

# PITSTONE PARISH COUNCIL

Minutes of the Pitstone Parish Council held on 5 December 2024  
at Pitstone Pavilion commencing at 7.30pm

## General Matters:

### 192/24 ATTENDANCE AND APOLOGIES

1. Council present

Cllr Nicholls (Chairman), Cllr Saintey (Vice Chairman), Cllr Mrs Crutchfield, Cllr Blunt, Cllr Dr Frearson, Cllr Mrs Nash, Cllr Hawkins and Cllr McCarthy plus the Parish Clerk - Mrs Eagling.

2. Apologies & Absence

It was **RESOLVED** to accept apologies from Cllr Weber, Cllr Mrs Bates and Buckinghamshire Councillor Peter Brazier.

3. Others present

Buckinghamshire Councillor D Town.

### 193/24 DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS FOR MATTERS TO BE CONSIDERED AT THE MEETING

- It was noted that all councillors have standing declarations of interest as the council, as a corporate body, is trustee of the Recreation Ground Charity and Pitstone Parish Charity.
- The Clerk expressed the usual pecuniary interest in the overtime, which is approved by the staffing committee, and the clerk never has a vote.
- No other declarations nor dispensations were received.

### 194/24 QUESTIONS FROM MEMBERS OF THE PUBLIC/PRESS

No members of the public were present, so no questions were tabled from the public gallery.

### 195/24 QUESTIONS FOR, AND UPDATES FROM, BUCKINGHAMSHIRE COUNCILLORS

- Buckinghamshire Councillor Derek Town had circulated his report. No questions arose.
- Cllr Town encouraged the parish council to submit any micro grant applications to the Community Board as they still had funding available.

### 196/24 MINUTES OF THE MEETING held on 7/11/24

It was **RESOLVED** that the draft minutes of the Pitstone Parish Council Meeting held on 7 November 2024 were a true and accurate record. The Chairman was duly authorised to sign them on behalf of the council.

### 197/24 CLERK'S REPORT ON MATTERS ARISING

This section provides updates on issues that are ongoing. Resolutions cannot be passed on items in this section of the agenda as insufficient detail will have been provided to councillors to satisfy the legal requirements, therefore minor updates will only be noted. This information is provided to keep members of the public up to date on the various ongoing matters.

1. Where third parties are responsible

- Castlemead Highways Issues:
  - BC and TW liaising. Phase V of Castlemead & business park remain outstanding with TW/BC. Legal issue re parcel of land ownership to be resolved before can progress.
  - Castlemead Lighting: BC progressing with proposal to convert the adopted lanterns to LED, installing the columns that are missing and relocating the columns incorrectly installed on private land instead of public land. Work due to commence in November/December. BC has confirmed that they still intend to then transfer the residential columns to the parish council.
- Castlemead Public Open Space Phase III: TW to transfer to BC. Complications arising from legal charge in favour of Sancem Group which have yet to be resolved and classified as exempt disposals by TW/Sancem.

