

PITSTONE PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF the Meeting of the full Parish Council to be held at Pitstone Pavilion on Thursday 29 June 2023 at 7.30pm

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

Signed L Eagling
Date: 23 June 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 25 May 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

- 1 Windsor Road, 23/01572/APP, householder application for first floor side extension.
- 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.
- 18 Church Road, 23/01007/APP, Householder application for demolition of existing garage and erection of part two and part single storey side and rear extensions (amended application).
- 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.

3. Decisions notified by Buckinghamshire Council

- 31 Crispin Field, 23/01166/APP, Householder application for garage conversion with new pitched roof and cladding to outer walls: Approved by Buckinghamshire Council.

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, Land to the rear of 87 Marsworth Road (5 dwellings), 18 Church Road, Duncombe Farm Cottage on Stocks Road and 82 Marsworth 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.
- Potential planning breach at 45a Cheddington Road for new fence over 1m beside footpath: Buckinghamshire Council investigating (NC/23/00232/OPHH).

6. Appeals subject to Judicial Review

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. Now subject to Judicial Review by Buckinghamshire Council: CO/1805/2023 - Buckinghamshire Council -v- (1) SSLUHC & Ors.

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. PI site visit scheduled for 29/6/23.

9. SPORTS AND LEISURE COMMITTEE AND RELATED MATTERS

1. To note receipt of the draft minutes arising from the committee meeting held on 8/6/23.
2. To note any response from Bellway to the queries raised by the parish council re the open space and LEAP.
3. To note any update to the provisional S106 maintenance monies arising from the Bellway open space and LEAP.
4. To note urgent repairs had been required to support rope on Cheops Pyramid on the Recreation Ground.
5. To consider correspondence from resident re Ravensmoor shrub verge.

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 consider the hourly rate paid to the Facilities Manager and Parish Assistant.
3. To note updates on Summer Volunteer Event (7/9/23).

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

No matters for consideration this month.

14. YOUTH CAFÉ

To note the general update re youth café activities.

OTHER MATTERS

15. DEVOLVED SERVICES

- To note that executed copy of Devolution Agreement Variation from Buckinghamshire Council now received.
- To note approved application for temporary event signage banner for Cheddington Family Fun Day 30/4/23.

16. HIGHWAYS AND RIGHTS OF WAY

- To note initial feedback re potential footpath from Westfield Road to College Lake.
- To note feedback from BC re proposed Westfield Road bus shelters.
- To note still awaiting clarification of Cheddington Road TRO issue proposals from BC.
- To understand whether the correct traffic regulation orders were in place for Stocks Lane on the day of the Aldbury May Fair.
- To note receipt of mVAS reports for Marsworth Road and Westfield Road.
- Zebra crossings: to be explored with Buckinghamshire Council.
- To consider 'It's 30 for a Reason' stickers.

17. COMMUNITY TRANSPORT

To consider any further feedback re the Haddenham Electric Vehicle Car Club and determine if should investigate further or hold pending further data.

18. POLICY AND DOCUMENT REVIEW

1. To consider/approve the annual review of the Equal Opportunities Policy.
2. To consider/approve the annual review of mVAS policy, procedures manual and risk assessment.

19. CONSULTATIONS

1. To consider if/how wish to respond to the Buckinghamshire Council Town and Parish Council survey.
2. London Luton Airport Extension Development Consent Order to note registration with Planning Inspectorate, comments submitted so far and consider any further comments to submit.

20. LIGHTING

1. To confirm Christmas illumination requirements at request of Lamps & Tubes.

21. SUBSCRIPTIONS AND REGISTRATIONS

1. To renew registration with the Information Commissioner Officer.
2. To note Sage Accountancy and Payroll subscription price increases.
3. To consider/approve upgrade to Breevy 4.

22. PITSTONE PARISH POST

1. To note recruitment of volunteer back-up distribution manager.
2. To note advertiser update.
3. To consider/approve council submission for the next edition of PPP, including Annual Assembly update, Volunteer of the Year, Pride of Bucks, and Annual Report.

23. WHISTLEBROOK

To note making further enquiries with various agencies.

24. BUCKINGHAMSHIRE COUNCIL OPEN SPACE

To note updates from Buckinghamshire Council and local councillor.

25. 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

26. GENERAL FINANCIAL MATTERS

1. Consideration of grants requests:
 - a. To consider/approve any updated grant request from Pitstone Memorial Hall Charity.
 - b. To consider grant application from Ivinghoe & Pitstone Parochial Church Council re conservation of stained-glass west window and subsequent advice from BMKALC/NALC.
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/reconciliations/debtor/creditor and detailed monthly summary reports.

5. To conduct all necessary internal controls and determine any issues arising.
6. To consider/approve the updated budget monitor.
7. To make necessary Public Sector Deposit Fund resolutions and determine values to place in each account.
8. External audit: awaiting response from PKF Littlejohn.

REPORTS AND NEXT MEETING

27. REPORTS

1. To note that Fairhive have been experiencing issues with their grounds maintenance and are seeking to resolve.
2. To note the outcome of the BC Pride of Bucks awards.
3. To note the forthcoming event dates for Pitstone Allotment Association.
4. To receive feedback from the BC Parish Liaison Meetings held 28/6/23.
5. To note streetlight issues reported to Buckinghamshire Council and Lamps & Tubes.
6. To note other reports.

28. NEXT MEETING

1. To note the matters for inclusion on the 27 July 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 WELCOMING YOU
IF YOU ARE UNABLE TO ATTEND IN PERSON,
YOU CAN KEEP UP-TO-DATE BY READING THE MINUTES PUBLISHED TO OUR WEBSITE