by a working party consisting of Cllrs Frearson, Crutchfield and Arney.
- 30) mVAS clock back-up battery – Investigate shows a retrospective fitting may be possible. Unit to be provided at the next switch-over.
- 31) Beef steak fungus – investigation undertaken 1/9/17. Report pending.
- 32) Devolved Service Updates – (a) Cllr Saintry spoken to residents who confirm the tree area near the entrance to The Green is within their ownership. There is no footpath at this point, the trees were provided as landscaping. The trees/shrubs have been cut back level with the curb to prevent further damage to vehicles/vans. (b) Last year needed to side out alley way between Cheddington Road and Crispin Field. Clerk assessed in August and majority of shrubs not encroaching onto footpath this year, so may not require any remedial work this year. 1 low hanging overhead branch removed. Councillors asked to visit and none requested further remedial work considered.

137/17 CORRESPONDENCE

The following correspondence received this month was noted:

Aylesbury Vale District Council

- Copy correspondence between AVDC and Bellway re provision of name plates for Vicarage Road development – Circulated electronically
- Poster re registering to vote – passed to notice-board manager
- VALP Parishes Seminar 4/10/17 (can only send 2 representatives) - Circulated electronically for councillors to advise clerk if they wished to attend. Cllrs Crutchfield & Weber attending with Cllr Frearson as reserve.
- Confirmation from Joe Houston that AVDC now in receipt of S106 Leisure contribution arising from Bellway development – Circulated electronically and amended matters arising note.
- Play around the Parishes 2018 information – Circulated electronically
- Alterations to register of electors – Circulated electronically
- Copy of Guide to NHS for Local Councils – Circulated electronically

Bucks County Council and Transport for Bucks

- Road work / road closure alerts / major works – circulated and posted electronically where appropriate
- My Bucks e:newsletters – Circulated electronically
- Weather warnings – Circulated electronically
- Minerals and Waste Consultation 2/8-28/9 reminder – Circulated electronically, Cllr Blunt as Waste representative to make a recommendation to 7/9/17 meeting
- LAF minutes – Circulated electronically
- 30 hours free childcare info – circulated and posted electronically
- HS2 Community Environment Fund application event – Circulated electronically
- TfB Stakeholder Conference details 12/9/17 – Circulated electronically, Cllrs Crutchfield and Weber attending
- LAF traffic calming sub-group meeting info for 6/9/17 – Circulated electronically to LAF members. Update added to reports section of agenda.
- LCPLG minutes and slides – Circulated electronically
- Prevention Matters e:newsletter – Circulated electronically
- Parish Liaison meeting agenda – Cllr Frearson attending
- Correspondence with Simon Garwood re safety scheme workshop and project inclusion in 2018/19 budget considerations – Circulated electronically with highways working party
- Rolling road closure for cycling event on 9/9/17 – Circulated electronically
- BSCB Awareness Raising Training event re youth work – Circulated electronically to youth café representatives to advise the clerk if they wished to attend
- Copy correspondence between Marsworth PC and BCC re path – Circulated electronically

Other

- Thames Valley Police neighbourhood alerts, updates, press releases & 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
- Public Sector Executive e:newsletters – circulated electronically
- Public Sector Today e:newsletters – Circulated electronically
- B&MKALC Weekly Updates – Circulated electronically
- B&MKALC Training course info – Circulated electronically for councillors to respond by 28/8/17 if they wished to attend so council to add approval of cost to 7/9/17 agenda
- SLCC e:newsletters – circulated electronically
- Action4Youth e:newsletters/event info – Circulated electronically
- Chiltern Conservation Board e:newsletters – Circulated electronically
- Chiltern Conservation Board vacancy for Parish Council representative – Circulated electronically to councillors for them to respond by 28/8/17 if they wished the council to consider at the 7/9/17 meeting nominating them for this vacancy
- Chiltern Society e:newsletters – Circulated electronically
- Community Impact Bucks e:newsletters – circulated electronically
- Community Buildings e:newsletters including funding update – Circulated electronically
- CIB circulated details of Buckinghamshire Rural Affairs Group Annual Conference – Circulated electronically for members to advise if they wished to attend
- Chilterns AONB emails – Circulated electronically
- Ivinghoe Old School Hub e:newsletters and AGM notification – Circulated electronically
- Open Space Society e:newsletter – Circulated electronically
- BMKALC Accounts & Finance training course details – Circulated electronically for councillors to respond if they wished to attend
- Pensions Regulator e:newsletters – Circulated electronically
- Aylesbury Town Centre event posters – passed to notice board manager
- Central Government report into housing/financial payments – Circulated electronically
- Updated info from Wakelin re planning applications – Circulated electronically
- BALC email re returned battlefield cross project – Circulated electronically
- Hearing Dogs for Deaf event posters – passed to notice board manager
- Thank you note from Great Outdoors for granting permission for bicycles to rest on the recreation ground on 1/7/17 – circulated to the Recreation Ground Charity members electronically
- Updated info from 1st Ivinghoe & Pitstone Scouts – published to website as requested
- Clerk Magazine Vol 48 – for circulation
- Local Councils Update Issue 209 – for circulation

