

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 9 January 2020 at 7.30pm

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

Signed _____
Date: 3 January 2020

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 November 2019 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 consider any actions arising.
Committee Reports:
8. **PLANNING COMMITTEE – CLLR CRUTCHFIELD, CHAIR OF COMMITTEE**
 - 8.1 No meeting held this month, so no report due.
 - 8.2 Applications:
 - a) **4 Railway Cottages, Cheddington Road, 19/04335/APP**, Two storey, part single storey, part first floor side extension and two storey, part single storey rear extension.
 - b) **35 Glebe Close, 19/04405/APP**, single storey rear extension.
 - c) **3 Railway Cottages, Cheddington Road, 19/04461/APP**, erection of conservatory.
 - 8.3 Decisions: None received.
 - 8.4 Applications outstanding: (a) Rear of the Bell/Haldi planning application.
 - 8.5 Other:
 - a) To receive feedback from Buckinghamshire Council Planning Meeting 5/12/19 – Cllr Stoddart.
 - b) To note that 10 Castle Close garage conversion falls within Permitted Development.
 - c) Appeal Allowed: APP/J0405/D/19/3239370: The Laurels, Old Farm, Pitstone, LU7 9RD (19/00074/REF) two storey side extension.
9. **SPORTS & LEISURE COMMITTEE & RELATED MATTERS – CLLR SAINTEY, CHAIR OF COMMITTEE**
 - 9.1 To note that no meeting held during December, therefore no report due.
 - 9.2 To note receipt of the draft minutes of the committee meeting held on 7 January 2020.
 - 9.3 Pavilion Phase II:
 - a) To approve working with local company re potential hire of kitchen space.
 - b) To approve Employers Requirements, Issue of Tender Documents and revised timescale.
 - c) To note that grant application to LLAC Near Neighbours was unsuccessful.
 - d) To consider the quotations for QS services and appoint contractor.
 - 9.4 Leisure Development on Recreation Ground:
 - a) **Play Space:** To approve entering the JCT DB2001 Design and Build Contract with Huck Teck to deliver the play space project.
 - b) **Skate Park:** LCC to provide draft tender documents in January.

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10. **STAFFING COMMITTEE – CLLR BLUNT, CHAIR OF COMMITTEE**
 - 10.1 To note that no meeting held during December, therefore no report due.
 - 10.2 To consider/approve purchase of hi-vis waterproof clothing for one litter picker.
 - 10.3 To note increase in National Living Wage from 1/4/2020.
 - 10.4 To note update on Volunteer Thank You evening 16/1/20.

Charity Matters:

11. **PITSTONE PARISH CHARITY:** No meeting held during the month, therefore no report due.
12. **PITSTONE RECREATION GROUND CHARITY:** To note that next meeting is scheduled for 9/1/20.

Working Group Matters:

13. **YOUTH CAFÉ:**
 - 13.1 To note general and grant updates.
 - 13.2 To consider/approve requirements for Assistant Youth Worker.
14. **HIGHWAYS/PATHS:**
 - 14.1 Pitstone and Ivinghoe Safety Scheme: To note that no action required until the next LAF Transport Scheme grant applications invited.
 - 14.2 Cycle Path and/or public transport to Tring Station: To note the feedback from HCC re cycle path and arrange meeting for end February 2020.
 - 14.3 Non-official 'slow down' signs: Winners to be announced in due course.
 - 14.4 mVAS reports: To note receipt of mVAS reports from Marsworth Road and Westfield Rd and consider if wish to commence publication on the website.
15. **PDA:** To consider and approve the MUGA agreement with Nicholas King Homes.
16. **COMMUNITY AND PUBLIC TRANSPORT:**
 - 16.1 Community Bus: To note receipt of top line summary of responses.
 - 16.2 Community Car Scheme: No matters for discussion this month.

Other Matters:

17. **DEVOLVED SERVICES:**
 - 17.1 To consider/approve entering into Agreement of Variation in respect of Local Council Devolution Scheme Agreement for the period 2020-2022.
 - 17.2 To consider if wish to re-tender the contract for fulfilment for above.
 - 17.3 To consider if wish to re-tender for council grounds maintenance if re-tendering for the above.
18. **POLICY REVIEW:**
 - 18.1 To consider/approve Environmental Policy.
 - 18.2 To consider/approve updated Events and Open Space Policy.
19. **PUBLICITY/PPP:**
 - 19.1 To determine what publicity wish to undertake to encourage residents to stand in May parish council elections.
 - 19.2 To approve submissions for next edition of PPP.
 - 19.3 To approve distribution of leaflets for church 800th anniversary with PPP.
20. **APGB:** To consider if wish to subscribe to Aerial Photography for Great Britain agreement, provided free to public sector bodies.
21. **LITTER PICKING:** To consider if wish to extend coverage to any new estates or if wish to request regular litter picks from developers.
22. **ITEMS RAISED BY PUBLIC:** None received this month.

Financial Matters:

23. **PITSTONE ALLOTMENT ASSOCIATION NEW HOMES BONUS MICRO GRANT APPLICATION**
 - 23.1 To ratify support for PAA application to NHB Micro Grant for track and fencing works.
 - 23.2 To approve onsite works and associated timescales for above works.
 - 23.3 To note that PAA will submit proposals for additional water provision in due course.
24. **FINANCIAL POSITION AND PAYMENTS:**
 - 24.1 To note and ratify the payments approved electronically at the end of December 2019.
 - 24.2 To approve additional payments in accordance with the budget and consider the receipts/reconciliation/debtor/creditor/budget monitor, pavilion summary, pavilion project information for the month.
25. **INTERNAL CONTROLS:** Conduct all necessary internal controls and determine any issues arising.

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26. **BUDGET AND PRECEPT 2020/21:**

26.1 To consider/approve the final budget for 2020/21 & 3-year plan.

26.2 To consider/approve the precept request for 2020/21.

Reports:

27. To receive feedback from TVP Community Forum on 2/12/19 – Cllr Crutchfield

28. To receive feedback from AVALC meeting on 7/1/20 – Cllr Saintey

29. To receive feedback from 9 Lessons & Carols on 15/12/19 – Cllr Blunt

30. Note other reports, reminders, forthcoming events and agenda items for 30 January 2020.