- Croudace 'un-specified' S106 – BC advised the process would be reviewed but currently no changes.
- Croudace/Buckinghamshire Council holding £10k of funds for “Sustainable Community Transport and Dial-a-Ride” arising from Rushendon Furlong development (to be spent by 2027)
- Bellway Street Lighting: the parish council has resolved that it would be willing to adopt the street lighting within the development. BC to adopt internal highways prior to PPC adopting lighting. Section 38 agreement not currently adopted to enable transfer – BC advised still working through legals.
- NKH/Buckinghamshire Council highways: £37k contribution to Pitstone Safety Scheme to be defined by BC. Deadline date 30/11/2030. BC to confirm if works between Westfield Road and Roundabout can be included within their 2025-26 proposals.
- NKH/Buckinghamshire Council holding £74,000 “towards the enhancement of the existing local 61 and 164 bus services” arising from NKH. Not currently utilised for the trial of the number 61 to Tring station. Review with BC in January 2025.
- NKH replacement car park: Illuminated car park will pass to the parish council along with the MUGA in due course.
- NKH MUGA: BC liaising with NKH.
- NKH lighting: internal lighting will transfer to their management company. PPC will adopt the replacement column on Vicarage Road once BC agree that the site remedials have been completed.
- NKH provided £216,584 of sports and leisure funding to Buckinghamshire Council. Review once information available from Town Lands Charity and Pitstone Memorial Hall Charity etc.
- NKH community areas / conversion to residential: NKH's second set of planning applications remain outstanding with BC.
- NKH open space: Transferring to “Ravensmoor (Pitstone) Management Co Ltd” and not Pitstone Parish Council.
- NKH to (a) repair the hole in their hedge to the toddler play equipment (NB: NKH have not yet confirmed they will carry out this work) (b) advise about replanting the hedgerow to the open space (if replanted, the parish council has agreed to protect with a section of green plastic mesh fencing).
- TW investigating balancing pond transfer issues, along with fence remedials. TW considering re-opening discussions with Network Rail re transfer of main parcel of land.
- TW own the trees blocking the light by Meadow Lane – written to TW requesting remedials and provided the land registry docs.
- Land off Westfield Road/'The Mounds': with Taylor Wimpey.
- Buckinghamshire Highways Issues:
  - Reconstruction of Vicarage Road footpath from Tun Furlong towards Church Road added to capital footway program (eta 2024)
  - Collapsed footpath in Queen Street & failed footpath at far end of Glebe Close – on work list but outstanding with no eta.
  - Marsworth Road speed humps – BC hoping to add to capital maintenance program.
  - Pothole patching of Westfield Road – LAT advises that some have been patched but some remain outstanding. He's following up to find out why & when they'll be repaired.
  - Cheddington Road repeater signs – awaiting TTRO implementation and can then install signage.
  - Pedestrian safety under Cheddington Road railway bridge – BC arranging to side out under the bridge, repaint the markings down one side and install an extra warning sign.
  - Pedestrian safety by Windsor Road play area – BC arranging for installation of staggered chicane fence panels at the end of the footpath.

- Vicarage Road – TW own the trees blocking the light by Meadow Lane – written to TW and provided the land registry docs.
  - Signage: replacement sign (excluding canal cruises) for Cooks Wharf turning to be supplied, replacement cul-de-sac sign for Chequers Lane to be supplied; additional cycle path signs for Westfield Road to be supplied; replacement lighting for sign on Westfield Road roundabout following collision to be supplied; repaint 30 roundel in Vicarage Road; remove A-Board from Westfield Road. LAT advises that the job order has been raised for the painting/decals, but no date can be supplied.
  - Marsworth Road roundabout planters – continue to seek to find permanent solution with BC. Commercial sponsorship available via MarketingForce should any commercial companies wish to pursue.
  - Replacement of broken fencing along Brook Lane BOAT – on list but no eta.
  - Tree works in Old Farm
  - Installation of painted cycle path decals in respective paths by the bus stops on Westfield Road and at the maintenance gates into the Local Wildlife Site. LAT advises that the job order has been raised for the painting/decals, but no date can be supplied.
  - Resurfacing of section of Stocks Road – to be reviewed four times per year
- Safety Scheme works along Marsworth Road: BC to consider works between Westfield Road and the roundabout as part of their 2025 budget proposals. BC advised unable to progress anything from roundabout to Rushendon Furlong at until conclusion of Freight Zone trial.
  - Cycle improvements to Tring station (HCC/CRT/BC): As of the end of October 2024, BC is still awaiting a formal response from Taylor Wimpey. HCC has progressed necessary preparations with the aim of commissioning the Canal and River Trust to carry out localised improvement works along the canal towpath. Subject to the final approvals, this is the proposed use of the available S106 funding. They will update further on this as soon as the above is completed.
  - Mapping Rights of Way: Pitstone aspect of project being undertaken by local resident volunteer.
  - Pitstone Memorial Hall Charity: PMH investigating car park issues with NKH; PMH no longer intend to lay slabs in the enclosed grass area; PMH submitted to Land Registry re transfer of the strip of land, new Land Registry eta April 2025.
  - Pitstone Hill Agreement – National Trust conducting a review of the agreement and will revert to the Parish Council in due course.
  - Luton Airport Expansion proposals – PI submitted to Secretary of State for Transport 10/5/24 and was due to be determined by 4/10/24. SoS now extended their decision date to 3/1/25.
  - Traffic speeds: SID manufacturer will revert to the parish council once resolved technical issues to make the units more mobile.
  - Pitstone Town Lands Charity – working with their charity advisors and will respond to the parish council in due course.
  - Buckinghamshire Council Open Space – with BC legal and property departments, there are still a number of issues to resolve.
  - Buckinghamshire Council / Hertfordshire Council Footpath from Westfield Road to College Lake along Upper Icknield Way – requested inclusion on Cycling and Walking Infrastructure Plans for consideration if funding becomes available.
  - Buckinghamshire Council / Hertfordshire Council engineered cycle path from Westfield Road to Tring Station along Northfield Road – remains in the Herts Cycling and Walking Infrastructure Plans for consideration if funding becomes available.
  - Buckinghamshire Council / Red Eagle Bus Service to Tring Station – currently operating the route to assess demand. Review with BC after 6-months ie at start of March.
  - Buckinghamshire Council CCTV policy and joint working proposals – awaiting confirmation of final offer and costs from BC once negotiations complete.
  - Brook – investigating further with Brookmead School and BC Rights of Way.

