

# PITSTONE PARISH COUNCIL

Minutes of the Parish Council Meeting held on 28 July 2016  
in the Millennium Room at the Memorial Hall, starting at 7.30pm and  
concluding at 9.40pm

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## 88/16 ATTENDANCE AND APOLOGIES

Council present: Cllr Saintey (Chairman), Cllr Mrs Stack, Cllr Mrs Arney, Cllr Mrs Groom, Cllr Mrs Crutchfield, Cllr Starling, Cllr Blunt, Cllr Weber and Cllr Matthey (all present throughout). Clerk: Laurie Eagling.

Others present: District Councillors Sandra Jenkins and Derek Town. Cllr Robin McCarthy of Aldbury Parish Council. Residents: Mrs A Hawkins and Mr W Hawkins. 4 members of the public (attended until after the planning discussion only).

Apologies: It was **RESOLVED** to accept apologies from Cllr Nicholls (Vice Chairman).

## 89/16 NEIGHBOURHOOD ACTION GROUP – PCSO Natalie Hall

2 members of Thames Valley Police attended the meeting. PCSO Hall provided the crime statistics for Pitstone since May 2016: 2 thefts, 2 instances of criminal damage and 1 burglary (the offender was subsequently caught and charged within 2 days). TVP were seeing a general increase in distraction burglary. There had been 1 theft of tools in Cheddington. The thefts of lead and tiles from a number of local church roofs was discussed.

District Councillor Derek Town raised an enquiry regarding parking on the pavement within the cluster of villages. TVP try to attend the known trouble spots eg schools/Ivinghoe Lawn as frequently as possible. Parking issues now fall within the remit of AVDC, rather than TVP, although TVP can still write to vehicle owners if they are supplied with photographic evidence, and they can still issue fixed penalty fines if the vehicles cause an obstruction.

## 90/16 QUESTIONS FROM MEMBERS OF THE PUBLIC/PRESS

No questions were tabled.

## 91/16 DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

- All councillors have standing declarations of interest in the charity actions as the council as a corporate body is trustee of the Recreation Ground Charity and Pitstone Parish Charity.
- Cllr Blunt has a standing declaration as Chair of Governors for Brookmead School.
- Cllr Groom has a standing declaration relating to a pecuniary interest in A J Groom & Sons.
- Cllrs Crutchfield, Stack and Saintey have standing declarations of interests in the allotments (all 3 hold plots and the former two are members of the Pitstone Allotment Association)
- Cllrs Matthey & Starling have standing declarations of interests in Pitstone Memorial Hall Charity (as they act as Trustees to the charity)
- Cllr Saintey has a standing declaration of an interest as a member of the National Trust Ashridge Estate committee
- Cllr Starling declared an interest as a resident of Vicarage Road in Pitstone.
- No additional declarations were made for the current meeting. No dispensation requests were received.

## 92/16 MINUTES OF THE MEETING held on 30/6/2016

It was **RESOLVED** that the draft minutes of the Pitstone Parish Council Meeting held on 30 June 2016 were a true and accurate record. The Chairman was authorised to sign them on behalf of the council.

## 93/16 CLERK'S REPORT

The following updates to matters arising were noted:

- 1) Northfield Road Cycle/Pedestrian Path: Herts County Council (HCC) have previously advised that the feasibility study had identified a likely cost of £600k to deliver the

foot/cycle path, with potentially another £100k needed as a contingency. £115,716.65 S106 funding provided by Taylor Wimpey via Bucks County Council and approximately £35k S106 funding provided from another development in Tring, bringing the total provision at present to approximately £150k. HCC undertaken topographic survey. Still very keen. Will keep the parish council advised of anyway we can assist or progress. ETA 2018/19 (they legally have until 2024 to deliver the scheme). Will update again in November. County Councillor A Davies has advised that BCC may have approached HCC and asked for the S106 funding to be returned as the path has not yet been installed, despite the terms of the legal agreement. HCC deny that funds are being returned.

