

# PITSTONE PARISH COUNCIL

Minutes of the Meeting of Pitstone Parish Council held on 27 November 2025  
at Pitstone Pavilion commencing at 7.30pm

## General Matters:

### 209/25 ATTENDANCE AND APOLOGIES

1. Council present

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

2. Apologies & Absence

None tendered, all councillors present.

3. Others present

Buckinghamshire Councillors P Brazier and C Poll plus 8 members of the public.

### 210/25 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.

### 211/25 QUESTIONS FROM MEMBERS OF THE PUBLIC/PRESS

- It was **RESOLVED** to hear submissions relating to planning at the relevant point in the meeting.
- No other questions were tabled from the public gallery.

### 212/25 QUESTIONS FOR, AND UPDATES FROM, BUCKINGHAMSHIRE COUNCILLORS

- Buckinghamshire Councillor Chris Poll advised that he had written to the relevant cabinet member suggesting BC designate chalk streams (like the Whistle brook) as special areas of conservation to seek similar protections as are in place for the Beechwoods.
- Pitstone Parish Council to provide Cllr P Brazier with additional information regarding the multi-use games area.

### 213/25 MINUTES OF THE MEETING held on 30/10/25

It was **RESOLVED** that the draft minutes of the Pitstone Parish Council Meeting held on 30 October 2025 were a true and accurate record. The Chairman was duly authorised to sign them on behalf of the council.

### 214/25 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 converted existing lighting to LED & installed columns that were missing/incorrectly installed. BC has confirmed that they still intend to then transfer the residential columns to the parish council once works complete. No visibility yet of process/timescale.

- Castlemead Public Open Space Phase III: TW to transfer to BC. TW to bring the land up to adoptable standard and submission to be made to Land Registry.
- 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.
- NKH replacement car park: Illuminated car park will pass to the parish council along with the MUGA in due course.
- NKH MUGA: 6-month period to lodge an appeal against the BC planning decision expired 6/8/24. The Parish Council is waiting for a formal update from Buckinghamshire Council re their next steps.
- 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 withdrawn one application relating to the restaurant/café area. The other planning application relating to the day nursery remains 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).
- NKH replacement woodland: query ongoing with NKH re replacement of deceased trees but they have now commissioned a report to assess.
- 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 (Buckinghamshire Councillors aware of all issues). The parish council continues to chase BC for resolution:
  - Reconstruction of Vicarage Road footpath from Tun Furlong towards Church Road added to capital footway program (eta 2024/25) LAT will re-inspect. Not currently on their priority list.
  - Collapsed footpath in Queen Street LAT will reinspect, not currently on their priority list unless deteriorated further, & failed footpath at far end of Glebe Close LAT advised this has been fixed.
  - Marsworth Road – BC hoping to resurface and replace the humps 17-21/11/25 (weather and program implications dependent)
  - Westfield Road (Marsworth Road to village gates) – Jan 2025 BC advise that this is now on the Capital Maintenance list for extensive resurfacing which they hope will be carried out within the next 12-24 months.
  - Cheddington Road repeater signs –Discussions continue with BC and escalated to Bucks Councillors. LAT will revisit and advise, not on their priority list as not remedial, children’s signs displayed here.
  - Pedestrian safety under Cheddington Road railway bridge – BC now removed debris from under the bridge. Line markings down one side outstanding.

- Pedestrian safety by Windsor Road play area – BC arranging for installation of staggered chicane fence panels at the end of the footpath. BC marked out revised proposals.
- 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.
- 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 outstanding.
- Installation of painted cycle path decals at the maintenance gates into the Local Wildlife Site – completed – but those by the bus stops on Westfield Road remain outstanding.
- Resurfacing of section of Stocks Road – to be reviewed four times per year
- Rushendon Furlong, Vicarage Road and Durham Road nameplates to be replaced.
- BC Safety Scheme works along Marsworth Road: roundabout to Rushendon Furlong – pending investigation by Buckinghamshire Council.
- Cycle improvements to Tring station (HCC/CRT/BC): Taylor Wimpey did not raise any objections to the alternative provision for improvements to the canal path route. HCC will be progressing this with the Canal and Rivers Trust over the next 1-2 years (2025-2027).
- Pitstone Memorial Hall Charity: PMH investigating car park issues with NKH; Submission currently with Land Registry re transfer of the covered walkway.
- 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. Advised in December 2024 that they were not yet in a position to respond to the Parish Council.
- Buckinghamshire Council Open Space – BC presenting to full council at their December 2025 meeting for consideration. Thereafter official notices need to be published and consultation carried out, so a potential conclusion later in 2026.
- Buckinghamshire Council / Hertfordshire Council Footpath from Westfield Road to College Lake along Upper Icknield Way – included on BC & HCC 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 – a 'corridor' between Pitstone and Tring in both the Herts and Bucks Cycling and Walking Infrastructure Plans for consideration if/when funding becomes available.
- Buckinghamshire Council CCTV policy and joint working proposals – awaiting final details of any offer and costs from BC.
- RTI panel from Recreation Ground bus stop – BC advise (Nov 25) that it was not possible to repair the vandalised unit, so they have placed an order for a new one.
- Brook – BC advised that riparian responsibilities lie with the adjacent landowner on either side. Advise BC Flood Management Team of any issues, they will assess and if they agree that maintenance works or vegetation clearance are required, they will send letters to the riparian owners of the watercourse to remind them of their responsibilities.
- Substation on Westfield Road/Harlech Road: GTC declined to remove graffiti as not offensive or derogatory. Monitor and provide additional information if required.
- Planning Inspectorate Consultation WA0210001 Grand Union Canal Transfer – potential first planning consultation (prior to applying for a DCO) is expected to take place early next year.

