

# PITSTONE PARISH COUNCIL

---

**NOTICE IS HEREBY GIVEN** OF the meeting of the full Parish Council  
to be held at Pitstone Pavilion on Thursday 5 December 2024 at 7.30pm

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

Signed     L Eagling      
Date: 28 November 2024

## 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 7 November 2024 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 RECEIVED

### 8. TO NOTE UPDATES IN RELATION TO THE CO-OPTION OF A NEW COUNCILLOR TO FULFIL THE REMAINING TERM OF OFFICE

## COMMITTEE MATTERS

### 9. PLANNING COMMITTEE MATTERS

#### 1. Minutes

To note that no committee meeting had taken place during the month, so no minutes were due.

#### 2. Application Consultation from Buckinghamshire Council

- Plot C Westfield Road; 24/03527/VRC; Variation of conditions 1, 3, 6, 7, 8 and 9 (Plans) attached to 24/01437/VRC (Variation of condition 3, 7, 8 and 9 (plans) attached to 03/A2081/NON relating to application 03/02081/ADP (Erection of office and production facilities - approval of reserved matters pursuant to 01/02241/AOP)) (relating to an additional unit, E).

#### 3. Application Consultation from Hertfordshire County Council in respect of Restoration of Pitstone Quarry

- The following consultation has just been received. A preliminary discussion only will take place with a view to convening a separate public meeting to discuss this application prior to the HCC deadline of 9/1/25. Importation of inert material to enable improved restoration of Pitstone Quarry with enhanced landscaping and biodiversity measures, and to create a new outdoor recreation resource, with a network of footpaths, open water swimming lake, welfare units, and car parking facilities, for use as Suitable Alternative Natural Green Space (SANG). at Pitstone Quarry, Upper Icknield Way, Pitstone, LU7 9HA. Reference: PL/0426/24.

#### **4. Decisions notified by Buckinghamshire Council**

None notified this month.

#### **5. 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 87 Marsworth Road (5 dwellings), Portland House on Westfield Road (6 industrial starter units), 12 Queen Street (3 dwellings) and Land to the rear of 12 Marsworth Road (1 dwelling).

#### **6. Pitstone Neighbourhood Development Plan**

To consider whether to initiate a review of the current neighbourhood plan.

### **10. SPORTS AND LEISURE COMMITTEE AND RELATED MATTERS**

1. To note receipt of the draft minutes arising from the committee meeting held on 14/11/24. No matters were referred to full council.
2. Bellway LEAP transfer: to note updates on progress.
3. To approve the purchase of a memorial bench for Cllr Mitra and accept the proposed contributory donation from the family.
4. To consider/approve the request to purchase of some smaller folding tables for the pavilion.
5. To note update from Buckinghamshire Council re Nicholas King Homes multi use games area.
6. To consider the information/prospectus provided by the Milton Keynes Play Association for 2025 / 2026.

### **11. 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 confirmed staffing budget recommendations for 2025-26.
3. Volunteers Event 21/1/25: To note the update on the planning for this event.
4. Volunteer PPP Editor: To note that discussions are ongoing.
5. To approve the purchase of a token Christmas gift for 5 members of staff.
6. To approve BALC Chaining Skills training for Cllr Weber.

### **CHARITY MATTERS**

#### **12. PITSTONE PARISH CHARITY MATTERS**

To note that no charity meeting had been held during the month, so no draft minutes were due.

#### **13. PITSTONE RECREATION GROUND CHARITY MATTERS**

To note that no charity meeting had been held during the month, so no draft minutes were due.

#### **14. PITSTONE TOWN LANDS CHARITY AND WILLIAMSON TRUST**

To approve the appointment of Tracy Fuentes as a charity trustee.

### **WORKING PARTY MATTERS**

#### **15. YOUTH CAFÉ**

- To consider updates on volunteer rota management app and recruitment of volunteers.

