

PITSTONE PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF the Meeting of the full Parish Council
to be held at Pitstone Pavilion on Thursday 31 August 2023 at 7.30pm

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

Signed L Eagling
Date: 24 August 2023

A G E N D A

1. ATTENDANCE AND APOLOGIES

- 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 27 July 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 RECEIPT OF THE CORRESPONDENCE DETAILED

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

- 2 Meadow Lane, 23/02527/APP, Householder application for single storey rear extension

3. Decisions notified by Buckinghamshire Council

- 26 Albion Road, 23/01843/APP, Householder application for single storey front and rear extensions, boot room, 2 new roof lights, and 2 sun pipes. Approved by Buckinghamshire Council.

4. Applications outstanding with Buckinghamshire Council

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 and Land to the rear of 87 Marsworth Road (5 dwellings).

5. Applications withdrawn by the Applicant

- Plot C, Westfield Road, Pitstone; 22/03723/APP; 8 no. buildings of Class B2 and B8 uses of the Town and Country (Use Classes) order 1987, with ancillary Class E(g)(ii), with access off Westfield Road and Tunnel Way, associated site infrastructure including service yard and car parking: Application Withdrawn.

- Pitstone Quarry, Upper Icknield Way; 23/01648/APP, Temporary planning permission for use of land for film making for 8 weeks to include construction of temporary set; levelling of deposits; use of areas for staff welfare with stationing of temporary support structures; and use of areas for parking

6. Appeals outstanding with 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. Planning Inspectorate Decision: appeal allowed and planning granted. Subsequently subject to Judicial Review CO/1805/2023 - Buckinghamshire Council -v- (1) SSLUHC & Ors: quashed and referred back to the Planning Inspectorate.

7. Enforcement outstanding with Buckinghamshire Council

- 27 Campbell Lane (20/00443/CONB) Appeal ref: 21/00078/ENFNOT; Planning Inspectorate Ref: APP/J0405/C/21/3285648. Enforcement notice upheld and modified by the Planning Inspectorate. Must be restored to original conditions by 4/10/23.
- Potential planning breach at 45a Cheddington Road for new fence over 1m beside footpath: Buckinghamshire Council investigating (NC/23/00232/OPHH).

9. SPORTS AND LEISURE COMMITTEE AND RELATED MATTERS

1. To note receipt of the draft minutes arising from the committee meeting held on 10/8/23.
2. To consider/determine to what extent the parish council is willing to adopt any/all of the Bellway open space / LEAP.
3. To determine hedge cutting requirements for this autumn.
4. To consider/approve quotations for removal of dead tree at pavilion.
5. To note vandalism of Busy Bee rocker in Recreation Ground playground and approve quotation for repair.
6. To consider/approve quotation to make good the Recreation Ground path in front of the Memorial Hall where several bollards have been knocked over.

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 updates on Summer Volunteer Event (7/9/23).

CHARITY MATTERS

11. PITSTONE PARISH CHARITY MATTERS

To note receipt of the draft minutes arising from the charity meeting held on 15/8/23.

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

No matters for consideration this month.

14. YOUTH CAFÉ

- To consider/approve renewal of youth café management contract and service level agreement for the forthcoming year, including determination of the contract price.
- To re-consider employment of an Assistant Youth Worker.
- To re-approve craft budget for the forthcoming year.
- To note receipt of the youth café risk assessment from the Café Manager.
- To consider/approve annual review of the suite of youth café policies.
- To note feedback/uptake of year 6 taster sessions.
- To note training update.
- To note donation of exercise bike to youth café.

OTHER MATTERS

15. DEVOLVED SERVICES

- To determine siding out requirements for this autumn.
- To note electronic approval of event banner for fruit & vegetable show.

16. HIGHWAYS AND RIGHTS OF WAY

- Potential footpath from Westfield Road to College Lake – no response from Taylor Wimpey.
- Proposed Westfield Road bus shelters – no further feedback from Buckinghamshire Council.
- Cheddington Road TRO issue – note update from Local Area Technician.
- ‘zebra’ crossings – no further feedback from Buckinghamshire Council.

17. CONSULTATIONS

- To note feedback arising from both the Buckinghamshire Council meeting on 1/8/23 and the Planning Inspectorate Open Floor meeting on 10/8/23 re Luton Airport expansion, and ratify subsequent relevant representation submitted prior to the 22/8/23 deadline.
- To determine any response to the government planning consultations on Permitted Development, Local Plans and Nationally Significant Infrastructure projects.

18. COMMUNITY TRANSPORT

To note that no expressions of interest received re electric vehicle hire scheme.

19. POLICY AND DOCUMENT REVIEW

1. To consider/approve the annual review of the Social Media and Communications Policy.
2. To consider/approve the annual review of the Code of Practice for handling Complaints.
3. To consider/approve the annual review of the full suite of GDPR policies and logs etc.

20. LIGHTING

1. To consider/approve options for Christmas illuminations at the pavilion site.
2. To confirm Christmas illumination timings for submission to Lamps and Tubes.

21. WHISTLEBROOK

To note feedback from the Environment Agency and from Internal Drainage Board site visit to Whistlebrook on 18/8/23 and actions arising.

22. ANTI SOCIAL BEHAVIOUR

To consider the queries raised by Pitstone Memorial Hall regarding ASB potential deterrents.

23. LOCAL WILDLIFE SITE INFORMATION BOARDS

To consider/approve the artwork for the information boards so it can be submitted to the manufacturer.

24. ISSUES RAISED BY MEMBERS OF THE PUBLIC

To note that no 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

25. GENERAL FINANCIAL MATTERS

1. Consideration of grants requests: To consider/approve any updated grant request from Pitstone Memorial Hall Charity.
2. To note that no monthly staff overtime payments were due.
3. To note details of monthly VAT return.
4. To approve payments in accordance with the budget and consider the receipts/reconciliations/debtor/creditor, budget monitor and detailed monthly summary reports.
5. To conduct all necessary internal controls and determine any issues arising.
6. Public Sector Deposit Fund – in progress.
7. To note receipt of, and consider, the report from the external auditor, PKF Littlejohn – no issues were identified.

8. To approve publication of the Notice of Conclusion of Audit.

26. REPORTS

1. To note street light issues reported for repair.
2. To note annual review of documents reaching expiration date completed.
3. To note clearance of alleys in Yardley Avenue reported to Fairhive for remedials.
4. To note other reports.

27. NEXT MEETING

1. To note the matters for inclusion on the 28 September 2023 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. BUCKINGHAMSHIRE COUNCIL OPEN SPACE

To consider/approve draft Heads of Terms proposed by Buckinghamshire Council.

**THE PUBLIC AND PRESS ARE WELCOME TO ATTEND OUR MEETINGS
AND TO ADDRESS THE COUNCIL DURING THE PUBLIC PARTICIPATION SESSION
IF YOU ARE UNABLE TO ATTEND IN PERSON, YOU CAN KEEP UP-TO-DATE BY READING THE MINUTES THAT WILL BE
PUBLISHED TO THE WEBSITE
YOU ARE ALSO ABLE TO CONTACT US AT ANY TIME VIA EMAIL, PHONE OR SOCIAL MEDIA**