

PITSTONE PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF the meeting of the full Parish Council
to be held at Pitstone Pavilion on Thursday 25 September 2025 at 7.30pm

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

Signed L Eagling
Date: 18 September 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 21 August 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

- None notified.

3. Decisions notified by Buckinghamshire Council

- 2 The Pightle; 25/02084/APP; garage conversion with changes to fenestration and proposed driveway hammerhead: Approved by Buckinghamshire Council.
- 56 Vicarage Road; 25/02094/APP; Part single and part two storey front extension: Approved by Buckinghamshire Council.
- 9 Icknield Gardens; 25/01805/APP; Householder application for loft conversion with rooflights to front, side and rear: Approved by 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: Approved by Buckinghamshire Council.

- Little Barley End on Stocks Road; 25/00233/APP; demolition of existing dwelling and outbuildings, and erection of replacement self-build dwelling and garage with associated car parking and landscaping: Refused by Buckinghamshire Council.

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), 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 and 2 Railway Cottages on Cheddington Road.

6. ONH Parish Council Planning Training

To receive feedback from above training held 24/9/25 from Cllr Mrs Nash.

7. BC Draft Local Plan Consultation

To consider the above and determine response to be submitted to Buckinghamshire Council.

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 11/9/25 and note that no matters were referred to full council.
2. To note progress BC Community Board grant for support for the Repair Café.
3. To note update re replacement slide for Windsor Road.

11. STAFFING COMMITTEE AND RELATED MATTERS

- To note receipt of the draft minutes arising from the charity meeting that took place on 18/9/25 and consider any matters referred to full council.
- To note feedback from Volunteers Thank You Evening on 12/9/25.

CHARITY MATTERS

12. PITSTONE PARISH CHARITY MATTERS

To note receipt of the draft minutes arising from the charity meeting that took place on 18/9/25. No matters were referred to the council as Local Authority.

13. PITSTONE RECREATION GROUND CHARITY MATTERS

To note receipt of the draft minutes arising from the charity meeting that took place on 11/9/25 and note that no matters were referred to full council, as Local Authority.

WORKING PARTY MATTERS

14. YOUTH CAFÉ

- To consider/approve the updated risk assessment.
- To consider the request to increase hours employed for the youth work assistant.
- To consider/approve bespoke young leader youth work training to be provided by Buckinghamshire Council.

15. NEIGHBOURHOOD PLAN/ONH

- To note next meeting re Pitstone Settlement Spatial Plan (SSP) is being arranged with ONH.
- To note that Laura Kyrke-Smith MP will be attending the 30 October 2025 Parish Council meeting.

OTHER MATTERS

16. DEVOLVED AND AGENCY SERVICES

- To note permits issued for charitable event signage, and unauthorised signs where removal was requested.
- To consider quotation to remove dead tree on BOAT between Grange Road and Queen Street.

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 note still waiting for response from Bidwells on behalf of Taylor Wimpey.

19. ALLOTMENTS

- Potential Water Taps – pending further information/quotations from Pitstone Allotment Association.
- Tenancy renewals – to note update on progress with renewals and approve transfer of membership fees to PAA

20. OTHER MATTERS

- Moving to .gov domain – Proposal to be submitted to the September meeting.
- Water Quality Monitoring for the Whistle Brook – Tabled on the October Ivinghoe Parish Council meeting.
- PPP – To consider/approve the draft parish council submission for Pitstone Parish Post.
- Remembrance – To consider/approve actions relating to Remembrance including soldiers, poppies, wreaths and donation.
- Parish Online – To consider/approve renewal of annual membership to Parish Online mapping software.
- Gardening – To consider seeking contractor/obtaining quotation.

21. POLICIES

- Proposed IT Policy – draft to be provided for the September meeting.

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

- To discuss Buckinghamshire Council Home-to-School Transport concerns raised by year 7 parents of Cottesloe School.
- 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 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 the amendments to the asset register and/or insurance required this month.
6. To discuss first thoughts regarding projects for inclusion in the 2026-27 budget to enable quotations to be sought.

24. REPORTS

- To note any faulty street lights reported for resolution this month.
- To note fallen tree and camp reported to Taylor Wimpey for remedial action.
- To receive feedback from the East Bucks Community Board meeting 18/9/25.
- To receive feedback from the BC Highways and Transport Conference 29/9/25.
- To receive feedback from the BC Planning Forum 25/9/25.
- To note other reports.

25. NEXT MEETINGS

1. To note the matters for inclusion on the 30 October 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 remainder of the meeting due to the confidential/sensitive nature of the business to be transacted. However the minutes arising will still be published to our website pitstone.co.uk so you can all keep up-to-date.

26. SECTION 106 SPORT AND LEISURE CONTRIBUTION

To consider feedback from Buckinghamshire Council and determine actions arising.

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

You can also keep up-to-date by reading the minutes published to pitstone.co.uk.

The council can be reached at any time via telephone, email, post or social media.