

# PITSTONE PARISH COUNCIL

**NOTICE IS HEREBY GIVEN** of the meeting of the Parish Council  
to be held via remote log-in on Thursday 25 February 2021 at 7.30pm

To join our Zoom meeting from your laptop, PC or tablet:  
<https://us02web.zoom.us/j/82199830168?pwd=bXpSeERjVmRGQitoZTlJLy9MaFM5UT09>  
Meeting ID: 821 9983 0168, Passcode: 890814

To join our meeting using one tap mobile:  
+442034815237,,82199830168#,,, \*890814# United Kingdom  
+442034815240,,82199830168#,,, \*890814# United Kingdom

To dial in from your landline:  
+44 203 481 5237 United Kingdom or +44 203 481 5240 United Kingdom  
Meeting ID: 821 9983 0168, Passcode: 890814

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

Signed     *L Eagling*      
Date: 19 February 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 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 28 January 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.

### 8. PLANNING COMMITTEE MATTERS

#### 1. Minutes

No committee meeting held during the month so no report due.

#### 2. Application Consultations

- 113 Windsor Road, 21/00326/APP, loft conversion with two pitched roof dormers to rear roof slope and roof lights to front roof slope.
- 29 Albion Road, 21/00395/APP, single storey side and rear extension following demolition of garage and outbuilding.
- Braemar, Cheddington Road, 21/00433/APP, removal of single storey and erection of part single storey and part two storey side and rear extensions. Changes to the driveway to allow for parking.

#### 3. Decisions

None notified by Buckinghamshire Council.

**4. Appeals outstanding with Planning Inspectorate**

20/00093/NONDET, Land At 140 Vicarage Road: appeal lodged with Planning Inspectorate re non-determination by Buckinghamshire Council.

**5. Applications outstanding with Buckinghamshire Council**

Rear of the Bell (Halldi), Land adjacent to the Duke of Wellington PH, Land at 140 Vicarage Road, 36 Albion Road, Portland House on Westfield Road and 9 Bolebec End.

**6. Enforcement outstanding with Buckinghamshire Council**

- a. Land to the Rear of 140 Vicarage Road (20/00179/CON3) – query re driveway.
- b. 27 Campbell Lane (20/00443/CONB) – re erection of fence.

**9. SPORTS AND LEISURE COMMITTEE MATTERS**

**1. Minutes**

To note receipt of the draft minutes of the committee meeting held 11/2/2021.

**2. Pavilion Redevelopment Phase II**

To note receipt of progress updates.

**3. NKH MUGA**

To note update on Multi Use Ball Court being installed by Nicholas King Homes.

**10. STAFFING COMMITTEE MATTERS**

1. To note that no committee meeting had been held during the month, no report due.
2. To consider appointment of Asset Inspector.

**11. PITSTONE PARISH CHARITY MATTERS**

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

**12. PITSTONE RECREATION CHARITY MATTERS**

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

**13. PITSTONE YOUTH CAFÉ WORKING PARTY MATTERS**

Youth Café contract suspended until Covid regulations permit re-opening. Government review due w/c 22/2/21.

**14. HIGHWAYS AND PATHS WORKING PARTY MATTERS**

1. To consider feedback and any actions arising from Buckinghamshire Council meetings re Westfield Road speed limit changes (4 & 23-2-21) and potential speed mitigation investigation.
2. To review initial mVAS data for Westfield Road following BC changes.
3. To note feedback from Footpath 2 site visit with Buckinghamshire Council Rights of Way.

**15. PITSTONE DEVELOPMENT AREA WORKING PARTY MATTERS**

No resolutions required this month.

**16. COMMUNITY AND PUBLIC TRANSPORT**

1. To note general update on Pitstone Community Car Scheme.
2. To consider/approve the annual review of the suite of the Car Scheme policies.

**17. DEVOLVED SERVICES**

1. To note any update on Phase 1 Devolution Pilot from Buckinghamshire Council.
2. To note update on Marsworth Road hedge from Buckinghamshire Council.

**18. CONSULTATIONS**

1. To consider any response to Draft Buckinghamshire Council Town & Parish Charter.
2. To consider any response to the Buckinghamshire Council Statement of Community Involvement and Call for Brown Field Sites as part of Buckinghamshire Local Plan.
3. To consider any response to the Buckinghamshire Council Biodiversity Accounting Supplementary Planning Document consultation.

**19. POLICIES**

1. To review & approve the categories of information & charges within the publication scheme.
2. To undertake the annual review of grant awarding policy.
3. To undertake the annual review of community engagement strategy.
4. To undertake the annual review of policy on the reporting of meetings.

**20. LIGHTING**

To consider and approve the renewal of the unmetered electricity contract for street lighting.

**21. ANNUAL ASSEMBLY 2021**

To discuss options & determine proposals for 2021 Annual Assembly.

**22. 2021 CHILDREN'S COMPETITION**

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

**23. SKATE PARK**

1. To consider/approve updated provisional budget for project.
2. To consider/approve provisional revised S106 submission.
3. To ratify/approve the appointment of MK Surveys to update previous site survey data.
4. To consider/approve provision for PEP Ltd to plot accurate constraints onto CAD survey.

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

No outstanding issues this month for discussion.

**25. FINANCIAL MATTERS**

1. To consider/approve grant request from Windmill Pre School.
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, pavilion monthly summary and pavilion project information for the month.
4. To conduct all necessary internal controls and determine any issues arising.
5. Annual Audit
  - a. To note still in long term contract with IAC Ltd for internal audit.
  - b. To note provisional date for internal audit.
  - c. To undertake review of internal controls and annual internal audit.

**26. REPORTS**

1. To note feedback from Local Community Board Environment and Green Spaces Action Group 10/2/21 & actions arising – Cllr D Frearson.
2. To note other reports.

**27. OTHER**

1. To note the matters for inclusion on the March 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