- Update from Thames Valley Police re person(s) causing damage to recreation ground trees – Circulated electronically
- Copy of letter from footpath 2 landowner to adjoining properties – Circulated electronically
- Dacorum Borough Council Site Allocation Adoptions – Circulated electronically
- War Memorial e:newsletter – Circulated electronically
- Certificate for achieving 'highly commended', scoring and judges' comments from Best Kept Village competition – Circulated electronically & posted certificate electronically
- Correspondence from a resident re air pollution – replied with requested contact details
- Link to FA ground grading details from P&IUF – Circulated electronically to S&L council members
- Details of street lighting scheme for Vicarage Road development – Circulated electronically & asked DM at BCC to comment
- Email from Rt Hon J Bercow requesting we copy him on any response given by TVP to our letter raising concerns – for information
- Correspondence from Bellway re potential adoption of open space – Circulated electronically and added to agenda
- Correspondence with Anglian Water re balancing pond levels – Circulated electronically to Chair of S&L and ground keeper
- HMRC employers bulletin – Circulated electronically
- Complaint from a resident about noise from the Memorial Hall during a function – passed to Memorial Hall Charity
- Last minute request for bouncy castle on village green (by a hall hirer) - declined due to insufficient information being provided
- Email from Aldbury re West Midlands Rail Franchise – Circulated electronically/separately for councillors to consider in advance of the meeting (Cllr McArthy will raise enquiry during public session)
- BALC details of UK Power Networks roadshows – Circulated electronically/separately for councillors to advise if they wished to attend
- Sage One e:newsletters – Circulated electronically
- E:newsletter from Deputy Police & Crime Commissioner – Circulated electronically for councillors to advise if wished the parish council to subscribe to future e:newsletters
- TVP Neighbourhood Watch e:newsletter – Circulated electronically
- Information from a resident re sign erected potentially without necessary planning permission – enquiries being made
- Chilterns Autumn Walking Festival – Circulated and posted electronically
- Notification of change of company name from rCOH to ONeill Homer Ltd – Circulated electronically
- Chiltern Society Magazine Issue 225 – for circulation
- Clerks & Councils Direct Issue 113 – for circulation
- Icknield Way Association e:newsletter – Circulated electronically
- TVP Neighbourhood Teams update & contact detail email – Circulated electronically
- Enquiry from resident re footpath repair in Rushendon – responded and copied to Chair of Planning Committee
- Enquiry from JFC re outside tap at pavilion – responded and copied to Chair of S&L
- Ridgeway Joint Forum invitation to event – Circulated electronically for councillors to notify if wished to attend
- War Memorial e:newsletter – Circulated electronically
- Correspondence from <18 manager re football – Circulated electronically to S&L committee council members
- Chiltern Society email re development in Tring – Circulated electronically
- Additional information requested re Vicarage Road lighting – Circulated electronically
- Historic England conference information – Circulated electronically for councillors to advise if they wished to attend
- Response from TVP – Circulated electronically

Committee Matters:

