

# 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 27 September 2018 at 7.30pm

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

Signed \_\_\_\_\_  
Date: 21 September 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 6 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**

### Committee Reports:

8. **PLANNING COMMITTEE – CLLR CRUTCHFIELD, CHAIR OF COMMITTEE:**
  - 8.1 Applications: none
  - 8.2 Decisions: none
  - 8.3 To note applications outstanding with AVDC
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 13/9/18
  - 9.2 Daffodils: consider quotations for daffodil planting & appoint contractor
  - 9.3 Donation to South Central Ambulance: consider/approve making donation following attendance at 2 defibrillator training sessions
  - 9.4 WI proposals for 100-year celebration of the end of the war:
    - a) grant approval for participation of Recreation Ground
    - b) approve installation of Silent Soldier
  - 9.5 Pavilion Planning:
    - a) Note pre-application advice & planning update
    - b) VAT: note receive of advice from DCK Accounting Solutions and approve (i) Opt to Tax for pavilion building and (ii) appointment of DCK Accounting as Agent
    - c) Funding update: note updated funding summary
  - 9.6 Boundary treatments: to consider/approve recommendation to postpone
  - 9.7 Annual Bonfire & Fireworks: to note/approve annual event 2-4/11/18
10. **STAFFING COMMITTEE – CLLR BLUNT, CHAIR OF COMMITTEE:** no report due
11. **PITSTONE PARISH CHARITY COMMITTEE:** no matters referred to the parish council from 6/9/18 meeting
12. **PITSTONE RECREATION GROUND CHARITY:** no matters referred to the parish council from 6/9/18 meeting

### Working Group Matters:

13. **GDPR:** Note update and consider IT hardware/software matters arising
14. **YOUTH CAFÉ:** To note updates from youth café manager and position re staffing
15. **HIGHWAYS/PATHS:**
  - 15.1 To approve Cllr Stoddart joining the working party
  - 15.2 Pitstone and Ivinghoe Safety Scheme – to note scheme update and timescales

- 15.3 Foot/Cycle Path to Tring – to note update from Herts County Council
- 16. **PDA:** To note updates from AVDC/Harrow Law re S106 conditions
- 17. **COMMUNITY AND PUBLIC TRANSPORT:**
  - 17.1 Community Bus/Transport Survey: survey under review
  - 17.2 Infrastructure Improvements: installation due for completion by end October
  - 17.3 Investigating bus to Tring station: receive update from meeting held on 27/9/18
  - 17.4 Community Car Scheme: staffing committee to recommend recruitment proposal

#### Other Matters:

- 18. **DEVOLVED SERVICES:** consider any issues arising this month and note update from BCC/tendering
- 19. **BCC CONSULTATION ON RECYCLING CENTRES:** determine response
- 20. **HCC CONSULTATION ON REVISED STATEMENT OF COMMUNITY INVOLVEMENT:** open until 22/10/18
- 21. **PUBLIC SECTOR BODIES (WEBSITES AND MOBILE APPLICATIONS) ACCESSIBILITY REGULATIONS 2018:** determine actions arising to comply with this new legislation
- 22. **PLAY AROUND THE PARISHES 2019:** to determine if/how many sessions required in 2019
- 23. **BALC TRAINING:** to approve attendance at BALC Councillor Induction training for Cllr Stoddart
- 24. **PPP SUBMISSION:** consider and approve the parish council submission for next PPP
- 25. **HEDGE CUTTING:** confirm hedge cutting requirements for forthcoming autumn
- 26. **CHRISTMAS LIGHTING:** confirm arrangements for forthcoming festive season
- 27. **CHILTERN SOCIETY MEMBERSHIP:** consider/approve renewal of annual membership
- 28. **SILENT SOLDIER:** to note approval of procurement of foot soldier silhouette with inscribed plaque by the parish council

#### Financial Matters:

- 29. **LLOYDS BANK TERMS AND CONDITIONS:** note receipt of revised t&cs associated with Credit Card
- 30. **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.
- 31. **INTERNAL CONTROLS:** Conduct all necessary internal controls
- 32. **BUDGET AND 3 YEAR PLAN:** Note first draft of 3 year budget and consider capital projects that may need to be included and/or costed

#### Reports:

- 33. Receive feedback from Local Area Forum on 18/9/18
- 34. Receive feedback from Local Area Forum Traffic Calming Subgroup meeting 26/9/18
- 35. Receive feedback from Hertfordshire Forward Conference 19/9/18 – Cllr Mitra
- 36. Receive feedback from BMKALC Parish Liaison Meeting 26/9/18 – Cllr Mitra
- 37. Receive feedback from Memorial Hall Charity meeting 17/9/18 – Cllr Crutchfield
- 38. Note feedback from SLCC branch meeting 20/9/18
- 39. Note other reports, reminders, forthcoming events and agenda items for October

**THE PUBLIC AND PRESS ARE WELCOME TO ATTEND OUR MEETINGS AND WILL BE INVITED TO SPEAK DURING THE PUBLIC QUESTION TIME**