

# PITSTONE PARISH COUNCIL

Minutes of the Parish Council Meeting held on 25 March 2021  
via electronic log-in commencing at 7.30pm

## General Matters:

### 345/20 ATTENDANCE AND APOLOGIES

1. Council present via video conferencing

Cllr Nicholls (Chair), Cllr Saintey (Vice Chair), Cllr Mrs Crutchfield, Cllr McCarthy, Cllr Mitra, Cllr Blunt, Cllr Weber, Cllr Hawkins, and Cllr Mrs Stoddart plus the Parish Clerk Mrs Eagling.

2. Others present.

Mr Phillips, resident.

3. Absent

Cllr Dr Frearson.

### 346/20 DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

It was noted that all councillors have standing declarations of interest as the council, as a corporate body, is trustee of the Recreation Ground Charity and Pitstone Parish Charity.

The Clerk declared that she was a resident at the end of Castlemead affected by the changes to Westfield Road but has no pecuniary interest.

Cllr Crutchfield declared interests as a member of the Pitstone Allotment Association and trustee of Pitstone Memorial Hall Charity.

Cllr Nicholls declared a pecuniary interest in the reclaim of expenses for 2 items of IT equipment and did not participate in the voting for this agenda item.

### 347/20 QUESTIONS FROM MEMBERS OF THE PUBLIC/PRESS

- The Chairman agreed to accept questions relating to Westfield Road at that point in the meeting and asked if there were questions from the public relating to other matters.
- The member of public asked council to consider recording and publishing video footage of council meetings. Item to be placed on a future agenda for re-consideration as will need to take into consideration technological requirements and GDPR etc.
- The member of public queried the validity of data obtained from the mVAS equipment as there was a concern that the zero data fields will bring the reported speeds down. The Chairman explained that data fields with a zero represented no traffic passing during that time slot and that the zero entries were not counted within the 85<sup>th</sup> percentile nor average speed calculations.
- The member of the public queried why the minutes of 25/2/21 stated under the 'reports from Buckinghamshire Councillors' section that no reports had been presented when BC had held two public meetings re Westfield Road. It was explained that this section related to reports given verbally by our local Buckinghamshire Councillors whilst in attendance at the parish council meeting and therefore the minutes stated that no members had been in attendance nor delivered reports. The two BC public meetings re Westfield Road were minuted separately in the Westfield Road section of the minutes which also stated that the parish council would issue the written report arising from those meetings once it had been provided by BC, which subsequently happened.
- The member of the public queried the accuracy of the minutes of the meeting held on 25/2/21 and why the items listed under matters arising were not discussed. It was explained that these were ongoing matters where no resolutions were required by council at this point in time, but the updates are provided for both members and public to assist transparency and so everyone can keep up-to-date.
- The member of public wished it recorded that he felt that the minutes of the meeting held on 25/2/21 did not sufficiently reflect the ongoing strength of feeling amongst residents that the solution being implemented by Buckinghamshire Council in relation to Westfield Road did not take sufficient account of vehicle speeds and safety nor return the 30/60mph point to the village gates.
- No councillors with declared interests wished to speak about those matters during the public session.

## 348/20 REPORTS FROM BUCKINGHAMSHIRE COUNCILLORS

None of the local Buckinghamshire Councillors attended the meeting and therefore no verbal reports were presented.

## 349/20 MINUTES OF THE MEETING held on 25/2/2021

It was **RESOLVED** that the draft minutes of the Pitstone Parish Council Meeting held on 25 February 2021 were a true and accurate record. The Chairman was duly authorised to sign them on behalf of the council.

## 350/20 CLERK'S REPORT ON MATTERS ARISING

This section provides updates on issues that are ongoing where no decision or expenditure is tabled for discussion at the meeting. The items are not discussed during the council meeting, apart from to note any new updates. The information is provided to ensure members of council and public can keep up to date on any of the matters listed.

