

PITSTONE PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF the meeting of the full Parish Council
to be held at Pitstone Pavilion on Thursday 26 September 2024 at 7.30pm

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

Signed L Eagling
Date: 19 September 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 29 August 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

- 122 Vicarage Road; 24/02671/APP; Householder application for single storey rear extension.

3. Decisions notified by Buckinghamshire Council

- Woodlands in Orchard Way; 24/02073/APP; Householder application for single storey side and rear extensions and a garage: 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), Land to the rear of 12 Marsworth Road (1 dwelling), Land adjacent to the Duke of Wellington Public House on Cheddington Road in Marsworth and Plot C on Westfield Road.

5. National Planning Policy Framework Consultation (closed 24/9/24)

To note Buckinghamshire Council response to the above consultation, and consider/note any response submitted by the Parish Council.

10. SPORTS AND LEISURE COMMITTEE AND RELATED MATTERS

1. To note receipt of the draft minutes arising from the committee meeting held on 12/9/24.
2. Bellway LEAP transfer: to note updates on progress. Bellway eta September.
3. To note settlement of claim re Network Rail damage to council parcel/post box 17/7/24.
4. To consider/approve purchase of a Motion Picture Licensing Company Limited Television and Film Licence for the pavilion.
5. To consider updates re memorial bench for Cllr Mitra.
6. To consider/approve request from Windmill Pre School for use of the pavilion for a table top toy sale.

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 receive feedback from the Volunteer Thank You event on 17/9/24.
3. To consider registering with Volunteer Bucks and advertising current vacancies eg with youth café, car scheme and on council.

CHARITY MATTERS

12. PITSTONE PARISH CHARITY MATTERS

To note receipt of the minutes arising from the charity meeting held on 19/9/24 and consider any matters referred to the Parish Council, as Local Authority.

13. PITSTONE RECREATION GROUND CHARITY MATTERS

To note receipt of the minutes arising from the charity meeting held on 12/9/24. No matters were referred to the Parish Council, as Local Authority.

WORKING PARTY MATTERS

14. YOUTH CAFÉ

- To consider feedback from contract review meeting and matters arising.
- To approve the Café Management Agreement and Service Level Agreement for 2024-25.
- To consider/approve all updated youth café policies.
- To note receipt of the risk assessment and session worker contract.
- Basketball – To note update on investigation.

OTHER MATTERS

15. DEVOLVED AND AGENCY SERVICES

- To note permits issued for charitable event signage, and unauthorised signs where removal was requested.
- To note updates regarding hedge cutting notices.
- To note access now granted to interactive grass cutting maps.

16. HIGHWAYS AND RIGHTS OF WAY

- Ivinghoe & Pitstone Safety Scheme – awaiting feedback from Buckinghamshire Council in autumn re potential inclusion in their 2025/26 proposals.
- Westfield Road bus shelters – To note that installation is scheduled for 28-30/10/24.
- Highway parking by the Local Wildlife Site – to consider updates.
- Speeding in residential streets – to consider/approve options and updates re bin stickers and posters.
- mVAS theft and damage:
 - To consider quotations and options for enhanced security for mVAS units.
 - To consider options for identity marking mVAS and other property.
- mVAS at Cooks Wharf - To note that Marsworth Parish Council is temporarily deploying an mVAS at Cooks Wharf to monitor traffic speeds in relation to the planning application re land adjacent to the Duke of Wellington.

17. ALLOTMENTS

- To consider any response from National Trust re permission for water taps.
- To approve hire of a wackaplate to embed stone for track and driveway repairs.

18. CONSULTATIONS

- To determine response to BC Local Cycling and Walking Infrastructure Plan (LCWIP) consultation, open 2/9/24-13/10/24.
- To ratify any response sent to the central government NPPF consultation (closed 24/9/24).
- To determine response to Buckinghamshire Council consultation to properly complete the 30mph order that was previously omitted between the railway bridge and Autumn Leaves in Cheddington Road (closes 9/10/24).

19. OTHER MATTERS

- Website Accessibility Guidance (WCAG 2.2) – To note update on compliance and approve any matters arising.
- Croudace Street Lighting – To note updates on transfer of 17 street lighting columns.
- 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.
- Tring Station bus service – To note that a trial timetable has now been introduced by Red Eagle / Buckinghamshire Council and is currently operational.
- Trees and Planting
 - To determine any replacement/additional tree planting for the upcoming autumn.
 - To note the report provided by Patrick Stileman following re-inspection of two trees for Ash Dieback and approve actions arising.
 - To consider if wish to undertake any bulb or shrub planting this autumn.
- Pitstone Parish Post – To consider/approve the Parish Council submission for the upcoming edition.
- Remembrance Day – To determine proposals including:
 - Erection of silent soldiers
 - Purchase of any new wreaths
 - Extent of any donation to British Legion
- Shredding – To consider/approve quotation for on-site secure shredding to dispose of confidential waste.

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

- To note responded to a number of resident enquiries re trees near The Pightle, rescheduling of Westfield Road patching, Town Lands Charity grants, parking of trailers etc.
- 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 note that the October bacs payments will need to be approved electronically as the full council meeting is not until 7 November 2024.
5. To conduct all necessary internal controls and determine any issues arising.
6. Insurance / Asset Register
 - To note receipt of updated Insurance policy following August amendments.
 - To consider/approve the months amendments to the asset register and/or insurance.
7. To consider updated information from Unity Trust Bank re signatories and determine actions arising.
8. To consider first draft of budget for 2025-26 and discuss any projects for inclusion.

22. REPORTS

1. To note 1 streetlight issue reported to Buckinghamshire Council and 1 reported to Croudace.
2. Parking on top of the 'keep clear' by Crispin Field junction reported to Thames Valley Police and link provided to Buckinghamshire Council's problem parking tool (BC are the appropriate enforcement body)
3. To note feedback from BC Parish Liaison meeting – Cllr Saintey.

4. To note extension of opening hours at BVCL from 9/10/24.
5. To note other reports.

23. NEXT MEETINGS

1. To note the matters for inclusion on the 7 November 2024 (note this meeting is one week later than usual) agenda and determine any further matters.
2. 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 ANYTIME VIA TELEPHONE, EMAIL, SOCIAL MEDIA OR POST
THE MINUTES OF THIS MEETING WILL BE POSTED TO WWW.PITSTONE.CO.UK**