

PITSTONE PARISH COUNCIL

Minutes of the Pitstone Parish Council held on 31 August 2023
at Pitstone Pavilion commencing at 7.30pm

General Matters:

124/23 ATTENDANCE AND APOLOGIES

1. Council present

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

2. Apologies & Absence

It was **RESOLVED** to accept apologies for absence from Cllr Mitra (health reasons), Cllr Heyman and Cllr Hawkins.

2. Others present

Buckinghamshire Councillors Derek Town.

125/23 DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS FOR MATTERS TO BE CONSIDERED AT THE MEETING

- Cllr Mrs Crutchfield declared an interest as a tenant of Pitstone Allotment Association. No discussions were tabled.
- Cllr Weber declared that he resides in Cheddington Road close to 45a, on the agenda as a potential planning breach. No discussions were tabled.
- 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.

126/23 QUESTIONS FROM MEMBERS OF THE PUBLIC/PRESS

No members of the public were present, so no matters were raised for discussion.

127/23 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. Buckinghamshire Councils decision regarding planning mitigation related to the SAC Chiltern Beechwoods was due in August, so Cllr Town will chase.

128/23 MINUTES OF THE MEETING held on 27/7/23

It was **RESOLVED** that the draft minutes of the Pitstone Parish Council Meeting held on 27 July 2023 were a true and accurate record. The Chairman was duly authorised to sign them on behalf of the council.

129/23 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 purchase of LED lanterns is proving problematic with the new highways contract, which has some fundamental requirements missing, so will take a while longer.

- 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.
- Croudace 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. PPC corresponding with Croudace re steps required once highways adopted. Currently with BC legals as Section 38 agreement not currently adopted to enable transfer.
- Croudace 'un-specified' S106 – BC advised the process would be reviewed but currently no changes.
- Croudace/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 try to accommodate any car scheme requests that we are unable to fulfil but have not required funding.
- 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.
- NKH/Buckinghamshire Council highways: £37k contribution to Pitstone Safety Scheme to be defined by BC.
- NKH/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.” Is due to include review of options to deliver bus to Tring station.
- NHK 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.
- NKH replacement car park: Illuminated car park will pass to the parish council along with the MUGA in due course.
- NKH MUGA: BC liaising with NKH.
- NKH community areas / conversion to residential: NKH escalated first planning application to Planning Inspectorate on grounds of non-determination, who subsequently allowed the appeal and granted approval. Now subject of Judicial Review challenge. NKH’s second set of planning applications remain outstanding with BC.
- NKH community areas: NKH arranging to clear and tidy the sites.
- NKH open space: Transferring to “Ravensmoor (Pitstone) Management Co Ltd” and not Pitstone Parish Council.
- NKH to (a) repair the hole in their hedge to the toddler play equipment and (b) advise about replanting the hedgerow to the open space (if replanted, the parish council has agreed to protect with a section of green plastic mesh fencing).
- Land off Westfield Road/‘The Mounds’: with Taylor Wimpey.
- Buckinghamshire Highways 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, plus awaiting details of potential interim solution.
 - Pedestrian safety under Cheddington Road railway bridge – BC arranging to side out under the bridge, repaint the markings down one side, patch the carriageway surface and install an extra warning sign.