- Substation on Westfield Road/Harlech Road: GTC declined to remove graffiti as not offensive or derogatory. Monitor and provide additional information if required.
- **Events:** Party in the Park 12 July 2025 on the Recreation Ground; Windmill Preschool table-top toy sale tbc; Housemouse 24 May 2025 at the Pavilion; P&I UFC Tournament May 2025 tbc.

2. Within the scope of the parish council:

- PAA – long term aspiration for additional allotment land within the parish.
- Hedgehog Highway Surrounds – Still plenty of units for sale.
- Parish council representation on Pitstone Memorial Hall Charity – outstanding.
- Grants awarded but outstanding:
  - PMH transfer of walkway, awaiting completion by Land Registry, not yet paid.
  - Eclipse stage hire, remaining 50% of fee still to be paid, £663.30.
  - FAB sandpit, paid & awaiting fulfilment. Brookmead advise that the order has been placed and they are awaiting an installation date. The parish council will be invited to the launch in due course.
- Moving to a .gov domain name & inclusion of 2024/25 audit requirements (see Practitioners Guide)– investigation in progress by Cllr Nicholls.
- Allotment tenancy annual renewals – complete.
- Category 3 UKPN remedials (4 columns) reported. L&T Illuminations will return in December to check the 4 columns and complete their element of the work, before issuing certificates for all columns.
- Shredding – approved, date to be arranged.
- Benches for the Recreation Ground – 2 to be replaced this year and 2 in the next financial year. Additional memorial bench for Cllr Mitra (part funded by the family) to be installed.
- Occupational Licence re I&PUCC nets – awaiting signed document to be returned by I&PUCC for countersignature. They are waiting to hear if they have been accepted into the alternative league.
- Tree works – RML Services appointed. Works to be scheduled.
- Please refer to Sport & Leisure Committee minutes for full list of S&L related matters.

**198/24 CORRESPONDENCE**

- The list of correspondence received was noted.
- It was noted that a consultation from BC on their Lane Rental Scheme had been received and **RESOLVED** to add this to the 9/1/25 agenda.
- It was **RESOLVED** to note the change in Business Base Tariff prices from Sipgate.
- The correspondence from Bucks Community Energy was considered and it was **RESOLVED** to support the event with use of the Pavilion facilities (if free). Clerk to liaise with BCE and Ivinghoe Parish Council.
- The central government consultation regarding remote access/hybrid council meetings was discussed. It was **RESOLVED** that councillors would submit their individual views.

**199/24 CO-OPTION OF A PARISH COUNCILLOR TO FULFIL THE REMAINING TERM**

- It was noted Cllr Mrs Bates had signed her Declaration of Acceptance of Office and this had been submitted to Buckinghamshire Council. Register of Interests to be returned within 28 days.
- No other expressions of interest received this month for the one remaining vacancy.

**Committee Matters:**

**200/24 PLANNING COMMITTEE AND RELATED MATTERS**

1. Minutes

It was noted that no committee meeting had taken place during the month, so no draft minutes were due.

