

PITSTONE PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF the meeting of the full Parish Council
to be held at Pitstone Pavilion on Thursday 31 March 2022 at 7.30pm

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

Signed *L Eagling*
Date: 25 March 2022

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 24 February 2022 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 arising from the committee meeting that took place on 10/3/22.

2. Application Consultations

- 12 Williamson Way; 22/00704/APP; Householder application for conversion of existing garage into habitable accommodation including changes to fenestration

3. Decisions notified by Buckinghamshire Council

None notified.

4. Applications outstanding with Buckinghamshire Council

Rear of the Bell (Halldi), Land to The South of Marsworth Road and The West Of Vicarage Way (PDA both commercial areas), 1 Beacon Court, Plot C on Westfield Road, Morton House at 9 Beacon Court, cricket practice nets on Pitstone Recreation Ground, 33 Chequers Lane, 50 Albion Road, Land To The South Of Marsworth Road And The West Of Vicarage Way (restaurant/pub site only), Land Adjacent to Allotment Gardens (nursery site only).

5. Enforcement

27 Campbell Lane (20/00443/CONB) – Enforcement notice issued. Must be restored to original conditions by 1/2/22. Now awaiting outcome of appeal, see below.

6. Appeals outstanding with Planning Inspectorate

27 Campbell Lane; Enforcement ref: 20/00443/CONB, Appeal ref: 21/00078/ENFNOT; Planning Inspectorate Ref: APP/J0405/C/21/3285648. Appeal to be determined by Planning Inspectorate (PI) relating to the issue of the enforcement notice.

7. Other

1. To note receipt of new planning guidelines in relation to Chiltern Beechwoods Special Area of Conservation.
2. To consider/approve sports & leisure projects for inclusion in potential S106 re NKH PDA.

9. SPORTS AND LEISURE COMMITTEE AND RELATED MATTERS

1. To note receipt of the draft minutes arising from the committee meeting that took place on 10/3/22 and note the hire price increase agreed by the committee.
2. To consider requirements of ACE/BT line upgrade arising from OpenReach analogue switchoff.
3. To appoint contractor for maintenance of electric shutters at pavilion.
4. To appoint contractor to undertake further remedial works to cold water system at pavilion.
5. To consider/approve tree works on Recreation Ground.
6. To consider/approve extent of summer renovation works and confirm the summer closure dates.
7. To note that BC have awarded the pavilion a 100% small business reduction for non-domestic rate bill for 2022/23.
8. To consider draft proposals and quotation for sound absorbing panels in the function room at the pavilion.
9. To consider request for weekday parking capacity at Pitstone Pavilion.
10. To consider/approve renewal of annual service contract with Ambivent.
11. To note financial summary for the pavilion.

10. STAFFING COMMITTEE AND RECRUITMENT MATTERS

1. To note that no staffing committee meeting had been held during the month so no minutes/report due.
2. To approve implementation and back payment of the NJC Pay Award for 2021-22.
3. To consider/approve one SCP point increase for the parish clerk with effect from 1/4/22.
4. To note increase in National Living Wage from £8.91 to £9.50 effective 1/4/22, staff advised.
5. To note receipt of Declaration of Acceptance of Office and Register of Interests from new councillor.
6. To note any applications for PPP Editor (voluntary) role.
7. To consider litter picking holiday cover and determine any actions arising.
8. To note year-end payroll actions undertaken.

CHARITY MATTERS

11. PITSTONE PARISH CHARITY MATTERS

To note receipt of the draft Parish Charity meeting minutes from 24/2/22. No matters referred to parish council as local authority.

12. PITSTONE RECREATION CHARITY MATTERS

To note receipt of the draft Recreation Ground Charity meeting minutes from 24/2/22. No matters referred to parish council as local authority.

WORKING PARTY MATTERS

13. PITSTONE YOUTH CAFÉ MATTERS

1. To note upcoming introductory event with Brookmead School 6/4/22.
2. To consider/approve purchase of replacement of sandwich toaster.
3. To approve commission of PAT tests for electrical equipment.

14. PITSTONE DEVELOPMENT AREA

1. To note the updates relating to NKH remedial works re MUGA / Car Park / Pitstone Memorial Hall Charity, plus initial feedback from the Playdale visit.