- 2) Castlemead Issues: Steve Essam at Transport for Bucks in charge of negotiating highways handover with Taylor Wimpey. Tyler Merries moved back to trying to arrange TDS/TW handover to BCC, Adam at TDS will continue to look after 'customer care' immediate issues which are easier to get approved. District Councillors Derek Town & Sandra Jenkins and County Councillor Avril Davies lending their support to push for a resolution and implementation of the remedial works.
- 3) Castlemead Lighting: Requirements for Phase V, and Phases I-V, submitted. BCC advise that adoption can't take place until post Westfield Road adoption (of which there has been no progress). BCC to adopt Westfield Road and industrial estate lighting in due course.
- 4) Castlemead Public Open Space Phase III: work continues between AVDC and Taylor Wimpey to bring the Phase III open space (from Castle Close to Dover Close) up to acceptable adoptable standard.
- 5) Leisure Land by the Recreation Ground, including Skate Park and Play Space: No action can be taken by the Parish Council at this point. Parish Charity is unable to negotiate until such time as planning permission has been granted & therefore sale of the PDA has completed.
- 6) Tennis/Netball/5-aside floodlit court: the landowner advised in June that they are not in a position to provide further details of potential purchase/lease at present and will come back to the parish council once they are able.
- 7) First Time Sewerage for end of Cheddington Road – Anglian Water ETA 2019/2020
- 8) Rushendon Furlong S106: AVDC previously published details of the legal agreement for 40 dwellings provides 35% affordable housing (6 x 1 bedroom flats & 4 x 2 bedroom flats for rent plus 2 x 2 bedroom and 2 x 3 bedroom houses for shared ownership), £230,793k senior school education contribution (index linked), amenity land, £40,000 public transport contribution (index linked) with £30k to be spent on 2 x real time information display panels and 2 x bus shelters plus £10k spent on "the provision of a sustainable community transport and dial-a-ride service", a travel plan to encourage residents of the scheme to utilise sustainable transport & £5k (index linked) for BCC to monitor the travel plan, sport & leisure contribution now confirmed as £137,217.
- 9) Vicarage Road S106: AVDC published details of the legal agreement for 68 dwellings provides public open space (POS) and LEAP (local equipped area of play) to be provided & certified prior to 50% of dwellings constructed; should the developer wish to approach the district/parish council re adoption of POS a commuted sum of £58,800 per hectare would be payable for future maintenance; should the developer wish to approach the district/parish council re adoption of LEAP & footpaths a commuted sum equivalent to the Schedule of Rates in the Good Practice Good (index linked) would be payable; the owners shall pay any stamp duty land tax & reasonable costs associated with the transfer detailed above; should the developer wish to transfer responsibility to a management company or AVDC/PPC the agreement must be in place prior to occupation of the 51% property; off-site Sports & Leisure Contribution payable based upon final mix of properties to be utilised at pavilion/recreation ground sites; Education Contribution payable based upon final mix of properties (50% prior to 1<sup>st</sup> occupation and 50% prior to 20<sup>th</sup>) to be spent solely on 1<sup>st</sup> form entry expansion of new secondary school on land east of Aylesbury, Broughton Crossing; plus £22,500 payable prior to commencement of development to fund Real Time Passenger Information (RTPI) at 2 bus stops by Recreation Ground.
- 10) Pending path & highway remedial works – Paths: Vicarage Road proposed to be widened and relayed by Vicarage Road development. Highways: The Crescent, mid-section of Yardley, junction section of Queen Street and junction section of Church Road due for treatment by patching game; Marsworth Rd up to Ivinghoe hope to go on resurfacing list for 2016/17. Westfield Road drain due to be cleared. Grip/weir opposite Moat Farm to be cleared. Albion Road failing surface outside the Longhouse reported 7/7/16 to be partly patched and partly surface treated. Bus box at Rushendon Furlong junction to be considered as part of resurfacing, roundabout knock-down signs (40014955).
- 11) Roundabout lighting knockdown: TfB passed to BCC lighting dept (40014955) 24/3/16
- 12) VAHT Glebe Close car parks: advised VAHT 4/7/16 in need of weed killing treatment
- 13) Hedge Extension: on the recreation ground to be carried out by the Cricket Club
- 14) Tree works: Tim Wilson still has outstanding work. Remaining items: arial survey of oak, assessment of decay at base of false acacia and removal of felled wood from

