

PITSTONE PARISH COUNCIL

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

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

Signed *L Eagling*
Date: 19 March 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 extraordinary council meeting held on 12 March 2026 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 that no committee meeting took place during the month so no minutes due.

2. Application Consultations from Buckinghamshire Council

- 19 Church Road; PL/26/01082/FA; single storey rear and front extension.

3. Decisions notified by Buckinghamshire Council

None at time of writing.

4. Applications outstanding with Buckinghamshire Council

Land Adjacent to Allotment Gardens (nursery site only), 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), Moat Farm on Vicarage Road, Land off Cheddington Road (1 dwelling), Land north of Cheddington Road (3 dwellings) and 135 Yardley Avenue.

5. Appeal outstanding with Planning Inspectorate

Little Barley End Stocks Road Pitstone Buckinghamshire HP23 5RZ; Demolition of existing dwelling and outbuildings, and erection of replacement self-build dwelling and garage with associated car parking and landscaping; Application Ref: 25/00233/APP Appeal Ref: 26/00004/REF Planning Inspectorate Ref: 6005501.

6. Other

- To consider road naming request for the land to the rear of 87 Marsworth Road.

9. SPORTS AND LEISURE COMMITTEE AND RELATED MATTERS

1. To note that there had been no committee meeting this month so no minutes were due.
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:** To ratify the feedback to Paul Winton Fitness and determine actions arising.
4. **Vandalism to Play Tunnel** – To note report of vandalism and actions arising.
5. **PRS/PPL Annual Music Licence** – To approve annual renewal of the licence and associated fee.
6. **Repairs to Pavilion Car Park** – To consider/approve the quotation to repair the pot holes in the Pavilion car park.

10. STAFFING COMMITTEE AND RELATED MATTERS

1. To note that there had been no committee meeting this month so no minutes were due.
2. To note feedback from the 6/3/26 Volunteer Evening. Next event September.
3. To note any update on recruitment of a councillor to fill the remaining vacancy.
4. Recruitment of replacement litter picker: To approve internal appointment of P Clarke to replace A Meredith.
5. To note that the Facilities Manager is not able to undertake cleaning and consider/approve recruitment of a cleaner.
6. To note year-end payroll tasks undertaken.
7. To receive feedback from Sage Year End webinar on 26/3/26 – Clerk.

CHARITY MATTERS

11. PITSTONE PARISH CHARITY MATTERS

To note receipt of the draft minutes arising from the Charity meeting held on 19/3/26.

12. PITSTONE RECREATION GROUND CHARITY MATTERS

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

WORKING PARTY MATTERS

13. YOUTH CAFÉ

- To approve the PAT tests for the Youth Café electrical equipment.
- Safeguarding Training : To note renewal of Enhanced Safeguarding Training for the Café Manger, and consider/approve proposals submitted for refresher training in basic Safeguarding for other Café staff/volunteers/young leaders.
- To approve updated Safeguarding Policy.

OTHER

14. DEVOLVED SERVICES

- To consider/approve permits issued for charitable event signage, and unauthorised signs where removal was requested.
- To consider the BC Devolved Services Agreement (Memorandum of Understanding) for 2026/27, and if approved, to grant authority for the Chair to enter the agreement on behalf of the Council.
- To note the associated BC Devolved Service payment for the year of £4,125.73 (4% inflation increase over last year).

15. NATIONAL TRUST

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

16. HIGHWAYS AND RIGHTS OF WAY

- Ivinghoe & Pitstone Safety Scheme (Westfield Road to Vicarage Road) – To note outcome of site visit with David Cairney (BC Highways), Buckinghamshire Councillor Peter Brazier and Cllrs Nicholls & Mrs Nash.
- Parking by the Local Wildlife Site – To note still waiting for a response from Bidwells on behalf of Taylor Wimpey.

17. ALLOTMENTS

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

18. POLICIES

- To consider and approve the annual review of the Environmental & Biodiversity Policy.
- To consider/approve the annual review of Office Member Protocol.
- To consider/approve the annual review of Grant Policy.
- To consider/approve the annual review of the Treasury & Investment Policy.
- To consider/approve the annual review of the Guide to Information Available published under the ICO Model Publication Scheme and Local Council Transparency Regulations.

19. EVENTS

- To consider/approve WindmillFest 2026 at the Pavilion on 26/7/26. Barriers to be removed.
- HouseMouse 13-18/5/2026. Container being installed 19/3/26.
- JFC Presentation Day 2/5/26. Awaiting full application form.

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.
 - IT Policy – To consider and approve a revised IT Policy based on the Cloudy IT template.
 - To note feedback from AJGallagher Cyber Resilience webinar 19/3/26 - Clerk
- Water Quality Monitoring for the Whistle Brook – To receive update from Cllr Dr Frearson on the demonstration and meeting with volunteers.
- Gardening/Ground/Tree Quotations – Carry forward to next meeting.
- Unmetered Electricity Contract – To consider quotations and determine how to proceed.
- PPP – To consider/approve the Parish Council submission for the upcoming edition of PPP.
- Pitstone Annual Assembly 21/5/26 – To consider/approve the agenda for distribution with PPP.
- Children's Competition – To consider if wish to run a children's competition this year, and determine actions arising.
- Commercial Waste Services for 2026-27 – To note receipt of the revised charges effective 1/4/26 and approve the Duty of Care/Waste Transfer Note.
- Defibrillators – To approve renewal of licences with Colbree and Little Rothschild House.
- Asset of Community Value – To approve applying for renewal of listing of the Land by The Crescent as an Asset of Community Value.

21. 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

22. GENERAL FINANCIAL MATTERS

1. To ratify the monthly staff overtime payments approved by the staffing committee.
2. To approve end-of-year transfer of £5 from Unity Trust Bank to NatWest Current Account to trigger issue of bank statement for audit purposes.
3. To note details of monthly VAT return.
4. To note that the Chairman does not wish to submit any year end expenses.
5. 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.
6. To conduct all necessary internal controls and determine any issues arising.
7. Insurance / Asset Register / Write Off: To note that no amendments are required this month.

23. AUDIT

To consider observations from IAC Ltd on-site audit on 16/3/26. No significant issues arising.

REPORTS AND UPCOMING MEETINGS

24. REPORTS

- To note feedback from NT Protecting our Roots stakeholder event.
- To note fallen NT sign reported to NT for resolution.
- To receive feedback from the BC Community Board full meeting held 24/3/26.
- To note any faulty street lights reported for resolution this month.
- To note highways issues reported to BC/AW for resolution.
- To note that the Skylark signs have been put back out at Local Wildlife Site, and Red Kite signs removed.
- To note that SCAS advise that the Pitstone scheme was disbanded. Kits put into general use.
- To note that fly-tipping has been removed from woodland adjacent to Tun Furlong by Taylor Wimpey, who have evidence of the owner, and are reporting appropriately.
- To note other reports.

25. NEXT MEETINGS

1. To note the matters for inclusion on the 30 April 2026 agenda and determine any further matters.
2. To note the reminders and forthcoming events.

In accordance with 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.

26. PLANNING RELATED MATTERS

To determine response/actions arising in respect of confidential planning related matters.