

# PITSTONE PARISH COUNCIL

**NOTICE IS HEREBY GIVEN** of the meeting of the Parish Council to be held via remote log-in on Thursday 24 September 2020 at 7.30pm

To join our meeting from your laptop, computer or tablet:

<https://us02web.zoom.us/j/81089127986?pwd=dTRLVkJzSVNZMTRvNEJsa01NKy8wQT09>

Meeting ID: 810 8912 7986, Passcode: 885194

To join our meeting using one tap mobile phone:

+442039017895,,81089127986#,,,,,0#,,885194# United Kingdom

+441314601196,,81089127986#,,,,,0#,,885194# United Kingdom

To join our meeting from your landline telephone:

+44 203 901 7895 United Kingdom or +44 203 051 2874 United Kingdom

Meeting ID: 810 8912 7986, Passcode: 885194

Laurie Eagling, Clerk to the Council

9 Warwick Road, Pitstone, LU7 9FE

Tel: 01296 767261

Signed \_\_\_\_\_

Date: 18 September 2020

## A G E N D A

### 1. ATTENDANCE AND APOLOGIES

### 2. DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

To consider declarations & interests from councillors on matters to be considered at the meeting.

### 3. QUESTIONS FROM MEMBERS OF THE PUBLIC AND PRESS

The public opportunity to put questions or provide information to the parish council.

### 4. QUESTIONS FOR, AND UPDATES FROM, BUCKINGHAMSHIRE COUNCILLORS

The public opportunity to put questions to Buckinghamshire Councillors, and for Councillors to provide updates to the Parish Council and public.

### 5. MINUTES OF PREVIOUS MEETING

To resolve that the minutes of the previous meeting held on 17 September 2020 are a true and accurate record of the meeting.

### 6. CLERK'S REPORT ON MATTERS ARISING

To note receipt of the report on ongoing matters. For information only.

### 7. CORRESPONDENCE

1. To note any correspondence received.
2. To determine which non-essential correspondence can cease to be circulated to all members.

### 8. PLANNING MATTERS

#### 1. Applications

a. Land at 140 Vicarage Road, 20/03052/APP, detached dwelling, car port and access arrangements.

b. 7 Church Road, 20/02775/APP, Construction of outbuilding to frontage (Retrospective).

#### 2. Decisions

a. None.

#### 3. Applications outstanding with Buckinghamshire Council

Rear of the Bell (Haldi), Land adjacent to the Duke of Wellington PH, 13 Glebe Close, Floodlights at Pitstone Pavilion, 11 The Pightle, 4 The Pightle, 36 Albion Road & 6 Warwick Road.

**4. Enforcement outstanding with Buckinghamshire Council**

- a. 7 Church Road (20/00102/CON3) – non-material amendment (18/A0662/NON) refused by BC who determined that changes made to outbuilding were significant and would require a new full planning application – see above agenda item. (Original references: 18/00662/APP and 18/00069/FTHA).
- b. Land to the Rear of 140 Vicarage Road (20/00179/CON3) – requested removal of ‘drive’ – see above agenda item.
- c. 27 Campbell Lane – erection of fence.

**9. SPORTS AND LEISURE MATTERS**

**1. Minutes**

To note that no committee meeting had been held during the month.

**2. Pavilion Redevelopment Phase II**

- a. To note receipt of progress updates.
- b. To note/approve additional costs associated with new electricity meter and contract.
- c. To consider/approve racking for 3 x external stores.
- d. To consider/approve external signage for ticket office & main entrance.

**3. Other Pavilion Matters**

- a. To approve appointment of independent fire risk assessor and associated necessary fire equipment.
- b. To approve costs associated with waste and recycling.
- c. To note/approve registration with Environmental Health.
- d. To consider/approve Covid risk assessment and approve associated expenditure to make the site Covid secure.

**4. Leisure Development on the Recreation Ground**

- a. To note completion of Huck Teck play space installation and final snagging actions.
- b. No resolutions required re Multi Use Ball Court being installed by Nicholas King Homes.
- c. To note skate park tendering to be finalised during October.

**5. Other Play Space matters**

- a. To consider/approve quotations for replacement swing units for Windsor Road.

**10. STAFFING MATTERS**

1. To note receipt of draft minutes of Staffing Committee meeting held on 14/9/2020.
2. To approve the new National Joint Council for Local Government Services pay scales for 2020-21.

**11. PITSTONE PARISH CHARITY MATTERS**

To note receipt of the draft minutes of the Parish Charity meeting held on 20/8/2020.

**12. PITSTONE RECREATION CHARITY MATTERS**

To note that there had been no meeting during the month. No report due.

**13. PITSTONE YOUTH CAFE**

1. To note that one long standing volunteer has retired.
2. To discuss/approve re-opening proposals submitted by Café Manager.

**14. HIGHWAYS AND PATHS**

To note update from Buckinghamshire Council re Safety Scheme proposals outside Brookmead School.

**15. PITSTONE DEVELOPMENT AREA**

1. To consider/approve car park lighting proposals.
2. To note/consider proposals relating to Pitstone Memorial Hall Charity car park.

**16. COMMUNITY AND PUBLIC TRANSPORT**

1. Community bus investigations remain on hold due to the pandemic.
2. To note that there are no Community Car Scheme issues for resolution this month.

**17. DEVOLVED SERVICES**

1. To note resolution to Crispin Field hedge cutting notice.
2. To note update on Phase 1 Devolution Pilot and negotiations to explore with Buckinghamshire Council.

**18. CORONAVIRUS (ANNUAL ASSEMBLY)**

To consider/determine any revisions to annual assembly as result of ongoing pandemic restrictions.

**19. PITSTONE PARISH POST**

1. To consider/approve change to Editorial staff.
2. To consider/approve the Parish Council submission for the October edition of PPP.

**20. PUBLIC SECTOR BODIES (WEBSITES AND MOBILE APPLICATIONS) ACCESSIBILITY REGULATIONS 2018**

1. To receive feedback on BALC training course from Cllr Nicholls.
2. To provide any comments on new, fully accessible, document formats.
3. To consider/approve accepting responsibility/ownership of the website.
4. To consider/approve Accessibility Statement, implications and Enforcement Procedure.

**21. MEETING DATES FOR 2021**

To confirm the parish council and committee meeting dates for 2021.

**22. REMEMBRANCE DAY**

To discuss/confirm plans for silent soldiers, council wreath(s) and donation to British Legion.

**23. ISSUES RAISED BY MEMBERS OF THE PUBLIC**

To note there are no unresolved issues this month.

**24. FINANCIAL MATTERS**

1. To note details of monthly VAT return.
2. To approve payments in accordance with the budget and consider the receipts/reconciliation/ debtor/creditor/budget monitor, pavilion monthly summary, pavilion project information and play space project information for the month.
3. To conduct all necessary internal controls and determine any issues arising.
4. To discuss first thoughts for the 2021-22 budget and determine any projects that require costing for inclusion.

**25. REPORTS**

1. To receive report from BC Community Board meeting on 23/9/20 – Cllrs Saintey & Crutchfield
2. To receive report from AVALC meeting 15/9/20 – Cllr Saintey
3. To receive report from BVCL AGM on 19/9/20 – Cllr Dr Frearson
4. To receive report from TfB Stakeholder Conference on 15/9/2020 – Clerk
5. To receive report from BC Clerks Forum meeting on 18/9/20 – Clerk
6. To note remedial work required reported to Taylor Wimpey.

**26. OTHER**

1. To note the matters for inclusion on the October meeting agenda and determine any further matters.
2. To note the reminders and forthcoming events.