

# 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 23 February 2017 at **7.30pm**

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

Signed \_\_\_\_\_  
Date : 17 February 2017

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## 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 26/1/17 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. **SPORTS & LEISURE COMMITTEE – CLLR SAINTEY, CHAIR OF COMMITTEE**
  - 7.1 Note draft minutes of the committee meeting held on 9/2/17
  - 7.2 Note/approve remedial/maintenance matters required at the pavilion and/or open space
  - 7.3 Note update on allotment tenancy renewals
  - 7.4 Consider if need to replace the felled Sorbus Majestica & if works required to/wish to purchase a replacement Cherry on land by The Crescent
8. **PLANNING COMMITTEE – CLLR CRUTCHFIELD, CHAIR OF COMMITTEE**
  - 8.1 Note planning updates. Next planning committee meeting scheduled for 27/2/17
9. **RECREATION GROUND CHARITY COMMITTEE – CLLR MATTEY, CHAIR OF COMMITTEE**
  - 9.1 Recreation Ground Charity meeting postponed until 7/3/17.
10. **PITSTONE PARISH CHARITY COMMITTEE – CLLR NICHOLLS, CHAIR OF COMMITTEE**
  - 10.1 No report due.
11. **STAFFING COMMITTEE**
  - 11.1 Note that Declaration of Compliance completed and returned to the Pensions Regulator

### Working Group Matters:

12. **PITSTONE DEVELOPMENT AREA:** Public consultation 23/2/17
13. **HOUSING:** Initial survey live during February. No actions due at present.
14. **TRAFFIC / HIGHWAYS / PATHS**
  - 14.1 Ben Hamilton-Baillie Project:
    - a) Consider result of Phase I Road Safety Audit
    - b) Joint meeting re Phase II Feasibility Study being arranged for March 2017
  - 14.2 Path between Marsworth and Pitstone: Design/engineering report due March 2017.
  - 14.3 Cycle path along Northfield Road: Note any update from HCC/BCC.
  - 14.4 BCC freight strategy: receive feedback from initial workshops on 13 & 20/2/17
15. **PITSTONE YOUTH CAFÉ:**
  - 15.1 Approve 4 x attendee attendance on Food Hygiene course (£10+VAT per delegate)
  - 15.2 Note feedback from Action4Youth feedback meeting 9/2/17
  - 15.3 Consider/approve offering BSCB Safeguarding training to all volunteers

Other Issues:

16. **PITSTONE ANNUAL ASSEMBLY:** consider format, content, speakers and associated costs
17. **PPP DISTRIBUTION CO-ORDINATOR:** Note vacancy and actions arising
18. **DEVOLVED SERVICES:** no issues raised this month
19. **MAY FU NOTICEBOARD:** consider/approve purchase and installation of a replacement noticeboard at the May Fu
20. **BCC LAND BY THE CRESCENT:** consider any update
21. **BALC COUNCILLOR INDUCTION TRAINING:** approve attendance for Dr D Frearson
22. **ANNUAL REVIEW OF THE POLICY ON REPORTING OF MEETINGS OF COUNCIL**
23. **CONSIDER/APPROVE APPOINTMENT OF 2 NEW TRUSTEES TO TOWN LANDS CHARITY/WILLIAMSON TRUST**
24. **CONSIDER PROTECTION OF WILD ORCHIDS ALONG WESTFIELD ROAD**
25. **RECEIVE FEEDBACK FROM LAF MEETING ON 2/2/17**

Financial Issues:

26. **APPROVE CHANGES TO UNITY BANK SIGNATORIES**
27. **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.
28. **INTERNAL CONTROLS:** Conduct all necessary internal controls

Other Reports (not tabled for discussion):

29. Note information provided by Pitstone Memorial Hall Charity
30. Note missing life rings reported to the fishing club
31. Note daffodil signs will be erected along Marsworth Road once shoots visible
32. Note other reports, reminders, forthcoming events and agenda items for 30/3/17

**THE PUBLIC AND PRESS ARE WELCOME TO ATTEND ANY OF OUR COUNCIL OR COMMITTEE MEETINGS**