- allotment site. Tim has said that he hasn't forgotten about the trees but they are waiting for a decent dry spell so they don't ruin the ground
- 15) Queen's 90<sup>th</sup> birthday commemorative tree: AVDC and TW granted permission for the crab apple to be located in the open area near the Hever Close playground. Tree has to be planted bare rooted to ensure best chance of survival and is therefore not available until November.
  - 16) Best Kept Village: Judging has taken place. Pitstone was not successful this year.
  - 17) Annual Tree Risk Assessment: commissioned with J Lowe. Results not yet available. Will then be considered by the Sports & Leisure Committee and Recreation Ground Charities respectively.
  - 18) Extra Daffodils for Marsworth Road: resident would like to progress in the autumn.
  - 19) Electronic Update of Pitstone Guide: pending
  - 20) BCC Devolved Services: no visibility of funding for 4<sup>th</sup> year provided to the parish council
  - 21) BCC Land at The Crescent: Bucks County Council advised that Carter Jonas have been carried out a strategic review of all BCC land which is being discussed within BCC this week, and they will revert to us shortly.
  - 22) BALC Charles Arnold Baker: ETA Sept
  - 23) Trial of Vonage telephone system: pending
  - 24) Credit Card: application forms obtained and will appear on the August agenda for consideration/approval.
  - 25) Footpath between Pitstone and Marsworth: grant application submitted to New Homes Bonus, who will not respond until October. Pitstone Parish Council legally able to act as banker, as both parishes are Section 33 bodies. BCC asked to clarify a number of points relating to the tendering process and employing body, to safeguard the parish and satisfy the internal auditor. BCC asked to confirm flexibility relating to invoicing and VAT requirements.
  - 26) Auto enrolment pension: no further action required prior to staging date in February
  - 27) Street light capital works/repairs: Klaus Ginda compiling a proposal for consideration
  - 28) Eon deemed contract rates: no response on market comparison from BAS as yet

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## **CORRESPONDENCE**

The following correspondence received this month was discussed and noted.

### Aylesbury Vale District Council

- Planning notifications and correspondence – none received this month
- News for the Parishes – circulated electronically
- Details for free children's events in Aylesbury Vale this summer – circulated and posted electronically
- Presentation slides from VALP Parishes Presentation – circulated electronically

### Bucks County Council and Transport for Bucks

- Road work / road closure alerts – circulated and posted electronically where appropriate
- Correspondence with County Councillor Avril Davies re the cycle/footpath to Tring station – circulated electronically
- County Councillor newsletter update – circulated electronically
- Parish Liaison meeting cancelled – circulated electronically
- Changes to the 164 bus service from 29 August 2016 – circulated and posted electronically plus passed to PPP Editor
- BCC response to the comments submitted by the parish council to the home to school transport consultation – circulated electronically
- Cooks Wharf canal bridge closed 27 July for 4 weeks – circulated and posted electronically
- Prevention Matters e:newsletter – circulated electronically
- My Bucks e:newsletter – circulated electronically
- Reminder re flood risk consultation closing date – circulated electronically
- Correspondence from BCC re attending a council meeting – circulated electronically. It was **RESOLVED** to arrange a separate meeting with BCC rather than a short session at a full council meeting (perhaps joint meeting with IPC?)

