

# 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 2 November 2017 at **8pm**

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

Signed \_\_\_\_\_  
Date: 27 October 2017

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## A G E N D A

1. **ATTENDANCE AND APOLOGIES**
2. **TO NOTE DECLARATIONS OF INTEREST AND CONSIDER DISPENSATION REQUESTS**  
from councillors on matters to be considered at the meeting
3. **TO RECEIVE QUESTIONS FROM MEMBERS OF THE PUBLIC/PRESS** – residents monthly opportunity to raise their questions or concerns with the parish council
4. **TO RECEIVE ANY UPDATES FROM COUNTY AND DISTRICT COUNCILLORS**
5. **NEIGHBOURHOOD ACTION GROUP** – residents quarterly opportunity to raise their questions or concerns with the parish council (PCSO Dodson attending)
6. **MINUTES** - To resolve that the minutes of the parish council meeting held on 28/9/17 be signed as a correct record
7. **CLERK'S REPORT** – to note updates to the ongoing matters, for information only
8. **CORRESPONDENCE** - Consider correspondence received & receive notification of any additional items
  - 8.1 Determine any actions arising re parking and dog fouling

### Committee Reports:

9. **PLANNING COMMITTEE – CLLR CRUTCHFIELD, CHAIR OF COMMITTEE**
  - 9.1 Note receipt of draft minutes of planning committee meeting held 3/10/17 and feedback from meeting held on 2/11/17
  - 9.2 Receive feedback on AVDC VALP parish council briefing session 4/10/17 and determine how to formulate response ahead of 30-11-17 meeting
10. **SPORTS & LEISURE COMMITTEE – CLLR SAINTEY, CHAIR OF COMMITTEE**
  - 10.1 To note receipt of draft minutes of the sports & leisure committee meeting held on 18/10/17
  - 10.2 To receive updates on Phase I, Phase II and discussions with the Memorial Hall.
11. **RECREATION GROUND CHARITY COMMITTEE – CLLR MATTEY, CHAIR OF COMMITTEE**
  - 11.1 Note update on Recreation Ground Charity meeting on 2/11/17
  - 11.2 Note recommendation to initiate outstanding lease with Memorial Hall Charity
  - 11.3 To consider/approve legal actions required to initiating proceedings to wind up the charitable status and transfer responsibility to the parish council
12. **STAFFING COMMITTEE – CLLR BLUNT, CHAIR OF COMMITTEE**
  - 12.1 To note receipt of draft minutes of the staffing committee meeting held on 16/10/17
  - 12.2 To appoint a replacement member of the committee

### Working Group Matters:

13. **YOUTH CAFÉ:** consider appointment of a council safeguarding officer & determine how to review policy

### Other Issues:

14. **CAA NOISE SURVEY:** to consider/approve submission from the parish council
15. **DEVOLVED SERVICES:** to consider/approve (1) the issue of hedge cutting notices (2) the siding out Cheddington Road/Crispin Field & Cooks Wharf

16. **TREES**
  - 16.1 **OAK TREE:** consider quotations and appoint contractor for works
  - 16.2 **RISK ASSESSMENT:** consider quotations and appoint contractor for risk assessment
  - 16.3 **NATURE CAMS:** consider installation of nature cams
17. **CHRISTMAS LIGHTS:** confirm operational dates/times and associated costs
18. **MEETING DATES FOR 2018:** consider and confirm
19. **LOCAL COUNCILS UPDATE:** consider/approve renewal of annual subscription
20. **CHILTERN SOCIETY:** consider/approve renewal of annual membership
21. **BOUNDARY COMMISSION 2018 REVIEW:** consider/determine any response wish to submit
22. **GAS CONTRACT:** consider if wish to review gas contract

[Financial Issues:](#)

23. **CHILTERN CONSERVATION BOARD:** consider if wish to make any donation
24. **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.
25. **INTERNAL CONTROLS:** Conduct all necessary internal controls
26. **VAT RETURN:** note details of quarterly VAT return
27. **2018-19 BUDGET:** Discuss draft and potential precept implications

[Other Reports:](#)

28. Receive feedback from 5/10/17 LAF meeting – Cllr Crutchfield
29. Receive feedback from Chairmanship Skills BALC training – Cllr Weber
30. Note receipt of mVAS report for Vicarage Road (June-August 2017)
31. Note community car scheme update
32. Note other reports, reminders, forthcoming events and agenda items for 30/11/17

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