

PITSTONE PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF THE meeting of the full Parish Council
to be held at Pitstone Pavilion on Thursday 23 February 2023 at 7.30pm

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

Signed *L Eagling*
Date: 17 February 2023

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 26 January 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 no committee meeting had taken place during the month, so no minutes were due.

2. Application Consultations

- 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 on land at Portland House.
- 29 Cheddington Road; 23/00486/APP; dropped curb for off street parking.

3. Decisions

- 30 Chequers Lane, 22/04002/APP, Householder application for single storey front and side extension and garage conversion: BC approved.
- 32 Campbell Lane, 22/04126/APP, Householder application for garage conversion into habitable room, single storey rear extension, and new side access gate: 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 and 24 Albion 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.

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 note feedback from Buckinghamshire Council planning forum 30/1/23.
- To consider/approve logging each property that has received a hand delivered neighbour notification for each application going forward.
- To determine response to BC Local Plan Infrastructure and Services consultation.

9. SPORTS AND LEISURE COMMITTEE AND RELATED MATTERS

1. To note that no committee meeting was held during the month so no minutes were due.
2. To consider/note the repairs and maintenance issues that have arisen during the month.
3. To consider/approve the service of TMVs at the pavilion.
4. To consider/approve re-painting of the Platinum Room walls.
5. To consider/approve granting regular hirer rate to the Repair Café.
6. To note HMRC change to VAT on sporting fees and consider/approve how to proceed.
7. To consider/approve quotation for shelving units for container.

10. STAFFING COMMITTEE AND RELATED MATTERS

1. To note that no committee meeting had taken place during the month, so no minutes were due.
2. To note the resignation of Councillor A Dragon and commence recruitment process to fill vacancy.
3. To consider if wish to introduce the model Councillor-Officer Protocol circulated by BALC.

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 enforcement actions against NKH.

14. YOUTH CAFÉ

No items tabled for discussion this month.

OTHER MATTERS

15. DEVOLVED SERVICES

Potential 9% increase in budget provision from Buckinghamshire Council to be confirmed after 22/2/23. No draft contract yet received but will be required to be entered into asap.

16. HIGHWAYS AND RIGHTS OF WAY

- To note any feedback from BC re proposed Westfield Road bus shelters.
- To note any feedback re sponsorship of/planters for Marsworth Road roundabout from BC and interested business.
- To note receipt of latest mVAS reports.
- To consider feedback re Cheddington Road speeding issue.

17. ANNUAL PARISH ASSEMBLY 18/5/23 7.30pm

To note updates to plans for the 2023 Annual Assembly.

18. CORONATION 6-8 MAY 2023

To consider/approve activities to support the Big Coronation Lunch and Big Help Out.

19. POLICY AND DOCUMENT REVIEW

1. To conduct/approve the annual review of all Community Transport Policies and Documents.
2. To conduct/approve the annual review of the Policy on reporting of meetings of the council.

20. ISSUES RAISED BY MEMBERS OF THE PUBLIC

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

21. GENERAL FINANCIAL MATTERS

1. To approve monthly staff overtime payments.
2. To note details of monthly VAT return.
3. To approve payments in accordance with the budget and consider the receipts/reconciliation/debtor/creditor/budget monitor and detailed monthly summary reports.
4. To conduct all necessary internal controls and determine any issues arising.
5. To note IAC Ltd Internal Control procedures for 2022/23 accounts.
6. To consider updated grant request from Pitstone Memorial Hall Charity.

REPORTS AND NEXT MEETING

22. REPORTS

1. To note feedback from BALC January training sessions – Clerk.
2. To note feedback from Solar Panel training attended by the Parish Assistant.
3. To note streetlight outages reported.
4. To note other reports.

23. NEXT MEETING

1. To note the matters for inclusion on the 30 March 2023 Council Meeting agenda and determine any further matters.
2. To note the reminders and forthcoming events.

**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 SEEING YOU
YOU CAN ALSO REACH US AT ANYTIME VIA TELEPHONE, EMAIL, FACEBOOK OR TWITTER**