

PITSTONE PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF the meeting of the full Parish Council
to be held at Pitstone Pavilion on Thursday 30 October 2025 at 7.30pm

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

Signed L Eagling
Date: 24 October 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. MP LAURA KYRKE-SMITH

An opportunity for members of the public and council to hear an update from and put questions to your local MP, Laura Kyrke-Smith.

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 25 September 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 INCLUDING:

- Change to Unity Trust Bank terms and conditions
- BT/RSN material re Digital Landline Switchover
- Potential re-surfacing of Marsworth Road (roundabout to Kings Head) by Buckinghamshire Council 17-21/11/25

COMMITTEE MATTERS

9. PLANNING COMMITTEE MATTERS

1. Minutes

To note receipt of the draft minutes arising from the committee meeting held on 16/10/25 and consider the matter referred to full council ie the inclusion of a budget provision in 2026-27 to enable a review of the Neighbourhood Plan.

2. Application Consultations from Buckinghamshire Council

None notified.

3. Decisions notified by Buckinghamshire Council

None notified.

4. 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), redevelopment of Pitstone Quarry (minerals and waste

planning application with both BC and HCC); 138 Vicarage Road and Land North of Glebe Close (up to 100 houses).

5. TCPA Annual Membership

To consider/approve renewal of annual membership to Town & Country Planning Association.

10. SPORTS AND LEISURE COMMITTEE AND RELATED MATTERS

1. To note receipt of the **draft minutes** arising from the committee meeting held on 9/10/25 and consider the matters were referred to full council:
 - To consider the budget proposals for 2026-27.
 - (See below agenda items re P&IUFC related referrals)
2. **Replacement slide for Windsor Road** – still awaiting approval by Buckinghamshire Council.
3. **P&IUFC/ Step 6** - To consider all the matters arising from the P&IUFC aspiration to apply for promotion to Step 6 at the end of this season, and the associated implications for the pavilion site (including floodlights and seating stand), council and hirers.
4. **Pitch Side Advertising** - To consider the proposals for division of advertising revenue arising from the installation of mesh infill panels to the pitch barriers.
5. **Premises Licence** - To consider the P&IUFC request for a variation to the council's Premises Licence and the implications arising.
6. **Paul Winton Fitness** – To give initial consideration to the proposal submitted and determine response and/or actions arising.
7. **Fire Safety:**
 - a. To note feedback from Worknest Webinar “From Risk to Reassurance - mastering fire safety standards” held 9/10/25 – Parish Assistant
 - b. To note Parish Assistant has agreed to attend “BS 8674 – understanding the framework for fire risk assessor competency” free Fire Protection Association webinar on 2/11/25.
 - c. To consider/approve renewal of annual membership to Fire Protection Association (£275).
8. **S106 Sport and Leisure Contribution** – To consider/approve the draft wording recommended by Buckinghamshire Council.

11. STAFFING COMMITTEE AND RELATED MATTERS

- To note that no committee meeting took place during the month so no minutes due.
- To determine catering for Volunteers Thank You Evening in January 2026.
- To note any update on recruitment of a councillor to fill the remaining vacancy.

CHARITY MATTERS

12. PITSTONE PARISH CHARITY MATTERS

To note that no charity meeting took place during the month so no minutes due.

13. PITSTONE RECREATION GROUND CHARITY MATTERS

To note that no charity meeting took place during the month so no minutes due.

WORKING PARTY MATTERS

14. YOUTH CAFÉ

No issues for consideration this month.

15. NEIGHBOURHOOD PLAN/ONH

To note the feedback following the Pitstone Settlement Spatial Plan (SSP) meeting with ONH on 15/10/25.

OTHER

16. DEVOLVED AND AGENCY SERVICES

- To note permits issued for charitable event signage, and unauthorised signs where removal was requested.
- To note road sign at junction of Westfield Road and Marsworth Road needed re-alignment following an impact.

17. NATIONAL TRUST

- Pitstone Hill Agreement – pending date for the meeting from National Trust.
- Land Holdings – pending date for the meeting 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 note still waiting for response from Bidwells on behalf of Taylor Wimpey.
- Pedestrian Barrier Hurst Path/Windsor Road – To consider/note the latest information arising.
- mVAS Reports – To note receipt of the mVAS reports for Cheddington Road and Vicarage Road.

19. ALLOTMENTS

- Potential Water Taps – pending further information/quotations from Pitstone Allotment Association.

20. OTHER MATTERS

- Moving to .gov domain – To consider/approve the IT strategy (and associated costs) including new website, village website, email accounts and .gov.
- Water Quality Monitoring for the Whistle Brook – Tabled on the November Ivinghoe Parish Council meeting.
- Gardening Quotations – in progress.
- Martyn's Law – To consider information arising from the recent publications and Home Office training session.
- Good Dog Owner Campaign – To consider feedback from Buckinghamshire Council's Community Board meeting re responsible dog ownership.
- Breevy – To consider/approve lifetime subscription to Breevy8.
- Microsoft 365 – To note that the subscription price is decreasing with effect from 1/11/25.
- S106 Sport and Leisure Contribution – To consider/approve the draft wording recommended by Buckinghamshire Council.

21. POLICIES

- Proposed IT Policy – To consider and approve the proposed IT Policy.

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

- See earlier agenda item re pedestrian barrier on Hurst Path/Windsor Road.
- To determine any response/actions arising from the report of feeding of Red Kites.
- 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

23. GENERAL FINANCIAL MATTERS

1. To undertake the quarterly review of grant applications received and make associated awards.
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, detailed monthly summary reports and budget monitor.
5. To conduct all necessary internal controls and determine any issues arising.
6. Insurance / Asset Register / Write Off: To note the amendments to the asset register and/or insurance required this month.

24. BUDGETING FOR 2026-27

1. To review and draw up proposals for the councils schedule of fees and charges for 2026-27.
2. To discuss second draft of budget for 2026-27 and the 3-year plan.
3. To note information from Buckinghamshire Council re issue of tax base and precept submission deadline.

25. REPORTS

- To note any faulty street lights reported for resolution this month.
- To note fallen tree reported to Buckinghamshire Council for remedial action.
- To note vandalised sign in Windmill car park reported to National Trust for remedial action.
- To note fly-tipping in Yardley Avenue reported to Fairhive for removal.
- To receive feedback from the BC Parish Liaison Meeting 8/10/25.

- To receive feedback from the Ashridge Estate committee meeting.
- To note other reports.

26. NEXT MEETINGS

1. To note the matters for inclusion on the 27 November 2025 agenda and determine any further matters.
2. To determine the full council meeting dates for 2026.
3. 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 AT ANYTIME VIA PHONE, EMAIL, POST OR SOCIAL MEDIA
THE MINUTES OF THIS MEETING WILL BE PUBLISHED TO PITSTONE.CO.UK**