

PITSTONE PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF THE MEETING OF THE FULL PARISH COUNCIL to be held at Pitstone Pavilion on Thursday 9 January 2025 at 7.30pm

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

Signed L Eagling
Date: 2 January 2025

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 12 December 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 receipt of the draft minutes arising from the committee meeting held on 2/1/25.

2. Application Consultations from Buckinghamshire Council

None received.

3. Decisions notified by Buckinghamshire Council

None notified this month.

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), Plot C on Westfield Road (1 additional business unit), redevelopment of Pitstone Quarry (minerals and waste planning application with both BC and HCC).

5. Pitstone Neighbourhood Development Plan

To consider any response from ONH consultants regarding potential review of the NDP.

10. SPORTS AND LEISURE COMMITTEE AND RELATED MATTERS

1. To note receipt of the draft minutes arising from the committee meeting held on 12/12/24. No matters were referred to full council.
2. Bellway LEAP transfer: to note updates on progress.
3. BC Community Board grant application for support for the Repair Café: to consider any feedback from the Board.
4. Hever Close: To note that the portable goal that was in disrepair by the Hever Close kicking area has now been collected by the owner and no requests have been received for additional equipment at this location.
5. NKH Ball Court use for personal training: To note feedback from both a resident and trainer and consider any matters arising.

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. Volunteers Event 21/1/25: To note the update on the planning for this event.
3. Volunteer PPP Editor: To note that discussions are ongoing.

CHARITY MATTERS

12. PITSTONE PARISH CHARITY MATTERS

To note receipt of the draft minutes arising from the charity meeting held on 19/12/24.

13. PITSTONE RECREATION GROUND CHARITY MATTERS

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

WORKING PARTY MATTERS

14. YOUTH CAFÉ

- To consider updates on volunteers.
- To consider response from Action4Youth re independent audit of café practices.
- BC Community Board grant application for the youth café: to consider any feedback from the Board.

OTHER MATTERS

15. DEVOLVED AND AGENCY SERVICES

- To note permits issued for charitable event signage, and unauthorised signs where removal was requested.
- No confirmation re length of potential contract for 2025 onwards anticipated from Buckinghamshire Council until 'late February' 2025.

16. HIGHWAYS AND RIGHTS OF WAY

- Livinghoe & 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 and determine next steps.
- Speeding in residential streets – To consider any update from Brookmead School re anti-speeding poster campaign.

17. ALLOTMENTS

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

18. CONSULTATIONS

- To determine any response to the Buckinghamshire Council Lane Rental Scheme consultation.
- To determine any response to the Chilterns National Landscape Management Plan consultation.

19. OTHER MATTERS

- Croudace Street Lighting – To note updates on transfer of street lighting columns from Croudace to the parish council.
- Street Light Energy – To consider quotations for switching UMS electricity supplier.
- Defibrillator project – To consider updates on grant applications and location approvals.
- BC Community Board Grant Application re Silent Soldiers – To consider any feedback from the Board.

- 2025 Election – To consider commencing a publicity campaign in 2025 and to consider the timing of the Annual Meeting of the Council.
- Memorial Hall – To approve payment to PMH Charity in respect of the use of their wheelie bins by the litter pickers and note payment of £1 annual lease payment from the hall.
- Pitstone Parish Post – To consider/approve the draft parish council submission for the upcoming edition of PPP and determine any other matters for inclusion.

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

- To note responded to resident enquiries re requests for Pitstone 2000, works on Vicarage Road and various matters reported to other bodies for resolution.
- To consider any requests to be tabled on the next agenda, none at time of writing.

FINANCIAL MATTERS

21. GENERAL FINANCIAL MATTERS

1. To consider the grant request regarding maintenance of Pitstone Churchyard.
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 conduct all necessary internal controls and determine any issues arising.
6. Insurance / Asset Register / Write Off
 - To note receipt of updated Insurance policy following November amendments.
 - To consider if any amendments to the asset register and/or insurance this month.
7. Budget for 2025-26:
 - To note receipt of tax base information from Buckinghamshire Council.
 - To consider next draft of budget for 2025-26 and discuss any further projects for inclusion.
 - To note precept requests must be submitted by 31/1/25.

22. REPORTS

1. To note no streetlight issues reported to Lamps & Tubes Illuminations for resolution, 7 reported to Taylor Wimpey and 3 lights reported to Buckinghamshire Council.
2. To note repair of flag to bus shelter following storm.
3. To note two incidences of fly-tipping reported to Fairhive for resolution/uplift.
4. To note the Windmill Pre School are opening a second facility in Marsworth.
5. To note minor remedials carried out to parish council property during the month.
6. To note other reports.

23. NEXT MEETINGS

1. To note the matters for inclusion on the 30 January 2025 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
THE MINUTES WILL BE UPLOADED TO PITSTONE.CO.UK