### Where third parties are responsible:

- Castlemead Adoption Issues: BC and TW liaising.
- Castlemead Lighting: BC considering possible options to resolve conversion to LED issues.
- Castlemead Public Open Space Phase III: TW still to transfer to BC.
- Castlemead Right of Way along Westfield Road: SDForbes instructed contractors to clear access along the RoW.
- Rushendon Furlong Street Lighting: the parish council has agreed with Croudace to adopt the street lighting and illuminated bollards on provision that the stipulated conditions and contributions are met. BC to adopt highways prior to PPC adopting. Not on maintenance yet as unresolved sewerage issue. PPC not required to adopt until close of 12-months maintenance period.
- Bellway Open Space & LEAP: PPC has agreed to adopt the open space within Vicarage Road post completion certificate being issued by BC & 2-year maintenance period by developer. Playground opened to public at end August 2020. S106 also provides for maintenance monies (£tbc). Monitor drainage problem to ensure resolved.
- Bellway Street Lighting: BC to adopt internal highways (following 12m maintenance period) prior to PPC adopting lighting. Replacement columns on Vicarage Road now passed back to the parish council.
- Vicarage Road footpath (Bellway site entrance to Marsworth Road bus stop): Agreement between Bellway and BC. Eta Spring 2021. Bellway to also look at improving the resurfaced section by the streetlights.
- PDA: £58,800 per hectare open space land; £74k towards enhancing local bus services; £216,584 sports & leisure contribution and £37k contribution to Pitstone Safety Scheme.
- PDA Lighting: The Parish Council to adopt the one column on Vicarage Road opposite the new entrance (replaces previous column 4 from other side of road) in due course. Internal roads will be private and therefore no requirement to adopt lighting.
- PDA Replacement Woodland: Replacement woodland to be planted in 2021 planting season.
- PDA replacement car park: Illuminated car park will pass to the parish council along with the MUGA. Extra lighting column agreed by NKH. ETA end July 2021 (triggered by 50% of dwellings being sold).
- PDA MUGA: Works commenced by NKH, eta for completion and handover late July 2021 (triggered by 50% of dwellings being sold). Queries raised with NKH & BC re fencing, surface & gradient.
- PDA commercial areas: Been on the open market since April 2020.
- Land off Westfield Road/'The Mounds': with Taylor Wimpey.
- TfB Issues:  
Reconstruction of Vicarage Road footpath from Tun Furlong towards Church Road added to capital footway program but no works being undertaken in 2020/21 financial year.  
Glebe Close carriageway resurfacing currently 2nd on priorities list with estimated

implementation date of 2021.

Parts of Queen Street and Albion Road on list with Glebe Close, hope to undertake in 2021.

Collapsed Queen Street footpath – on list with Queen Street carriageway works estimated to be carried out in 2021.

- Safety Scheme works by Brookmead School. PPC resolved to contribute £7,332 to the scheme. The BC Community Board approved their match funding in November 2020. BC/TfB to schedule works.
- Safety Scheme works by Westfield Road junction: unable to progress until Westfield Road adopted by BC.
- Feasibility Study re declassification of B489: Would require application to LAF Transport Scheme next funding round and 50% match funding.
- Safety Scheme works along Marsworth Road: On hold until funding can be identified.
- Cycle Path to Tring station: Canal & River Trust to undertake site visit to determine feasibility & cost of improvements to Marshcroft Lane route as potential leisure route improvement. Eta April.
- Pitstone Allotment Association water project: PAA to provide further details of their proposals in due course.
- Mapping Rights of Way 2026 legal deadline: Pitstone aspect of project being undertaken by local resident volunteer.
- Double Cricket Nets: I&PUCC to mark out. Old nets removed. Grants under investigation.
- Tennis/Netball/5-aside floodlit court: No action can be taken by the parish council at this point. Unable to progress until **the** landowner confirms able to negotiate.
- Pitstone Memorial Hall Charity car park: trustees to investigate alternative car park solutions and respond to the parish council in due course.
- BC land by The Crescent: BC reinvestigating.
- Community Broadband / Fibre to Cabinet: resident investigating and will advise in due course. PPC resolved, in principle, to provide up to £500 funding to produce A5 leaflets and banners.