### Other

- Thames Valley Police neighbourhood alerts, updates & newsletters – circulated & posted (where appropriate) electronically
- Rural Services Network e:newsletters & updates etc – circulated electronically
- Charity Commission e:updates, newsletters and consultation information – circulated electronically
- Buckinghamshire Business First e:newsletters – circulated electronically

- Chiltern Society e:newsletter – circulated electronically
- Community Impact Bucks e:newsletters – circulated electronically
- Fields in Trust e:newsletters – circulated electronically
- Public Sector Executive e:newsletters – circulated electronically
- Public Sector Today e:newsletters – circulated electronically
- Green Grants funding e:newsletters – circulated electronically
- Aylesbury Town Centre events posters – passed to the notice-board manager
- Weather warnings from the Met Office – circulated electronically
- Ivinghoe Old School Hub e:newsletters – circulated electronically
- BVCL e:updates – circulated electronically
- Bucks County Show posters – passed to notice-board manager
- Defibrillation poster – passed to notice-board manager
- Child Bereavement Trust event posters – passed to notice-board manager
- Letter from Came & Co confirming change of trading style following merger with Stackhouse Poland – retained for file
- Email from a Castlemead resident re grass cutting – responded
- Clerks and Councils Direct Issue 106 – for circulation
- Local Councils Update Issue 197 – for circulation (ACRE hall info shared with PMH)
- Ongoing correspondence with 1 resident regarding Hever Close. Response to formal complaint issued. – circulated to S&L committee
- Update from Aldbury parish council re Tring station – circulated electronically
- Oxfordshire Clinical Commissioning Group consultation – circulated electronically
- Withdrawal of service between MK and Clapham Junction (affecting Tring station) – circulated electronically
- Enquiry re computing classes – forwarded to Sue Nicholls and BVCL
- Positive feedback re orchids from resident – circulated electronically
- Play Innovation Case Study (MUGA) – circulated electronically
- Martha, Youth Forum update – circulated electronically
- P&I JFC recruiting <14s – circulated and posted electronically
- NatWest change to T&Cs – for circulation
- Parish Online e:newsletter – circulated electronically
- Positive comments re orchids in email from resident – responded
- Copy of press release issued by Ivinghoe Parish Council re weight restrictions in Beds – circulated electronically
- Came & Co Councillors Guide to Insurance – circulated electronically
- The Clerk magazine – for circulation
- Dacorum Borough Council site allocations hearing information – circulated electronically
- Correspondence from Smiths Gore re land in Pitstone – circulated electronically
- SLCC e:newsletter – circulated electronically
- BALC 2 x updated LTNs – circulated electronically
- Updates from the Pensions Regulator – circulated electronically
- Sage One e:newsletter – circulated electronically
- NALC Community Led Housing Consultation open until 30/9/16 – circulated electronically. Add to the agenda for 1/9/16 and the housing working party to recommend a response.
- Objections to the planning application in Groomsby Drive – circulated electronically

## Committee Reports

### 95/16 **SPORTS AND LEISURE COMMITTEE – CLLR GROOM, CHAIR OF COMMITTEE**

- 1) The draft minutes of Sports and Leisure Committee meeting held on 11/7/16 had been circulated and were noted.
- 2) It was noted that quotations are being sought for replacement fencing along western boundary of pavilion and would be discussed at a later date.
- 3) It was noted that quotations are being sought for ball stop netting and would be discussed at a later date.
- 4) It was noted that UK Power Networks had attended a site visit and offered guidance regarding working near their stay/cables. A number of issues arising would appear on the Sports and Leisure Committee agenda.
- 5) It was noted that the Sports & Leisure Committee had invited the Memorial Hall Charity to work on the redevelopment of community facilities together as a joint initiative. An initial meeting with some members of both parties to be held next week to discuss the proposal ahead of the meetings for both bodies in September. Cllr Starling requested that the Recreation Ground Charity should also be involved, to ensure 3-way alignment.

