

PITSTONE PARISH COUNCIL

Minutes of the Pitstone Parish Council held on 27 April 2023
at Pitstone Pavilion commencing at 7.30pm

General Matters:

1/23 ATTENDANCE AND APOLOGIES

1. New Member

Council noted receipt of the completed Declaration of Acceptance of Office, and Register of Interests, from Cllr Dr Dave Frearson. Cllr Frearson was welcomed back to the parish council.

2. Council present

Cllr Nicholls (Chairman), Cllr McCarthy, Cllr Heyman, Cllr Hawkins Cllr Mrs Crutchfield, Cllr Weber, Cllr Mrs Nash, Cllr Mitra, Cllr Dr Frearson and Cllr Blunt plus the Parish Clerk, Mrs Eagling.

3. Apologies & Absence

It was **RESOLVED** to accept apologies for absence from Cllr Saintey (annual leave).

3. Others present

Buckinghamshire Councillors Derek Town and Chris Poll, one member of the public plus the Treasurer of Pitstone Memorial Hall charity (joined the meeting after the section on planning).

2/23 DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS FOR MATTERS TO BE CONSIDERED AT THE MEETING

- Cllrs Mrs Crutchfield and Mrs Nash declared pecuniary interests as Trustees of Pitstone Memorial Hall charity and would therefore not participate in the related agenda item.
- Cllr Mrs Crutchfield declared an interest as a tenant of Pitstone Allotment Association – no related agenda items.
- It was noted that all councillors have standing declarations of interest as the council, as a corporate body, is trustee of the Recreation Ground Charity and Pitstone Parish Charity.
- The Clerk expressed the usual pecuniary interest in the overtime, which is approved by the staffing committee, and the clerk never has a vote.
- No other declarations nor dispensations were received.

3/23 QUESTIONS FROM MEMBERS OF THE PUBLIC/PRESS

The member of public present did not wish to table any matters for discussion.

4/23 QUESTIONS FOR, AND UPDATES FROM, BUCKINGHAMSHIRE COUNCILLORS

Buckinghamshire Councillor Derek Town had previously circulated a report, which will be published on the parish council website for the benefit of residents.

Cllr Town provided an update on the Ivinghoe Freight Strategy pilot, and Cllr Poll provided an update on the boundary review (confirming that our area would reduce to 2 Buckinghamshire Councillors as opposed to the current 3).

5/23 MINUTES OF THE MEETING held on 30/3/23

It was **RESOLVED** that the draft minutes of the Pitstone Parish Council Meeting held on 30 March 2023 were a true and accurate record. The Chairman was duly authorised to sign them on behalf of the council.

6/23 CLERK'S REPORT ON MATTERS ARISING

This section provides updates on issues that are ongoing. Resolutions cannot be passed on items in this section of the agenda as insufficient detail will have been provided to councillors to satisfy the legal requirements, therefore minor updates will only be noted. This information is provided to keep members of the public up to date on the various ongoing matters.

1. Where third parties are responsible

- Castlemead Highways Issues:

- BC and TW liaising. Phase V of Castlemead & business park to follow – dates tbc, business park being scoped by TW/BC. Legal issue re parcel of land ownership to be resolved before can progress.
 - Castlemead Lighting: BC advised that order placed for conversion to LED. Installation date tbc. Purchase of LED lanterns needing to be re-costed & approved due to change in highways contract at BC.
- Castlemead Public Open Space Phase III: TW to transfer to BC. Complications arising from legal charge in favour of Sancem Group which have yet to be resolved and classified as exempt disposals by TW/Sancem.
- Rushendon Furlong Street Lighting: the parish council has agreed with Croudace to adopt the street lighting and illuminated bollards on provision that the stipulated conditions and contributions are met. BC to adopt highways prior to PPC adopting. BC and Croudace currently liaising. Comments submitted to Croudace. Currently with legals as Section 38 agreement not currently adopted to enable transfer.
- Bellway Street Lighting: the parish council has resolved that it would be willing to adopt the street lighting within the development. BC to adopt internal highways (following 12m maintenance period) prior to PPC adopting lighting. Bellway aware & preparing information. Section 38 agreement not currently adopted to enable transfer.
- PDA: £74k towards enhancing existing local bus services (61 and 164) – BC investigating options over the summer (including possible route to Tring station) and will revert to PPC in due course. £37k contribution to Pitstone Safety Scheme.
- PDA Lighting: The Parish Council has approved the one column on Vicarage Road opposite the new entrance. Internal roads will be private and therefore no requirement to adopt lighting.
- PDA replacement car park: Illuminated car park will pass to the parish council along with the MUGA.
- PDA MUGA: Dispute between BC and NKH.
- PDA commercial areas / conversion to residential: NKH escalated first planning application to Planning Inspectorate on grounds of non-determination. NKH's second set of planning applications remain outstanding with BC.
- PDA open space: Transferring to "Ravensmoor (Pitstone) Management Co Ltd" and not Pitstone Parish Council.
- Land off Westfield Road/'The Mounds': with Taylor Wimpey.
- TfB Issues:
 - Reconstruction of Vicarage Road footpath from Tun Furlong towards Church Road added to capital footway program (eta 2024)
 - Collapsed footpath in Queen Street – outstanding.
 - Marsworth Road speed humps – BC hoping to add to capital maintenance program.
 - Cheddington Road repeater signs – awaiting TRO then can install signage.
 - Westfield Road grass cutting – LAT advises "I have requested that Westfield Road be put at the top of the list when the urban grass cutting starts".
 - Pedestrian safety under Cheddington Road railway bridge – waiting feedback from BC.
 - Signage: replacement Pitstone sign for Westfield Road to be supplied; replacement sign (excluding canal cruises) for Cooks Wharf turning to be supplied.
- Ivinghoe Freight Strategy – trial underway.
- Safety Scheme works by Westfield Road junction: BC advised unable to progress until Ivinghoe Freight Strategy implemented.
- Safety Scheme works along Marsworth Road: BC advised unable to progress until Ivinghoe Freight Strategy implemented.
- B489 derestriction of B-road and 7.5 tonne limit: BC advised that this could not be considered until the proposed Ivinghoe freight strategy has been implemented.
- Cycle improvements to Tring station (HCC/CRT/BC): HC advised that they had a meeting with BC w/c 3/4/23. Awaiting feedback.

- Aldbury flooding – Project Groundwater update circulated. New dedicated website. Aldbury included. Signed up for update newsletters.
 - Mapping Rights of Way: Pitstone aspect of project being undertaken by local resident volunteer.
 - Pitstone Memorial Hall Charity car park: PMH investigating with NKH.
 - PAA investigating potential provision of water tap at site & will provide further details in due course so that PPC can apply for approval by National Trust
 - Rushendon Furlong 'un-ringfenced' S106 – BC advised the process would be reviewed but currently no changes.
 - Buckinghamshire Council holding £74,000 "towards the enhancement of the existing local 61 and 164 bus services" arising from NKH – BC advised "This still remains planned, but at the moment costs as exceptionally high, this being up to 40% higher than previously, and therefore we have not progressed this any further until such time as we can be sure we'll get the best value for money."
 - Buckinghamshire Council holding £10k of funds for "Sustainable Community Transport and Dial-a-Ride" arising from Rushendon Furlong development. See agenda item re electric shared car. South Beds dial-a-ride is our nearest and will try and accommodate any car scheme requests that we are unable to fulfil.
 - Buckinghamshire Council Open Space – BC Asset Management Team yet to provide a full response.
 - Fibre Broadband – in progress by both Trooli (currently experiencing technical and resource difficulties but hope to resume later in Spring 2023) and Openreach (no update).
2. Within the scope of the parish council:
- Double lane practice cricket nets – (a) Order placed, eta 'spring' 2023. (b) occupational licence to be finalised with I&PUC to coincide with installation.
 - Additional trees on Recreation Ground – long term aspiration.
 - PAA – long term aspiration for additional allotment land within the parish.
 - Hedgehog Highway Surrounds – Still plenty of units for sale.
 - Information Panels for Wildlife Site – in progress via local volunteer.
 - Commemorative tree for Cllr May Everton – tree planted 18/3/23. Plaque being arranged by family.
 - Solar panels for pavilion –Community Board carried grant request over to this new financial year, awaiting response.
 - Community Car Scheme donation – £1,500 received. New leaflet calling for volunteers produced and distributed. 3 enquiries generated. £1,207 funds remaining.
 - Volunteer of the Year – to be presented at Annual Assembly.
 - Town Lands Charity re leisure land – waiting for response from the charity.
 - 2 wooden poles passed structural safety test with no issues arising. Utilities Technology Group recommend retest in 5 years.
 - PPP – completed and sent to printer.
 - Replacement LED lanterns for Recreation Ground – on order.
 - Annual Assembly 18/5/23 – agendas printed & distributed. No other actions required at present.
 - Coronation Big Picnic, Children's Trail & Youth Café meal 7/5/23 – publicity issued, materials purchased for trail and meal. Bunting to be erected in week prior.
 - Coronation Big Help Out – 16 local groups have now submitted details of the volunteers that they are seeking. One opportunity being promoted each day via website, Facebook and Twitter. Dedicated noticeboard at the pavilion. Also promoted via normal boards. Volunteering Opportunity database updated and available on the website as well as via each individual post.
 - Please refer to Sports & Leisure Committee minutes for full list of S&L related matters.