Within the scope of the parish council:

- Village web site: Cllr Nicholls creating Whistle Blowing/Safeguarding page.
- Potential path from railway bridge to college lake: initial investigations being considered by Cllr Weber.
- The Pightle Open Space: Cllr Weber investigating land ownership.
- Purchase of the Leisure Land: Land Registry still processing backlog.
- Recruitment of Assistant Youth Worker: On hold due to Covid-19. Youth Café currently suspended.
- Environmental/Carbon Audit: postponed until sufficient data re pavilion usage.
- Community Bus investigation: On hold until post-covid.
- Community Car Scheme: no current issues.
- Recreation ground tree works: Completed.
- Volunteer of the Year: Individual private ceremonies to be arranged once covid regulations permit eta after 12/4/21 once outdoor rule of 6 back in force.
- Dog bin for The Crescent: Completed. Buckinghamshire Council advised so emptying can recommence.
- Switch to gas contract supplier: progressing eta 1/9/21.

**351/20 CORRESPONDENCE**

The list of correspondence received was noted.

It was noted that the Great British Spring Clean was hoping to take place this year between 28/5-13/6/21. Information to be published once support from Buckinghamshire Council known. It was agreed to include an agenda item on the April agenda to re-consider the implications of loan litter pickers and/or hi-vis clothing.

## Committee Matters:

### 352/20 PLANNING COMMITTEE – CLLR CRUTCHFIELD, CHAIR OF COMMITTEE

#### 1. Minutes

It was noted that no committee meeting had been required during the month, so no report was due.

#### 2. Applications

- No consultations received during the month.
- One consultation received 25/3/21, 21/00908/APP, One new dwelling and garage on land off Cheddington Road (opposite 61 & 63). It was **RESOLVED** to convene a planning committee meeting during April (date tbc).

#### 4. Decisions notified by Buckinghamshire Council.

None notified by Buckinghamshire Council.

#### 5. Other

20/00093/NONDET, Land At 140 Vicarage Road: appeal with Planning Inspectorate re non-determination by Buckinghamshire Council. No determination date set yet.

#### 6. Applications outstanding with Buckinghamshire Council.

Rear of the Bell (Haldi), Land adjacent to the Duke of Wellington PH, Land at 140 Vicarage Road, 36 Albion Road, Portland House on Westfield Road, 9 Bolebec End, Braemar on Cheddington Road, 29 Albion Road and 113 Windsor Road.

#### 7. Enforcement outstanding with Buckinghamshire Council.

Land to the Rear of 140 Vicarage Road (20/00179/CON3) (query with driveway) & 27 Campbell Lane (20/00443/CONB) (erection of fence). The fence at 4 The Pightle remains in situ despite refusal of planning.

It was **RESOLVED** to request a planning update from Buckinghamshire Councillor Derek Town.

### 353/20 SPORTS AND LEISURE COMMITTEE – CLLR SAINTEY, CHAIR OF COMMITTEE

#### 1. Minutes

It was **RESOLVED** to note receipt of the draft minutes of the Sports & Leisure Committee meeting held on 11/3/2021.

#### 2. Pavilion Redevelopment Phase II Progress Updates

NSP on site w/c 22/3 to undertake rear ground renovation & repair the gents toilet door, then 9-16 April to undertake car park works & replacement footpath.

#### 3. Remedial works to open space

- It was noted that some remedial works to trees on the recreation ground and local green space had needed to be commissioned due to hanging snapped branches following recent weather.
- It was noted that the Ash & Oak trees were due for reinspection in the summer. Concern had been raised regarding the Silver Birch and this was being inspected with any remedial works recommended to be considered by the Sports & Leisure Committee in April.
- It was noted that a contractor had been asked to supply a quotation for additional support posts along a section of wooden fencing at the Local Green Space. Quotes to be considered by the Sports & Leisure Committee in April.
- Some investigation had taken place into drainage issues on the recreation ground. To be reviewed once NKH balancing pond has been installed.
- It was **RESOLVED** to purchase 2 extra CCTV signs for the balancing pond side fencing at the pavilion (approx. £2 per sign).