## 2. Application Consultations

- Plot C Westfield Road; 24/03527/VRC; Variation of conditions 1, 3, 6, 7, 8 and 9 (Plans) attached to 24/01437/VRC (Variation of condition 3, 7, 8 and 9 (plans) attached to 03/A2081/NON relating to application 03/02081/ADP (Erection of office and production facilities - approval of reserved matters pursuant to 01/02241/AOP)) (relating to an additional unit, E). It was **RESOLVED** to advise Buckinghamshire Council that the parish council had no objection to this application.

## 3. Decisions notified by Buckinghamshire Council

None notified this month.

## 4. Applications outstanding with Buckinghamshire Council

Land to The South of Marsworth Road and The West of Vicarage Way (restaurant/pub site only), 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) and Land to the rear of 12 Marsworth Road (1 dwelling).

## 5. Application Consultation from both Hertfordshire County Council and Buckinghamshire Council in respect of Restoration of Pitstone Quarry

It was noted that the following application consultation had just been received, by both councils, and **RESOLVED** to hold a public Planning Committee meeting on 2/1/25 to enable comments to be submitted ahead of the deadline on 9/1/25.

- Importation of inert material to enable improved restoration of Pitstone Quarry with enhanced landscaping and biodiversity measures, and to create a new outdoor recreation resource, with a network of footpaths, open water swimming lake, welfare units, and car parking facilities, for use as Suitable Alternative Natural Green Space (SANG). at Pitstone Quarry, Upper Icknield Way, Pitstone, LU7 9HA.  
Hertfordshire Council Reference: PL/0426/24. Buckinghamshire Council reference: CM/0020/24.

## 6. Pitstone Neighbourhood Development Plan

It was **RESOLVED** that, in principle, the council was in favour of commencing a formal review of the Neighbourhood Plan. It was **RESOLVED** to table a discussion on the agenda for the 9/1/25 full council meeting and to make initial enquiries with Oneill Homer regarding consultancy services, process, cost and grants.

## 201/24 SPORTS AND LEISURE COMMITTEE AND RELATED MATTERS

This section of the meeting was Chaired by Cllr B Saintey, Chair of the Committee.

### 1. Minutes

It was **RESOLVED** to note receipt of the draft minutes arising from the committee meeting held on 14/11/24. No matters had been referred to full council.

### 2. Bellway LEAP

- TP1 transfer being held by Gateley Legal.
- Remedials arising from the playground inspection to be completed by Bellway.
- Buckinghamshire Council confirmed the S106 commuted sum as £32,640 (outside the scope of VAT). Invoice raised. Payment not yet received.
- It was noted that the broken section of rope climb on the multi-play with slide remained outstanding with Bellway.
- It was noted that confirmation was still required from Bellway re Safe Play and/or other outstanding debt.

### 3. Memorial Bench on the Recreation Ground for Cllr Mitra

- It was **RESOLVED** to approve the contributory donation from the family (£750) towards a memorial bench for Cllr Mitra and for the parish council to meet the remaining costs of purchase (£575) and installation to ensure the appropriate quality of bench could be provided.
- It was **RESOLVED** to accept the quotation from Glasdon of £3,859.76 for all 3 Stanford benches for the Recreation Ground (2 replacement benches resolved last month plus the memorial bench).

- It was **RESOLVED** to add the additional bench to the council's asset register and insurance upon receipt, and thus carry out all future safety inspections and maintenance.
4. Repair Cafe
    - It was noted that all future Repair Café sessions would now take place at Pitstone Pavilion and there would no longer be a presence in Ivinghoe.
    - The request from the Repair Café for 4 smaller tables for use by their café was considered. It was **RESOLVED** to apply for a Community Board grant, in conjunction with the Repair Café, to cover this cost (approximately £285) plus any additional equipment/furniture that the Repair Café may require to effectively operate from the one site
  5. Multi Use Games Area

It was noted that Buckinghamshire Council had instructed their legal team to write to Nicholas King Homes regarding non-compliance with the MUGA requirements and their plans to remedy the situation.
  6. Milton Keynes Play Association

It was **RESOLVED** not to book any sessions with the above, due to the cost.
  7. Small Portable Goal at the Hever Close kicking area

It was noted that concerns had been raised regarding the deteriorating condition of the portable goal that appeared to have been left in this location by persons unknown. The council will attach a notification explaining the situation, asking the owner to collect within 21 days and requesting users contact the council if they believe there is a need for additional equipment at this location.

