

PITSTONE PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF the meeting of the full Parish Council to be held at Pitstone Pavilion on Thursday 28 October 2021 at 7.30pm

The parish council must have due regard for the safety of our members and the public when holding meetings and ensure that our venue is covid compliant. In line with our risk assessment for this meeting and current government guidance:

- No-one should attend the meeting if they have been feeling unwell, recently been in contact with someone with covid-19 or been contacted by Track & Trace.
 - We encourage attendees to scan our QR code or provide contact information for Track & Trace.
- We encourage members of the public to wear a face covering, especially whilst moving around, and to use hand sanitiser on arrival. Please be considerate of other attendees.
- We encourage all attendees to maintain social distancing whilst on our premises & grounds. Seating will be arranged with at least 1m distance between attendees where possible.
- To keep you safe, our facilities will be cleaned prior to your arrival and again on departure. Doors & windows will be open to improve ventilation.

Requirements and procedures for each meeting may vary, in line with government guidance at the time. Please remember that the council can be reached by telephone, email, in writing, via the website or via our Facebook and Twitter accounts at any time and these methods will enable us to respond to you much quicker response.

Laurie Eagling, Clerk to the Council
Pitstone Pavilion, Pitstone, LU7 9AP
Tel: 01296 767261

Signed L Eagling
Date: 22 October 2021

A G E N D A

1. ATTENDANCE AND APOLOGIES

2. REGISTER & DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

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

3. QUESTIONS FROM MEMBERS OF THE PUBLIC AND PRESS

The monthly 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 monthly 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 30 September 2021 are a true and accurate record of the meeting.

6. TO NOTE RECEIPT OF THE REPORT ON ONGOING ITEMS/MATTERS ARISING (for information only)

7. TO NOTE THE CORRESPONDENCE RECEIVED

COMMITTEE MATTERS

8. PLANNING COMMITTEE MATTERS

1. Minutes

To note receipt of the draft minutes of the planning committee meeting held on 21/10/21.

2. Application Consultations

None received.

3. Decisions notified by Buckinghamshire Council

None notified.

4. Applications outstanding with Buckinghamshire Council

Rear of the Bell (Haldi), Portland House on Westfield Road, Land off Cheddington Road (opposite 61/63), Mill View on Groomsby Drive, 31 Marsworth Road and Land to The South of Marsworth Road and The West Of Vicarage Way (PDA commercial areas), Walnut Barn on Cheddington Road and Land off Church Road in Ivinghoe.

5. Enforcement

27 Campbell Lane (20/00443/CONB) – Enforcement notice issued. Must be restored to original conditions by 1/2/22.

6. Appeal

Land off Cheddington Road, Pitstone; 21/00908/APP; Appeal Ref: 21/00064/NONDET; Planning Inspectorate Ref: APP/J0405/W/21/3276552. Appeal lodged with Planning Inspectorate (PI) for non-determination.

7. Other

- a. To receive feedback from BC Planning & Enforcement Service Update meeting on 26/10/21.
- b. To consider and confirm S106 leisure contribution wording re PDA.

9. SPORTS AND LEISURE COMMITTEE MATTERS

1. To note receipt of the draft minutes arising from the Sports & Leisure Committee held on 14/10/21.
2. To note award of contract for replacement thermoplastic graphics in Windsor Road.
3. To consider the quotations for black out blinds/curtains for the community room.
4. To consider the quotations for sound absorbing panels for the community room.
5. To consider the quotations to convert the roller shutters to electric.
6. To consider the quotations for additional tables/trolley storage for the community room.
7. To consider/approve quotation for Windsor Road slide repair.

10. STAFFING COMMITTEE AND RECRUITMENT MATTERS

1. To note that no committee meeting had taken place during the month and no draft minutes due.
2. To note that recruitment of cleaner, facilities manager, voluntary PPP editor and volunteer staff for the youth café/car scheme are ongoing.
3. To consider any applications for parish councillor vacancy.
4. To approve Christmas activity for staff.