- 138/17 **PLANNING COMMITTEE – CLLR CRUTCHFIELD, CHAIR OF COMMITTEE**
- 1) It was **RESOLVED** to note receipt of the draft minutes of the planning committee meeting held on 8/8/17 and the latest updates were provided by Cllr Crutchfield.
 - 2) It was **RESOLVED** that the parish council would be willing to adopt the open space (hatched blue) on Bellway drawing number JKK8957_113CONV within the Vicarage Road development, and to advise Bellway & AVDC of such. Terms previously outlined within the S106 agreement between AVDC & Bellway.
 - 3) It was **RESOLVED** that the parish council would be willing to adopt the street lighting on Bellway/CU Phosco Lighting drawing LS14130-1-1 within the Vicarage Road development with the following comments:

- a. Light column numbered 5 should be removed as already 2 others very close along Vicarage Road.
- b. Light column numbered 11 by the pedestrian path to Church Road should have a lantern that disperses light lengthways along the alleyway and not forwards/backwards into existing Church Road properties.
- c. Query if internal parking areas are to be lit and if so, if this will fall within the responsibility of the homeowner.

It was further **RESOLVED** to accept further comments from the planning committee on 14-9-17 before submitting final details to Bellway to allow councillors to carry out further site visits to assess lighting levels to determine if proposal provided more columns than necessary.

139/17 **SPORTS AND LEISURE COMMITTEE**

- 1) It was **RESOLVED** to note receipt of the draft minutes of the Sports & Leisure Committee meeting held on 10/8/17.
- 2) In light of the approval from National Trust, it was **RESOLVED** to approve the PAA requests for poly tunnels and a trial of bee keeping. It was **RESOLVED** to request PAA include a condition that tunnels should be N/S facing to avoid overshadowing of neighbouring plots. It was **RESOLVED** that PAA should seek to solicit the views of all plot holders before introducing either initiative. Cllrs Saintey, Stack, Frearson and Crutchfield abstained from voting in line with their declaration of interests.
- 3) It was **RESOLVED** to grant approval for the Pitstone & Ivinghoe Firework Display on 4/11/17 at the sports pavilion, and congratulate Dave Seaton on the quality and comprehensiveness. The Sports & Leisure Committee will liaise with Pitstone & Ivinghoe Entertainments as per the council's existing Events & Open Space policy.

140/17 **STAFFING COMMITTEE**

- 1) It was **RESOLVED** to purchase PPE hi vis trousers and long sleeved jacket for a member of the litter picking team (approx. cost £30 + deliver & VAT).

Matters Raised by the Working Groups:

141/17 **PITSTONE DEVELOPMENT AREA**

- 1) The latest information on the MUGA was noted. It was **RESOLVED** to delegate authority to the Sports & Leisure Committee to consider in detail and respond to Bellway/AVDC.

Other Issues:

142/17 **MINERALS AND WASTE CONSULTATION**

It was **RESOLVED** that the parish council did not need to respond as a corporate body.

143/17 **PITSTONE GUIDE**

It was **RESOLVED** that Cllr Arney and Nicholls would commence work updating the information within the guide. Clerk to provide a hard copy of the current edition to Cllr Arney. Cllr Nicholls to supply other information from website.

144/17 **CAA NOISE SURVEY**

It was **RESOLVED** to carry forward to the 28/9/17 meeting to see if any councillor wished to add any specific comments relating to Pitstone.

145/17 **LAND OFF WESTFIELD ROAD**

It was noted that a positive meeting had been held with the landowner and the parish council was now waiting further information.

146/17 **COMPLAINTS PROCEDURE**

It was **RESOLVED** to adopt the updated Code of Practice for Handling Complaints, as previously circulated to members and the Chairman was duly authorised to sign on behalf of the council.

147/17 **COMMUNITY SELF HELP PLAN**

It was **RESOLVED** that Cllr Crutchfield would assist with the procurement of information from the Pitstone Business Park.

148/17 **VICARAGE ROAD PLANTING**

It was **RESOLVED** not to pursue the planting the daffodils along the Vicarage Road verge this autumn.

149/17 **BUDGETS & RESERVES BALC TRAINING**

It was **RESOLVED** to approve attendance at the above course for Cllr Dr Frearson (£37.07).