#### 8. Closed Business Lockdown Payment and Local Restrictions Support Grant

- £2,096 LRSG received from BC for 16/2-31/3/21 period.
- Buckinghamshire Council awaiting guidance from central government re the Closed Business Lockdown Payment / Business Restart Grant. Separate application required. It was **RESOLVED** that PPC would apply (re the pavilion) presuming we meet the required criteria.

9. Community Impact Bucks Community Buildings Annual Membership

It was **RESOLVED** to renew annual membership with Community Buildings (£60).

**354/20 STAFFING COMMITTEE**

1. It was noted that there had been no meeting during the month and therefore no report was due.
2. It was noted that the new Asset Inspector had been appointed and inducted. Council welcomed Luke Martin to the team.
3. The statutory increase in National Living Wage to £8.91 per hour was noted and it was **RESOLVED** to advise the relevant members of the staff that their hourly rate would increase with effect from 1/4/21.
4. It was **RESOLVED** to award the contractual one spinal column point grade increase defined within the Joint NJC contracts for parish clerk (to SCP32/£18.58ph) and parish assistant (to SCP2/£9.46ph).
5. It was noted that the Parish Council had not yet been successful in registering as a work place covid lateral flow tester and **RESOLVED** to continue to pursue for the safety of our employees and volunteers (free scheme).

**Charity Matters:**

**355/20 PITSTONE PARISH CHARITY**

It was noted that the next Parish Charity meeting was scheduled for later in the evening on 25/3/21 therefore no report was currently due.

**356/20 PITSTONE RECREATION GROUND CHARITY**

It was noted that the next Recreation Ground Charity meeting was scheduled for later in the evening on 25/3/21 therefore no report was currently due.

**Working Group Matters:**

**357/20 YOUTH CAFÉ**

1. Re-opening

The latest guidance was noted. It was **RESOLVED** to re-open in limited capacity, in line with government guidance, from May. Activities to be mainly outdoor based unless wet. Group sizes to be restricted to 15.

2. PAT testing

It was **RESOLVED** to approve the PAT testing of all electrical equipment prior to re-opening (annual test due).

**358/20 HIGHWAYS AND PATHS**

1. Westfield Road mVAS

- Recap on Westfield Road speed change: TW/BC have indicated their intention to install 2 additional lighting columns on Westfield Road to extend the illumination approximately half-way towards the gate, to relocate the 30/60mph point to align with the new columns (approximately in line with the existing badger sign), install bigger (legal 30mph) signs with yellow background, paint a 30mph roundel in carriageway and paint dragon's teeth in carriageway approaching the 30mph limit. The village gates to remain in current position and BC yet to confirm if TW will be repainting. Once installed BC will provide rubber strip vehicle monitoring across the carriageway. If monitoring shows an ongoing issue with traffic speeds, BC Community Board will set up a dedicated sub-group to explore further potential measures if required.
- BC have advised that the above lamp posts are now in stock and that orders have been placed for the works to be carried out however BC could not confirm implementation dates.
- BC (on 1/3/21) and TW (on 25/3/21) approved the temporary positioning of an mVAS to capture data from the Warwick Road junction. This location does not meet the criteria for a permanently approved mVAS location and therefore can only be utilised in the short term. It was noted that it was not permissible to have 2 flashing mVAS on one road and it was also noted that the mVAS could not be positioned so that data was collected from outside the 30mph zone.
- It was noted that the parish council has now obtained lamp post fixing brackets from Swarco (£38 + VAT) which will enable temporary location on a post, without the need for a fixed ground-screw socket (which would not be approved at this location).