## 202/24 STAFFING COMMITTEE AND RELATED MATTERS

1. Minutes

It was noted that no committee meeting had taken place during the month, so no draft minutes were due. Next meeting scheduled for February 2025.
2. Staffing Budget Proposals for 2025-26

It was noted that the committee members had reviewed the budget recommendations following the announcements from central government relating to national minimum wage, the lower employers' national insurance earnings threshold and the increased rate of employers' national insurance. It was felt that the previously requested 10% increase (based on estimated increases) could accommodate these. Council **RESOLVED** to continue to provision for 10% uplift within the draft budgeting process.
3. Volunteers Event 21/1/25

Invitations being distributed, with a response date of the end of December.
4. Volunteer PPP Editor

It was noted that discussions continue with the resident that had expressed an interest in volunteering for this role.
5. Staff Christmas

It was **RESOLVED** to purchase a token gift of a bottle of wine, box of chocolates & card for 5 members of staff.
6. Training

It was **RESOLVED** to approve the cost of £45 for Cllr Weber to attend the BALC Chaining Skills training course on 19/2/24.
7. Duke of Edinburgh

It was noted that another young person had requested to carry out voluntary litter picking duties as part of their Duke of Edinburgh badge. Suitable equipment, consumables and PPE, along with health and safety advice, lone working advice etc will be provided. The individual will be asked to only pick from safer areas such as our open spaces, playgrounds and rights of way and not beside the highway.

## Charity Matters:

### 203/24 PITSTONE PARISH CHARITY

It was noted that no charity meeting had taken place during the month, so no draft minutes were due. Next meeting scheduled for December.

### 204/24 PITSTONE RECREATION GROUND CHARITY

It was noted that no charity meeting had taken place during the month, so no draft minutes were due. Next meeting scheduled for January.

### 205/24 PITSTONE TOWN LANDS CHARITY AND WILLIAMSON TRUST

It was **RESOLVED** to approve the appointment of Tracy Fuentes as a trustee of the above two charities. The council wished to extend its thanks to Mrs Fuentes for her service.

## Working Group Matters:

### 206/24 YOUTH CAFÉ

- It was **RESOLVED** to introduce the rota app for the youth café (approximately £100 per annum).
- Recruitment of specific volunteers to target the specific areas of interest identified by the Café Manager in progress.
- Action4Youth safeguarding/policy review service to be investigated.
- It was **RESOLVED** to apply for a Community Board micro grant for a portable basketball hoop and potentially some other sports or music equipment that would benefit the youth café.

## Other Matters:

### 207/24 DEVOLVED SERVICES

- It was noted that no roadside advertising banner requests had been received this month.
- It was noted that the property in Windsor Road had now cut back their hedge following the issue of the hedge cutting notice.
- It was **RESOLVED** to advise Buckinghamshire Council that the parish council would wish to opt for the 4-year Devolved Service agreement (rather than 1-year) if this becomes available in 2025. It was noted that BC had advised that they would not be able to confirm the offering, nor any associated financial contributions, until at least the end of February 2025.

### 208/24 HIGHWAYS AND RIGHTS OF WAY

#### 1. Pitstone and Ivinghoe Safety Scheme

It was noted that Buckinghamshire Council will not be able to confirm if they are able to include the proposed works within the 2025-26 works allocation until they complete their own budget process in early 2025.

#### 2. Local Wildlife Site Parking

- The information provided by both Thames Valley Police and the farmer was noted.
- It was **RESOLVED** to enquire with the farmer if a block-aid barrier might be appropriate. It was believed he would have the appropriate equipment to move the barrier when access was required.
- It was **RESOLVED** to then consider a pole mounted sign requesting no parking on the footpath or cycle path. Wording to be considered once the above had been determined.

#### 3. Speeding in Residential Streets

Thames Valley Police and Brookmead School had indicated that they may be open to running a children's poster design competition. Awaiting confirmed proposals re timing etc from Brookmead.

### 209/24 ALLOTMENTS

The parish council is still waiting for a response from the National Trust (NT) regarding the installation of water taps at the site.

## 210/24 OTHER MATTERS

### 1. Croudace Street Lighting

It was noted that we were still waiting for Buckinghamshire Council to issue an amended adoption certificate and provide details of the number of columns transferring to the parish council.