- Signage: replacement Pitstone sign for Westfield Road to be supplied; replacement sign (excluding canal cruises) for Cooks Wharf turning to be supplied, forgotten 'new speed limit' & 'new road layout' signs to be collected by BC, replacement cul-de-sac sign for Chequers Lane to be supplied.
 - Marsworth Road roundabout planters – continue to seek to find permanent solution with BC. Commercial sponsorship available via Marketing Force should any commercial companies wish to pursue.
 - 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): BC & HCC working out how can approach the proposals to deliver the alternative option to the unviable straight-line cycle/ped route to Tring Station. Both councils are investigating issues via development management and legal colleagues.
 - Project Groundwater – BC created dedicated website. Aldbury included within scope.
 - Mapping Rights of Way: Pitstone aspect of project being undertaken by local resident volunteer.
 - BC Local Heritage List: residents had been encouraged to nominate local landmarks and features, and a possible candidate on Cheddington Rd had been identified.
 - Pitstone Memorial Hall Charity car park: PMH investigating with NKH.
 - Pitstone Hill Agreement – National Trust may review in early 2024.
 - 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
 - Fibre Broadband – in progress by both Trooli and Openreach but neither can provide a date.
 - Luton Airport Expansion proposals – PI Open Forum meeting 10/8/23. BC meeting 1/8/23. Reached out to other affected parishes (Edlesborough, Dagnall and Halton). Cllr John Wilkinson (Edlesborough & Dagnall) happy to be included.
 - Traffic speeds: SID manufacturer will revert to the parish council once resolved technical issues to make the units more mobile.
3. Within the scope of the parish council:
- Double lane practice cricket nets – (a) Installation complete (b) occupational licence to be finalised with I&PUC.
 - Additional trees on Recreation Ground – long term aspiration.
 - Huck Teck playground remedials booked (a) equipment asap (b) safety mats in the autumn.
 - PAA – long term aspiration for additional allotment land within the parish.
 - Hedgehog Highway Surrounds – Still plenty of units for sale.
 - Solar panels for pavilion –Community Board carried grant request over to this new financial year. This request is due to be considered by senior management in the coming weeks, however the community board funding policy is also currently being discussed separately. Will advise in due course.
 - Town Lands Charity re additional leisure land – waiting for response from the charity.
 - Lighting illuminating PMH car park – now resolved.
 - Allotment annual renewals – in progress
 - Parish council representation on Pitstone Memorial Hall Charity – outstanding, no members come forward to volunteer at present.
 - Please refer to Sport & Leisure Committee minutes for full list of S&L related matters.

130/23 CORRESPONDENCE

The list of correspondence received was noted.

Committee Matters:

131/23 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

- 2 Meadow Lane, 23/02527/APP, Householder application for single storey rear extension. It was **RESOLVED** to advise Buckinghamshire Council that the parish council tendered no objections to this application.

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).

132/23 SPORTS AND LEISURE COMMITTEE AND RELATED MATTERS

1. Minutes

It was **RESOLVED** to note receipt of the draft minutes arising from the committee meeting held on 10/8/23.

2. Bellway Public Open Space and LEAP

- It was **RESOLVED** that the parish council would, like the other developments, be willing to adopt the play area including the fencing, gates, and all equipment inside. It was noted that the S106 Commuted Sum for the LEAP would be £31,725.
- It was **RESOLVED** not to accept adoption of the open space outside the play space fencing or elsewhere within the estate, which should remain with the management company.

3. Hedge Cutting Requirements

It was **RESOLVED** to commission Ross Lawry Agricultural Services to carry out the following hedge cutting this autumn:

- Recreation Ground/Marsworth Road
- Local Green Space/Marsworth Road
- Windsor Road play area
- Pavilion hedges
- Inside edge of hedge of the Hever Close play area (Taylor Wimpey cut the outside/top)

It was **RESOLVED** to request Nicholas King Homes cut their hedge between their development and the play area/skate park, but council would cut the inside edge if this were not undertaken in a timely manner.

4. Cherry tree in front of the pavilion

It was **RESOLVED** to accept the quotation from RML to cut down, remove and grind out the stump of the dead tree in front of the pavilion (£480 + VAT).

5. Network Rail fence

It was **RESOLVED** to ask Network Rail to repair their wooden post and rail fence out the front of the pavilion which is now in a poor state of repair.

6. Busy Bee rocker

It was noted that the Busy Bee had been vandalised and the handle snapped. It was **RESOLVED** to accept the quotation from Huck Teck (£67.50 + VAT) to supply a new handle and they would fit it free-of-charge whilst on site carrying out the other playground works.

7. Recreation Ground bollards

It was **RESOLVED** to accept the quotation from Richard Leonard Ltd to make good the ground where the bollards had been knocked down (£350).

