

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 February 2020 at 7.30pm

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

Signed _____
Date: 21 February 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 30 January 2020 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) **Rear of The Bell (now The Haldi), 80 Marsworth Road**, erection of 2 x new semi-detached dwellings to the rear of the site with associated parking and amenity space to the rear of the site. Alterations to the access to the existing first floor flat to the existing property. AVDC consulting on amended plans.
 - b) **7 Queen Street, 20/00566/APP**, two storey and single storey rear extension.
 - 8.3 Decisions:
 - a) 3 Railway Cottages, Cheddington Road, 19/04461/APP, erection of conservatory: AVDC approved (PPC tendered no objections)
 - 8.4 Other:
Consider if any actions arising re 7 Church Road, 18/00662/APP, erection of an outbuilding to frontage.
 - 8.5 Applications outstanding: The Rear of the Bell/Haldi – see above amendments.
9. **SPORTS & LEISURE COMMITTEE & RELATED MATTERS – CLLR SAINTEY, CHAIR OF COMMITTEE**
 - 9.1 To note receipt of the draft minutes of the Sports & Leisure Committee held on 13/2/2020 and to consider the additional budget requirement referred to full council.
 - 9.2 Pavilion Phase II:
 - a) Tendering ongoing. Appointment of contractor to appear on next agenda.
 - b) To consider/approve pavilion & container content review and disposal.
 - 9.3 Kicking Goal and Youth Shelter: To consider actions relating to relocation/disposal.
 - 9.4 Potential Lease of Land to 1st Ivinghoe & Pitstone Scouts: To consider/approve instructing Horwood & James to draw up initial expression of interest re lease of parcel of land.
 - 9.5 Storm Damage: To approve remedial actions had to take following storm damage.
 - 9.6 Leisure Development on Recreation Ground:
 - a) **Play Space:** To note that Huck postponed start date by 4 weeks to 30/3/2020 & note updates following site visit.
 - b) **Skate Park:**
 - i. To consider/approve pre-tender notice and procurement timescale.
 - ii. To consider/approve appointment of Beacon PS to provide Quantity Surveyor services to the skate park project.
10. **STAFFING COMMITTEE – CLLR BLUNT, CHAIR OF COMMITTEE:**
To note receipt of the minutes of the Staffing Committee held on 18/2/2020.

Charity Matters:

11. **PITSTONE PARISH CHARITY:** To note receipt of the draft Parish Charity minutes from 30/1/2020 meeting.
12. **PITSTONE RECREATION GROUND CHARITY:** No meeting held during the month. No report due.

Working Group Matters:

13. **YOUTH CAFÉ:** To note updates relating to volunteers, grant and assistant.
14. **HIGHWAYS/PATHS:**
 - 14.1 Cycle Path and/or public transport to Tring Station: To note the next meeting with HCC regarding the cycle path has been arranged for 12/3/2020.
 - 14.2 Non-official 'slow down' signs: To approve costs associated with presentation event on 7/3/2020.
 - 14.3 BCC Freight Strategy Consultation: To consider any response to BCC consultation (open until 15/3/2020).
15. **PDA:**
 - 15.1 MUGA & Car Park timescales & lighting tbc by Nicholas King Homes in due course.
 - 15.2 To consider street naming request from AVDC and determine response.
16. **COMMUNITY AND PUBLIC TRANSPORT:**
 - 16.1 Community Bus: IPC extended deadline to 6 March 2020. Clerk to investigate possible link with Tring company.
 - 16.2 Community Car Scheme:
 - a) To undertake annual review of associated policies & approve revised documents.
 - b) To note Community Impact Bucks Safeguarding Training arranged for 4/3/2020.

Other Matters:

17. **DEVOLVED SERVICES:**
 - 17.1 Agreement of Variation in respect of Local Council Devolution Scheme Agreement for the period 2020-2022 to be engrossed and returned by BCC in March.
 - 17.2 To consider/approve application for event banners for Beacon Community Choir concert on 10/4/2020.
 - 17.3 To consider quotations and appoint contractors for the four categories of devolved service and parish council groundwork stipulated.
18. **POLICY REVIEW:** To consider/approve annual review of Policy on Reporting of Meetings.
19. **ALLOTMENTS:**
 - 19.1 To note receipt of risk assessments submitted by PAA.
 - 19.2 To consider/approve re-issue of licence between PPC and PAA.
20. **BELLWAY PLAY SPACE:** To consider matters relating to Play Space inspections and adoption.
21. **ANNUAL ASSEMBLY:** To consider/approve the agenda for the Annual Assembly.
22. **GREAT BRITISH SPRING CLEAN:** 30/3/2020-13/4/2020. To consider if wish to participate.
23. **EVENTS:**
 - 23.1 To consider the application from Pitstone & Ivinghoe Entertainments re proposed event 12-15/6/2020.
 - 23.2 To consider the application relating to the Roman James Memorial Fun Day on 30/8/2020.
24. **ITEMS RAISED BY PUBLIC:** To consider any actions arising re Whistlebrook.

Financial Matters:

25. **INTERNAL AUDIT:** To consider/approve internal audit quotation and determine if wish to enter a 3-year agreement.
26. **GRANT AND DONATION REQUESTS:**
 - 26.1 To consider the grant request submitted by Pitstone Allotment Association.
 - 26.2 To consider the donation request from Citizens Advice.
27. **FINANCIAL POSITION AND PAYMENTS:** 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.
28. **INTERNAL CONTROLS:** Conduct all necessary internal controls and determine any issues arising.

Reports:

29. To receive feedback from Freight Strategy presentation on 4/2/2020 in Ivinghoe – Cllr Saintey.
30. To note receipt of mVAS data for Vicarage Road.
31. Note other reports, reminders, forthcoming events and agenda items for 26 March 2020.

**THE PUBLIC AND PRESS ARE WELCOME TO ATTEND OUR MEETINGS
AND ADDRESS THE COUNCIL DURING THE PUBLIC PARTICIPATION SECTION**