### 2. Bulbs and Planting

The expressions of interest were noted, along with the Fairhive decline. Given that the planting season for early daffodils has now expired, it was **RESOLVED** to approve the project in principle but to defer the purchase and planting until the start of next autumn.

### 3. Children's Activity Days/Camps

It was **RESOLVED** not to progress with the summer camp information provided by APF as holiday camps were already organised in the village by I&PUCC and JD Ballers.

### 4. Parking/Traffic Problems Outside Brookmead

It was noted that the PTA had advised that no further action was required by the parish council at present.

### 5. Defibrillator Project

- It was noted that the recommended distance between defibrillators was 200m or 4 mins walking time there and back. It was further noted that the mapping software had identified 5 additional locations that would provide a better coverage for the village.
- It was **RESOLVED** to pursue purchase and installation of the 5 identified sites (Meadow Lane, the Business Park, Little Rothschild, Windsor Road and Cheddington Road) working with relevant partners at each location.
- It was **RESOLVED** to apply to the British Heart Foundation for grant funding for one unit.
- It was **RESOLVED** to apply to the Department of Health and Social Care Community AED fund for part funding towards the remaining 4 units.
- It was **RESOLVED** to apply to the BC Community Board for part funding towards the remaining costs of the project.
- It was **RESOLVED** that the parish council would meet any remaining costs of purchase & installation, along with future maintenance and consumables.
- It was noted that some form of occupational licence/agreement may be required with each of the third parties.

### 6. Silent Soldiers

- It was **RESOLVED** to purchase additional silent soldiers (2 male and 1 female, cost £175 each) for the village entrances on Westfield Road, Vicarage Road and Cheddington Road.
- It was **RESOLVED** to enquire if the WI might be willing to put out additional poppies at their feet each year, and to any costs involved for materials.
- It was **RESOLVED** to submit a micro grant request to the BC Community Board for the associated costs, in the first instance.

### 7. .Gov Domain

Cllr Nicholls provided an update on investigations into this project, including the potential use of Hugo Fox. A more detailed proposal to be provided in due course.

## 211/24 ISSUES RAISED BY MEMBERS OF THE PUBLIC

- As well as items on the agenda, it was noted that council had responded to resident enquiries regarding a noisy drainage cover and a number of other matters that were reported to various other bodies for remedial action.
- It was noted that there were no other new matters raised by residents for consideration or to be tabled on the next agenda at present.

## Financial Matters:

### 212/24 GENERAL FINANCIAL MATTERS

#### 1. Staff Overtime

It was **RESOLVED** to ratify the staff overtime for the month (24 hours of overtime for the Clerk and 8 hours for the Parish Assistant), approved by the staffing committee and included in the November payroll.

#### 2. VAT Return

It was noted that the monthly VAT return had been submitted. HMRC to refund £5,438.74 for the period.

#### 3. Financial Summaries and Expenditure

- The bank reconciliations, monthly financial summary, confidential salary payments, pavilion & allotment monthly summaries, debtors and creditors were noted.
- It was **RESOLVED** to make the payments outlined in the financial summary and two councillors were granted approval to enact the bacs transfers. The Chairman was granted authority to sign the financial papers on behalf of the council, and Cllr Blunt was granted authority to sign the bank reconciliations and statements.
- It was noted that the December bacs run would need to be approved electronically as the next meeting wasn't until 9/1/25.

#### 4. Internal Controls

It was noted that the Internal Controls had been undertaken with no issues or actions arising.

#### 5. Asset Register / Insurance / Write Off

It was noted that AJG had issued updated insurance documentation following the October amendments (3 bus shelters).

It was **RESOLVED** to approve the following amendments to the asset register, along with the associated insurance amendments, and the Chairman was duly authorised to sign on behalf of the council:

- 1 Vitax Limited white lining machine, £716.

Adjustment made to relevant pages of asset register and presented to council for signature. Insurance broker advised of this months' changes.

#### 6. Unity Trust Bank Signatories

It was noted that the addition of Cllr Weber as a signatory was in progress with Unity Trust Bank.