8. Pavilion Fire Alarm

It was noted that there had been a fire alarm panel failure at the pavilion. ACE Security had attended (£85 + VAT) and a replacement loop panel ordered (£750 + VAT). It was **RESOLVED** to accept the associated costs of repair.

133/23 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. Summer Volunteer Event (7/9/23)

The attendee update was noted. Cllr Saintey to liaise with the Clerk regarding the catering requirements.

Charity Matters:

134/23 PITSTONE PARISH CHARITY

It was **RESOLVED** to note receipt of the draft minutes of the meeting held on 15/8/23.

135/23 PITSTONE RECREATION GROUND CHARITY

It was noted that no meeting took place during the month, so no minutes/report due. The next meeting is anticipated to be held in October.

Working Group Matters:

136/23 PITSTONE DEVELOPMENT AREA

It was noted that there were no new matters for consideration this month.

The Nicholas King Homes retrospective planning permission for the MUGA as built, remains with Buckinghamshire Council and the Judicial Review proceedings in respect of the Planning Inspectorate decision re residential housing on the remaining two NKH plots in relation to the impact on the SAC Chiltern Beechwoods remains in progress. (Reference: CO/1805/2023 - Buckinghamshire Council -v- (1) SSLUHC & Ors - Land to the south of Marsworth Road and the west of Vicarage Way, Pitstone, Bucks).

137/23 YOUTH CAFÉ

- It was **RESOLVED** to renew the contract and service level agreement with Roll In Inc for youth café management for the forthcoming year, with the amendments discussed below to be incorporated.
- It was **RESOLVED** to increase the annual fee to £6,000.00.
- It was **RESOLVED** that the parish council would be willing to engage an Assistant Youth Worker as this helps build sustainability into the youth café provision. Assistant to attend on a weekly basis. The council would also be favourable of the person identified if they were wishing to progress this. It was further **RESOLVED** that the assistant should be engaged by Roll In Inc and wages of £15 per hour for 2 hours per week) added to the monthly invoices received for café management services.
- It was **RESOLVED** to approve a weekly budget of approximately £10 for craft activities with materials included within the normal monthly invoicing as and when required.
- It was **RESOLVED** to approve the Risk Assessment carried out by the Café Manager.
- It was **RESOLVED** to approve the suite of youth café policies updated by the Café Manager and the Chairman was duly authorised to sign on behalf of the council.
- It was noted that the attendance at the Year 6 taster sessions was low. Clerk to speak to Café Manager.
- It was noted that a training session had been held with volunteers and young leaders to undertake food hygiene and safeguarding training plus receive inhouse training on goals, roles, and values. Further training to be booked.
- It was noted that the youth café had accepted a donation of an exercise bike, collection to be arranged. Council to add to our asset register once received.

Other Matters:

138/23 DEVOLVED SERVICES

- It was **RESOLVED** to engage Ross Lawry Agricultural Services to carry out the following work:
 - Side out the Cooks Wharf junction (from railway bridge to round the corner by the wharf to avoid overhanging and improve visibility at the junction).
 - Side out the alleyway between Cheddington Road and Crispin Field to avoid encroachment onto the footpath from the wide shrub beds.
- It was noted that council had granted permission for an event banner at the recreation ground for the Pitstone & Ivinghoe Fruit and Vegetable Show.

139/23 HIGHWAYS AND RIGHTS OF WAY

1. Potential footpath from Westfield Road to College Lake
Taylor Wimpey acknowledged receipt of the enquiry regarding this potential path, are investigating and will respond in due course.
2. Westfield Road bus shelters
BC still to sign off process for BC Highways. Katrina to arrange a meeting with Highways and revert to the Community Board to re-enquire about potential funding.
3. Cheddington Road – Cooks Wharf to Chequers Close
BC Local Area Technician advised that the TRO would be included within the next batch, they propose no official signage in the meantime, but are investigating unofficial signage for the gateway with their safety team. Clerk to enquire about the signage in Station Road, Cheddington.
4. Zebra Crossings
As per the bus shelter issue above, BC are waiting for the Highways manual / sign off procedures to be finalised.