- 6) It was noted that Brian Brooks had attended the Sports and Leisure Committee and provided guidance about the likely requirements of first phase architectural procurement, to include the need to obtain outline planning permission. Prior to any tender being invited for such architectural services, the brief for the site needs to be fully confirmed.
- 7) It was **RESOLVED** to accept the kind donation of 4 metal benches from PRS to the pavilion. J Leonard has been asked to provide a quotation for repair works and installation.
- 8) It was noted that there may be a change to the future ground-keeping of off-pitch areas at the pavilion, as the present ground-keeper is struggling with these areas. Quotations being sought for consideration.
- 9) It was noted that the Town Lands Charity (TLC) had a meeting on 1/8/16 and would revert to the Sports & Leisure Committee after that date with regard to maintenance of the rear hedge (owned by TLC).
- 10) The following remedial works were noted and it was **RESOLVED** to accept the associated costs: a replacement gate post at the allotment site had been required when the previous gate rotted below ground and left the site unsecure, replacement Emergency Exit and Fire Evacuation Point signs were required at the pavilion as the previous ones had cracked and broken.

96/16 **PLANNING COMMITTEE – CLLR CRUTCHFIELD, CHAIR OF COMMITTEE**

- 1) The draft minutes of the planning committee meeting held on 21/7/16 had been circulated to council and were noted.
- 2) Cllr Starling provided feedback from the Vale of Aylesbury Local Plan (VALP) parish consultation event attended by Cllrs Weber, Starling and Crutchfield. This included an update on the impact of the VALP on Neighbourhood Plans, which was limited to housing numbers only, as the VALP can't over-write policies within an NDP. Categorisation of villages was discussed and villages could submit proposed changes. An interesting discussion had taken place around the need to fulfil such a huge amount of unmet need from neighbouring districts. No account had been taken of any unmet need that may eventually arise out of London.
- 3) Draft Vale of Aylesbury Local Plan public consultation events are being held by AVDC throughout July and August. Response deadline 5/9/16. Therefore, the parish council need to resolve a response at the next council meeting. Cllr Weber to circulate a draft for consideration.
- 4) Planning application 16/02576/APP for demolition of existing garage and construction of a 2 bedroom chalet bungalow and detached single garage with additional parking to the rear of Windmill Lodge, High Street, Ivinghoe (affecting some Pitstone residents in Groomsby Drive. It was **RESOLVED** to accept comments from members of the public and the resident of Newland Lodge, High Street, Ivinghoe explained his concerns. Two residents from Pitstone parish, Groomsby Drive, also attended to oppose the application and spoke at the council meeting. The applicant, resident of Windmill Lodge, spoke in favour of his application. Had this application fallen on the other side of the brook at the boundary, the made Pitstone NDP would have precluded this development. After a lengthy discussion it was **RESOLVED** that the parish council wished to oppose the application on the grounds of overdevelopment of the particular development site which lies within the Ivinghoe Conservation Area, and also overdevelopment of Groomsby Drive itself (a narrow private road). Although the new dwelling would be allocated parking, there was concern about the implications associated with increased traffic flow in the lane and increased parking (eg for visitors) in a very constrained area, and the resulting impact on Pitstone residents. Council made clear to those attending that Pitstone was not the main consultee in this instance as the application site lies within the parish of Ivinghoe and therefore that all parties should also make their representations to both Aylesbury Vale District Council (as planning authority) and Ivinghoe Parish Council. Following consideration of this agenda item, the applicant and local residents left the meeting.
- 5) It was **RESOLVED** to bring forward the agenda item on protection of open space, and in particular the public open space by The Pightle. It was recognised that there was a considerable parcel of land that was technically unregistered and that a resident had sought to convert part of this land into residential garden. It was **RESOLVED** that the parish council wished to uphold its stated policies within the Pitstone Neighbourhood Plan to protect and enhance public space, and therefore it was **RESOLVED** to continue to attempt to identify definitive ownership of all this section of land and ensure proper registration so that open space remains within the public domain for all to enjoy.