#### 7. CCLA PDSF FCA Sustainability Disclosure Requirements

It was **RESOLVED** to note receipt of the client communication which explained the changes being made to the fund's prospectus in relation to the implementation of the Financial Conduct Authority's Sustainability Disclosure Requirements. These changes aimed to more clearly set out our approach to sustainability and will take effect from Monday 2 December 2024.

#### 8. Budget 2025-26

- It was noted that Buckinghamshire Council would not be issuing the tax base information until 9/12/24 and required precept requests to be submitted by 31/1/25.
- The revised draft budget, accompanying notes and schedule of charges was considered by the council.
- Councillors were urged to provide more feedback as soon as possible, especially for financial allocations to potential projects.

## Reports & Other:

### 213/24 REPORTS

- It was noted that 1 street light issue in Williamson Way reported to Lamps & Tubes for resolution. 3 reported to TW for resolution.
- It was noted that the fallen road sign at junction of Cheddington Road, and damaged name plate at other end of Cheddington Road had both been reported to BC for resolution.

- It was noted that a fallen tree in the Castlemead woodland walk had been reported to BC for remedials.
- It was noted that a large deceased deer on Westfield Road had been reported to BC for collection.
- Cllr Nicholls provided feedback from the BMKALC AGM on 29/11/24.
- Cllr Nicholls provided feedback from Pitstone Memorial Hall AGM on 27/11/24.
- It was noted that the failed/uneven road surface in Stocks Road, where it meets the Herts border, has been reported to BC for resolution and BC had advised that it will be inspected 4 times per year.
- It was noted that two abandoned/stolen bicycles in field between Chequers Lane & Rushendon Furlong had been reported to the landowner and Thames Valley Police for resolution.
- It was noted that an abandoned static caravan had been reported to National Trust for resolution.
- It was noted that some residents from The Crescent reported that a shrub/bush had partially fallen into the carriageway in Vicarage Road and damaged their wing mirror. They returned and cut it back, so no call out required to BC.
- The feedback from "The Future of Volunteering: Key Trends for 2025 and beyond" online training by Deedmob undertaken by Parish Assistant was noted.

## 214/24 OTHER

### 1. Date and Time of Next Meeting

It was noted that the next meeting of the full council was scheduled for 7.30pm on Thursday 9 January 2025.

### 2. The following items were noted for inclusion on the agenda:

- Further draft of budget for 2025-26.
- .gov domain update.
- Pay fee to Memorial Hall for wheelie bin usage (4 (quarters) x £55 = £220).
- £1 per annum lease payment due from Memorial Hall.
- PPP submissions for approval.
- Buckinghamshire Lane Rental Scheme Consultation.
- No other items were raised for inclusion.

### 3. Reminders and Forthcoming Events

The following reminders & events were noted:

- Parish Council meetings: 9/1/25, 30/1/25, 27/2/25, 27/3/25, 24/4/25, 29/5/25, 26/6/25, 31/7/25, 28/8/25, 25/9/25, 30/10/25, 27/11/25 and 8/1/26
- Sports and Leisure Committee meetings: 12/12/24.
- Staffing Committee: next meeting 4/2/25 at 7pm.
- Recreation Ground Charity: after the sports & leisure committee meetings in September, January and May.
- Volunteer Thank You Events: 21/1/25.
- Step-up grant application deadlines: end May, end August, end November and end February.
- Step-up grant panel/parish charity meeting dates: 19/12/24, 20/3/25.
- PPP Publication dates: April, July, October, and January.
- BC Parish Liaison meetings: 30/1/25, no meeting in April (pre-election), 8/7/25 and 8/10/25
- Next election 1/5/25. Notice of election 18/3/25. Nomination forms to be returned to BC by 2/4/25.
- Rennie Grove Santa Float 17 Dec (Pitstone) and 18 Dec (Castlemead).
- BC Proud of Bucks 11/12/24.

- BALC Chairing Skills training 19/2/25 – Cllr Weber.
- Ivinghoe Freight Zone ANPR survey 2-8/12/24.
- BC Clerks Forum 21/1/25.

**215/24 CLOSURE OF THE MEETING**

There being no further business to transact, the Chairman thanked everyone for their attendance and closed the meeting at 21.25.

Signed

*D Nicholls*

Date: 12/1/25

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Chairman