7/23 CORRESPONDENCE

- The list of correspondence received was noted.

Committee Matters:

8/23 PLANNING COMMITTEE AND RELATED MATTERS

This section of the meeting was Chaired by Cllr Weber, Chair of the Planning Committee.

1. Minutes

It was noted that there had been no committee meeting during the month and therefore no draft minutes had been due.

2. Application Consultations

- 18 Church Road, 23/01007/APP, householder application for part two and part single storey side and rear extensions. No objections had been received from residents as a result of the neighbour notifications nor publicity. It was **RESOLVED** to advise Buckinghamshire Council that the Parish Council wished to tender no objections.
- Duncombe Farm Cottage, Stocks Road, 23/01181/APP, Householder application for replacement single bay cart lodge. No objections had been received from residents as a result of the neighbour notifications nor publicity. It was **RESOLVED** to advise Buckinghamshire Council that the Parish Council wished to tender no objections.
- 31 Crispin Field, 23/01166/APP, Householder application for garage conversion with new pitched roof and cladding to outer walls. No objections had been received from residents as a result of the neighbour notifications nor publicity. It was **RESOLVED** to advise Buckinghamshire Council that the Parish Council wished to tender no objections.

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: Approved by Buckinghamshire Council.
- 7 Hever Close, 23/00734/APP, Householder application for conversion of garage to habitable room: 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, 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 outstanding with the 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.

7. 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.

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.
- Cllr Weber provided positive feedback from the Buckinghamshire Council Planning Forum held 20/4/23.

Cllr Nicholls re-took the Chair. The Treasurer of Pitstone Memorial Hall Charity joined the meeting.

9/23 SPORTS AND LEISURE COMMITTEE AND RELATED MATTERS

1. Minutes

It was **RESOLVED** to note receipt of the draft minutes arising from the committee meeting that took place on 13/4/23.

2. Bellway Public Open Space and LEAP

It was **RESOLVED** to note receipt of the draft red line plans provided by Bellway. Whilst the parish council is still minded to adopt the land, it was **RESOLVED** to respond to Bellway and Buckinghamshire Council raising a number of queries before the matter could be fully considered.

3. Fly-tipping

It was **RESOLVED** to note that a fly-tipped mattress had needed to be uplifted from the skatepark and disposed of (at a cost of £70).

4. Pavilion Systems Maintenance

- It was **RESOLVED** to terminate the contract for maintenance of emergency lighting, CCTV, intercom, disabled alarm, induction loop and referee's intercom with ACE and appoint Vita Electricals to carry out this undertaking going forwards.
- It was noted that to comply with British Standards fire and intruder alarm maintenance and monitoring needed to be carried out by the same company. It was **RESOLVED** to review this again once further quotations had been obtained.

10/23 STAFFING COMMITTEE AND RELATED MATTERS

1. Minutes

It was noted that there had been no committee meeting during the month, so no draft minutes were due.

2. New Payroll Year

It was noted that the new payroll year tasks had been completed with tax codes updated, increase in National Living Wage applied and increase to SCP for the Clerk applied.

Charity Matters:

11/23 PITSTONE PARISH CHARITY

It was noted that no meeting took place during the month, so no minutes/report due.

12/23 PITSTONE RECREATION GROUND CHARITY

It was noted that no meeting took place during the month, so no minutes/report due.