- 97/16     **RECREATION GROUND CHARITY COMMITTEE – CLLR MATTEY, CHAIR OF COMMITTEE**
- 1)    The draft minutes of the charity meeting held on 26/7/16 had been circulated and were noted.
  - 2)    The revised occupational licence to the cricket club was discussed.
- 98/16     **PITSTONE PARISH CHARITY COMMITTEE – CLLR NICHOLLS, CHAIR OF COMMITTEE**
- No committee meeting had been held this month.
- 99/16     **STAFFING COMMITTEE – CLLR BLUNT**
- It was noted that the Party in the Park committee had submitted a late request for litter picking after their event. This was approved by the Staffing Committee. It was **RESOLVED** to meet the associated costs (2.25 hours) and this had been included within the payroll. It was **RESOLVED** that, should there be an event in subsequent years, to advise the committee that cleaning and staging should be provisioned for within the budget process in future.

#### Matters Raised by the Working Groups

- 100/16    **PITSTONE DEVELOPMENT AREA**
- The revised draft of the Joint Landowners Agreement had been circulated. Final minor comments were being resubmitted to SA LAW. It was **RESOLVED** that the parish council were content with the agreement and further **RESOLVED** to enter into the agreement once it was available for signature. Cllrs Saintey and Cllrs Weber were duly authorised to sign on behalf of the council.
- It was **RESOLVED** to accept comments from Mr Hawkins, who updated the council on the legal advice received relating to the informal public path and the need for signage to confirm that no access rights were conferred. The signs have now been erected.
- 101/16    **LOCAL AFFORDABLE HOUSING**
- A valid quotation is still pending from Community Impact Bucks. Carry forward to next meeting.
- 102/16    **TRAFFIC/HIGHWAYS/PATHS**
- 1)    Ben Hamilton-Baillie Project
    - a)    It was **RESOLVED** to approve and submit the grant application to the Local Area Forum (LAF) for a 2017/18 grant towards the full Stage 3 Feasibility Report required before any of the desired works could be commissioned. It is understood that Ivinghoe Parish Council will also be applying for the same grant towards the equivalent BHB proposals in Ivinghoe.
    - b)    It was noted that the Stage 1 Road Safety Audit had been commissioned by BCC and was anticipated to be complete by the end of August or September.
  - 2)    Central Beds Transport Strategy Consultation on Weight Limits (open til 12/8/16)  
It was noted that Central Beds Council was consulting on the introduction of a number of weight limits intended to protect residential streets and minor rural roads from extraneous lorry traffic. However, as Bucks County Council (BCC) have no current plans to introduce weight limits, the B488 will become the only North-South route between Milton Keynes and Hemel Hempstead (apart from the M1) without a weight limit and could therefore see substantial extra traffic. It was **RESOLVED** to mirror/support the Ivinghoe PC response to the Central Beds consultation. It was **RESOLVED** to write to BCC to seek a valid response and potential introduction of weight limits, especially at Brownlow Bridge.
  - 3)    Roadside weeds  
Transport for Bucks (TfB) has advised that they can't supply their quotation until 15/8/16. They have also issued an information leaflet detailing what parishes can and can't do, and what weed-killers etc can and can't be applied. It was noted that J Leonard had declined to quote as he didn't hold the necessary spraying licence. It was **RESOLVED** to write to Cllr A Davies to ask that the service be re-instated next year or offered as an optional extra upfront, and to enquire if she had any grant funding to support such work. It was **RESOLVED** to issue some information to residents via social media etc.

- 4) Pitstone-Marsworth Path  
The email received from Allan Purchase on the morning of the meeting was noted and discussions would continue throughout the month.

