

PITSTONE PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF the meeting of the full Parish Council
to be held at Pitstone Pavilion on Thursday 8 January 2026 at 7.30pm

Laurie Eagling, Clerk to the Council

Pitstone Pavilion, Marsworth Rd, Pitstone, LU7 9AP
Tel: 01296 767261

Signed L Eagling
Date: 2 January 2026

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 27 November 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

COMMITTEE MATTERS

8. PLANNING COMMITTEE MATTERS

1. Minutes

To note receipt of the draft minutes arising from the committee meeting held on 4 December 2025. No matters were referred to full council.

2. Application Consultations from Buckinghamshire Council

- Amended plans re Haldi Restaurant, 80 Marsworth Road; PL/25/3832/FA; Change of use from restaurant (Class 3(b)) ancillary car park to hand car wash (Sui Generis). To ratify the submission to Buckinghamshire Council, approved electronically.

3. Decisions notified by Buckinghamshire Council

- 138 Vicarage Road; 25/01037/APP, Householder application for erection of single storey side extension: Approved by Buckinghamshire Council.

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); Land North of Glebe Close (up to 100 houses) and The Haldi car park on Marsworth Road (change of use to hand car wash), 4 Albion Road, Land off Cheddington Road (1 dwelling).

5. National Planning Policy Framework Consultation

To note receipt of the new consultation, open until 20 March, and the associated ONH seminar on 20/1/26. Will appear on future agenda to determine response.

9. SPORTS AND LEISURE COMMITTEE AND RELATED MATTERS

1. To note receipt of the draft minutes arising from the committee meeting held on 11/12/25. No matters were referred to full council:
2. **P&IUFC Step 6 and Premises Licence** – To note that the detailed submission has not yet been received from P&IUFC. Carry forward to next meeting.
3. **Paul Winton Fitness** – Discussions are ongoing.
4. **Neil Douglas Occupational Licence** – To approve countersignature of the updated Occupational Licence.
5. **Martyn's Law** – To note updates.

10. STAFFING COMMITTEE AND RELATED MATTERS

- To note that no committee meeting took place during the month so no minutes due.
- To approve the catering and dates for the 2026 Volunteer Thank You Evenings.
- To note any update on recruitment of a councillor to fill the remaining vacancy.
- To ratify the ex-gratia payment to the Parish Assistant.
- To consider/approve Fire Warden refresher training for the Parish Clerk and Facilities Manager.
- To note new unfair dismissal legislation and determine any actions arising.
- To note upcoming implications of The Employment Rights Act 2025 eta April 2026.
- To note statutory minimum wage rates from April 2026.
- Workplace pension:
 - To note auto-enrolment of one eligible employee.
 - To note re-enrolment date (14/1/26) and re-declaration requirements.

CHARITY MATTERS

11. PITSTONE PARISH CHARITY MATTERS

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

12. PITSTONE RECREATION GROUND CHARITY MATTERS

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

13. PITSTONE MEMORIAL HALL CHARITY

To approve payment of invoice from PMH for the Parish Council to utilise their wheelie bins for refuse collected during litter picking/from the Recreation Ground, along with deduction of £1 annual peppercorn rent payment from PMH.

WORKING PARTY MATTERS

14. YOUTH CAFÉ

- To approve purchase of hockey goals and pucks.

15. NEIGHBOURHOOD PLAN/ONH

To note update on reaching out to other stakeholders.

OTHER

16. DEVOLVED SERVICES

- To consider/approve permits issued for charitable event signage, and unauthorised signs where removal was requested.
- To note the outcome of the Devolved Services review conducted by Buckinghamshire Council.

17. NATIONAL TRUST

- Pitstone Hill Agreement – To note receipt of any response from National Trust.

18. HIGHWAYS AND RIGHTS OF WAY

- Livinghoe & Pitstone Safety Scheme (Westfield Road to Vicarage Road) – To note still waiting for response from Buckinghamshire Council.
- Parking by the Local Wildlife Site – To note still waiting for response from Bidwells on behalf of Taylor Wimpey.
- mVAS reports – To note receipt of the mVAS reports for Westfield Road and Marsworth Road.

19. ALLOTMENTS

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

20. OTHER MATTERS

- IT Strategy
 - To consider/approve the remaining aspects of the IT strategy (and associated costs) including village website and email accounts.
 - To note progress on switch to .gov website and emails.
 - Proposed IT Policy – To consider and approve the proposed IT Policy.
- Water Quality Monitoring for the Whistle Brook – To note the updates on this project.
- Gardening/Ground/Tree Quotations – To consider/approve the various quotations.
- Unmetered Electricity Contract – To note that Tomato Energy went into liquidation, British Gas were appointed as Supplier of Last Resort, and consider/appoint ongoing unmetered electricity supplier.
- Pitstone Parish Post article – To ratify the parish council's submission for PPP this quarter, approved electronically.

21. CONSULTATIONS

- To determine any response to the Buckinghamshire Fire and Rescue Service Public Consultation for On-Call Improvement Programme.

22. 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**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 ratify and/or 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 required this month.
6. To note Unity Trust Bank revised charges with effect from 1/2/26.
7. To note new Guidance on Reserving Competitions for Below-Threshold Contracts.

24. BUDGETING FOR 2026-27

1. To note the Tax Base figure advised by Buckinghamshire Council.
2. To review proposed schedule of fees and charges for 2026-27.
3. To discuss third draft of budget for 2026-27 and the 3-year plan.

25. REPORTS

- To note any faulty street lights reported for resolution this month.
- To note feedback from Buckinghamshire Council's launch of the Local Nature Recovery Strategy.
- To note two new drivers had joined the Pitstone Community Car Scheme.
- To note other reports.

26. NEXT MEETINGS

1. To note the matters for inclusion on the 29 January 2026 agenda and determine any further matters.
2. To note the reminders and forthcoming events.

The public and press are welcome to attend our council meetings and to address the council during the public participation session
You can also reach us anytime via phone, email, post or social media