

# PITSTONE PARISH COUNCIL

**NOTICE IS HEREBY GIVEN OF THE MEETING** of the Parish Council  
to be held in the Meeting Room of the Memorial Hall on Thursday 5 January 2017 at **7.30pm**

Laurie Eagling, Clerk to the Council  
9 Warwick Road, Pitstone, LU7 9FE  
Tel: 01296 660791

Signed \_\_\_\_\_  
Date : 29 December 2016

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## A G E N D A

1. **ATTENDANCE AND APOLOGIES**
2. **WELCOME TO NEW COUNCILLOR** – note Declaration of Acceptance of Office and Disclosure of Interests received from Councillor Dr David Frearson
3. **RECEIVE QUESTIONS FROM MEMBERS OF THE PUBLIC/PRESS** – residents monthly opportunity to raise their questions or concerns with the parish council
4. **DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS** from councillors on matters to be considered at the meeting
5. **MINUTES** - To resolve that the minutes of the parish council meeting held on 24/11/16 be signed as a correct record
6. **CLERK'S REPORT** – receive any update to the matters arising, for information only
7. **CORRESPONDENCE** - Consider correspondence received & receive notification of any additional items

### Committee Reports:

8. **SPORTS & LEISURE COMMITTEE – CLLR SAINTEY, CHAIR OF COMMITTEE**
  - 8.1 Note minutes of the committee meeting held on 12/12/16
  - 8.2 Note change of ownership at South Beds Driving
  - 8.3 Note maintenance issues arising since last meeting: repair of door lock
9. **PLANNING COMMITTEE – CLLR CRUTCHFIELD, CHAIR OF COMMITTEE**
  - 9.1 Note minutes of Planning Committee meeting held on 12/12/16
  - 9.2 Receive feedback from Planning Committee meeting held earlier on 5/1/17
10. **RECREATION GROUND CHARITY COMMITTEE – CLLR MATTEY, CHAIR OF COMMITTEE**
  - 10.1 Next meeting scheduled for 7/2/17
  - 10.2 Note tree works scheduled for January 2017
11. **PITSTONE PARISH CHARITY COMMITTEE – CLLR NICHOLLS, CHAIR OF COMMITTEE**
  - 11.1 Note update from Nicholas King
12. **STAFFING COMMITTEE – CLLR BLUNT, CHAIR OF COMMITTEE**
  - 12.1 Note auto enrolment staging date will fall within the next pay period

### Working Group Matters:

13. **PITSTONE DEVELOPMENT AREA:** Note update. No actions arising.
14. **HOUSING:** Initial survey to be distributed with January PPP and live online until 5/3/17
15. **TRAFFIC / HIGHWAYS / PATHS**
  - 15.1 Ben Hamilton-Baillie Project:
    - a) Consider result of Phase I Road Safety Audit
    - b) Consider TfB quotation for Phase II Feasibility Study
  - 15.2 Path between Marsworth and Pitstone: Design/engineering report due March 2017.
  - 15.3 Cycle path along Northfield Road: note update from HCC following engineering report
  - 15.4 BCC freight strategy: initial workshop scheduled for 13/2/17
  - 15.5 mVAS: note latest data report for Cheddington Road

16. **PITSTONE YOUTH CAFÉ:**
  - 16.1 Consider feedback from volunteer meeting 7/12/16 and approve actions arising
  - 16.2 Note volunteer position
17. **ALLOTMENTS** – Approve tenancy fee and allotment association subscription rate for 2017/18

Other Issues:

18. **PPP:** consider and approve submissions for January edition
19. **LAND AT THE CRESCENT:** Consider any response from Carter Jonas
20. **DEVOLVED SERVICES:** note siding out of path behind layby opposite Masons and consider any other actions required
21. **STREET LIGHTING:** consider/approve any adjustments to specified LED lanterns
22. **EVENT & OPEN SPACE POLICY:** Consider/approve final policy

Financial Issues:

23. **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.
24. **INTERNAL CONTROLS:** Conduct all necessary internal controls
25. **BUDGET AND PRECEPT FOR 2017/18:** Consider third draft of budget and precept proposals

Other Reports:

26. Receive feedback from LAF priorities & budget setting workshop 30/11/16 – LAF representatives
27. Receive feedback from AVALC meetings 8/12/16 and 3/1/17 – Cllr Saintey
28. Note other reports, reminders, forthcoming events and agenda items for 26/1/17

**THE PUBLIC AND PRESS ARE WELCOME TO ATTEND ALL OUR MEETINGS**