#### 103/16 YOUTH CAFÉ

- 1) The draft minutes of the meeting between PPC and the youth café manager were noted. Cllr Saintey provided further feedback.
- 2) It was **RESOLVED** to renew the contract with the youth café manager for the following academic year ie August 2016 to July 2017 at a cost of £5k pa (no increase on present year).
- 3) It was **RESOLVED** to pursue the recruitment of an Assistant Youth Worker for Pitstone, to be employed by the youth café manager. Approx cost £10ph session rate for 6pm-8.30pm every term time Wednesday. This would provide additional qualified support at the café, provide cover if the café manager was unavoidably detained any week, and provide some succession planning. It was **RESOLVED** to meet the associated cost and support the advertising/promotion as a local resident would be preferred.
- 4) It was **RESOLVED** to meet the associated cost of Premium membership with Action for Youth at £80pa.
- 5) It was **RESOLVED** to approve a training budget for youth café volunteers/staff of £350 pa, within which courses could be booked as necessary.
- 6) It was noted that the café manager had recommended the purchase of floodlights for the rear playground during the winter season. Quotes to be supplied.
- 7) It was **RESOLVED** to meet the £80 cost associated with materials to repair the skate ramps.
- 8) It was **RESOLVED** to write to Simon Garwood and request that the LAF present the proposals for the satisfactory expenditure of their grant funding for the Youth Forum to AVYFC at the next meeting, as no youth forum activity has taken place in Pitstone at all since the grant was issued.
- 9) It was noted that an after school club runs at Brookmead, so it may be worth approaching the providers to see if they would be willing/able to extend their remit to run the youth café at some future date if necessary.

#### Other Issues:

#### 104/16 BUCKS COUNTY COUNCIL (BCC) INFRASTRUCTURE

- 1) Cllr Saintey provided feedback from the BCC S106/CIL workshop attended by Cllrs Saintey and Nicholls on 20/7/16. It was noted that there was no definitive route identified to implement BCC infrastructure requirements in the parish eg sufficient school places and the BHB highways proposals. Therefore, it was **RESOLVED** to write to Andrew MacDougall, Senior Infrastructure Co-ordinator at BCC.
- 2) The correspondence between Cllr A Davies and BCC regarding the allocation of all the S106 educational contribution arising out of the Vicarage Road development to Aylesbury when there was a local need was noted. It was particularly disappointing given that the parish had worked with BCC during the Neighbourhood Plan project and BCC had committed written responses regarding the insufficient level of school places in the local cluster. It was noted that AVDC were proposing significant housing increases within the local cluster via the VALP and that BCC and AVDC needed to be working in partnership to ensure that the necessary infrastructure was also put in place. It was **RESOLVED** to write to Andrew MacDougall in support of Cllr A Davies and Brookmead school.

#### 105/16 BUCKS COUNTY COUNCIL DEVOLVED SERVICES

It was **RESOLVED** to commission the contractor to (a) clear vegetation away from some signs on the Upper Icknield Way (b) to clear the width of the BOAT between Queen Street and Grange Road.

It was noted that there had been an increase in the flytipping of garden waste in public open spaces and highway verges throughout the parish. The council has issued messages via social media.

#### 106/16 BUCKS BUZZING AND NATIONAL BIODIVERSITY STRATEGY / ASHRIDGE AND IINGHOE BEACON BIODIVERSITY OPPORTUNITY AREA (BOA)

- 1) It was noted that the council had received a request to feature the preservation of the orchids along Westfield Road as a Case Study for the Bucks Buzzing campaign and it was **RESOLVED** to participate.

- 2) A presentation at a future council meeting on the Ashridge and Ivinghoe Beacon Biodiversity Opportunity Area (BOA) and how the parish could participate was welcomed. It is hoped that this will appear on the agenda for September.

107/16 **STREET LIGHT POLICY**

The annual review of the Street Light Policy was conducted and it was **RESOLVED** to accept the previously circulated draft. The Chairman was duly authorised to sign on behalf of the council.

