

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 25 July 2019 at 7.30pm

Laurie Eagling, Clerk to the Council
9 Warwick Road, Pitstone, LU7 9FE
Tel: 01296 767261

Signed _____
Date: 19 July 2019

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 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**
5. **MINUTES** - To resolve that the minutes of the parish council meetings held on 27 June 2019 be signed as a true and correct record of the meeting.
6. **VACANCY IN THE OFFICE OF PARISH COUNCILLOR:** To appoint a member to co-opt to fill the vacancy until the May 2020 election.
7. **CLERK'S REPORT –** to note updates to the ongoing matters, for information only.
8. **CORRESPONDENCE:** To note correspondence received and consider any actions arising.
Committee Reports:
9. **PLANNING COMMITTEE – CLLR CRUTCHFIELD, CHAIR OF COMMITTEE:**
 - 9.1 There had been no separate meeting held during the month and therefore no minutes to note.
 - 9.2 Applications:
 - a) **The Laurels, Old Farm, 19/02354/APP**, two storey side and single storey rear extension
 - b) **38 Glebe Close, 19/02608/APP**, replacement front porch
 - 9.3 Decisions:
 - a) **43 Cheddington Road, 19/01542/APP**, dropped curb: AVDC approved (PPC tendered no objections)
 - 9.4 Applications outstanding with AVDC: 43 Marsworth Road, Rear of the Bell/Haldi, 7 Albion Road, 16 Windsor Road, 6 Old Farm.
 - 9.5 VALP: Receive feedback from VALP session on 23/7/19 (Cllrs Crutchfield/Sainteay)
10. **SPORTS & LEISURE COMMITTEE & RELATED MATTERS – CLLR SAINTEY, CHAIR OF COMMITTEE**
 - 10.1 To note receipt of the draft minutes of the sports & leisure committee held 11/7/19.
 - 10.2 Pavilion Phase II:
 - a) To consider/approve applying to AVDC for an S106 grant of £540k.
 - b) To consider/approve quotations for detailed architectural drawings & specifications.
 - c) To note update on Structural Engineer.
 - d) To note that Local Council Consultancy have been appointed to assist with the procurement process.
 - e) To consider/approve quotations for principal designer/CDMC.
 - 10.3 Leisure Development on Recreation Ground:
 - a) **Purchase of land:** Waiting for document approval from all legal parties.
 - b) **Play Space:** To receive feedback from initial review meeting with Huck held 24/7/19.
 - c) **Skate Park:** To note that Local Council Consultancy appointed to assist with procurement. Work to commence once land within our ownership.
11. **STAFFING COMMITTEE – CLLR BLUNT, CHAIR OF COMMITTEE**
Committee meeting being held 7/8/19. Update will follow.

Charity Matters:

12. **PITSTONE PARISH CHARITY:** No meeting held during the month. No report to note.
13. **PITSTONE RECREATION GROUND CHARITY:** Meeting scheduled for 25/7/19.

Working Group Matters:

14. **YOUTH CAFÉ:**
 - 14.1 Volunteer Appeal: To receive update on any applications.
 - 14.2 Café Services Contract – To note feedback from review meeting held 17/7/19 and resolve to renew the 12-month contract for youth café management with D Rollins.
15. **HIGHWAYS/PATHS:**
 - 15.1 Pitstone and Ivinghoe Safety Scheme – Next meeting from TfB eta July 2019.
 - 15.2 Foot/Cycle Path to Tring: Station Travel Plan survey live from 5/7/19.
 - 15.3 Speedwatch: To note update on Speedwatch investigations & determine actions arising.
 - 15.4 mVAS/Westfield Road: To note update about investigation into ground screw installation.
 - 15.5 Non-official 'slow down' signs: To consider proposals for sign locations.
16. **PDA:** Nicholas King Homes not yet in a position to engage with the parish council re MUGA and replacement parking.
17. **COMMUNITY AND PUBLIC TRANSPORT:**
 - 17.1 Community Bus: To determine how to distribute survey in Pitstone and accept associated costs.
 - 17.2 Investigating bus to Tring station: Station Travel Plan survey live from 5/7/19.
 - 17.3 Community Car Scheme: To note updates.

Other Matters:

18. **DEVOLVED SERVICES:** To note any remedial actions/issues arising this month and raise any new issues.
19. **LAF TRANSPORT SCHEMES 2020/21:** To consider if wish to submit application (deadline 31/8/19).
20. **MEMBERSHIPS:** To consider/approve renewal of annual membership to Bucks Playing Fields Association (£20)
21. **CONSULTATIONS:** To determine response to Bucks County Council Highway Survey.
22. **POST EVENT REVIEW:** To review the Dylan Family Festival fundraising event 20/7/19.
23. **ITEMS RAISED BY PUBLIC:** None this month.

Financial Matters:

24. **QUARTERLY GRANT CONSIDERATIONS:** No applications received.
25. **QUARTERLY VAT RETURN:** To note submission of Q1 VAT return, £3,487.44 refunded
26. **FINANCIAL POSITION AND PAYMENTS:**
 - 26.1 To approve payments in accordance with the budget and consider the receipts/reconciliation/debtor/creditor information for the month.
 - 26.2 To resolve to approve August payments electronically.
27. **INTERNAL CONTROLS:** Conduct all necessary internal controls and determine any issues arising.

Reports:

28. To note receipt of latest mVAS report.
29. Receive feedback from BCC Parish Liaison meeting 24/7/19.
30. Receive feedback from BVCL AGM 6/7/19 – Cllr Dr Frearson.
31. Note other reports, reminders, forthcoming events and agenda items for early September 2019.

**THE PUBLIC AND PRESS ARE WELCOME TO ATTEND OUR MEETINGS
AND ADDRESS COUNCIL DURING THE PUBLIC PARTICIPATION SESSION**