

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 October 2018 at 7.30pm

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

Signed _____
Date: 19 October 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 27 September 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 –** to note correspondence received and to consider correspondence relating to speeding on Westfield Road

Committee Reports:

8. **PLANNING COMMITTEE – CLLR CRUTCHFIELD, CHAIR OF COMMITTEE:**
 - 8.1 To note receipt of the draft minutes of the planning committee meeting held on 18/10/18
 - 8.2 To note planning appeal against refusal of householder application at 7 Church Road (application 18/00662/APP, appeal 18/00069/FTHA, planning inspectorate reference number APP/J0405/D/18/3211807)
9. **SPORTS & LEISURE COMMITTEE & RELATED MATTERS – CLLR SAINTEY, CHAIR OF COMMITTEE**
 - 9.1 To note receipt of the draft minutes of the committee meeting held on 11/10/18
 - 9.2 Daffodils: consider quotations for daffodil planting & appoint contractor
 - 9.3 Pavilion Planning:
 - a) Note pre-application advice received and approve submission of full planning application
 - b) Funding update: note updated funding summary
 - 9.4 Recreation Ground works:
 - a) Trees: consider/approve planting of additional mature trees
 - b) Seating area: consider/approve deferring consideration until after a briefing from Memorial Hall Charity
 - c) Other: note other initiatives and progress with I&PUCC
 - 9.5 Note hire of car parking facilities
10. **STAFFING COMMITTEE – CLLR BLUNT, CHAIR OF COMMITTEE**
 - 10.1 To note receipt of the draft minutes of the committee meeting held on 10/10/18
 - 10.2 To note resolutions including Annual Review of Salary Budgets
 - 10.3 To note legal increase in workplace pension contributions effective 6/4/19
11. **PITSTONE PARISH CHARITY COMMITTEE:**
 - 11.1 To note receipt of the draft minutes of the Parish Charity meeting held on 3/10/18
12. **PITSTONE RECREATION GROUND CHARITY:**
 - 12.1 To consider the draft submission to Charity Commission prepared by Horwood & James
 - 12.2 Note permit requests for advertising on the recreation ground fence by the highway

Working Group Matters:

13. **YOUTH CAFÉ:**
 - 13.1 Consider/approve application for New Homes Bonus Micro-Grant towards new equipment
 - 13.2 Consider/approve any parish council contribution towards above project
14. **HIGHWAYS/PATHS:**
 - 14.1 Pitstone and Ivinghoe Safety Scheme – to approve final figures from BCC, note LAF funding and grant permission to sign order
 - 14.2 Foot/Cycle Path to Tring – to note any update from Herts County Council
15. **PDA:** Note any update
16. **COMMUNITY AND PUBLIC TRANSPORT:**
 - 16.1 Terms of Reference: consider revised terms of reference for working party
 - 16.2 Community Bus/Transport Survey: survey under review
 - 16.3 Infrastructure Improvements: installation due for completion November
 - 16.4 Investigating bus to Tring station: note update on proposed survey
 - 16.5 Car Share Scheme: consider/approve promoting Liftshare.com car sharing scheme
 - 16.6 Community Car Scheme: note update from staffing committee

Other Matters:

17. **DEVOLVED SERVICES:** Consider any issues arising this month
18. **BCC CONSULTATION ON EARLY HELP:** determine response
19. **BALC TRAINING:** to approve attendance at 2 x BALC training courses for Cllr Mitra
20. **MVAS MAINTENANCE AGREEMENT:** to approve renewal for a further 12 months
21. **LOCAL COUNCILS UPDATE:** approve renewal of membership for further 12 months
22. **ALLOTMENT IMPROVEMENTS:**
 - 22.1 To consider/approve applying for a Big Lottery Awards for All grant
 - 22.2 To approve undertaking related procurement exercise
 - 22.3 To consider/approve any allocation of the allotment ring-fenced funds towards this project
 - 22.4 To consider/approve any allocation of the grant/donation ring-fenced funds towards this project

Financial Matters:

23. **GRANTS AND DONATIONS:**
 - 23.1 AVALC: consider/approve annual donation of £25 to Aylesbury Vale Association of Local Councils
 - 23.2 Royal British Legion: consider/approve any annual donation to the Poppy Appeal in lieu of fresh wreath
24. **VAT RETURN:** To note submission, & payment, 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. **BUDGET AND 3-YEAR PLAN:** To note second draft of 3-year budget and determine adjustments necessary

Reports:

28. Note quarterly update from Thames Valley Police
29. Receive feedback from Aldbury Parish Council flood matters meeting 24/10/18
30. Receive feedback from BALC Councillor Induction Training on 4/10/18 – Cllrs Stoddart and Hawkins
31. Receive feedback from BALC Agenda & Minutes Training plus BALC Risk Management Training both on 23/10/18 – Cllr Mitra
32. Note other reports, reminders, forthcoming events and agenda items for November

In accordance with the The Openness of Local Government Bodies Regulations 2014 (S.I. 2014/...) and The Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations 2012 (S.I. 2012/2089) the public and press will be excluded from the following section of the meeting due to the confidential/sensitive nature of the business to be transacted.

33. Discuss options regarding any potential Phase III site enhancement at pavilion site