OTHER MATTERS

15. DEVOLVED SERVICE MATTERS

1. To approve issue of Hedge Cutting Notice in respect of 2 The Pightle hedgerow.

2. To receive feedback from BC's 'Creating Wilder Road Verges' presentation on 17/3/22 and consider how to utilise wildflower meadow grass seed currently held – Cllr Weber.

16. PITSTONE SKATE PARK AND CONNECTING PATHS

1. To note that installation is now complete and the skate park is open.
2. To consider/approve proposals for skate park event.
3. To consider/approve the purchase of additional litter bins for skate park / MUGA area.
4. To consider/approve the donation of a memorial bench to look towards the skate park.
5. To note facilities added to insurance policy.
6. To write off one old bench removed from skate park zone.
7. To note receipt of financial summary for project.

17. COMMUNITY BROADBAND / FIBRE TO PROPERTY

To note that the project is currently live. Deadline for expressions of interest 30/4/22.

18. HIGHWAYS

1. Pitstone and Ivinghoe Safety Scheme works by Brookmead School

To note feedback from 23/3/22 presentation from BC/TfB and approve actions arising.

2. To note feedback from TfB Stakeholder Event on 22/3/22

3. To determine extent of LED streetlight roll out for 2022/23.

19. CONSULTATIONS

1. To determine response to Luton Rising consultation relating to expansion of Luton Airport.
2. To determine response to Boundary Commission consultation on proposed constituencies.
3. To determine any response necessary to NALC smaller councils information request.

20. POLICIES AND DOCUMENTS

1. To consider/approve draft Investment Policy.
2. To consider/approve annual review of Guide to Information Available and Charges.
3. To determine if still need the Major Projects Leaflet and scope of any updating.
4. To consider/approve annual review of the Environmental Policy.
5. To note/approve the updated asset register.

21. SUBSCRIPTIONS

To consider/approval renewal of annual membership to Community Impact Bucks / Community Buildings Network (£65).

22. PITSTONE PARISH POST

1. To consider/approve the parish council submission for the forthcoming edition of Pitstone Parish Post.
2. To note the PPP financial position for the forthcoming edition.

23. 2022 CHILDREN'S COMPETITION

To consider/determine the type and format of any children's competition for this year.

24. PARISH ASSEMBLY 19-5-22

To approve the agenda, for printing and distribution with the next edition of PPP.

25. JUBILEE

1. To consider/approve the request from I&P Women's Institute to decorate the village for the jubilee and determine any specific locations.
2. To approve the pavilion function room plaque wording.
3. To approve the planting of the Maple/Acer as part of the Queen's Green Canopy.

26. HEDGEHOG HIGHWAY

To consider/approve participating in the HedgehogsRUs Hedgehog Highway project.

27. INFORMATION PANELS FOR LOCAL WILDLIFE SITE

To note award of £2,500 grant from the Community Board and approve acceptance of terms.

28. ISSUES RAISED BY MEMBERS OF THE PUBLIC

1. To note the response from Buckinghamshire Council regarding the open space by Hever Close.
2. To note provision of memorial bench for Mr W Ruck at the junction of Glebe Close/Marsworth Road.
3. To note any subsequent requests that will be tabled on the next agenda.

29. FINANCIAL MATTERS

1. To note that the Chairman has no year-end expenses to submit for consideration.
2. To consider the grant request from Friends at Brookmead re Foundation Stage.
3. To note any further feedback from BC regarding Rushendon Furlong S106 issue.
4. To approve monthly staff overtime payments.
5. To note details of monthly VAT return.
6. To approve payments in accordance with the budget and consider the receipts/reconciliation/debtor/creditor/budget monitor and detailed monthly summary reports.
7. To conduct all necessary internal controls and determine any issues arising.
8. To note terms of engagement from IAC Ltd for year-end audit.

30. REPORTS

1. To receive feedback from Windmill Pre School open day 12/3/22 – Cllr Nicholls
2. To note receipt of the latest Risk Assessment from Pitstone Allotment Association.
3. To note that 1 allotment tenant has surrendered their plot. PAA to supply details of new tenant.
4. To note other reports.

31. OTHER

1. To note the matters for inclusion on the 28-4-22 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 QUESTION TIME**