108/16 **RE-SCHEDULING OF THE AUGUST COUNCIL MEETING**

It was **RESOLVED** to reschedule the August meeting from 25/8/16 to 1/9/16. Cllr Mrs Groom submitted apologies.

109/16 **WATER DISPENSER/PUMP FLASK**

Following consideration of 3 quotes it was **RESOLVED** to purchase a flask/water dispenser to improve health & safety at council meetings (£17.95 + free delivery from Catering Equipment Supplies Ltd).

Following consideration of this item, Cllrs D Town and S Jenkins left the meeting.

**Financial Issues:**

110/16 **QUARTERLY GRANT AND DONATION CONSIDERATION**

The application from Brookmead School and the P&I Junior Football Club for replacement portable goals was considered. It was **RESOLVED** not to make a contribution as the youth café did not have regular access to the football goal whereas the other 2 bodies benefitted from use several times per week.

111/16 **QUARTERLY VAT RETURN**

It was noted that the quarterly VAT return had been submitted. HMRC to refund £1,116.56 to Pitstone Parish Council.

112/16 **FINANCIAL POSITION AND PAYMENTS**

- 1) The monthly budget summary was noted and duly signed by a member of the council.
- 2) The bank reconciliation was noted and duly signed by a member of the council.
- 3) The council noted the income, expenditure, debtors and creditors' information and it was **RESOLVED** to make the payments outlined in the monthly financial summary. Two councillors undertook to authorise the transactions for BACS transfer and initialled the corresponding paperwork. The chairman was duly authorised to sign the monthly summary.

113/16 **INTERNAL CONTROLS**

The regular internal controls were conducted with no amendments requested or issues arising.

**Other Reports:**

114/16 **OTHER REPORTS**

- 1) Feedback from the pre-renewal meeting with Came & Co insurance brokers was noted. No actions/issues had arisen.
- 2) Cllrs Saintey and Matthey provided feedback from Party in the Park 2016. It was noted that AVDC had been in attendance, promoting the Vale Lottery.
- 3) Cllr Saintey provided feedback from the AVALC meeting where the unitary proposition and waste disposal issues had been discussed.
- 4) Cllr Arney provided feedback from the Beacon Villages Community Library AGM. The future of funding from Bucks County Council was unknown.
- 5) The other ad-hoc reports were noted.

115/16 **THE FOLLOWING REMINDERS WERE NOTED**

- Parish Council meetings: 1/9/16, 29/9/16, 20/10/16, 24/11/16, 5/1/17
- Sports and Leisure Committee meetings: 8/8/16, 12/9/16, 10/10/16, 7/11/16, 12/12/16.
- PPP Publication dates: January, April, July, October.
- AVALC (Aylesbury Vale Association of Local Councils) 6/9/16, 28/10/16, 5/11 AGM – Cllr Saintey attending



- Play around the Parishes 1 August 10-12 noon (clerk) and 19 August 2-4pm (Gill Arney). Cheddington 28/7 pm & 24/8 10-12.
- Vale of Aylesbury Plan Consultation Events –Wendover St Annes Hall 4/8
- I&PUCC 175<sup>th</sup> Anniversary Celebration 11am 21/8/16
- Pitstone Memorial Hall Committee Meeting 26/9/16 – PMH requested PPC attendance to update on pavilion and PDA.

116/16 **DATE OF NEXT MEETING**

The next meeting of the Parish Council will be held on Thursday 1 September 2016. It was noted that the following would appear on the agenda:

- Annual review of water treatment control systems/records for pavilion – on S&L agenda
- Annual review of complaints procedure
- 6 monthly fire alarm check for pavilion due Sept – on S&L agenda
- Lamp post replacement proposals and repairs

117/16 **CLOSURE OF MEETING**

There being no further business to be transacted, the Chairman closed the meeting at 9.40pm.

Signed: \_\_\_\_\_  
Chairman

Date: 1 September 2016