

PITSTONE PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF A meeting of the Parish Council
to be held in the Millennium Room of the Memorial Hall on Thursday 28 March 2019 at 7.30pm

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

Signed _____
Date: 22 March 2019

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 February 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.

Committee Reports:

8. **PLANNING COMMITTEE – CLLR CRUTCHFIELD, CHAIR OF COMMITTEE:** To receive feedback from Planning Committee meeting held earlier in evening (28/3/19).
9. **SPORTS & LEISURE COMMITTEE & RELATED MATTERS – CLLR SAINTHEY, CHAIR OF COMMITTEE**
 - 9.1 No meeting held this month, therefore no report to note.
 - 9.2 Pavilion Phase II:
 - a) Planning: AVDC determination date eta now 25/3/19.
 - b) Funding: applications ongoing.
 - 9.3 Pavilion Phase III: To note update on discussions.
 - 9.4 Leisure Development on Recreation Ground:
 - a) To consider/approve appointment of Horwood & James to draft documents associated with purchase of land. S106 funding already in place.
 - b) Play space: To urgently consider potential imminent works.
 - 9.5 Allotments: To approve the transfer of PAA subscription collections to PAA.
10. **STAFFING COMMITTEE – CLLR BLUNT, CHAIR OF COMMITTEE**
 - 10.1 See confidential session re Parish Assistant appointment.
 - 10.2 Note payroll year-end update.

Charity Matters:

11. **PITSTONE PARISH CHARITY:**
 - 11.1 Meeting scheduled for 28-3-19, therefore no report due.
 - 11.2 No official response from Parish Charity regarding acquisition of the land required for leisure development
12. **PITSTONE RECREATION GROUND CHARITY:**
 - 12.1 No charity meeting held during the month, no report to note.
 - 12.2 Charity Commission application: Recreation Ground Charity awaiting a response.

Working Group Matters:

13. **YOUTH CAFÉ:**
 - 13.1 To consider/approve renewal of Action for Youth membership.
 - 13.2 To note update on youth project at youth café.
14. **HIGHWAYS/PATHS:**
 - 14.1 Pitstone and Ivinghoe Safety Scheme – Next BCC/TfB meeting due April.
 - 14.2 Foot/Cycle Path to Tring – Herts County Council investigation continues. Linking into West Midlands Trains workshop/surveys.
 - 14.3 HGVs/Freight – To receive feedback from BCC HGV Liaison meeting re HGV routing and Brownlow Bridge held on 25/3/19 (Cllr Saintey).
15. **PDA:** Nicholas King Homes not yet in a position to engage with the parish council re MUGA and replacement parking.

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16. **COMMUNITY AND PUBLIC TRANSPORT:**
 - 16.1 Community Bus/Transport Survey: Survey under review.
 - 16.2 Investigating bus to Tring station: West Midlands Trains arranging workshop and survey.
 - 16.3 Community Car Scheme: To note updates.
 - 16.4 Working Party Meeting: Cllr Frearson arranging date of inception meeting.

Other Matters:

17. **DEVOLVED SERVICES:**
 - 17.1 To note no remedial actions undertaken this month and raise any new issues.
 - 17.2 To consider banner requests received this month.
18. **POLICY/DOCUMENT REVIEW:**
 - 18.1 Member details – following new legislation, consider if wish to remove publication of members addresses.
 - 18.2 Grant policy – To approve updated policy document as discussed last month.
 - 18.3 Information policy – To discuss the new draft policy provided by BALC and review vs existing policy.
 - 18.4 Signage for Westfield Road Local Wildlife Site – To consider/discuss draft signage.
19. **ANNUAL PARISH ASSEMBLY 14/5/19**: To consider guest speaker and any amendments to agenda.
20. **BEST KEPT VILLAGE COMPETITION**: Consider/determine if wish to enter for 2019.
21. **PPP:**
 - 21.1 To consider/approve parish council submissions for next edition.
 - 21.2 To discuss whether PPP should become an online magazine and the various advantages/disadvantages/implications etc.
 - 21.3 To discuss PPP forecast deficit for 2019/20 and consider options.
22. **MATTERS RAISED BY PUBLIC:**
 - 22.1 Great British Spring Clean – To consider request to provide hire litter pickers if groups sign up to Keep Britain Tidy Terms and Conditions.
 - 22.2 Glebe Close Highway Surface – To note advice from TfB re potential inclusion within 2020/21 budget.
 - 22.3 Vicarage Road Footpath (Church Road to Tun Furlong) – To consider if wish to obtain a siding-out quotation.
 - 22.4 Rowland Close highway mirror – To note response from TfB.

Financial Matters:

23. **CHAIRMAN'S EXPENSES**: To note that the Chairman has chosen not to submit an expense claim for 2018/19.
24. **FINANCIAL POSITION (INC FIRST DRAFT OF YEAR-END) AND PAYMENTS**: To approve payments in accordance with the budget and consider the receipts/reconciliation/debtor/creditor/budget monitor information for the month.
25. **INTERNAL CONTROLS**: Conduct all necessary internal controls.

Reports:

26. Receive feedback from "Moving Towards Unitary" meeting 7/3/19 in Chesham (Cllr Mitra) and 21/3 in Aylesbury (Cllr Frearson) and determine response to BALC re matters to raise with new unitary body.
27. Receive feedback from AVALC meeting 19/3/19 (Cllr Saintey).
28. Receive feedback from BCC Parish Liaison meeting 27/3/19.
29. To note feedback and presentation information from SLCC Managing Local Council Elections webinar training 20/3/19 (Clerk).
30. Note report re bee orchids along Westfield Road.
31. Note other reports, reminders, forthcoming events and agenda items for 25 April 2019.

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.

32. **PARISH ASSISTANT VACANCY**: To discuss & appoint a candidate to fulfil vacancy.

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