- Anglian Water: To resolve sewage issues at the junction of The Pightle and Vicarage Road but can't provide an ETA. Resident and LAT to continue to monitor instances for next 6m (to end April).
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:
    - PMH transfer of walkway, awaiting completion by Land Registry, not yet paid.
    - 1<sup>st</sup> Ivinghoe & Pitstone Scouts, replacement tents, grant paid, tents purchased and will be used on February camping trip
  - Bellway LEAP - Transfer completed and dated 22/5/25. Submitted to Land Registry whose lead time is currently 20 months, so no response anticipated until January 2027. Replacement signage – on hold pending new email address.
  - Replacement benches for the Recreation Ground – review in December 2025.
  - Noticeboard maintenance – scheduled.
  - Car Scheme recruitment drive leaflet drop – pending.
  - Christmas illuminations – all erected and ready.
  - EE contract renewed for Facilities Manager on same terms with price reduction from £18pm to £13pm.
  - Allotment tenancy renewals for 2025-26 – complete.
  - Public Access Defibrillators – last two locations in progress. Lamps & Tubes Illuminations currently scheduled installed for mid-December.
  - PPP artwork – MS Publisher discontinuing in October 2026, Editor to explore Affinity by Canva to establish if a suitable replacement.
  - Signage requesting not to feed the red kites – completed.
  - Pitch advertising/infill panels – awaiting response from P&IUFc including promotion strategy and awaiting quote.
  - Please refer to Sport & Leisure Committee minutes for full list of S&L related matters.

## 215/25 CORRESPONDENCE

- The list of correspondence received was noted.

## Committee Matters:

## 216/25 PLANNING COMMITTEE AND RELATED MATTERS

This section of the meeting was Chaired by Cllr Weber, Chair of the Planning Committee.

### 1. Minutes

It was noted that no committee meeting had been held during the month so no draft minutes were due.

### 2. Application Consultations

- PL/25/3832/FA, Haldi Restaurant 80 Marsworth Road, Change of use from restaurant (Class E(b)) ancillary car park to hand carwash (Sui Generis). No attendees present wished to speak in favour of the application. A number of residents spoke in opposition to the application. It was **RESOLVED** to advise Buckinghamshire Council that the Parish Council strongly opposed this application on a number of grounds including: environmental impact (especially on the chalk stream, orchard, wildlife and hedges); unacceptable negative impact on the near neighbours, primary and preschool directly opposite, and the restaurant food prep area); lack of detailed drainage proposals; negative impact on traffic and parking in an already congested area opposite a school; ongoing maintenance; lack of business case to justify local need.

It was noted that two further planning application consultations had now been received, and a planning committee meeting had been convened for 4/12/25 to consider these:

- PL/25/4416/FA; Erection of new dwelling and detached double garage on Land Off Cheddington Road.
- PL/25/4473/FA; Single storey porch extension and loft conversion into habitable accommodation incorporating roof extension, front and rear rooflights and rear dormer at 4 Albion Road.

### 3. Decisions notified by Buckinghamshire Council

None.

3. 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 and Land North of Glebe Close (up to 100 houses).

All members of the public and both Buckinghamshire Councillors departed the meeting.

**217/25 SPORTS AND LEISURE COMMITTEE AND RELATED MATTERS**

This section of the meeting was Chaired by Cllr Saintey, Chair of the Sports & Leisure Committee.

1. Minutes

It was **RESOLVED** to note receipt of the draft minutes arising from the committee meeting held on 13/11/25. No matters had been referred to full council.

2. Windsor Road Replacement Slide

It was noted that Buckinghamshire Council had now approved both the release of £7,431.55 of Section 106 funds towards the project, and the appointment of Creative Play UK to remove the old equipment and install a Bespoke Jigsaw Tower unit with wet pour overlay for a total cost of £16,200+ VAT.