- 150/17 **CONSULTATION ON DRAFT TRANSPORT DEVELOPMENT MANAGEMENT POLICY**
It was **RESOLVED** that no response was required from the parish council.
- 151/17 **COMMUNITY TRANSPORT/DIAL-A-RIDE**
It was **RESOLVED** that the parish council was happy for Cllr Dr Frearson to speak with neighbouring parishes to assess interest in a joint scheme, and investigate the various options/viability.
- 152/17 **PLAY AROUND THE PARISHES 2018**
It was **RESOLVED** that the parish council wished to book 2 x 2 hour sessions for August 2018 at a cost of £340 per session.

Financial Issues:

- 153/17 **NATWEST BANK MANDATE**
It was **RESOLVED** that the authorised signatories in the current mandate (Chair and Clerk), for the accounts detailed in Section 2 (Reserve account 77541421 and Reserve account 06587518, both sort code 55-70-10), be changed in accordance with sections 5 (removal of Cllr Saintey, Outgoing Chairman) and 6 (addition of Cllr Nicholls, Incoming Chairman) and the current mandate will continue as amended.
- 154/17 **FINANCIAL POSITION AND PAYMENTS**
The council noted the bank reconciliation, income, expenditure, debtors and creditors' information plus the monthly budget summary 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 summaries.
- 155/17 **INTERNAL CONTROLS**
The regular internal controls had been conducted with no amendments requested or issues arising.

Other Reports:

- 156/17 **OTHER REPORTS**
- 1) Cllrs Arney and Nicholls provided an update from the Thames Valley Police/Hertfordshire Police meeting re swimming at the quarry on 31/7/17. Landowner insufficient funds to keep replacing secure fencing.
 - 2) Cllr Saintey provided feedback from the AVALC meeting on 5/9/17 including March roadshows, New Homes Bonus and AGM on 4/11/17.
 - 3) LAF members provided feedback from the LAF Traffic Calming Sub-Group meeting on 6/9/17 including possible community speedwatch signs, TVP community forums, HGVs & the traffic count at Brownlow bridge.
 - 4) The other reports provided within the clerks report were noted.
- 157/17 **THE FOLLOWING REMINDERS WERE NOTED**
- Parish Council meetings: 28/9/17, 2/11/17, 30/11/17 and 4/1/18
 - Sports and Leisure Committee meetings: 14/9/17, 19/10/17, 9/11/17 and 14/12/17
 - PPP Publication dates: January, April, July and October.
 - LAF meetings: 5/10/17 – LAF representatives to attend
 - Chairmanship Skills BALC training 12/10/17 6.30-9pm – Cllr Weber attending
 - Budget & reserves BALC training 11/10/17 – Cllr Dr Frearson attending
 - SLCC branch meeting & tour of the Houses of Commons hosted by Rt Hon John Bercow, 18/9/17 – Clerk attending
 - Tour of Britain Cycle Race passes through Pitstone Sat 9/9/17
 - Parish Liaison meeting 13/9/17 – Cllr Frearson attending
 - PPP volunteer event 21/9/17
 - TFB Stakeholder Conference 12/9/17 – no councillors offered to attend
 - VALP Parishes Seminar 4/10/17 (can only send 2 representatives) - Cllrs Crutchfield and Weber attending (Cllr Frearson interested if a space becomes available)
 - Bonfire & Firework Event 4/11/17 at sports pavilion
 - Play around the Parishes Aug 18, 1 x am session w/c 6/8 and 1 x pm session 20/8/18, dates tbc
- 158/17 **DATE OF NEXT MEETING**
The next meeting of the Parish Council will be held on Thursday 28 September 2017. It was noted that the following would appear on the agenda:

- Review if wish to continue with devolved services (must give 6 months written notice if wish to terminate)
- First consideration of budget/projects for 2018/19 – councillors please advise the clerk of any additional projects wish to scope for potential inclusion

Cllr Saintey also requested the following agenda items:

- An update on Party in the Park 2018 from relevant parties
- Parish Council Remembrance Day involvement on 12/11/17

159/17 **CLOSURE OF MEETING**

There being no further business to be transacted, the Chairman closed the meeting at 9.17pm.

Signed: _____
Chairman

Date: 28 September 2017