- It was **RESOLVED** to temporarily relocate the other village mVAS to Westfield Road to capture data from the Warwick Road junction. Flash to be deactivated. Existing Westfield Road mVAS to remain in current location. This will enable a comparison of vehicle behaviour at the Warwick Road junction and that further along Westfield Road, plus enable a comparison of current vehicle behaviour at the junction vs that displayed once the Buckinghamshire Council measures are installed.
- It was **RESOLVED** to collect an update of data from the existing Westfield Road mVAS and publish the report to the website. Data can then be collected from both Westfield Road mVAS units for the same following period, and residents updated accordingly in due course.
- Members of the public were granted permission to speak relating to this issue. A resident asked if the mVAS could be placed to monitor outgoing traffic as well. It was explained that the current reported problems were focused on incoming traffic speeds, so this needed to be the initial priority.
- The resident advised that they had registered formal complaints with both Thames Valley Police and Buckinghamshire Council regarding their handling of the situation.
- The resident advised that some residents had ongoing concerns that the 30mph signs were not being relocated back as far as the gate and they did not accept the solution being implemented by Buckinghamshire Council. They expressed concern that if vehicles crossed into the 30mph zone whilst still travelling at 60mph there may be insufficient braking distance prior to the junction. They want BC to illuminate out to the gate and relocate the 30mph to this location. The concerns were noted.
- PPC to continue to liaise with, and feed concerns through to BC.

### 3. Footpath 2

It was noted that following their assessment, Buckinghamshire Council Rights of Way had agreed to excavate, lay a sub-base, top surface dress to level and compact the section of the footpath between the stile and the end of the post & wire fence to improve accessibility for the future. The work will be undertaken in 2021/22 once ground conditions are favourable and practicalities of access for plant/equipment have been resolved.

## 359/20 PITSTONE DEVELOPMENT AREA

1. Concerns have been raised to Nicholas King Homes regarding the surface, gradient and fencing of the MUGA. Awaiting a response.
2. Nicholas King Homes have been asked to confirm that the angle of access to the replacement car park, from the NKH road, isn't too difficult to manoeuvre and whether any changes are required. Awaiting a response.
3. Nicholas King Homes have been asked to confirm what terms would be associated with the transfer of land for 'proposed' extra car parking adjoining Pitstone Memorial Hall Charity land. Awaiting a response.

## 360/20 COMMUNITY AND PUBLIC TRANSPORT

No issues for discussion or resolution this month.

## Other Matters:

### 361/20 DEVOLVED SERVICES

1. BC Place Based Devolved Service Pilots

No further update received from Buckinghamshire Council.

2. Marsworth Road hedge

Buckinghamshire Council now responded that they were not pursuing enforcement action at present. It was **RESOLVED** to re-appeal to the owner and provide photographs of similar tree work that would be appropriate for this location. It was **RESOLVED** to respond to Buckinghamshire Council that residents & council were not happy with this response and ask that we continue to work together to revisit the problem and achieve a solution.

### 362/20 CONSULTATIONS

1. It was **RESOLVED** that no response was required to the Town and Parish Charter consultation.
2. It was **RESOLVED** that no response was required to the New Homes Bonus consultation.

### **363/20 LIGHTING**

1. It was **RESOLVED** to enter a 37-month contract with Eon for unmetered street light electricity at a cost of 16.856ppkWh and standing charge of 57.808ppd.
2. It was **RESOLVED** to accept the quotation of £4,458.38 + VAT to replace the 9 street light lanterns in Albion Road with energy saving LED lanterns during the 2021-22 financial year. Supplier lead-time approx. 4-6 weeks followed by installation.
3. It was **RESOLVED** to keep the remaining LED roll out funds in the budget for review later in the financial year.

### **364/20 ANNUAL ASSEMBLY 2021 AND PHYSICAL PARISH COUNCIL MEETINGS**

It was **RESOLVED** to carry forward both these agenda items to April in the hope that central government will have extended the termination date for the legislation enabling remote meetings, which expires on 7 May 2021.

