

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 29 March 2018 at 7.30pm

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

Signed _____
Date: 23 March 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 ANY UPDATES FROM COUNTY AND DISTRICT COUNCILLORS**
5. **MINUTES** - To resolve that the minutes of the parish council meeting held on 22/2/18 be signed as a correct record
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 To note receipt of draft minutes from the Planning Committee meeting on 5/3/18
 - 8.2 To receive update from Planning Committee meeting earlier on 29/3/18
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 8/3/18
 - 9.2 To note increase in pitch hire charges for matches and training for the forthcoming season
 - 9.3 To receive an update on the redevelopment
 - 9.4 To note receipt of enquiry from commercial operator
10. **STAFFING COMMITTEE – CLLR BLUNT, CHAIR OF COMMITTEE**
 - 10.1 Note update on progress re potential Safeguarding Officer
 - 10.2 Note and approve annual increase in spinal column point for the clerk, effective 1/4/18
 - 10.3 Note year end payroll position
11. **RECREATION GROUND CHARITY COMMITTEE – CLLR MATTEY, CHAIR OF COMMITTEE**
Note update from Charity Commission and progress with lease to Memorial Hall Charity.

Working Group Matters:

12. **YOUTH CAFÉ:**
 - 12.1 Note the updates on the youth café
 - 12.2 Note feedback from Action4Youth annual inspection
 - 12.3 Approve renewal of annual membership to Action4Youth
 - 12.4 Note change to staffing
13. **GDPR (25/5/18):** Receive feedback from the GDPR working party and approve any necessary costs and actions arising re DPO, policies, procedures etc

Other Matters:

14. **DEVOLVED SERVICES:**
 - 14.1 Note there will be no prices increases for 2018 from appointed contractor – J Leonard Limited
 - 14.2 Consider if wish to commission any gutter verge clearance
15. **BCC LAND BY THE CRESCENT:** Approve entering contract with Bucks County Council

16. **ANNUAL ASSEMBLY 2018:** Approve agenda and hall fee and note updates
17. **REVIEW OF PRIORITIES FOR FORTHCOMING YEAR:** review of projects for inclusion in 2018/19
18. **STREET LIGHTING:**
 - 18.1 Consider whether to investigate an additional street light in Chequers Lane
 - 18.2 Consider position re Cheyne's Close street lighting
 - 18.3 Approve switch of unmetered electricity supply to Eon
19. **INTERNAL AUDIT:** Consider/approve full scope of audit work and letter of engagement
20. **PUBLIC TRANSPORT INFRASTRUCTURE IMPROVEMENTS:** approve BCC proposals re S106 contributions that arose from Rushendon Furlong and Vicarage Road developments
21. **COMMUNITY TRANSPORT/BUS:** note updates following meeting with BCC
22. **COMMUNITY CAR SCHEME:**
 - 22.1 Consider/approve commissioning half day training for volunteers via CIB
 - 22.2 Consider/approve commissioning CIB to undertake DBS checks of volunteers
 - 22.3 Note updates re co-ordinator, drivers and committee
23. **BUCKINGHAMSHIRE MINERALS AND WASTE CONSULTATION:** consider if any response required to this consultation
24. **BCC FREIGHT STRATEGY CONSULTATION:** consider any response PPC wish to submit
25. **FOOTPATHS:**
 - 25.1 Consider response from footpath 2 landowner and determine actions arising
 - 25.2 Consider any action re footpath to canal
26. **PPP:**
 - 26.1 Consider/approve the PPC submission for the next edition
 - 26.2 Consider/approve revised editorial guidelines and layout
27. **DOG WASTE COLLECTION SERVICES:** Consider quotations re emptying service and whether any changes required to provision eg frequency/bins
28. **MODERNISING LOCAL GOVERNMENT:** consider if wish to submit further comments to Secretary of State
29. **SOFTWARE/HARDWARE:** approve purchase of new software/hardware for PPC laptop
30. **PITSTONE-MARSWORTH PATH:** consider holding an official opening event
31. **QUARRY 1 LOCAL WILDLIFE SITE SIGNAGE:** consider options for potential signage
32. **SILENT SOLDIER CAMPAIGN:** consider if wish to participate in this British Legion campaign
33. **NOTE RECEIPT OF REPORT FROM MONITORING OFFICER** and approve actions arising
34. **VACANCY FOR PARISH COUNCILLOR:**
 - 34.1 To accept the resignation of Cllr Stack and commence procedures to co-opt/elect a member to fulfil the remaining term of office
 - 34.2 To assign alternative members to take over Cllr Stack's positions

Financial Matters:

35. **DRAFT YEAR END POSITION:** note receipt of draft approximate year-end financial position
36. **CHAIRMAN'S EXPENSES:** note that neither Chairman wish to reclaim expenses incurred during the financial year
37. **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.
38. **INTERNAL CONTROLS:** Conduct all necessary internal controls

Reports:

39. Receive feedback from LAF on 19/3/18
40. Receive feedback from AVALC meeting on 14/3/18
41. Note other reports, reminders, forthcoming events and agenda items for 26/4/2018

THE PUBLIC AND PRESS ARE WELCOME TO ATTEND OUR MEETINGS