

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 19 July 2018 at 7.30pm

Laurie Eagling, Clerk to the Council
9 Warwick Road, Pitstone, LU7 9FE
Tel: 01296 767261

Signed _____
Date: 13 July 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. **TO RECEIVE REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**
5. **MINUTES** - To resolve that the minutes of the parish council meetings held on 28 June 2018 be signed as a true and correct record of the meeting
6. **CLERK'S REPORT** – to note updates to the ongoing matters, for information only
7. **CORRESPONDENCE** - Consider correspondence received & receive notification of any additional items

Committee Reports:

8. **PLANNING COMMITTEE – CLLR CRUTCHFIELD, CHAIR OF COMMITTEE:**
 - 8.1 No applications received. Decisions: 7 Church Road (18/00662/APP) refused by AVDC.
 - 8.2 To note applications outstanding with AVDC
9. **SPORTS & LEISURE COMMITTEE – CLLR SAINTEY, CHAIR OF COMMITTEE**
 - 9.1 To note receipt of draft minutes of the sports & leisure committee meeting held on 12/7/18
 - 9.2 Allotments: note receipt of Tree Risk Assessment report and approve obtaining quotes for any recommended works
 - 9.3 Local Green Space between Marsworth Road and The Crescent: consider/approve recommendations submitted by s&l committee following site visit
10. **STAFFING COMMITTEE – CLLR BLUNT, CHAIR OF COMMITTEE:** no report due
11. **PITSTONE PARISH CHARITY COMMITTEE:** no report due
12. **PITSTONE RECREATION GROUND CHARITY:** consider further legal advice received

Working Group Matters:

13. **YOUTH CAFÉ:** Note outcome of contract review meeting on 12/7/18 and renewal of terms for forthcoming 12 months
14. **GDPR:** Consider/approve the suite of policies and associated documents
15. **HIGHWAYS/PATHS:**
 - 15.1 Pitstone and Ivinghoe Safety Scheme:
 - a) Note/accept funding available from LAF for this project
 - b) Consider/approve Project Initiation Document scope and expenditure prepared by BCC
 - 15.2 Footpath to Marsworth – pending receipt of Stage 3 Safety Audit (eta end August)
 - 15.3 Foot/Cycle Path to Tring – meeting scheduled for 25/7/18
 - 15.4 Freight Strategy – receive feedback from site/Brownlow bridge visit on 19/7/18
16. **PDA:** no meeting held this month. No report due.
17. **COMMUNITY AND PUBLIC TRANSPORT:**
 - 17.1 Community Bus/Transport Survey: Note progress with survey for parishes
 - 17.2 Infrastructure Improvements: approve amended proposals for bus shelter and RTI panels following site visit with BCC

- 17.3 Investigating bus to Tring station: note any update re initial approach to BCC/potential service operator
- 17.4 Change of provider for Number 61: note information provided & consider responding to BCC
- 17.5 Community Car Scheme: Receive update from Cllr Nicholls

Other Matters:

- 18. **DEVOLVED SERVICES:**
 - 18.1 Consider/approve the offers from BCC ie
 - a) If the parish council wishes to extend the existing devolved service contract for a further 4-year period
 - b) If the council wishes to be considered for extended service delivery project
 - 18.2 Consider any additional items requiring attention under existing devolved services
- 19. **STREET LIGHTING:**
 - 19.1 Consider/approve annual review of Street Lighting Policy
 - 19.2 Note amendment to Unmetered Street Light Inventory/Certificate
- 20. **MEMORIAL HALL**: note increase in hall hire charges effective 1/9/18 and confirm meeting dates for 2019
- 21. **LONDON LUTON AIRPORT CONSULTATION**: determine response to LLAL
- 22. **PARKING ON PAVEMENTS**: consider feedback from site visit with District Cllr Town
- 23. **VACANCY IN THE OFFICE OF PARISH COUNCILLOR**: consider notification from AVDC re election

Financial Matters:

- 24. **QUARTERLY VAT RETURN**: note submission of quarterly VAT return
- 25. **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.
- 26. **INTERNAL CONTROLS**: Conduct all necessary internal controls
- 27. **AUGUST PAYMENTS**: approve authorisation and payment of August BACS transfers to be carried out electronically

Reports:

- 28. Receive feedback from TfB Conference on 4/7/18 – Cllr Mitra
- 29. Receive feedback from LAF 9/7/18 – LAF members
- 30. Receive feedback from BALC Councillor Induction training 12/7/18 – Cllr Mitra
- 31. Receive feedback from Freight Strategy/Brownlow Bridge meeting 19/7/18 – Cllr Nicholls
- 32. Note other reports, reminders, forthcoming events and agenda items for 6/9/18

THE PUBLIC AND PRESS ARE WELCOME TO ATTEND OUR MEETINGS