

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 30 March 2017 at **7.30pm**

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

Signed _____
Date : 24 March 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 23/2/17 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 meetings held 27/2/17 and 20/3/17
 - 7.2 Receive feedback from planning committee meeting held 30/3/17
8. **RECREATION GROUND CHARITY COMMITTEE – CLLR MATTEY, CHAIR OF COMMITTEE**
 - 8.1 Note draft minutes of the Recreation Ground Charity meeting held on 7/3/17
 - 8.2 Re-confirm resolution to manage recreation ground as part of Parish Council Open Space
 - 8.3 Give initial consideration to proposal to investigate wind-up of charitable status
 - 8.4 Note/approve WI commemorative bench
9. **PITSTONE PARISH CHARITY COMMITTEE – CLLR NICHOLLS, CHAIR OF COMMITTEE**
 - 9.1 No report due.
10. **SPORTS & LEISURE COMMITTEE – CLLR SAINTEY, CHAIR OF COMMITTEE**
 - 10.1 Note draft minutes of the committee meeting held on 2/3/17
 - 10.2 Note/approve remedial/maintenance matters required at the pavilion and/or open space
 - 10.3 Note update on allotment tenancy renewals and approve transfer of subscription to PAA
 - 10.4 Consider/approve increase in off-pitch cutting costs for the pavilion
 - 10.5 Consider/approve open space ground maintenance for 2017
 - 10.6 Approve commission of annual playground inspections and associated cost
 - 10.7 Note AVDC granted 100% business relief for rates at pavilion
 - 10.8 Consider/approve grant submissions relating to ball stop netting/fencing and pitch works at the sports pavilion, carefully noting FF terms and conditions
 - 10.9 Consider/approve draft occupational licence to P&I UFC required by Football Foundation
 - 10.10 Consider/approve grant submission relating to architectural services for the sports pavilion
 - 10.11 Note outcome of meeting to score architect submissions and approve route forward
 - 10.12 Note progress on ball stop netting planning application

Working Group Matters:

11. **PITSTONE DEVELOPMENT AREA:** meeting being arranged with developers in April
12. **HOUSING:** Consider survey results and determine/approve next steps.

13. TRAFFIC / HIGHWAYS / PATHS

- 13.1 Ben Hamilton-Baillie Project: Joint meeting re Phase II Feasibility Study in April
- 13.2 Path between Marsworth and Pitstone: Design/engineering report due March 2017.
- 13.3 VAS:
 - a) Note mVAS report for Marsworth Road 23/12/16-26/2/17
 - b) Note annual service/check carried out & report provided
 - c) Note update on Westfield Road

14. PITSTONE YOUTH CAFÉ:

- 14.1 Note training update and approve £60 expenditure for courses for 2 volunteers

Other Issues:

- 15. **PITSTONE ANNUAL ASSEMBLY**: finalise agenda and displays
- 16. **VOLUNTEERS IN THE PARISH**: discuss findings and options
- 17. **MEMORIAL HALL CHARITY**: note change to Parish Council representation
- 18. **PPP DISTRIBUTION CO-ORDINATOR**: Approve appointment
- 19. **DEVOLVED SERVICES**: review and determine services for April-October 2017
- 20. **BCC LAND BY THE CRESCENT**: consider latest information from Carter Jonas
- 21. **BALC COUNCILLOR TRAINING**: approve attendance for Cllr Weber
- 22. **ANNUAL MEMBERSHIP TO COMMUNITY IMPACT BUCKS COMMUNITY BUILDINGS**: consider/approve
- 23. **CONSIDER PROTECTION OF WILD ORCHIDS ALONG WESTFIELD ROAD**
- 24. **BEST KEPT VILLAGE COMPETITION**: consider if wish to enter for 2017
- 25. **EON UNMETERED ELECTRICITY**: consider/approve quotations
- 26. **STREET LIGHTING**: consider proposals for 2017/18
- 27. **CONSIDER SUPPORT OF BEACONS OF THE PAST/HILLFORTS IN THE CHILTERN**

Financial Issues:

- 28. **NOTE INCREASE IN SAGE ONE SUBSCRIPTION COSTS**
- 29. **NOTE CHANGE OF LEGAL ENTITY RE ANGLIAN WATER DDs**
- 30. **NOTE CHAIRMAN'S WAIVE OF ANNUAL EXPENSES**
- 31. **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.
- 32. **INTERNAL CONTROLS**: Conduct all necessary internal controls
- 33. **FIRST DRAFT YEAR END FIGURES**

Other Reports (not tabled for discussion):

- 34. Note information provided by Safran re parking issues
- 35. Note other reports, reminders, forthcoming events and agenda items for 27/4/17

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.

36. STAFFING COMMITTEE

- 36.1 Undertake review of hourly rate paid for litter picking/cleaning
- 36.2 Clerking matters:
 - a) Note/approve annual grade increase
 - b) Reminder re NJC Pay Award rates for 2017/18
 - c) Consider payment for overtime incurred
- 36.3 Note update on year-end payroll

- 37. **LAND OFF WESTFIELD ROAD**: consider proposals from Taylor Wimpey

THE PUBLIC AND PRESS ARE WELCOME TO ATTEND OUR MEETINGS