Working Group Matters:

13/23 PITSTONE DEVELOPMENT AREA

It was noted that Nicholas King Homes had advised Buckinghamshire Council that they intended to apply for retrospective planning permission for the MUGA as built.

14/23 YOUTH CAFÉ

1. It was noted that the updated First Aid Training for the Café Manager had been undertaken and certificate supplied.
2. Café Manager still to supply details of any training requirements for the volunteers.
3. It was noted that no buyers had come forward for the ex-youth café equipment (PlayStation, 2 monitors, a projector, and a number of board games) and **RESOLVED** to offer these to the local charitable stall for PACE, and to correspondingly write them off.
4. Due to space constraints in the last half term, it was **RESOLVED** to just offer two taster sessions for the Year 6 Brookmead intake at the end of term. Clerk to liaise with the school office re timing of these events and date for Café Manager to visit Year 6.

5. It was **RESOLVED** to renew the annual membership with Action4Youth who provide training and support services for our youth café (cost £110).

Other Matters:

15/23 DEVOLVED SERVICES

1. It was noted that the countersigned copy has been delayed by BC and is not now anticipated for a further month.
2. It was **RESOLVED** that unfortunately the parish council could not undertake any out-of-scope, unbudgeted, siding out works in Green Lane that fall within the responsibility of the homeowner.

16/23 HIGHWAYS AND RIGHTS OF WAY

1. Marsworth Airfield HGV Routing

Cllr Nicholls provided feedback from the above meeting held on 4/4/23.

2. Chiltern Transport

It was **RESOLVED** to note the update on the current situation for Chiltern Transport arising from the Ivinghoe Freight Strategy pilot. It was noted that the parish council had advised Chiltern Transport that they would support them should any action be taken against them.

3. Footpath from Westfield Road roundabout to College Lake

It was noted that Hertfordshire Council were trying to clarify their boundary in relation to this proposal. It was noted that no response had currently been received from Buckinghamshire Council.

4. Westfield Road bus shelters

It was noted that the Parish Council was still waiting for a response and advice from Buckinghamshire Council's Public Transport division.

5. Marsworth Road Roundabout

It was noted that Buckinghamshire Councillor Town would speak to highways and revert to the parish council.

6. "Police Speed Check Area" signage

It was **RESOLVED** to purchase temporary signage for either end of Westfield Road.

7. Cheddington Road – Cooks Wharf to Chequers Close and Pedestrian Safety under the Railway Bridge

It was **RESOLVED** to ask the LAT to attend a site meeting to discuss the above.

8. Weeding/Curbs/Roundabouts/Leaf fall etc

- It was noted that Buckinghamshire Council had advised that no provision had been made within the budget for weed spraying, so this would not be undertaken this year. It was **RESOLVED** to seek local quotations for treatment (spraying and/or hand clearing) of key areas eg pedestrian islands, roundabouts etc.
- It was noted that one annual cyclical gully cleaning visit had been budgeted, but if any drain remains blocked for 4-5 hours without clearing it still needs to be reported via Fix my Street as that will need the super sucker and not the routine gully vehicle.
- road sweeping – falls under the waste department of BC and not highways. Cyclical program tbc but should request road sweeping via Fix my Street, and to try time as the curb side weeds start to grow as well as in the autumn when the leaves have fallen, in the hope that the regular sweeping will keep the weeds down before they get a chance to bed in.

9. mVAS

It was **RESOLVED** to note receipt of the mVAS reports for Cheddington Road and Vicarage Road. Both reports have been published online.

17/23 COMMUNITY TRANSPORT

It was **RESOLVED** to ask Haddenham how they had assessed viability for their Electric Vehicle Car Club scheme. It was also **RESOLVED** to try and obtain further feedback on how their trial was progressing and uptake.

18/23 POLICY AND DOCUMENT REVIEW

1. It was **RESOLVED** to approve the updated Management of Data Policy and the Chairman was duly authorised to sign on behalf of the council.
2. It was **RESOLVED** to approve the updated Community Self Help / Emergency Plan and the Chairman was duly authorised to sign on behalf of the council.

19/23 SUBSCRIPTIONS AND MEMBERSHIPS

It was **RESOLVED** to renew membership to BALC and NALC who provide support and advice to Parish Councils (cost 20.5p per elector).