### **365/20 ELECTION AND PURDAH**

1. It was noted that Buckinghamshire Council had issued the Notice of Election on 22 March 2021. This has been publicised on the noticeboards, website, Facebook and Twitter.
2. It was noted that the above Notice triggered the start of Purdah and members had been reminded of the associated requirements.

### **366/20 2021 CHILDREN'S COMPETITION**

It was **RESOLVED** to carry forward this agenda item to April.

### **367/20 LOCAL WILDLIFE SITE INFORMATION BOARDS**

It was **RESOLVED** to seek grant funding opportunities for 4 x A2 information boards for the local wildlife site. Quotations being compiled, then application to be submitted to the Community Board Environmental Sub-Group.

### **368/20 BAT & BIRD BOX PROJECT**

- It was **RESOLVED** to seek advice from Lawrence Trowbridge and then debate viability in a future meeting when Cllr Frearson was in attendance as a number of concerns were expressed.
- It was noted that there are 6-8 boxes already located at the allotment site.

### **369/20 GRASS CUTTING**

1. It was **RESOLVED** to accept the quotation of £150 per cut from R Lawry Agricultural Services to reflect the work required in the new play space on the recreation ground.
2. It was **RESOLVED** to accept the quotation of £175 per cut from R Lawry Agricultural Services to reflect the additional time required to trim the volume of street furniture and fencing within the 40mph zone up to the Westfield Road junction of Marsworth Road.

### **370/20 PPP SUBMISSIONS**

It was **RESOLVED** to accept the draft submissions from the parish council for the forthcoming edition of Pitstone Parish Post.

### **371/20 QUEEN'S PLATINUM JUBILEE IN JUNE 2022**

It was **RESOLVED** to carry this item forward to the April agenda.

### **372/20 USB BACK UP STICKS**

1. It was **RESOLVED** to purchase 5 x increased capacity (128gb) USB sticks for daily back ups (approx. £68 + VAT).
2. It was **RESOLVED** to purchase a set of 10 x cheap, small capacity USBs (8gb) for use when downloading CCTV footage for TVP (£22.99 + VAT).

### **373/20 AD-HOC MAINTENANCE WORKS**

It was **RESOLVED** to try and compile a list of suitably qualified contractors who may wish to register to appear on an 'approved contractors' list and be contacted by the parish council when miscellaneous works need undertaking such as PAT tests, fixing fences, repairing play equipment etc.

### 374/20 SKATE PARK

1. It was **RESOLVED** to approve the draft suite of skate park tender documents, supporting information and project timescales. Contract Notice to be published on 29/3/21.
2. It was **RESOLVED** to submit the associated S106 grant application to Buckinghamshire Council.

### 375/20 ISSUES RAISED BY MEMBERS OF THE PUBLIC

1. It was **RESOLVED** to purchase an extra long litter picker for a regular volunteer (cost approx. £34 + VAT) and supply with a reminder of safety considerations.
2. It was noted that Buckinghamshire Council were still investigating Westfield Road roundabout landscape maintenance/options.

## Financial Matters:

### 376/20 FINANCIAL MATTERS

#### 1. End of Year Chairman's Expenses

Cllr Saintey chaired this agenda item and Cllr Nicholls did not participate in the voting. It was **RESOLVED** to approve the reimbursement of 2 items of telephony equipment (handset for the pavilion and IP hub to replace failed unit).

#### 2. VAT Return

It was noted that the February VAT return had been submitted. £428.46 to be refunded by HMRC.

#### 2. Financial Summaries and Expenditure

The bank reconciliation, budget monitor, financial summary, confidential salary payments, pavilion monthly summary, pavilion project financial summary, debtors and creditors were noted. It was **RESOLVED** to make the payments outlined in the financial summary and 2 councillors were granted approval to enact the bacs transfers. The Chairman was granted authority to sign the financial papers on behalf of the council.

