

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 April 2017 at **7.30pm**

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

Signed _____
Date : 21 April 2017

A G E N D A

1. **ATTENDANCE AND APOLOGIES**
2. **RECEIVE QUESTIONS FROM MEMBERS OF THE PUBLIC/PRESS** – residents monthly opportunity to raise their questions or concerns with the parish council
3. **DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS** from councillors on matters to be considered at the meeting
4. **MINUTES** - To resolve that the minutes of the parish council meeting held on 30/3/17 be signed as a correct record
5. **CLERK'S REPORT** (not tabled for discussion) – note updates to the ongoing matters, for information only
6. **CORRESPONDENCE** - Consider correspondence received & receive notification of any additional items

Committee Reports:

7. **PLANNING COMMITTEE – CLLR CRUTCHFIELD, CHAIR OF COMMITTEE**
 - 7.1 Note draft minutes of planning committee meeting held 30/3/17
 - 7.2 Receive feedback from planning committee meeting held 27/4/17
8. **RECREATION GROUND CHARITY COMMITTEE – CLLR MATTEY, CHAIR OF COMMITTEE**
 - 8.1 No report due.
9. **PITSTONE PARISH CHARITY COMMITTEE – CLLR NICHOLLS, CHAIR OF COMMITTEE**
 - 9.1 No report due.
10. **STAFFING COMMITTEE – CLLR BLUNT, CHAIR OF COMMITTEE**
 - 10.1 Note draft minutes of staffing committee meeting held on 3/4/17
11. **SPORTS & LEISURE COMMITTEE – CLLR SAINTEY, CHAIR OF COMMITTEE**
 - 11.1 Note draft minutes of the sports & leisure committee meeting held on 13/4/17
 - 11.2 Consider/approve grants and occupational licence associated with summer 2017 improvements at sports pavilion
 - 11.3 Note outcome of meeting to score architect submissions and approve route forward

Working Group Matters:

12. **TRAFFIC / HIGHWAYS / PATHS**
 - 12.1 Ben Hamilton-Baillie Project: Consider feedback from all-party meeting on 24/4/17 and approve issues arising
 - 12.2 Path between Marsworth and Pitstone: Consider design/engineering report
 - 12.3 mVAS: No progress this month. Carry forward.
13. **PITSTONE YOUTH CAFÉ**: Carry forward re-consideration of policies.

Other Issues:

14. **DEVOLVED SERVICES**: Note update
15. **HOUSING WHITE PAPER CONSULTATION**: consider if wish to submit a response
16. **BALC/NALC**: approve annual subscription
17. **SLCC**: approve annual subscription

Financial Issues:

18. **QUARTERLY REVIEW OF GRANT/DONATION REQUESTS:** None received
19. **QUARTERLY VAT SUBMISSION:** Note Q4 submission/receipt from HMRC
20. **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.
21. **INTERNAL CONTROLS:** Conduct all necessary internal controls
22. **FINANCIAL YEAR END:**
 - 22.1 Approve transfer of £1,591.28 from Natwest S106 account to Unity
 - 22.2 Approve retention of funds in NatWest reserve account and note project costs for 17/18
 - 22.3 Note year end Asset Register
 - 22.4 Note draft annual return and accompanying figures etc prior to internal audit
23. **ANNUAL CHECK OF ELECTRONIC BANKING DETAILS:** note conducted

Other Reports (not tabled for discussion):

24. Note other reports, reminders, forthcoming events and agenda items for 25/5/17

This will conclude the public section of the meeting. 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 for the last items due to the sensitive nature of the business.

Land Matters:

25. **LAND OFF WESTFIELD ROAD:** consider proposals from Taylor Wimpey
26. **PITSTONE DEVELOPMENT AREA:** note updates
27. **BCC LAND BY THE CRESCENT:** consider/approve feedback from Horwood & James for Carter Jonas

THE PUBLIC AND PRESS ARE WELCOME TO ATTEND OUR MEETINGS