

PITSTONE PARISH COUNCIL

NOTICE IS HEREBY GIVEN of the meeting of the Parish Council to be held via remote log-in on Thursday 29 April 2021 at 7.30pm

To join our meeting from your laptop, computer or tablet:
<https://us02web.zoom.us/j/81943898158?pwd=eIRLT2hTL1czamRPV25XZzdLNzFiUT09>
Meeting ID: 819 4389 8158, Passcode: 156769
To join our meeting using one tap mobile:
+442080806591,,81943898158#,,,,*156769# United Kingdom or
+442080806592,,81943898158#,,,,*156769# United Kingdom
To dial into our meeting from your landline telephone:
+44 208 080 6591 United Kingdom or +44 208 080 6592 United Kingdom
Meeting ID: 819 4389 8158, Passcode: 156769

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

Signed L Eagling
Date: 23 April 2021

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 opportunity for members of the public to put questions or provide information to the parish council.

4. QUESTIONS FOR, AND UPDATES FROM, BUCKINGHAMSHIRE COUNCILLORS

The opportunity for members of the public to put questions to Buckinghamshire Councillors, and for those 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 25 March 2021 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

To note any correspondence received.

COMMITTEE MATTERS

8. PLANNING COMMITTEE MATTERS

1. Minutes

To note receipt of the draft minutes of the planning committee meeting held 15/4/21.

2. Application Consultations

None notified by Buckinghamshire Council.

3. Decisions

36 Albion Road, 20/02734/APP, erection of a timber temporary garage on front drive: BC refused planning permission.

4. Appeals allowed by the Planning Inspectorate

20/00093/NONDET, Land At 140 Vicarage Road: Appeal allowed and planning permission granted for detached dwelling, car port and associated access arrangements.

5. Appeals outstanding with Planning Inspectorate

21/00020/FTHA, 4 The Pightle: appeal lodged with Planning Inspectorate following Buckinghamshire Council's refusal. Under Householder Appeals Service there is no opportunity to submit further comments.

6. Applications outstanding with Buckinghamshire Council

Rear of the Bell (Haldi), Land adjacent to the Duke of Wellington PH, Land at 140 Vicarage Road, Portland House on Westfield Road, 9 Bolebec End, 18 Church Road and Land off Cheddington Road (opposite 61/63).

7. Enforcement outstanding with Buckinghamshire Council

- a. **27 Campbell Lane (20/00443/CONB) – erected fence despite refusal of planning.**
- b. **4 The Pightle (20/02682/APP) – fence remains despite refusal of planning.**
- c. **51 Rushendon Furlong (21/00307/ACL) – lawful development certificate for single storey brick and block side extension. Certificate not yet approved but construction commenced.**

8. Buckinghamshire Council Planning Policy meeting

To receive feedback from BC's Planning Policy meeting.

9. SPORTS AND LEISURE COMMITTEE MATTERS

1. Minutes

To note receipt of the draft minutes of the committee meeting held 8/4/2021.

2. Pavilion senior pitch spectator barrier system

To consider/approve investing £5k capital budget into pitch barrier system project.

3. Pavilion Terms and Conditions of Hire

To consider/approve the updated terms and conditions of hire (to reflect music licence).

4. Pavilion National Non-Domestic Rate Bill 2021-22

To note that the annual rate bill for Pitstone Pavilion (£2020.95) has been granted 100% small business relief from Buckinghamshire Council again for the forthcoming year.

5. Remedial works

- To note only minor remedials now outstanding at pavilion.
- To consider/approve treatment to waterproof container roof.
- To consider/approve quotation for pavilion car park signage.
- To note potential recreation ground and associated play space ground renovations over next few months.
- To consider/approve the minor remedial works to gates at the pavilion.

6. Skate park

1. To note tender submissions not due until 13/5/21.
2. To note Buckinghamshire Council approved S106 application.
3. To consider feedback from Buckinghamshire Council re planning.

7. Future leisure development

To consider how/when to consult re any future leisure development.

10. STAFFING COMMITTEE MATTERS

1. To note that no committee meeting had been held during the month, no report due.
2. To note completion of Year End payroll.
3. To consider/approve payment of staff overtime for last quarter.
4. To consider/approve attendance on New Councillor Training for Town & Parish Councils for two new members that will be joining the parish council (one in May).