It was **RESOLVED** to place the order with Creative Play and to advise the other companies that they had been unsuccessful.

3. P&IUFCL Step 6 and Premises Licence

It was noted that no detailed submission had been received from P&IUFCL. Carry forward to a subsequent meeting.

NB It had been previously stressed to the Club that the initiatives could not move forward without the detailed information required and the approval of the Parish Council.

4. Paul Winton Fitness

It was noted that the council continued to seek advice and discussions were ongoing.

**218/25 STAFFING COMMITTEE AND RELATED MATTERS**

This section of the meeting was Chaired by Cllr Blunt, Chair of the Staffing Committee.

1. Minutes

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

2. Volunteer Evenings

It was **RESOLVED** to hold two events per year in March and September. Dates tbc.

It was **RESOLVED** to make enquiries with Rural Roasts regarding catering.

3. Co-option of a councillor to fill remaining vacancy

No new expressions of interest this month. Further publicity has been placed in PPP, website and social media.

4. Christmas 2025

It was **RESOLVED** to purchase 2 bottles of wine and a Christmas card, per person, for 5 members of staff as a token of the council's gratitude.

**Charity Matters:**

**219/25 PITSTONE PARISH CHARITY**

It was noted that no charity meeting had been held during the month, so no draft minutes were due.

**220/25 PITSTONE RECREATION GROUND CHARITY**

It was noted that no charity meeting had been held during the month, so no draft minutes were due.

**Working Group Matters:**

**221/25 YOUTH CAFÉ**

It was noted that there were no matters for discussion this month.

## 222/25 NEIGHBOURHOOD PLANNING

It was **RESOLVED** to note the feedback from the Pitstone Settlement Spatial Plan meeting with ONH on 24/11/25.

It was noted that a new National Planning Policy Framework was being introduced which would include a presumption in favour of development near railway stations and a requirement that any planning application for over 150 houses that was turned down by a Local Planning Authority be automatically referred to the Secretary of State.

## Other Matters:

### 223/25 BC DEVOLVED SERVICES

- It was **RESOLVED** to grant permission to the Repair Café to display a directional banner on the wooden fence by the Recreation Ground prior to their monthly event at the Pavilion.
- The quotations supplied by Ross Lawry Agricultural Services for Devolved Services for 2026 were considered. The Parish Council currently has no visibility of any Devolved Service offering from BC as yet. It was **RESOLVED** to accept the quotations, should BC offer a further one year extension. This contractor provides an efficient and well executed service at very reasonable cost, and council felt they were fortunate to continue to partner with them.

### 224/25 NATIONAL TRUST

- Pitstone Hill
  - It was noted that the National Trust wish to terminate the Pitstone Hill agreement and take the work in-house in line with their other estate management.
  - It was **RESOLVED** to respond to National Trust and seek continuation for a 6-month period to enable proper notice to be given to a staff member regarding a change to their duties.
  - National Trust to confirm in writing that they will undertake regular litter picking, grass and hedge cutting within the car park & adjacent picnic areas, and maintenance of the car park.
  - Upon confirmation of the above, the Parish Council **RESOLVED** to let the original historic Agreement then terminate.
  - It was **RESOLVED** to notify the staff member of the necessary changes to their contract, and to advise Ross Lawry Agricultural Services of the termination of these elements of the contract.
- Land Holdings
  - It was noted that the National Trust would undertake some initial investigations and respond to the Parish Council in due course.

### 225/25 HIGHWAYS AND RIGHTS OF WAY

#### 1. Pitstone and Ivinghoe Safety Scheme (Westfield Road to Roundabout)

It was noted that the Parish Council was waiting for Buckinghamshire Council to investigate initial designs, timescales and any updated costs. BC had advised that some highway remedial works needed to be carried out in that section before any plans could be confirmed, and the Parish Council is still waiting for a full explanation about the extent and timescale of these works. Works to be funded by Nicholas King Homes S106 payment.

#### 2. Local Wildlife Site Parking

It was noted that the Parish Council is still waiting for a response from Bidwell's, who are acting on behalf of Taylor Wimpey. They were due to liaise with TW and the tenant farmer and respond to the parish council.

### 226/25 ALLOTMENTS

#### 1. Water Tap Installation

Cllr Dr Frearson is assisting the Allotment Association to obtain the necessary quotes and information so that a response can be submitted to National Trust in due course.

## 2. Annual General Meeting

It was **RESOLVED** to note receipt of the draft minutes, Chairmans report, Treasurers report and the accounts arising from the PAA AGM on 20/11/25. No matters arising for the Parish Council to action.

## 227/25 OTHER MATTERS

### 1. IT Strategy and Policy

#### • Move to .gov

- It was noted that the order had been placed with Aubergine, initial meeting booked and initial training booked. Sitemap in progress.
- It was **RESOLVED** to appoint Aubergine to transfer over the other necessary data from the existing website, as the main quote only includes the basic essentials (quote £10 per page).