CHARITY MATTERS

11. PITSTONE PARISH CHARITY MATTERS

To note that no charity meeting had taken place during the month and no draft minutes due.

12. PITSTONE RECREATION CHARITY MATTERS

To note that no charity meeting had taken place during the month and no draft minutes due.

WORKING PARTY MATTERS

13. PITSTONE YOUTH CAFÉ MATTERS

No matters for consideration this month.

14. PITSTONE DEVELOPMENT AREA

To note updates re MUGA / Car Park / Pitstone Memorial Hall Charity.

OTHER MATTERS

15. DEVOLVED SERVICE MATTERS

1. To consider feedback from Buckinghamshire Council re place-based devolution pilots.
2. To note current Buckinghamshire Council Devolved Service scheme ends this year. BC currently propose to just extend the existing scheme for a further year. No detailed information available from BC regarding funding. Consider/approve responding to BC re funding vs level of work required and highlight contract/tendering issues.
3. To consider/approve banner request for Yvinghoe Tales.

16. CHILDREN'S 'LOVE PITSTONE' SUMMER PHOTOGRAPHY COMPETITION 2021

To determine winning entries and size of final artworks.

17. PITSTONE SKATE PARK

1. To note and approve drainage proposals.
2. To note concrete supply issues causing delay to construction timetable.

18. COMMUNITY AND PUBLIC TRANSPORT MATTERS

No resolutions required this month.

19. COMMUNITY BROADBAND / FIBRE TO CABINET

To receive update on project.

20. COUNCIL POLICIES AND HARDWARE

1. To consider and approve amended Code of Conduct.
2. To discuss/approve supply of tablets to members where required to allow access to council email services.

21. ALLOTMENTS

To note receipt of PAA AGM minutes.

22. MEMBERSHIPS & SUBSCRIPTIONS

1. To consider/approve renewal of annual membership to Chiltern Society.
2. To consider/approve renewal of subscription to Parish Online mapping services.
3. To consider/approve renewal of subscription to Local Councils Update legal news briefings.
4. To consider/approve taking out membership with Town & Country Planning Association.
5. To note increase in Sage accounting subscription monthly fee.

23. ISSUES RAISED BY MEMBERS OF THE PUBLIC

To note that there are no unresolved issues this month.

24. FINANCIAL MATTERS

1. To consider S106 issue raised by BC and determine further action.
2. Quarterly consideration/approval of any grant/donation applications.
3. To note details of monthly VAT return.
4. To approve payments in accordance with the budget and consider the receipts/reconciliation/debtor/creditor/budget monitor (including draft 3-year forecast) and detailed monthly summary reports.
5. To conduct all necessary internal controls and determine any issues arising.
6. To consider second draft of budget and changes arising.

25. REPORTS

1. To receive feedback from BC Parish Liaison Meeting 13/10/21.
2. To receive feedback from Community Board Meeting on 19/10/21.
3. To note update from Pitstone Memorial Hall Charity on future aspirations.
4. To note feedback from BC re Footpath 7.
5. To receive feedback from Wing & Ivinghoe Community Board meeting on 19/10/21.
6. To note feedback from RoSPA playground inspection training for member of staff.
7. To note feedback from BC Clerks Forum on 20/10/21.
8. To note other reports.

26. OTHER

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

In accordance with the The Openness of Local Government Bodies Regulations 2014 (S.I. 2014/...) and The Local Authorities (Executive Arrangements)(Meeting and Access to Information)(England) Regulations 2012 (S.I. 2012/2089) the public and

press will be excluded from the following section of the meeting due to the confidential/sensitive nature of the business to be transacted.

27. CONFIDENTIAL STAFFING MATTERS

1. To consider and approve payment of quarterly staff overtime.
2. To consider and approve increase in hourly rate for Parish Assistant.