

PITSTONE PARISH COUNCIL

NOTICE IS HEREBY GIVEN of the meeting of the full Parish Council to be held at Pitstone Pavilion on Thursday 27 February 2025 at 7.30pm

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

Signed *L Eagling*
Date: 20 February 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 30 January 2025 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 ONE NEW COUNCILLOR TO FULFIL THE REMAINING TERM OF OFFICE (TO MAY 2025 ELECTION)

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

- Little Barley End, Stocks Road; 25/00233/APP; Replacement dwelling.

3. Decisions notified by Buckinghamshire Council

None notified this month.

4. Applications outstanding with Buckinghamshire Council

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), 12 Marsworth Road, 15 Windsor Road, redevelopment of Pitstone Quarry (minerals and waste planning application with both BC and HCC).

5. Pitstone Neighbourhood Development Plan

To consider advice received from ONH consultants regarding potential review of the NDP and determine actions arising.

6. Other

To note upcoming changes to the BC Planning Portal/ Public Access System.

10. SPORTS AND LEISURE COMMITTEE AND RELATED MATTERS

1. To note receipt of the draft minutes arising from the committee meeting held on 13/2/25. 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. To consider/approve the 2025 quotations for grass and hedge cutting for the Parish Council.
5. To note that BC has adopted a new Active Places and Spaces Strategy.

11. STAFFING COMMITTEE AND RELATED MATTERS

1. To note receipt of the draft minutes arising from the committee meeting held on 4/2/25 and ratify the matters referred to full council, namely:
 - a. Hourly rate increases for staff
 - b. Engagement of the Voluntary PPP Editor and approval of associated costs arising for software licence
 - c. Proposals for the upcoming Volunteers Thank You Events on 12/9/25 and 15/1/26.

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 receipt of the draft minutes arising from the committee meeting held on 13/2/25 and consider the matter referred to full council, relating to litter picking for Party in the Park.

WORKING PARTY MATTERS

14. YOUTH CAFÉ

- To consider updates on rota app.
- To note feedback from Action4Youth.
- BC Community Board grant application for the youth café: to note the update from the Board and progress.
- To note that the annual fire evacuation drill had been successfully completed.

OTHER MATTERS

15. DEVOLVED AND AGENCY SERVICES

- To note permits issued for charitable event signage, and unauthorised signs where removal was requested.
- To note remedial works undertaken during the month.
- No confirmation re length of potential contract for 2025 onwards anticipated from Buckinghamshire Council until 'late February' 2025.
- To consider/approve (if able) the revised quotations from Ross Lawry Agricultural Services.

16. HIGHWAYS AND RIGHTS OF WAY

- Ivinghoe & 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.
- 20mph zones – To consider correspondence from Mursley parish council and determine any actions arising.
- BC Local Cycling and Waling Infrastructure Plan – to note Buckinghamshire Council have adopted the updated LCWIP.

17. ALLOTMENTS

- To consider any response from National Trust re permission for water taps.
- To note that one allotment plot has changed tenant.

18. OTHER MATTERS

- Croudace Street Lighting – To note confirmation of 19 columns transferred to the parish council and subsequent matters arising.
- Defibrillator project – To consider updates on grant applications, location approvals and occupational licences.
- BC Community Board Grant Application re Silent Soldiers – To note that up to £566.50 was awarded by the Community Board. Project delivery now being arranged.
- Annual Parish Assembly 29/5/25 – To note updates for Annual Assembly and determine matters arising.
- Microsoft 365 subscription – To note the price increase notified by Microsoft.

19. CONSULTATIONS

- To determine response to Buckinghamshire Council's Local Natural Recovery Strategy consultation.

20. MEMBERSHIPS/SUBSCRIPTIONS

- To consider/approve resubscription to the annual CIB Community Building Service.
- To note reduction in proposed Sage subscription price for forthcoming 12 months.

21. POLICIES

- To consider/approve the annual review of the Policy on the Reporting of Meetings of the Council.
- To consider/approve the annual review of the Environmental and Biodiversity Policy.
- To consider/approve the annual review of the suite of Community Car Scheme policies and risk assessments etc.

22. EVENTS

- Party in the Park 12/7/25 – to approve matters referred by the Recreation Ground Charity.
- WindmillFest 27/7/25 – to consider any matters arising.
- HouseMouse 17/5/25 – to consider any matters arising.
- Senior Football Club Tournament – to note update. Potentially will be cancelled.

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

- To note responded to resident requests/enquiries regarding work experience for a politics student, car wash fundraising initiative, 20mph zones in residential streets, permitted development rights, wood turning demonstrations, stall holder info for local events, advertising opportunities for commercial organisations, ownership of agricultural land and a damaged road name plate.
- 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, budget monitor and detailed monthly summary reports.
4. To conduct all necessary internal controls and determine any issues arising.
5. Insurance / Asset Register / Write Off
 - To approve amendments to the asset register and/or insurance this month.
6. Budget for 2025-26:
 - To note final budget for 2025/26 following the minor amendments at the last meeting.
 - To approve the associated schedule of charges in line with the budget proposals.
7. Audit:
 - To note receipt and approve internal audit requirements from IAC.
 - To note IAC initial site visit audit date.

25. REPORTS

- No new street light issues reported this month.
- To receive feedback from the BC Parish Liaison meeting held 13/2/25.
- To receive update/presentation from the Ashridge committee following their committee meeting.
- To receive feedback from planning reform training held 25/2/25.
- To note other reports.

26. NEXT MEETINGS

1. To note the matters for inclusion on the 27 March 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 REACH US VIA TELEPHONE, EMAIL, POST OR SOCIAL MEDIA
THE MINUTES WILL BE PUBLISHED TO PITSTONE.CO.UK**