Buckinghamshire Councillor Chris Poll departed the meeting.

20/23 CONSULTATIONS

- It was **RESOLVED** that no response was required to the Structure of Local Policing consultation.
- It was **RESOLVED** that no response was required to the Buckinghamshire Council Local Plan and Local Transport Plan consultation.

21/23 CHILDREN'S COMPETITION

It was **RESOLVED** that a stand-alone competition was not required this year, as the council was running the Children's Coronation Trail with prizes, and this should hopefully attract greater participation levels.

22/23 INSURANCE

- It was **RESOLVED** to approve the placing of the annual insurance policy with Hiscox as recommended by Gallagher brokers, cost £6,688.00.
- It was **RESOLVED** to enter into a 3-year agreement to fix prices.

The member of public departed the meeting.

23/23 ISSUES RAISED BY MEMBERS OF THE PUBLIC

- It was noted that a resident had advised of a quantity of litter collecting in bushes at the junction of Durham Road/Corfe Road (still under maintenance and care of Taylor Wimpey) and a member of staff had attended and carried out a one-off clean. Resident had subsequently thanked the parish council.
- It was noted that there were no other outstanding matters raised by residents for consideration or to be tabled on the next agenda at present.

Buckinghamshire Councillor Derek Town departed the meeting.

Financial Matters:

24/23 GENERAL FINANCIAL MATTERS

1. Quarterly Grant Consideration – Pitstone Memorial Hall Charity

Cllrs Mrs Crutchfield and Mrs Nash declared pecuniary interests as Trustees of Pitstone Memorial Hall charity and could therefore not participate in the discussion nor voting for this matter. Both withdrew from the meeting.

Mr B Brassington, Treasurer for Pitstone Memorial Hall Charity (PMH), explained their current difficulties in relation to utility costs. PMH are currently pursuing recompense with Eon and will revert to the Parish Council in due course if a satisfactory resolution is not obtained.

Mr Brassington departed the meeting.

Cllr Mitra departed the meeting.

2. Staff Overtime

It was **RESOLVED** to ratify approval of the payment of 47 hours of overtime worked by the Parish Clerk during March and 13.25 hours of overtime worked by the parish assistant for that month. Already reviewed and approved by the staffing committee for inclusion in the April payroll.

3. VAT Return

It was noted that the monthly VAT return had been submitted. HMRC refunded PPC £1,249.94 for the 1-31/3/23 period.

4. HMRC VAT on Sporting Fees

- The advice received from Parkinson Partnership, HMRC and IAC Ltd was considered.
- It was **RESOLVED** to submit a claim to HMRC.
- It was **RESOLVED** that if the claim was successful, that the reclaimed funds should be reinvested in the sports facility.
- It was **RESOLVED** to set the ongoing fees at the same overall price as previously.
- It was noted that hire of the function room, including for post-match refreshments, remained categorised as a business activity and required VAT to be charged. It was therefore **RESOLVED** to itemise the two elements on future invoices.

5. Financial Summaries and Expenditure

The bank reconciliation, financial summary, confidential salary payments, pavilion & allotment monthly summaries, debtors and creditors were noted.

It was **RESOLVED** to make the payments outlined in the financial summary and two councillors were granted approval to enact the bacs transfers. The Chairman was granted authority to sign the financial papers on behalf of the council.

6. Internal Controls

It was noted that the Internal Controls had been undertaken with no issues or actions arising.

7. Asset Register

- The updated Asset Register to 31-3-23 was considered.
- It was **RESOLVED** to approve the Asset Register and the Chairman was duly authorised to sign on behalf of the parish council.

8. Budget Monitor

Carried forward to the May meeting.

9. Bank Transfers

- The reconciliation of the S106 account to the year-end (31-3-23) was approved.
- It was **RESOLVED** to transfer £1,542.56 of funds from the NatWest Reserve Account (S106) account to the Unity Trust account to replenish monies spent during the financial year. The Chairman and Clerk were duly authorised to sign the instruction to NatWest bank to transfer the funds to the NatWest current account. Two councillors were granted approval to sign the cheque to transfer the funds from the NatWest current account to the Unity Trust account (cheques can not be drawn from the Reserve Account).

