

PITSTONE PARISH COUNCIL

NOTICE IS HEREBY GIVEN of the meeting of the full Parish Council to be held at Pitstone Pavilion on Thursday 7 November 2024 at 7.30pm

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

Signed *L Eagling*
Date: 31 October 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 26 September 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 CONSIDER/APPROVE ANY APPLICATIONS RECEIVED 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 Consultations from Buckinghamshire Council

None.

3. Decisions notified by Buckinghamshire Council

- Plot C on Westfield Road; 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): approved by Buckinghamshire Council.
- Land Adj The Duke Of Wellington Ph Cheddington Road Marsworth; 24/02222/AOP; Outline planning application with all matters reserved except access and layout for the erection of 9 dwellings with associated parking and access: refused by Buckinghamshire Council.
- 122 Vicarage Road; 24/02671/APP; Householder application for single storey rear extension and insertion of window to flank elevation: approved by Buckinghamshire Council.
- 63 Old Farm; 24/02857/APP; Householder application for front porch 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 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).

10. SPORTS AND LEISURE COMMITTEE AND RELATED MATTERS

1. To note receipt of the draft minutes arising from the committee meeting held on 10/10/24 and consider matters referred to full council.
2. Bellway LEAP transfer: to note updates on progress.
3. To consider updates re memorial bench for Cllr Mitra.
4. To consider if wish to repaint the benches on the Recreation Ground.
5. To consider/approve the annual review of the Occupational Licence with I&PUCC re the practice nets.

11. STAFFING COMMITTEE AND RELATED MATTERS

1. To note receipt of the draft minutes arising from the committee meeting held on 8/10/24.
2. To consider the staffing budget recommendations for 2025-26.
3. To approve implementation of National Joint Council Local Government Pay Agreement for 2024-25 and the associated backpay to staff.
4. Volunteers Event 21/1/25: To note that the committee is proposing to try a pizza evening. Organising underway.

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 & WILLIAMSON TRUST

To approve the appointment of Mr McCashey as a Trustee to the above.

WORKING PARTY MATTERS

15. YOUTH CAFÉ

- To consider feedback from volunteer recruitment meeting.
- To note/consider the general feedback from the Youth Café Manager.
- Basketball – To note update on investigation.

OTHER MATTERS

16. DEVOLVED AND AGENCY SERVICES

- To note permits issued for charitable event signage, and unauthorised signs where removal was requested.
- To note remedial works undertaken.
- To consider/approve issue of hedge cutting request to property in Windsor Road.

17. HIGHWAYS AND RIGHTS OF WAY

- Ivinghoe & Pitstone Safety Scheme – Buckinghamshire Council to confirm in early 2025 if included in their 2025/26 proposals. Consider/approve inclusion within the parish council's 2025/26 budget for the additional funds that may be required.
- Westfield Road bus shelters – To note that installation was completed 28-30/10/24 and to approve the addition of the 3 new shelters to the monthly cleaning contract.
- Parking by the Local Wildlife Site – to consider updates and agree actions arising.
- Speeding in residential streets – To note update on bin stickers and posters.
- mVAS at Cooks Wharf – To note receipt of the mVAS data and consider Marsworth Parish Council's request regarding a SID.

18. ALLOTMENTS

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

- To note that PAA will be hiring the wackerplate direct, and there is no action required from the parish council.
- To note changes to Pitstone Allotment Association committee structure, approved at their AGM on 3/10/24.

19. SUBSCRIPTIONS AND MEMBERSHIPS

- To approve renewal of annual subscription to Parish Online mapping software.
- To consider/approve renewal of membership to Town and Country Planning Association.

20. EVENTS

To note feedback and consider initial request from HouseMouse for an event in 2025.

