

PITSTONE PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF the meeting of the full Parish Council
to be held at Pitstone Pavilion on Thursday 27 April 2023 at 7.30pm

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

Signed L Eagling
Date: 21 April 2023

A G E N D A

1. ATTENDANCE AND APOLOGIES

- To note receipt of Declaration of Acceptance of Office and Register of Interests from Cllr Dr Dave Frearson.
- To note attendance.
- To consider/approve any tendered apologies for absence from the meeting.

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 30 March 2023 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 there had been no committee meeting during the month, so no minutes were due.

2. Application Consultations from Buckinghamshire Council

- 18 Church Road, 23/01007/APP, householder application for part two and part single storey side and rear extensions.
- Duncombe Farm Cottage, Stocks Road, 23/01181/APP, Householder application for replacement single bay cart lodge.
- 31 Crispin Field, 23/01166/APP, Householder application for garage conversion with new pitched roof and cladding to outer walls.

3. Decisions notified by Buckinghamshire Council

- 29 Cheddington Road, 23/00486/APP, householder application for dropped curb for off street parking: Approved by Buckinghamshire Council.
- 10 Quarry Court, 23/00345/APP, Proposed extension to commercial building.

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, 7 Hever Close, 93 Windsor Road, 47 Albion Road, 72a Vicarage Road, 58 Tun Furlong and Land to the rear of 87 Marsworth Road (5 dwellings).

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.

6. Appeals approved by the Planning Inspectorate

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. Decision: appeal allowed and planning granted by the Planning Inspectorate.

7. 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.

8. Other

- Portland House on Westfield Road, 23/00331/APP, erection of 6 no. industrial starter units for industrial use (B2), storage and distribution (B8) and include ancillary office space within (E(g)(i) with associated works: Application withdrawn by applicant.
- To receive feedback from BC Planning Forum held 20/4/23 – Cllr Weber.

9. SPORTS AND LEISURE COMMITTEE AND RELATED MATTERS

1. To note receipt of the draft minutes arising from the committee meeting held on 13/4/23.
2. To consider the provisional marked transfer plans supplied by Bellway & the S106 requirements and determine actions arising.
3. To note removal of fly-tipped mattress from the skatepark.
4. To consider quotations for service contracts for pavilion systems eg fire & intruder.

10. STAFFING COMMITTEE AND RELATED MATTERS

1. To note that there had been no committee meeting during the month, so no minutes were due.
2. To note the new payroll year actions completed.

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 updates regarding the Multi Use Games Area.

14. YOUTH CAFÉ

- To note/approve training requirements for the volunteers.
- To note progress with youth café equipment sale and consider any actions arising.
- To note/approve proposals for any year-6 events for 2023.
- To consider/approve renewal of membership to Action 4 Youth.

OTHER MATTERS

15. DEVOLVED SERVICES

- To note update on executed copy of Devolution Agreement Variation from Buckinghamshire Council.
- To consider/approve any action re Green Lane right of way.

16. HIGHWAYS AND RIGHTS OF WAY

- To receive feedback from Marsworth Airfield HGV Routing meeting 4/4/23 – Cllrs Nicholls/Saintey.
- To note update on situation for Chiltern Transport arising from the introduction of the Ivinghoe Freight Zone.
- To note initial feedback re potential footpath from Westfield Road to College Lake.
- To note any feedback from BC re proposed Westfield Road bus shelters.
- To consider response re planters for Marsworth Road roundabout.
- To consider feedback re possibility of “Police Speed Check Area” signage.
- To consider feedback re Cheddington Road speeding issue.
- To note feedback from BC/Buckinghamshire Highways re weeding / curbs / roundabouts / leaves etc
- To note receipt of latest mVAS reports.

17. COMMUNITY TRANSPORT

To discuss the new Haddenham Electric Vehicle Car Club model and whether wish to investigate if there would be an interest in Pitstone.

18. POLICY AND DOCUMENT REVIEW

1. To consider/approve the updated Management of Data Policy.
2. To approve the annual review of the community self help / emergency plan.

19. SUBSCRIPTIONS AND MEMBERSHIPS

To consider/approve renewal to NALC & BALC.

20. CONSULTATIONS

1. To consider if wish to respond to the consultation on the Structure of Local Policing.
2. To consider if wish to respond to the Buckinghamshire Council Local Plan and Local Transport Plan consultation.

21. ANNUAL CHILDREN'S COMPETITION

To consider/approve running a Children's Competition for 2023 and determine format/prize/timing.

22. INSURANCE

- To consider/approve annual insurance renewal materials supplied by Gallagher brokers and note changes to policy terms.
- To consider/approve whether to purchase a single year cover or enter into a new 3-year agreement.

23. ISSUES RAISED BY MEMBERS OF THE PUBLIC

- To note request to litter pick triangle of grass at junction of Durham Road and Corfe Road.
- 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

24. GENERAL FINANCIAL MATTERS

1. Quarterly consideration of grants requests: To consider/approve updated grant request from Pitstone Memorial Hall Charity.

2. To approve monthly staff overtime payments.
3. To note details of monthly VAT return.
4. To consider guidance from HMRC, IAC and Parkinson Partnership on sporting fees VAT changes and approve actions arising in relation to charges and claims.
5. To approve payments in accordance with the budget and consider the receipts/reconciliations/debtor/creditor and detailed monthly summary reports.
6. To conduct all necessary internal controls and determine any issues arising.
7. To consider approve the updated asset register.
8. To consider/approve the updated budget monitor with carry forward adjustments.
9. Bank Transfers
To approve year-end bank reconciliation for NatWest S106 account relating to Hever Close play area and approve transfer of £1,542.56 expended during the last financial year to the Unity account in reimbursement.
10. Electronic Banking Payment Details
To note that the annual review has been undertaken.

25. AUDIT

- To consider suggestion from IAC for council to consider if wish to open and utilise a Public Sector Deposit Fund.
- To consider draft year-end annual return submission and report.

REPORTS AND NEXT MEETING

26. REPORTS

1. To note streetlight and highways issues reported to Buckinghamshire Council.
2. To note other reports.

27. NEXT MEETING

1. To note the matters for inclusion on the 25 May 2023 Annual 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.

28. PITSTONE DEVELOPMENT AREA

To note the recent Planning Inspectorate decision and consider implications and next steps.

**THE PUBLIC AND PRESS ARE WELCOME TO ATTEND OUR COUNCIL MEETINGS
AND TO ADDRESS THE COUNCIL DURING THE PUBLIC PARTICIPATION SESSION
WE LOOK FORWARD TO WELCOMING YOU
IF YOU ARE UNABLE TO ATTEND IN PERSON, YOU CAN KEEP UP-TO-DATE BY READING THE MINUTES
WHICH ARE PUBLISHED TO OUR WEBSITE**