140/23 CONSULTATIONS

1. Luton Airport Expansion
The feedback from both the Buckinghamshire Council briefing on 1/8/23 and the Open Floor meeting on 10/8/23 was noted, along with the Relevant Representation subsequently approved electronically and submitted by the parish council on 22/8/23.

2. Planning Consultations

Three consultations currently live: Permitted Development Rights, Local Plans and Nationally Significant Infrastructure Projects. Councillors to re-look at materials and provide any comments to the clerk by 8/9/23 if they feel responses should be submitted.

141/23 **COMMUNITY TRANSPORT**

It was noted that no expressions of interest had been received from residents in an electric vehicle hire scheme, therefore no further action to be taken.

142/23 **POLICY AND DOCUMENT REVIEW**

- It was **RESOLVED** to approve the annual review of the Social Media and Communications Policy and the Chairman was duly authorised to sign on behalf of the council.
- It was **RESOLVED** to approve the annual review of the Code of Practice for Handling Complaints, and the Chairman was duly authorised to sign on behalf of the council.
- It was **RESOLVED** to approve the annual review of the full suite of GDPR policies and logs etc, and the Chairman was duly authorised to sign on behalf of the council.

143/23 **LIGHTING**

- It was **RESOLVED** to progress with Option 1 festive illumination recommendation from Lamps & Tubes, at a cost of £99 + VAT to hire each of the 3 column illuminations.
- It was **RESOLVED** to accept the cost of £650 + VAT per site to have the existing lights removed from storage, tested, mounted, switched on/off, removed from site, and placed back into storage for the following 12 months.
- It was **RESOLVED** to request illuminations are operational from the first Sunday in Advent through to twelfth night, from 3pm to midnight, at both sites.

144/23 **WHISTLEBROOK**

- The Environment Agency confirmed with their Regional Estates team that they don't maintain the brook as it is not a main river.
- Philip Lovesey of the Internal Drainage Board visited the site and reported that he was pleased with the condition and health of the brook, and advised that no remedial works were required to the riverbed etc. He advised that they already had works scheduled with the water mill in Ford End on the section of the brook near the mill.
- He advised that riparian responsibility for the brook would fall to Brookmead on their side, and the houses along Rushendon Furlong/Brook Lane on the BOAT side. Buckinghamshire Council had already confirmed that they were only responsible for the surface of the BOAT and not the land beneath.
- During the above site visit, a tree was identified on the Brookmead side that was rotting at the base, the angle of growth would mean that the tree would fall towards Rushendon Furlong/the BOAT. An email has been sent to Brookmead to advise of the findings and recommend they commission a tree survey/remedial works.
- During the site visit, the condition of the fencing was discussed. IDB advised that it would have been installed by Buckinghamshire Council as a public safety measure.
- The Buckinghamshire Council Local Area Technician then visited site and has put forward a recommendation that (a) the damaged sections of wooden / rail fencing are removed (b) the metal mesh fencing is extended from the current terminus down the length of the BOAT where the edge of the brook runs close to the path (c) that the intact section of wooden post and rail fencing down near the footbridge remains in place and (d) a short section in the middle, where the verge is much wider, is left with no fencing as it would not be possible for someone to fall into the brook at this point. It was highlighted to the LAT that the path was used by primary and preschool children, so asked for BC to ensure that this was duly considered before leaving a section unfenced. The LAT advised that once approved, it would be added to the relevant jobs list, but no timescale could be provided.

145/23 **ANTI SOCIAL BEHAVIOUR**

It was **RESOLVED** to respond to Pitstone Memorial Hall charity that it was not a matter for the parish council to determine and that they should carry out their own due diligence and check with Thames Valley Police prior to installation of any device.

146/23 LOCAL WILDLIFE SITE INFORMATION BOARDS

It was **RESOLVED** that the council should follow the advice of the Environmental Records Office and BBOWT regarding ground nesting birds but provide a little more clarity with the wording. The rest of the draft artwork was approved with a few minor amendments. Comments still awaited from Taylor Wimpey.

147/23 ISSUES RAISED BY MEMBERS OF THE PUBLIC

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.