#### 4. Internal Controls

It was noted that the Internal Controls had been undertaken with no issues or actions arising.

#### 5. Asset Register

It was **RESOLVED** to approve the updated year end asset register.

### 377/20 REPORTS

1. Cllrs Saintey & McCarthy provided feedback from the Local Community Board meeting on 3/3/21.
2. The report provided by Thames Valley Police and Buckinghamshire Council regarding the permanent parking restrictions near the quarry was noted.
3. The guidance issued by CIB/ACRE re permitted activities as come out of coronavirus lockdown was noted.
4. The Impact Community Carbon Calculator for Pitstone vs surrounding villages/county was noted.
5. The other minor reports were noted but not discussed:
  - Clerk attended SLCC branch meeting 23/3/21, feedback circulated electronically.
  - Discarded cannisters in business park reported to TVP.
  - Litter pick of business park roads (not car parks) arranged via staff – 4 heavy sacks of refuse and above empty cannisters collected and disposed of.
  - Damaged Harlech Road street name sign reported to Buckinghamshire Council
  - Damaged road surface & verges on Stocks Road reported to TfB
  - Parish Assistant added the playgrounds to Google maps & PPC's Google account
  - One extra resident joined Street Light Champion scheme for Castle Close
  - Party in Park still progressing. Will require grant carried forward to next financial year.



## 378/20 OTHER

### 1. Date and Time of Next Meeting

The next meeting of the full Parish Council is scheduled for 29 April 2021 and will be last meeting of the existing council. The following meeting on 20/5/21 will be the first meeting of the new council and the annual meeting. The forthcoming agenda items were noted as including:

- Set date for annual assembly (1 March to 1 June)
- Year-end reconciliation S106 account and reserve account
- Draft Annual Report for council.
- Draft Annual Return, Year End Accounts and Year End Report
- End-of-year returns for National Insurance and PAYE
- Quarterly grant consideration
- Annual check of all electronic banking payment details held for suppliers etc.
- Renew membership to Action 4 Youth
- Opus electricity contract (old meter) expires at pavilion.
- Annual review of community self-help plan
- Consider any noticeboard renovation required this year
- Consider if year 6 youth café events feasible this year in last half term.
- Annual review of licence to PAA (awaiting feedback from PAA)
- All normal AGM and new council items

Councillors requested no additional items be tabled.

### 2. Reminders and Forthcoming Events

The following reminders were noted:

- Parish Council meetings: 20/5/21, 24/6/21, 29/7/21, 26/8/21, 30/9/21, 28/10/21, 25/11/21.
- Sports and Leisure Committee meetings: 13/5/21, 10/6/21, 8/7/21, 12/8/21, 9/9/21, 14/10/21, 11/11/21 and 9/12/21.
- PPP Publication dates: April, July (deadline 1/7) and October (deadline 30/9) and January (deadline 30/12)
- Election 6/5/21.
- BMKALC/BC Parish Liaison meeting dates: 14/7/21, 13/10/21, 18/1/22.
- Play around the Parish sessions booked for Tues 10/8/21 and Thursday 19/8/21 (both 10-12)
- Covid legislation re remote meetings remains in force for meetings held before 7/5/21
- Additional Queen's Platinum Jubilee bank holiday 3/6/22 (late May bank holiday moved to 2/6/22)
- Floodlight planning permission valid until 3-8-2023
- ACE carrying out maintenance to pavilion systems 7/4/21
- Wing & Ivinghoe Community Board meeting 2/6/21
- BC Planning Policy meeting 12/4/21 – Cllr Crutchfield attending
- BC Town & Parish Clerks Forum 6/4/21 – Clerk attending
- BALC (free) webinar Crisis Communications 31/3/21 – Clerk attending

## 379/20 CLOSURE OF THE MEETING

There being no further business to transact, the Chairman thanked everyone for their attendance and closed the meeting at 21.15.

Signed: *D Nicholls*

Date: 29/4/21

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Chairman