10. Electronic Banking Details

It was noted that the annual review of electronic bank details held for suppliers had been undertaken. Details had been deleted for any ad-hoc payees, suppliers that had not been utilised for over 12-months or that were now out-of-date. All payee details are checked vs the current invoice before any bacs is raised.

25/23 AUDIT

1. Public Sector Deposit Fund

IAC Ltd had suggested that PPC may like to consider opening an account with the Public Sector Deposit Fund as this would provide a higher level of interest than either of the current bank accounts held. Following consideration of the information, it was **RESOLVED** to open an account and spread reserves/accruals between the PSDF and the NatWest Reserve Account.

2. Internal and External Audit

Council considered the draft AGAR, Accounting Statement, Annual Governance, Bank Reconciliation, Explanation of Variances, Debtors & Creditors, Asset Register, Year-End Trial Balance and other external audit papers. No issues were raised.

All documentation to be submitted to IAC Ltd for internal audit by 12/5/23. Consideration of the resulting Internal Audit Report to appear on the May agenda.

Reports & Other:

26/23 REPORTS

- It was noted that an overgrown hedgerow by the Marsworth Road/Westfield Road junction had been reported to Buckinghamshire Council for remedial action as it was blocking visibility of pedestrians using the crossing point.
- It was noted that Buckinghamshire Council had assessed the village sign on Westfield Road and advised that a replacement sign had been ordered as a number of letters were failing.
- It was noted that additional streetlight issues (including some vandalism) have been reported to Buckinghamshire Council for repair.
- Other minor reports were noted.

27/23 OTHER

1. Date and Time of Next Meeting

It was noted that the Annual Meeting of the Parish Council would take place on 25 May 2023 at 7.30pm. This meeting has several additional standard agenda items.

2. The following items were noted for inclusion on the full council agenda:

- This will be the official annual meeting of the council.
- Must appoint new Chairman/Vice Chairman & Committee Members.
- Must determine committee and working party structure for forthcoming year.
- Must re-approve dd's/standing order payments and all those which arise on a regular basis as the result of a continuing contract, statutory duty, or obligation.
- Annual review of bank mandates & actual banking & credit card arrangements.
- Note ongoing eligibility to utilise the General Power of Competence until the next election.
- Annual review of general Risk Assessment.
- Re-confirm electronic receipt of council information.
- Annual review of Standing Orders (only reviewed in March).
- Must minute that the assets have been checked by a councillor and that council accepts the asset register as correct.
- Review the policy on use of the recreation ground/village green for regular hall hirers.
- Consider potential noticeboard renovation required this year.
- No other items were raised for inclusion.

3. Reminders and Forthcoming Events

The following reminders & events were noted:

- Parish Council meetings: 25/5/23 (AM apologies), 29/6/23 (AM apologies), 27/7/23, 31/8/23, 28/9/23, 26/10/23, 30/11/23 (AM apologies), 4/1/24.
- Sports and Leisure Committee meetings: 8/6/23, 13/7/23, 10/8/23, 14/9/23, 12/10/23, 9/11/23 and 14/12/23.
- Staffing Committee meeting: 21/6/23
- Summer volunteer event: 7/9/23
- Annual Assembly: 18/5/23
- Coronation Big Picnic, Children's Trail and Youth Café meal: 7/5/23
- PPP Publication dates: April, July, October, and January.
- BC Parish Liaison Meetings: 28/6/23 (revised date), 19/7/23, 18/10/23
- Playground & Skatepark Annual Inspections: date tbc by Wicksteed eta May 2023

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 would have been excluded from the following section of the meeting due to the

confidential/sensitive nature of the business to be transacted, however there were already no members of the public still present.

28/23 PITSTONE DEVELOPMENT AREA

It was noted that Buckinghamshire Council were seeking legal advice in relation to the recent Planning Inspectorate appeal decision APP/J0405/W/22/3292202 to grant planning permission for 21 dwellings on land south of Marsworth Road and West Vicarage Way, in relation to the impact on the Chilterns Beechwoods SAC.

It was **RESOLVED** that the parish council did not need to initiate any separate legal advice as Buckinghamshire Council were seeking their own counsel.

29/23 CLOSURE OF THE MEETING

There being no further business to transact, the Chairman thanked everyone for their attendance and closed the meeting at 21.58.

Signed *D Nicholls*

Date: 30/5/23

Chairman