

# 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 26 September 2019 at 7.30pm

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

Signed \_\_\_\_\_  
Date: 20 September 2019

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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 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**
  5. **MINUTES** - To resolve that the minutes of the parish council meetings held on 5 September 2019 be signed as a true and correct record of the meeting.
  6. **CLERK'S REPORT –** to note updates to the ongoing matters, for information only.
  7. **CORRESPONDENCE:** To note correspondence received and consider any actions arising.
- Committee Reports:
8. **PLANNING COMMITTEE – CLLR CRUTCHFIELD, CHAIR OF COMMITTEE**
    - 8.1 No committee meeting held during the month so no report to note.
    - 8.2 Applications: None received.
    - 8.3 Decisions:
      - a) **38 Glebe Close,** Replacement front porch: AVDC approved.
      - b) **Pitstone Green Farm, Vicarage Road,** 19/03150/AGN, erection of replacement agricultural barn: AVDC approved.
    - 8.4 Applications outstanding with AVDC: Rear of the Bell/Haldi, 16 Windsor Road, The Laurels in Old Farm and 35 Cheddington Road.
  9. **SPORTS & LEISURE COMMITTEE & RELATED MATTERS – CLLR CRUTCHFIELD**
    - 9.1 To note receipt of the draft minutes of the Sports & Leisure Committee held on 12/9/19 and note the resolutions arising re Phase II.
    - 9.2 Pavilion Phase II:
      - a) To note AVDC approved grant application.
      - b) To consider quotations and appoint Mechanical/Electrical Engineer.
    - 9.3 Leisure Development on Recreation Ground:
      - a) **Purchase of land:** To approve the terms of the sale and execute the Deeds to purchase the 2 x parcels of leisure land.
      - b) **Play Space:**
        - i. To consider/approve updated quote from Huck for removals.
        - ii. To consider/approve updated quote from Huck for installation .
      - c) **Skate Park:** Work to commence once land within our ownership.
    - 9.4 Portable football goals on Recreation Ground: To consider the request from P&IUFC and if approved determine if willing to meet any of the associated costs.
  10. **STAFFING COMMITTEE – CLLR BLUNT, CHAIR OF COMMITTEE**  
No committee meeting held during the month. No report due.
- Charity Matters:
11. **PITSTONE PARISH CHARITY:** To note receipt of the draft minutes of the charity meeting held on 5/9/19 and note charity resolutions regarding disposal of 'leisure' land.
  12. **PITSTONE RECREATION GROUND CHARITY:** No meeting held during the month & no report due.
- Working Group Matters:
13. **YOUTH CAFÉ:**
    - 13.1 Volunteers: To receive update on any applications.
    - 13.2 Grant: To consider terms & conditions of grant offer from LAF.

- 13.3 Registration website: To note progress.
- 14. **HIGHWAYS/PATHS:**
  - 14.1 Pitstone and Ivinghoe Safety Scheme: Presentation of Feasibility Study scheduled for 2/10/19.
  - 14.2 Foot/Cycle Path to Tring:
    - a) To note receipt of top-level results from Station Travel Plan survey.
    - b) To receive feedback from briefing meeting 25 or 30/9/19.
  - 14.3 mVAS/Westfield Road:
    - a) To receive update on progress with ground screw installation.
    - b) To consider/approve LAF grant application for 2<sup>nd</sup> mVAS unit.
  - 14.4 Non-official 'slow down' signs: Competition live until 25/10/19.
- 15. **PDA**: Nicholas King Homes not yet in a position to engage with the parish council re MUGA and replacement parking.
- 16. **COMMUNITY AND PUBLIC TRANSPORT:**
  - 16.1 Community Bus: Survey of Pitstone, Ivinghoe, Marsworth & Cheddington parishes live until 1/11/19.
  - 16.2 Transport to Tring station: To note that WMT launching a Car Share Scheme for Tring Station w/c 23/9/19 and approve promoting this to residents.
  - 16.3 Community Car Scheme: Nothing to note this month.

Other Matters:

- 17. **DEVOLVED SERVICES:**
  - 17.1 Extension to existing contract to 31/3/22:
    - a) To consider & approve accepting extension of existing devolved service agreement until 21/3/22.
    - b) To consider & approve extending existing fulfilment contracts.
  - 17.2 Event signage:
    - a) To consider/approve request by P&IUFC for permit for 30/11/19 event.
    - b) To consider/approve request by Beacon Choir for permit for 7/12/19 event.
    - c) To consider/approve request by PIE for permit for 2/11/19 bonfire event.
- 18. **POLICY REVIEW**: No policies due for review this month.
- 19. **CONSULTATIONS:**
  - 19.1 To consider Buckinghamshire Council Community Board consultation and determine response (open until 30/9/19)
  - 19.2 To consider MHCLG/DCMS consultation on extending 5G mobile provision in rural areas.
- 20. **ALLOTMENT TRACK**: To consider/approve updated quotation re 20 tonnes type 1 stone.
- 21. **WOODLAND TRUST TREE PACKS**: To consider whether to submit an application and associated proposals.
- 22. **2020 MEETING DATES**: To consider and set the provisional meeting dates for 2020.
- 23. **PPP SUBMISSIONS**: To consider/approve the council submissions for the next edition.
- 24. **EVENTS**: To consider & approve the bonfire/firework application from PIE.
- 25. **DOG WASTE**: To consider response from AVDC, alternative quotations and determine actions arising.
- 26. **ITEMS RAISED BY PUBLIC:**
  - 26.1 To approve location of WI daffodil planting & note update on bench.
  - 26.2 To consider how to support Safran 12 Days of Christmas.

Financial Matters:

- 27. **FINANCIAL POSITION AND PAYMENTS:**
  - 27.1 To approve payments in accordance with the budget and consider the receipts/reconciliation/debtor/creditor/budget monitor information for the month.
  - 27.2 To note position with debtor and agree any actions arising.
- 28. **INTERNAL CONTROLS**: Conduct all necessary internal controls and determine any issues arising.
- 29. **BUDGET 2020/21**: To consider the first draft of the budget & 3-year plan, determine any projects for costing, extent of LED roll-out etc.
- 30. **EXTERNAL AUDIT 2018/19:**
  - 30.1 To note receipt of External Auditor Report and Certificate issued by PKF Littlejohn – no issues were identified by the auditor for consideration by council.
  - 30.2 To approve Notice of Conclusion of Audit and publication requirements.

Reports:

31. To receive feedback from LAF on 16/9/19 – Cllrs Crutchfield & Mitra.
32. To receive feedback from LAF traffic calming sub-group on 19/9/19 – Cllr Crutchfield.
33. To note feedback from AVALC on 18/9/19 – Cllr Saintey.
34. Note other reports, reminders, forthcoming events and agenda items for October 2019.

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