21. OTHER MATTERS

- Croudace Street Lighting – To note updates on transfer of 17 street lighting columns and consider/approve transfer of the funds arising into the NatWest Reserve Account.
- Street Lighting –
 - To consider/approve the quotation from UKPN to undertake the C3 works arising from the electrical safety inspections.
 - To consider options and quotations from Lamps & Tubes Illuminations Ltd for replacement festive lighting for 2025, for council to consider for the upcoming budget process.
- Parish Sign – To consider the quotation to clean the decorative parish sign.
- Trees and Planting
 - To consider/approve quotations for tree works and planting determined at last meeting.
 - To consider if wish to undertake any bulb or shrub planting this autumn.
- Children's Activity Days / Camps – to consider the correspondence from APF Activity Camps and determine if wish to arrange an initial meeting/investigate costs
- Parking/Traffic Problems Outside Brookmead – To note receipt of correspondence from Brookmead and matters arising.

22. ISSUES RAISED BY MEMBERS OF THE PUBLIC, NOT ELSEWHERE ON AGENDA

- To note responded to resident enquiries re neighbour disputes, bus shelters on Vicarage Road, Tunnel Way construction and use of the cycle path.
- To consider any requests to be tabled on the next agenda, none at time of writing.

FINANCIAL MATTERS

23. GENERAL FINANCIAL MATTERS

1. Quarterly Grant Applications
 - To consider/determine the grant application from Toy Hub.
 - To consider/determine the grant application relating to a defibrillator in Church Road.
2. To ratify the monthly staff overtime payments approved by the staffing committee.
3. To note details of monthly VAT return.
4. To approve payments in accordance with the budget and consider the receipts/reconciliations/ debtor/creditor, budget monitor and detailed monthly summary reports.
5. To note that the November bacs payments will need to be approved electronically as the full council meeting is not until 5 December 2024.
6. To conduct all necessary internal controls and determine any issues arising.
7. Insurance / Asset Register
 - To note receipt of updated Insurance policy following September amendments.
 - To consider/approve the months amendments to the asset register and/or insurance.
8. Unity Trust Bank additional signatory – to note progress update.
9. To consider draft of budget for 2025-26 and discuss any further projects for inclusion.

24. REPORTS

1. To note 1 streetlight issue in Albion Road reported to Lamps & Tubes Illuminations for resolution, 2 reported to Taylor Wimpey and several reported to Buckinghamshire Council.

2. To note that broken Rushendon Furlong nameplate & discoloured Perspex in bus shelter timetable holder at Rushendon Furlong have been reported to BC for resolution.
3. To note shrub/grass/tree issues reported to Buckinghamshire Council for resolution.
4. To note vandalised post and rail fence in Yardley Avenue reported to Fairhive for resolution.
5. To note missing/misaligned dropped curbs in the Ravensmoor development raised with Buckinghamshire Council, who advised that it would need to be raised with Nicholas King Homes.
6. To receive feedback from the Community Board meeting held 17/10/24.
7. To receive feedback from the BC Parish Liaison meeting held 16/10/24.
8. To receive feedback from the BC Planning Forum held 14/10/24.
9. To receive feedback from the BC Highways Stakeholder Conference held 28/10/24.
10. To receive feedback from the RSVG AGM held 3/10/24.
11. To receive feedback from various BMKALC training sessions.
12. To note financial performance of Pitstone Parish Post.
13. To receive a briefing on the Grand Union Canal Transfer proposals.
14. To note other reports.

25. NEXT MEETINGS

1. To note the matters for inclusion on the 5 December 2024 (note this meeting is one week later than usual) agenda and determine any further matters.
2. To set the full council meeting dates for 2025.
3. To note the reminders and forthcoming events.

**THE PUBLIC AND PRESS ARE WELCOME TO ATTEND OUR MEETINGS
AND TO ADDRESS THE COUNCIL DURING THE PUBLIC PARTICIPATION SESSION
YOU CAN ALSO CONTACT US AT ANYTIME VIA PHONE, EMAIL, POST OR SOCIAL MEDIA
THE MINUTES FROM THIS MEETING WILL BE PUBLISHED TO PITSTONE.CO.UK**