CHARITY MATTERS

11. PITSTONE PARISH CHARITY MATTERS

To note receipt of the draft minutes of the charity meeting held 25/3/2021. No matters had been referred to the parish council.

12. PITSTONE RECREATION CHARITY MATTERS

To note receipt of the draft minutes of the charity meeting held 25/3/2021. No matters had been referred to the parish council.

WORKING PARTY MATTERS

13. PITSTONE YOUTH CAFÉ WORKING PARTY MATTERS

1. To note that the council hopes to re-open the youth café from 19/5/21.
2. To consider/approve renewal of annual membership to Action 4 Youth.

14. HIGHWAYS AND PATHS WORKING PARTY MATTERS

1. To note updates on Westfield Road amendments by Buckinghamshire Council and Taylor Wimpey.
2. To consider/approve/defer applying to HS2 Road Safety Fund for grant towards Marsworth Road Safety Scheme.

15. PITSTONE DEVELOPMENT AREA WORKING PARTY MATTERS

1. To consider responses received re MUGA, replacement car parking and 'proposed' extra parking for Pitstone Memorial Hall Charity queries and determine any actions arising.
2. To note that the NKH section of footpath to connect Castlemead with Recreation Ground has started to be installed.

16. COMMUNITY AND PUBLIC TRANSPORT WORKING PARTY MATTERS

No issues for resolution this month.

OTHER MATTERS

17. DEVOLVED SERVICES

1. To note Buckinghamshire Council placed Phase 1 Devolution Pilots on hold until after election.
2. To note that works now completed on Marsworth Road hedge by owner.

18. ANNUAL ASSEMBLY 2021 AND PHYSICAL PARISH COUNCIL MEETINGS

1. To discuss options & determine proposals for 2021 Annual Assembly.
2. To discuss how the parish council may enable a return to physical venue meetings when regulations permit.

19. ELECTION AND PURDAH

1. To note the uncontested election of ten members to the parish council from 10/5/21.
2. To note the remaining seat will need to be filled via co-option, after 10/5/21.
3. To note that purdah continues until after the election.

20. POLICIES

To conduct annual review of Community Self Help / Emergency Plan.

21. MEMBERSHIPS

To consider/approve renewing annual membership to SLCC.

22. 2021 CHILDREN'S COMPETITION

To consider/determine the 2021 children's competition and actions arising.

23. BAT/BIRD BOX PROJECT

To discuss the feedback and advice received and determine actions arising/scope of project.

24. GREAT BRITISH SPRING CLEAN (28/5/21-13/6/21)

To note equipment and services from Buckinghamshire Council to support the Great British Spring Clean and determine if the parish council needs to purchase any supplies or just promote.

25. ASSET OF COMMUNITY VALUE / LOCAL GREEN SPACE

To note that the Asset of Community Value designation for the parcel of land by The Crescent (allotments) owned by Buckinghamshire Council expired in August 2020. To consider/approve re-applying for listing.

26. QUEEN'S PLATINUM JUBILEE (JUNE 2022) & THE DUKE OF EDINBURGH (1921-2021)

To have initial discussion regarding any proposals wish to consider commemorating either of the above.

27. ISSUES RAISED BY MEMBERS OF THE PUBLIC

1. To consider if wish to plant more daffodil bulbs, or alternative plants, and to determine preferred locations.

28. FINANCIAL MATTERS

1. To consider/approve grant and S106 release application from I&PUCC in connection with double cricket net project on the recreation ground.
2. To note details of monthly VAT return.
3. To approve payments in accordance with the budget and consider the receipts/reconciliation/ debtor/creditor/budget monitor and pavilion monthly summary (pavilion & skate park projects have no financial updates this month).
4. To conduct all necessary internal controls and determine any issues arising.
5. To confirm review of supplier bank details undertaken.
6. To undertake year end reconciliation of S106 and reserve accounts and approve transfers arising.
7. To note/consider the first draft of annual return, year-end accounts and year-end report (internal audit in June).

29. REPORTS

1. To note feedback from Breakthrough Communications webinar on Crisis Communications 31/3/21.
2. To note feedback arising from Buckinghamshire Council Clerk's Forum on 6/4/21.
3. To note receipt of the latest mVAS reports for Westfield Road and Vicarage Road.
4. To note changes to 2 allotment tenancies.
5. To note other reports.

30. OTHER

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

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