

# PITSTONE PARISH COUNCIL

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**NOTICE IS HEREBY GIVEN** OF the Meeting of the full Parish Council  
to be held at Pitstone Pavilion on Thursday 29 February 2024 at 7.30pm

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

Signed     L Eagling      
Date: 22 February 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 25 January 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

### COMMITTEE MATTERS

### 8. PLANNING COMMITTEE MATTERS

#### 1. Minutes

To note receipt of the draft minutes arising from the committee meeting held on 8/2/24.

#### 2. Application Consultations from Buckinghamshire Council

- Portland House on Westfield Road: 24/00361/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.

#### 3. Decisions notified by Buckinghamshire Council

- Land adjacent to allotment gardens, Marsworth Road: 23/01534/VRC: Variation of Condition 2 (approved MUGA plan) relating to application 17/01871/APP (residential development comprising 74 dwellings, creation of two new accesses, car parking, leisure facilities, landscaping and associated works) (retrospective): Refused by Buckinghamshire Council.
- 1 Windsor Road: 23/04005/APP: Householder application for first floor side extension with render finish and roof lights (amendment to approval 23/01572/APP): Approved by Buckinghamshire Council.
- 6 Hever Close: 24/00070/APP: Householder application for single storey side extension: 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 (1 dwelling), Land to the rear of 87 Marsworth Road (5 dwellings), Land to the rear of 12 Queen Street (4 dwellings) and 1 Teachers Close.

## **5. Appeals dismissed 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. 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. 6/2/24 Appeal dismissed on grounds of non-compliance with SANG/SAC.

## **6. Other**

- To consider the Buckinghamshire Council consultation on the RAF Halton Supplementary Planning Document.
- To receive feedback from the Buckinghamshire Council Planning Forum held 27/2/24.
- To consider potential breach of planning permission 23/02751/APP, at 35 Old Farm, Householder application for Installation of short-wave amateur radio aerial to gable end of property, as a second aerial has been installed.

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

1. To note receipt of the draft minutes arising from the committee meeting held on 8/2/24.
2. To consider the draft TP1 provided by Bellway regarding transfer of the LEAP.
3. To note the Tun Furlong see saw has been vandalised – reported to Bellway for remedial action.
4. Cllr Dr Frearson to provide feedback on the tap at the allotments and any actions arising.
5. To consider/approve annual renewal of Community Impact Bucks Community Buildings service.
6. To consider any response to the Draft Terrorism (Protection of Premises) Bill, known as Martyn's Law, standard tier consultation for premises with a capacity of 100-799.
7. To note repair/maintenance required to the top of the mini carousel at the Recreation Ground playground.

## **10. STAFFING COMMITTEE AND RELATED MATTERS**

1. To note receipt of the draft minutes arising from the committee meeting held on 5/2/24, no matters were referred to full council.
2. To note the September and January dates for the next volunteers thank you events.
3. To note that no election has been called and council has commenced advertising to fill the current vacancy via co-option.
4. To note update on recruitment of a litter picking employee.
5. To consider/approve joining the BMKALC Employee Assistance Program for all councillors & all employees.

## **CHARITY MATTERS**

### **11. PITSTONE PARISH CHARITY MATTERS**

To note that no charity meeting has taken place during the month, so no minutes due.

### **12. PITSTONE RECREATION CHARITY MATTERS**

To note that no charity meeting has taken place during the month, so no minutes due.

## **WORKING PARTY MATTERS**

### **13. PITSTONE DEVELOPMENT AREA**

To note:

- That Buckinghamshire Council has refused planning permission for the 'as built' MUGA as it does not comply with British Standards.
- That the Planning Inspectorate has dismissed the Nicholas King Homes appeal for the joint parcels of commercial/community use land on grounds of non-compliance with the SANG/SAC requirements.

### **14. YOUTH CAFÉ**

- To consider the request for additional/replacement equipment for the youth café.

## **OTHER MATTERS**

### **15. DEVOLVED SERVICES FROM BUCKINGHAMSHIRE COUNCIL**

- To consider/approve entering the new Devolved Service Contract from Buckinghamshire Council.
- To note roadside advertising requests which have been granted permits.

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

- Possible footpath from Westfield Road to College Lake – survey live until the end of February.
- Ivinghoe & Pitstone Safety Scheme – to note initial meeting being arranged with Bucks Highways Commissioning in March.
- Pedestrian crossings - survey live until the end of February.
- Westfield Road bus shelters:
  - To note updates from BC Passenger Transport services.
  - To confirm required specification so can finalise quotations with contractors.
  - To note response from Safran and approve addition to asset register & acceptance of ongoing liabilities.
  - To note query re improving the frequency of service and any response from Buckinghamshire Council.
- To note receipt of mVAS reports for Cheddington Road and Vicarage Road.
- To note Hertfordshire County Council/Dacorum Council consultation re Local Cycling and Walking Infrastructure Plan, and response submitted by the Parish Council.
- To note enquiry lodged with Buckinghamshire Council Rights of Way regarding possible surface treatment for Chequers Lane end of footpath 2, consider their response and determine how to proceed.
- To note response from National Trust re footpath adjacent to allotments.
- To note vandalised '30 for a Reason' sign in Cheddington Road.
- To consider response from Buckinghamshire Council re conifers in Old Farm.

## **17. PITSTONE CAR SCHEME**

To consider/approve the annual review of the suite of car scheme policies.

## **18. POLICIES**

- To consider the revised draft Environmental and Biodiversity Policy and determine the remaining elements.
- To consider/approve the annual review of the Policy on the Reporting of Meetings of the Council.

## **19. OTHER MATTERS**

- To note updates on Annual Parish Assembly 16/5/24.
- To consider information supplied by Buckinghamshire Council re their CCTV policy and their query to Town & Parish Councils re future expansion of the BC scheme.
- To determine any response to the BC Community Board Boundary review.
- To consider/approve additional signage for the Local Wildlife Site to reinforce the ground bird nesting season.
- To consider if wish to apply for a free framed portrait of His Majesty the King for display in the Platinum Room.
- To consider if wish to move to a .gov domain name.
- To consider utility quotation comparisons and determine whom to appoint or whether to wait.

## **20. ISSUES RAISED BY MEMBERS OF THE PUBLIC**

- To note query from Grange Road re boundary tree.
- To note update from Yardley Avenue/Gullicott Way re continued ASB and consider any actions arising.
- To consider any requests to be tabled on the next agenda.

## **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. To note the annual on-site audit by IAC Ltd is scheduled for 20/3/24.
6. To note the change to the prescribed procurement thresholds and approve the amended Financial Regulations to reflect these.
7. To note updated HMRC guidance on VAT on supplies of sporting services and approve application in respect of new additional categories ie yoga and kickboxing.

## **22. REPORTS**

1. To note street light issues reported for repair.
2. To note Right of Way issue with Bridleway to College Lake reported to Buckinghamshire Council for resolution.
3. To note damage to verges by The Crescent caused by Buckinghamshire Highways reported to BC for resolution.
4. To note fly-tipping at the end of Church Road reported to Buckinghamshire Council for uplift.
5. To note hedge cutting requirement in Lancaster Way reported to Taylor Wimpey for remedials.
6. To note Census 2021 data sets for Pitstone.
7. To note other reports.

## **23. NEXT MEETING**

1. To note the matters for inclusion on the 21/3/24 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  
IF YOU ARE UNABLE TO ATTEND IN PERSON, YOU CAN KEEP UP-TO-DATE BY READING THE MINUTES  
WHICH ARE PUBLISHED TO [WWW.PITSTONE.CO.UK](http://WWW.PITSTONE.CO.UK)**