Financial Matters:

148/23 GENERAL FINANCIAL MATTERS

1. Grant Request Consideration

- It was noted that Pitstone Memorial Hall Charity were still negotiating with Eon and would respond to the parish council in due course.
- Kudos had confirmed that they were willing to donate £2k to the community for any inconvenience arising from their filming at the quarry. Following the informal discussion last month, and subsequent conversations with 1st Ivinghoe and Pitstone Scouts, it was formally **RESOLVED** to pass this donation (once received) to the scout group towards their new scout hut. Kudos had been informed. The scouts have provided their bank details and confirmed that they would be delighted to accept the donation.

Buckinghamshire Councillor Derek Town departed the meeting.

2. Staff Overtime

It was noted that no staff overtime was due this month.

3. VAT Return

It was noted that the monthly VAT return had been submitted. HMRC refunded PPC £665.36 for the 1-31/7/23 period.

3. 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.

4. Internal Controls

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

5. Budget Monitor

It was **RESOLVED** to approve the budget monitor.

6. Public Sector Deposit Fund

Application paperwork currently circulating for signature.

7. External Audit

The report from PKF Littlejohn was considered. It was noted that no issues had been identified that gave cause for concern or consideration. This concludes the third and final layer of audit for the financial year 2022-2023.

8. Notice of Conclusion of Audit

It was **RESOLVED** to approve the Notice of Conclusion of Audit for the accounting year 2022-2023. Announcement date 1/9/23. Council to follow the prior requirement to display the notices in boards etc for a period of 14 days and the material to remain on the website ongoing.

Reports & Other:

149/23 REPORTS

- The street light issues reported to Lamps & Tubes, Bucks Council and Taylor Wimpey were noted.

- It was noted that the GDPR review of documentation held had been carried out.
- It was noted that overgrowth in the alleys in Yardley Avenue had been reported to Fairhive for resolution.
- No other reports were presented.

150/23 OTHER

1. Date and Time of Next Meeting

It was noted that the next meeting of the Parish Council would take place on 28 September 2023 at 7.30pm.

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

- First draft of budget for 2024-25.
- Confirmation of meeting dates for 2024.
- Approve PPP submission for next edition.
- Confirm Remembrance Day activity eg silent soldiers, wreaths, and donations.
- No other items were raised for inclusion.

3. Reminders and Forthcoming Events

The following reminders & events were noted:

- Parish Council meetings: (AM apologies until further notice), 28/9/23 (KW apologies), 26/10/23 (BB apologies), 30/11/23, 4/1/24.
- Sports and Leisure Committee meetings: 14/9/23 (cancelled), 12/10/23 and 9/11/23.
- Summer volunteer event: 7/9/23
- PPP Publication dates: April, July, October, and January.
- BC Parish Liaison Meetings: 25/10/23, 24/1/24, 24/4/24, 10/7/24
- BC Clerks Forums: 9/10/23, 22/1/24, 22/4/24, 15/7/24
- BC Planning Forum 30/10/23 – Cllr Crutchfield
- BC Planning Liaison Surgeries (Central area 12-13.15): 8/8/23, 22/8/23, 5/9/23, 19/9/23, 3/10/23, 17/10/23, 31/10/23 (available to book a slot if need to discuss a particular application)
- Community Board meeting: 5/9/23
- Fairhive estate walk around tbc 14/8/23.
- PAA AGM 19/10/23 7.30pm at the Pavilion

The public section of the meeting closed. No members of the public were still present.

In accordance with 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 were excluded from the following section of the meeting due to the confidential/sensitive nature of the business to be transacted.

151/23 BUCKINGHAMSHIRE COUNCIL OPEN SPACE

It was **RESOLVED** to confirm to Buckinghamshire Council that the Parish Council wished to proceed with the lease based on the draft Heads of Terms provided.

152/23 CLOSURE OF THE MEETING

There being no further business to transact, the Chairman thanked everyone for their attendance and closed the meeting at 21.15.

Signed *D Nicholls*

Date: 1/10/23

Chairman