

# PITSTONE PARISH COUNCIL

---

**NOTICE IS HEREBY GIVEN** OF the meeting of the full Parish Council  
to be held at Pitstone Pavilion on Thursday 3 November 2022 at 7.30pm

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

Signed     *L Eagling*      
Date: 27 October 2022

## A G E N D A

### 1. ATTENDANCE AND APOLOGIES

To note attendance and apologies.

### 2. DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

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

### 3. PUBLIC PARTICIPATION SESSION - 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 29 September 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 that no planning committee meeting had taken place during the month so no minutes/report was due.

#### 2. Application Consultations

- Haven Nook 22 Pitstone Green Cottages The Green; 22/03579/APP & 22/03302/ALB; Planning Application and Listed Building Consent for extend height of chimney, installation of log burner and replacement of front door.

#### 3. Decisions

- 8 Warwick Road, 22/02457/APP, loft conversion and gable windows: BC approved.
- 74 Vicarage Road, 22/02287/APP, single storey rear extension: BC approved.

#### 4. Applications outstanding with Buckinghamshire Council

Plot C on Westfield 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), land to the rear of 12 Marsworth Road, Mill View on Groomsby Drive, 21 Windsor Road, 12 Albion Road and 31 Cheddington Road.

#### 5. Enforcement outstanding with Buckinghamshire Council

- 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.

- 35 Old Farm – garage extension erected without planning permission – Enforcement ref: NC/22/00254/OPHH. To be demolished and materials removed within 2m of 1/12/22 unless appeal made.

#### **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.
- Land To The South Of Marsworth Road And The West Of Vicarage Way (the first application to turn the 2 x PDA commercial areas into residential). Planning Inspectorate Ref: APP/J0405/W/22/3292202; Appeal Ref: 22/00058/NONDET; original planning application ref: 21/02999/APP; Construction 21 no. dwellings (8 flats and 13 houses), including associated works, car parking and landscaping, Appeal grounds - non determination.

#### **7. Other**

- To receive feedback from Cllrs Weber & Crutchfield on BC Planning & Service Update meeting 30/9/22.

#### **9. SPORTS AND LEISURE COMMITTEE AND RELATED MATTERS**

To note receipt of the draft minutes arising from the committee meeting held on 13/10/22 and matters referred to full council.

#### **10. STAFFING COMMITTEE AND RELATED MATTERS**

1. To determine the salary budget proposals for 2023/24 financial year.
2. To consider/approve the proposals for a volunteer thank you event in January.
3. To consider/approve the staffing Christmas gesture.

#### **CHARITY MATTERS**

##### **11. PITSTONE PARISH CHARITY MATTERS**

To note that no charity meeting took place during the month so no minutes due.

##### **12. PITSTONE RECREATION CHARITY MATTERS**

To note that no charity meeting took place during the month so no minutes due.

#### **WORKING PARTY MATTERS**

##### **13. PITSTONE DEVELOPMENT AREA**

To note any update from Buckinghamshire Council regarding potential enforcement actions against NKH.

##### **14. YOUTH CAFÉ**

To note general update from Café Manager.

#### **OTHER MATTERS**

##### **15. DEVOLVED SERVICE MATTERS**

- To note that Buckinghamshire Council have not provided any visibility of any potential devolved service offering for 2023/24 and beyond.
- To note the key issues with existing contract that need addressing within any new agreement.

##### **16. SUBSCRIPTIONS**

1. To approve renewing the annual subscription to Parish Online mapping software.
2. To approve renewal of annual subscription to Local Councils Update.
3. To consider/approve renewal of annual membership to TCPA.

##### **17. CORONATION OF KING CHARLES III**

To consider whether the council wishes to plan/budget for any activity to mark the occasion of King Charles III Coronation.

##### **18. PITSTONE MEMORIAL HALL CHARITY**

To consider feedback to the charity re proposal for double storey ex-shipping container storage & Men's Shed in their front car park.

## **19. CONSULTATIONS**

To consider any response to the Buckinghamshire Council Home to School Transport Policy Consultation.

## **20. HIGHWAYS AND RIGHTS OF WAY**

1. To note receipt of the mVAS reports for Westfield Road and Marsworth Road for August/September.
2. To consider the updated information regarding Speed Indicator Devices and determine if/how to progress.
3. To note any feedback from Rights of Way re BOAT by Queen Street.

## **21. ISSUES RAISED BY MEMBERS OF THE PUBLIC**

1. To note issue raised re Crispin Field and BC response.
2. To note that no other issues, not already included on the agenda, have been raised for discussion this month and consider any requests to be tabled on the next agenda.

## **FINANCIAL MATTERS**

### **22. GENERAL FINANCIAL MATTERS**

1. Quarterly consideration of any grant applications.
2. To approve monthly staff overtime payments.
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 and detailed monthly summary reports.
5. To conduct all necessary internal controls and determine any issues arising.
6. To consider the second draft of budget for 2023/24 and discuss any projects etc for conclusion.

## **REPORTS AND NEXT MEETING**

### **23. REPORTS**

1. To receive feedback from PAA AGM 18/10/22.
3. To note feedback & slides from BC Parish Liaison meeting 19/10/22 attended by Cllr Saintey.
4. To note the feedback from BC Community Board meeting 13/10/22 provided by Cllr Nash.
5. To receive feedback from Climate Conference 25/10/22 – Cllr Nash.
6. Further complaints submitted to BC re lack of grass cutting and weed removal along Westfield Road and Castlemead.
7. To note other reports.

### **24. NEXT MEETING**

1. To note the matters for inclusion on the 24 November Council 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.

### **25. BUCKINGHAMSHIRE COUNCIL OPEN SPACE**

To consider the revised proposal from Buckinghamshire Council and determine if/how to proceed.

**THE PUBLIC AND PRESS ARE WELCOME TO ATTEND ALL OUR FULL COUNCIL MEETINGS  
AND TO ADDRESS THE COUNCIL DURING THE PUBLIC PARTICIPATION SESSION  
WE LOOK FORWARD TO SEEING YOU**