

PITSTONE PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF the meeting of the full Parish Council
to be held at Pitstone Pavilion on Thursday 26 February 2026 at 7.30pm

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

Signed L Eagling
Date: 20 February 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. NATIONAL TRUST ESTATES COMMITTEE

To receive feedback from John Byrom on National Trust Estates Committee meeting held 16/2/26.

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 29 January 2026 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 took place during the month so no minutes due.

2. Application Consultations from Buckinghamshire Council

- Moat Farm, Vicarage Road; PL/25/5461/FA (full planning) and PL/25/5462/HB (listed building consent); Change of use of land and buildings to extend residential curtilage with alteration, demolition and erection of replacement buildings, alteration to boundary treatments and installation of heat pumps.

3. Decisions notified by Buckinghamshire Council

- 28 Poultons Meadow; PL/25/5730/FA; Single storey front extension incorporating conversion of existing attached garage into habitable accommodation and associated fenestration alterations: approved by Buckinghamshire Council.
- 11 Crispin Field; PL/25/5706/FA; Demolition of existing conservatory and construction of a single-storey rear extension. Installation of a new pitched roof to the front to create a storm porch, fenestration alterations, and addition of solar panels: 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), Land off Cheddington Road (1 dwelling) and 8 Durham Road.

5. Other

- To note receipt of the new Planning Guidance for Chalk Streams from Chilterns National Landscape
- To receive feedback from the BC Planning Forum meeting held on 16/2/26.

10. SPORTS AND LEISURE COMMITTEE AND RELATED MATTERS

1. To note receipt of the draft minutes arising from the Committee meeting held on 12/2/26 and consider the following matters referred to full council:
 - To consider investigating the possibility of padel tennis courts within the Parish.
 - To ratify the decision to issue an Occupational Licence to Paul Winton Fitness on the terms outlined.
2. **P&IUC Step 6 and Premises Licence** – To note that the detailed submission has not yet been received from P&IUC. Carry forward to next meeting.
3. **Upcoming Martyn's Law** – To note this month's updates. No resolutions required.
4. **Wet Pour Repairs** – To consider/approve quotations for undertaking wet pour repairs identified in the annual inspection reports.

11. STAFFING COMMITTEE AND RELATED MATTERS

1. To note receipt of the draft minutes arising from the Committee meeting held on 3/2/26 and consider the following matters referred to full council:
 - To ratify the recommendation for the hourly rate (effective 1/4/26) for litter pickers and asset checkers.
 - To note the outcome of the annual appraisal for the Parish Clerk and ratify the contractual single Spinal Column Point (SCP) increase effective 1/4/26.
2. To note updates on the 6/3/26 Volunteer Thank You Evening.
3. To note any update on recruitment of a councillor to fill the remaining vacancy.
4. To note that one litter picking member of staff will be moving away from the area and consider/determine actions arising with regard to recruitment.

CHARITY MATTERS

12. PITSTONE PARISH CHARITY MATTERS

To note that no charity meeting took place during the month so no minutes due. Next meeting 19/3/26.

13. PITSTONE RECREATION GROUND CHARITY MATTERS

To note receipt of the draft minutes arising from the Committee meeting held on 12/2/26, no matters were referred to the Parish Council as Local Authority.

WORKING PARTY MATTERS

14. YOUTH CAFÉ

No issues for discussion this month.

OTHER

15. DEVOLVED SERVICES

- To consider/approve permits issued for charitable event signage, and unauthorised signs where removal was requested.
- To note the latest update on Devolved Services offering from Buckinghamshire Council, full terms now due late February and they require notice during March if the Parish Council does not wish to continue.

16. NATIONAL TRUST

- Pitstone Hill Agreement – To note still waiting for a response from National Trust.

17. HIGHWAYS AND RIGHTS OF WAY

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

18. ALLOTMENTS

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

19. POLICIES

- To consider and approve the annual review of the Policy on the Reporting of Meetings of the Council.
- To consider and approve the annual review of all car scheme policies.
- To consider and approve the annual review of the Environmental & Biodiversity Policy.

20. CONSULTATIONS

To consider the Buckinghamshire Council consultation on their Local Transport Plan and determine response (open until 30/3/26)

21. OTHER MATTERS

- IT Strategy
 - To consider/approve the remaining aspects of the IT strategy (and associated costs) including village website and email accounts – carry forward to next month.
 - To note progress on switch to .gov website and emails.
 - IT Policy – To consider and approve the new IT Policy.
 - IT Guide for Councillors – To consider and approve the updated IT Guide for Councillors.
 - To advise council if any member requires a replacement/new encrypted USB drive.
 - To note receipt of the details for the National Cyber Security Centre training and advice.
- Water Quality Monitoring for the Whistle Brook – To note the updates on this project and plans for upcoming initial meeting with volunteers.
- Gardening/Ground/Tree Quotations – Carry forward to next meeting.
- Unmetered Electricity Contract – To consider quotations and determine how to proceed.
- Pitstone Annual Assembly 21/5/26 – To note updates and progress.

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 request for an additional dog waste bin by the Marsworth Road / Westfield Road crossing.
- 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 approve amendments to the asset register and insurance this month.

24. AUDIT

No matters for resolution this month. On site audit for 2025-26 due 16/3/26.

REPORTS AND UPCOMING MEETINGS

25. REPORTS

- To receive feedback from the BC Community Board full meeting held 24/3/26.

- To note feedback from NALC Legal Updates Training held 30/1/26.
- To note any faulty street lights reported for resolution this month.
- To note other reports.

26. NEXT MEETINGS

1. To note the matters for inclusion on the 26 March 2026 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 this meeting due to the confidential/sensitive nature of the business to be transacted. However, the minutes and resolutions arising will still be published to pitstone.co.uk.

27. PLANNING RELATED MATTERS

1. BC Local Plan
To note receipt of the new HELAA, Sites Survey Consultation (open until 16/3/26) and New & Expanded Settlements Study (NESS) released by Buckinghamshire Council – to be tabled on the Meeting agenda for 12/3/26.
2. Neighbourhood Planning / ONH
To consider any impact of the above on the NDP review process.
3. Appointment of Humphreys and Co
To ratify the decision to appoint Humphreys and Co to provide external legal support in relation to planning applications and site allocations.
4. Other
To discuss other confidential planning matters detailed in the report.

The public and press are welcome to attend our council meetings and to address the council during the public participation session
The minutes will be published to pitstone.co.uk
You are also welcome to contact us at anytime by telephone, email, post or social media