

PITSTONE PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF the meeting of the full Parish Council
to be held at Pitstone Pavilion on Thursday 30 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: 23 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 9 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

COMMITTEE MATTERS

9. PLANNING COMMITTEE MATTERS

1. Minutes

To note that no committee meeting had been held since 2/1/25 so no draft minutes were due.

2. Application Consultations from Buckinghamshire Council

- 12 Marsworth Road; 25/00072/APP; Householder application for installation of an air source heat pump.
- 15 Windsor Road; 25/00078/APP; Householder application for garage conversion to a habitable room and extension to driveway.

3. Decisions notified by Buckinghamshire Council

None notified this month.

4. Applications notified by Buckinghamshire Council as Withdrawn

- Land To The South Of Marsworth Road And The West Of Vicarage Way ; 22/00452/APP; Erection of 13 dwellings including associated works, car parking and landscaping: Withdrawn/not proceeded with.

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

6. Pitstone Neighbourhood Development Plan

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

10. SPORTS AND LEISURE COMMITTEE AND RELATED MATTERS

1. To note that no committee meeting was held during the month, so no draft minutes were due.
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.

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 consider feedback from Volunteers Event held on 21/1/25 and determine any future events/activity.
3. Volunteer PPP Editor: Interview arranged for 4/2/25.

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 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

- 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.
- mVAS – To note receipt of mVAS reports for Cheddington Road and Marsworth Road.

17. ALLOTMENTS

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

18. OTHER MATTERS

- Croudace Street Lighting – To note updates on transfer of street lighting columns from Croudace to the parish council.
- 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.
- Annual Parish Assembly – To determine date of the 2025 assembly and any public speakers.
- Community Engagement Strategy – To consider/approve the annual review of this policy.

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

- To note provided advice and Outdoor Advertising Regulations to CuriosiTea regarding signage at Pitstone Memorial Hall.
- To consider any requests to be tabled on the next agenda, none at time of writing.

FINANCIAL MATTERS

20. GENERAL FINANCIAL MATTERS

1. Quarterly Grant Considerations
To consider the grant request received from Pitstone Memorial Hall Charity.
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 consider amendments to the asset register and/or insurance this month.
7. Budget for 2025-26:
 - To consider/approve the budget for 2024/25.
 - To approve the associated precept submission to Buckinghamshire Council.
8. To consider/approve the annual review of Internal Controls and complete the Annual Internal Audit.

21. REPORTS

1. To note no streetlight issues reported to Lamps & Tubes Illuminations for resolution, 2 reported to Taylor Wimpey and 4 lights reported to Buckinghamshire Council.
2. To note feedback from Parish Liaison meeting 30/1/25.
3. To note other reports.

22. NEXT MEETINGS

1. To note the matters for inclusion on the 27 February 2025 agenda and determine any further matters.
2. To note the reminders and forthcoming events.

In accordance with the The Openness of Local Government Bodies Regulations 2014 (S.I. 2014/...) and The Local Authorities (Executive Arrangements)(Meeting and Access to Information)(England) Regulations 2012 (S.I. 2012/2089) the public and press will be excluded from the following section of the meeting due to the confidential/sensitive nature of the business to be transacted.

23. VOLUNTEER OF THE YEAR 2025

To consider nominations and determine Volunteer of the Year 2025.

The public and press are welcome to attend our meetings and to address the council during the public participation session.

The minutes will be published to pitstone.co.uk

You are welcome to reach out to us at anytime via phone, email, post or social media.