

PITSTONE PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF the meeting of the full Parish Council
to be held at Pitstone Pavilion on Thursday 21 August 2025 at 7.30pm

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

Signed Laurie Eagling
Date: 14 August 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. CO-OPTION OF PARISH COUNCILLOR

To consider any applications received for the appointment of new parish councillor via co-option to fill the remaining vacant seat.

3. DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

- To consider declarations & dispensation requests from councillors on matters to be considered at the meeting.

4. 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.

5. 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.

6. MINUTES OF PREVIOUS MEETING

To resolve that the minutes of the previous meeting held on 31 July 2025 are a true and accurate record of the meeting.

7. TO NOTE RECEIPT OF THE REPORT ON ONGOING ITEMS/MATTERS ARISING (for information only)

8. TO NOTE RECEIPT OF THE CORRESPONDENCE RECEIVED

COMMITTEE MATTERS

9. PLANNING COMMITTEE MATTERS

1. Minutes

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

2. Application Consultations from Buckinghamshire Council

- 13 Rushendon Furlong; 25/02144/APP; Householder application for demolition of conservatory. Erection of single storey rear extension. Raising of the eaves and roof of existing garage. Changes to fenestration.
- Railway Cottages, Cheddington Road; 25/02352/VRC; Variation of condition 2 (plans) 3 (materials) relating to application 25/01047/APP (Householder application for single storey side/rear extension and render flank of house)

3. Decisions notified by Buckinghamshire Council

- None.

4. Appeals with the Planning Inspectorate

- Land adjacent to The Duke of Wellington Public House, Cheddington Road, Marsworth; 24/02222/AOP; Appeal ref: 25/00019/REF; Planning Inspectorate Ref: APP/J0405/W/25/3363581; Outline planning

application with all matters reserved except access and layout for the erection of 9 dwellings with associated parking and access.

5. Applications outstanding with Buckinghamshire Council

Land Adjacent to Allotment Gardens (nursery site only), Land to the rear of 87 Marsworth Road (5 dwellings), Land to the rear of 12 Queen Street (3 dwellings), Little Barley End on Stocks Road, redevelopment of Pitstone Quarry (minerals and waste planning application with both BC and HCC); 138 Vicarage Road; Land North of Glebe Close (up to 100 houses); 4 Albion Road; 2 The Pightle; 56 Vicarage Road and 9 Icknield Gardens.

6. Buckinghamshire Council Planning Portal

To note Cllr Weber's discussions with Stoke Poges Parish Council around BC's decision to withhold comments from members of the public from the planning portal, and to resolve to progress those discussions and seek input from appropriate stakeholders such as BMKALC and local ward members.

10. SPORTS AND LEISURE COMMITTEE AND RELATED MATTERS

1. To note receipt of the draft minutes arising from the committee meeting that took place on 14/8/25 and consider the following matters referred to full council:
 - a. To consider/approve funding the purchase of infill panels for the pitch barriers to enable advertising.
 - b. To consider/approve P&IUF C proposals to modify the dug outs and area immediately in front of them.
2. To note progress BC Community Board grant for support for the Repair Café.
3. To note update re replacement slide for Windsor Road.
4. To approve renewal of annual MPLC licence and TV licence & associated fees.

11. STAFFING COMMITTEE AND RELATED MATTERS

- To note that no committee meeting had been held during the month so no draft minutes were due.
- Volunteers Thank You Evening scheduled to take place on 12/9/25.
- To approve any appointments to committees and working parties for Councillor Richard Cattermole.

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.

WORKING PARTY MATTERS

14. YOUTH CAFÉ

- To consider/approve the annual review of the youth café risk assessment.

15. NEIGHBOURHOOD PLAN/ONH

- To note feedback from Pitstone Settlement Spatial Plan (SSP) meeting held 13/8/25.
- To note response from MP re withdrawal of funding.

OTHER MATTERS

16. DEVOLVED AND AGENCY SERVICES

- To note permits issued for charitable event signage, and unauthorised signs where removal was requested.

17. PITSTONE HILL

- National Trust Pitstone Hill Agreement – meeting with NT – pending date from National Trust.

18. HIGHWAYS AND RIGHTS OF WAY

- Ivinghoe & Pitstone Safety Scheme (Westfield Road to Vicarage Road) – To note updates from Buckinghamshire Council.
- Parking by the Local Wildlife Site – To consider feedback from Bidwells following site meeting and determine matters arising.
- mVAS – To note receipt of the mVAS reports for Westfield Road and Marsworth Road.

19. ALLOTMENTS

- To consider latest information regarding the potential provision of water taps.
- Tenancy renewals to be issued at the start of September.

20. OTHER MATTERS

- Defibrillator project – To note grant of £1,500 awarded by Pitstone Town Lands Charity and consider/approve meeting the remaining costs to enable the last two locations to be completed.
- Moving to .gov domain – Proposal to be submitted to the September meeting.
- East Bucks Community Board – Village walk-around to be arranged.
- Water Quality Monitoring for the Whistle Brook – To consider feedback from Ivinghoe Parish Council and determine matters arising.
- Hedge Cutting and Siding Out – To determine hedge cutting and siding out requirements for autumn 2025.

21. POLICIES

- To consider/approve the annual review of the Complaints Policy.
- To consider/approve the annual review of the suite of GDPR Policies and Notices etc.
- Proposed IT Policy – draft to be provided for the September meeting.

22. CONSULTATIONS

- To determine any response to the Buckinghamshire Council consultation relating to the Ivinghoe Freight Zone.

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

- To note the minor matters that have been raised by residents and resolved during the month.
- To consider any requests to be tabled on the next agenda.

FINANCIAL MATTERS

24. 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, detailed monthly summary reports and budget monitor.
4. To conduct all necessary internal controls and determine any issues arising.
5. Insurance / Asset Register / Write Off
 - To note that no amendments to the asset register and/or insurance are required this month.

25. AUDIT AND REPORTING FOR 2024-25

- External Audit 2024/25
 - To note conclusion of external audit by PKF Littlejohn with no comments or issues arising.
 - To note publication of Notice of Conclusion of Audit and associated papers 1/8/25.

26. REPORTS

- To note any faulty street lights reported for resolution this month.
- To note receipt of the report from Buckinghamshire Council regarding the Ivinghoe Freight Zone.
- To note that the annual review of the volunteering database has been carried out.
- To note other reports.

27. NEXT MEETINGS

1. To note the matters for inclusion on the 25 September 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
YOU CAN ALSO CONTACT US AT ANYTIME VIA PHONE, EMAIL, POST OR SOCIAL MEDIA
THE MINUTES WILL BE PUBLISHED TO PITSTONE.CO.UK**