### **OTHER MATTERS**

#### **16. DEVOLVED AND AGENCY SERVICES**

- To note permits issued for charitable event signage, and unauthorised signs where removal was requested.
- To note update re hedge cutting notice for property in Windsor Road.
- To consider the information provided by Buckinghamshire Council in respect of potential one-year or four-year devolved contracts for 2025 onwards and determine response.

#### **17. HIGHWAYS AND RIGHTS OF WAY**

- Ivinghoe & Pitstone Safety Scheme – Buckinghamshire Council to confirm in early 2025 if included in their 2025/26 proposals.
- Parking by the Local Wildlife Site – to consider updates regarding signage and determine next steps.
- Speeding in residential streets – To consider any update from TVP re anti-speeding poster campaign.

## **18. ALLOTMENTS**

- To consider any response from National Trust re permission for water taps.

## **19. OTHER MATTERS**

- Croudace Street Lighting – To note updates on transfer of street lighting columns from Croudace to the parish council.
- Planting – To note the feedback from third parties and determine actions arising.
- Parking/Traffic Outside Brookmead – To note that Brookmead PTA has advised that no further input is required from the parish council at this time.
- Defibrillator project – To consider all the updated information and determine next steps/funding provision.
- Silent Soldiers – To consider/approve the purchase of further silent soldier(s) for display at village entrances in subsequent years.
- .Gov Domain – To consider the updates.

## **20. ISSUES RAISED BY MEMBERS OF THE PUBLIC, NOT ELSEWHERE ON AGENDA**

- To note responded to resident enquiries re a noisy drain cover and a number of matters which were reported to various other bodies.
- To consider any requests to be tabled on the next agenda, none at time of writing.

## **FINANCIAL MATTERS**

### **21. GENERAL FINANCIAL MATTERS**

1. To ratify the monthly staff overtime payments approved by the staffing committee.
2. To note details of monthly VAT return.
3. To approve payments in accordance with the budget and consider the receipts/reconciliations/ debtor/creditor, budget monitor and detailed monthly summary reports.
4. To conduct all necessary internal controls and determine any issues arising.
5. Insurance / Asset Register / Write Off
  - To note receipt of updated Insurance policy following October amendments.
  - To consider/approve the months amendments to the asset register and/or insurance.
6. To note that the December payments will require approval electronically prior to the month end.
7. Unity Trust Bank additional signatory – to note progress update.
8. To note receipt of information from CCLA on PSDF FCAs sustainability disclosure requirements.
9. To consider next draft of budget for 2025-26 and discuss any further projects for inclusion.

### **22. REPORTS**

1. To note 1 streetlight issue in Williamson Way reported to Lamps & Tubes Illuminations for resolution, 3 reported to Taylor Wimpey.
2. To note the fallen road sign at the junction of Cheddington Road, and the damaged name plate at other end of Cheddington Road, have both been reported to BC for resolution.
3. To note that the fallen tree in the Windsor Road woodland has been reported to BC for resolution.
4. To receive feedback from various BMKALC training sessions – Cllrs Weber and Nash.
5. To receive feedback from BMKALC AGM 29/11/24 – Cllr Nicholls.
6. To receive feedback from Pitstone Memorial Hall AGM on 27/11/24 - Cllr Nicholls.
7. To note failed/uneven road surface in Stocks Road reported to BC for resolution.
8. To note abandoned/stolen bicycles reported to landowner and Thames Valley Police for resolution.
9. To note abandoned static caravan reported to National Trust for resolution.
10. To note bush/shrub fallen into carriageway in Vicarage Road had been cleared by residents.
11. To note feedback from “The Future of Volunteering: Key Trends for 2025 and beyond” - Parish Assistant.
12. To receive a briefing on the Grand Union Canal Transfer proposals.
13. To note other reports.

### **23. NEXT MEETINGS**

1. To note the matters for inclusion on the 9 January 2025 agenda and determine any further matters.
2. To note the reminders and forthcoming events.