

PITSTONE PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF THE MEETING of the Parish Council
to be held in the Millennium Room of the Memorial Hall on Thursday 25 January 2018 at **7.30pm**

Laurie Eagling, Clerk to the Council
9 Warwick Road, Pitstone, LU7 9FE
Tel: 01296 660791

Signed _____
Date: 19 January 2018

A G E N D A

1. **ATTENDANCE AND APOLOGIES**
2. **TO NOTE DECLARATIONS OF INTEREST AND CONSIDER DISPENSATION REQUESTS**
from councillors on matters to be considered at the meeting
3. **TO RECEIVE QUESTIONS FROM MEMBERS OF THE PUBLIC/PRESS** – residents monthly opportunity to raise their questions or concerns with the parish council
4. **NEIGHBOURHOOD ACTION GROUP** – residents quarterly opportunity to raise their questions or concerns with Thames Valley Police
5. **TO RECEIVE ANY UPDATES FROM COUNTY AND DISTRICT COUNCILLORS**
6. **MINUTES** - To resolve that the minutes of the parish council meeting held on 4/1/18 be signed as a correct record
7. **CLERK'S REPORT** – to note updates to the ongoing matters, for information only
8. **CORRESPONDENCE** - Consider correspondence received & receive notification of any additional items

Committee Reports:

9. **PLANNING COMMITTEE – CLLR CRUTCHFIELD, CHAIR OF COMMITTEE**
 - 9.1 To consider planning applications for:
 - a) **34 Albion Road, 17/04815/APP**, single storey rear extension
 - b) **Barley End, Stocks Road, 17/04858/APP**, demolition of retained part of house, retention and extension of garage block, construction of detached annex, and relocation of proposed glass house
 - c) **30 Vicarage Road, 18/00105/APP**, two storey side extension and single storey garage extension
 - 9.2 To note outstanding applications with AVDC
10. **SPORTS & LEISURE COMMITTEE – CLLR SAINTEY, CHAIR OF COMMITTEE**
 - 10.1 To note receipt of draft minutes of the sports & leisure committee meeting held on 10/1/18 (for information only as the meeting had not been quorate)
 - 10.2 To approve emergency remedial works to pavilion fence following storm damage
11. **STAFFING COMMITTEE – CLLR BLUNT, CHAIR OF COMMITTEE**
 - 11.1 To receive update from committee meeting earlier on 25-1-18 and ratify any decisions arising if necessary

Working Group Matters:

12. **YOUTH CAFÉ:** Consider appointment of a council Safeguarding Representative

Other Issues:

13. **DEVOLVED SERVICES:** no new matters for consideration, note updates
14. **BCC LAND BY THE CRESCENT:** approve entering contract with Bucks County Council
15. **TREE WORKS:** consider/approve quotation to carry out remedial works identified in tree risk assessment
16. **PIE SUMMER FESTIVAL:** to note/consider the application from Pitstone & Ivinghoe Entertainments

17. **PITSTONE ALLOTMENTS:**
 - 17.1 To conduct the annual review of the licence between PPC and Pitstone Allotment Association (PAA)
 - 17.2 To note/approve the PAA proposal to impose no increase in annual subscription
 - 17.3 To consider/approve no increase in annual rental from the parish council
18. **VOLUNTEER OF THE YEAR:** to consider the nominations for 2018 and approve associated expenditure
19. **ANNUAL ASSEMBLY 2018:** consider any requirements for guest speakers etc
20. **POLICY REVIEW:** carry out annual review of:
 - 20.1 Grant Awarding Policy
 - 20.2 Social Media and Communications Policy
 - 20.3 Community Engagement Strategy
 - 20.4 Internal Controls
 - 20.5 Annual Internal Audit
 - 20.6 Review of categories of information & charges within the publication scheme

Financial Issues:

21. **QUARTERLY GRANT CONSIDERATIONS:** consider applications received this quarter
22. **NOTE QUARTERLY VAT RETURN:** HMRC to refund PPC £2,975.79
23. **FINANCIAL POSITION AND PAYMENTS:** To approve payments in accordance with the budget and consider the receipts/reconciliation/debtor/creditor/budget monitor information for the month.
24. **INTERNAL CONTROLS:** Conduct all necessary internal controls

Reports:

25. Receive feedback from Luton Airport Public Surgery 18-1-18
26. Note other reports, reminders, forthcoming events and agenda items for 22/2/2018

THE PUBLIC AND PRESS ARE WELCOME TO ATTEND OUR MEETINGS