#### • Village website and emails

It was **RESOLVED** to discuss the implications for the existing village website and the email addresses used by other local charities at the next meeting.

#### • IT Policy

To be carried forward to the next meeting for consideration.

### 2. Water Quality Monitoring Scheme for the Whistle brook

- It was noted that council was waiting for a full response from Ivinghoe Parish Council but the initial feedback had been positive.
- Cllr Dr Frearson has been asked to provide the same presentation to Slapton Parish Council.
- It was **RESOLVED** to appeal for volunteers to help undertake the water checks by:
  - A letter to the properties along the Whistle brook (eta over the next few weeks).
  - An article in the next edition of PPP (briefing deadline 26 December for January publication).
  - Publishing the PPP article on our website, Facebook and X feeds at the start of January.
  - Arranging an initial meeting in February 2026 with those that have expressed an interest.

### 3. Gardening

No response from the gardener. Carry forward to the next meeting.

### 4. Martyn's Law

- It was noted that it currently appeared that the Pavilion would be a non-qualifying premises as it would not meet the criteria. However, any event at the Pavilion where more than 200 people were anticipated to be in attendance, would count as a qualifying event, and the event organisers would be required to apply to the SIA (Security Industry Authority) and submit their proposals.
- Further updates to be tabled in due course.

### 5. Unmetered Electricity Contract for Street Lighting

- It was noted that Tomato Energy had gone into liquidation and British Gas had been appointed as our Supplier of Last Resort.
- British Gas to provide an ongoing quotation. Comparison quotations can then be obtained from other brokers/suppliers.
- The advice from the regulator is not to switch until British Gas has the account up and running and has supplied a quotation. No exit fees will be applicable. The supply will continue uninterrupted.

### 6. Brookmead School enquiries

The correspondence regarding the Freight Zone and car wash planning application was noted. No additional help had been requested from the School to help promote their travel plan etc.

7. HouseMouse 2026

It was **RESOLVED** to reserve Saturday 16 May 2026 at the Pavilion for a potential HouseMouse event and Friday 15 May 2026 for a Comedy Night. It was noted that the pavilion grounds would be required from Wednesday 13 May through to Monday 18 May 2026 to accommodate the Big Top.

8. Hedge and grass cutting in 2026

The quotations supplied by Ross Lawry Agricultural Services for parish council hedge cutting and grass cutting for 2026 were considered. Many were offered at the 2025 prices and a few had minimal increases. It was **RESOLVED** to accept the quotations. This contractor provides an efficient and well executed service at very reasonable cost, and council felt they were fortunate to continue to partner with them.

**228/25 ISSUES RAISED BY MEMBERS OF THE PUBLIC**

- In addition to some of the items listed under reports, queries had been responded to regarding PPP advertising and parish council noticeboards.
- It was noted that no further matters had been raised by residents for inclusion on the next agenda.

**Financial Matters:**

**229/25 GENERAL FINANCIAL MATTERS**

1. Staff Overtime

It was **RESOLVED** to ratify the staff overtime for the month (27 hours of overtime for the Clerk, of which 1 hour will be cross-charged to the Parish Charity, and 25 hours for the Parish Assistant), approved by the staffing committee and to be included in the November payroll.

2. VAT Return

It was noted that the VAT returns for 1-31/10/25 (£162.02) had been submitted to HMRC, who had refunded this sum to the parish council.

3. Financial Summaries and Expenditure

- 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 **RESOLVED** to note receipt of the monthly financial summary, reconciliations/debtor/creditor information, confidential payroll summary, allotment and pavilion monthly summaries and the budget monitor.
- It was noted that the December bacs payments would need to be approved electronically, ahead of the next meeting on 8/1/26.

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 no amendments were required to either the asset register or insurance cover this month and no write-offs were applicable.

**230/25 BUDGETING FOR 2026-27**

- The updated proposed schedule of fees and charges for 2026-27 was considered and approved for inclusion in the budget setting process.
- The updated draft 3-year budget was considered, including all items council had requested to be included, including a draft estimate of the potential impacts on the parish precept.
- It was **RESOLVED** that a potential review of the NDP needed to be included in the budget and other projects would need to be postponed to enable financial resources to be set aside to fund this. It was **RESOLVED** to rework the budget scenarios to show a maximum of 7.5% uplift in precept for 2026-27. Proposals to include reducing the legal provision, pavilion and staffing budget and community grant amount; postponing adoption of Castlemead lights, replacement benches, financial contribution towards reworking the MUGA and any contribution towards Step 6 improvements. No uplift in the budgeted number of advertising boards.



- Buckinghamshire Council will not be issuing the Tax Base information until 5 December 2025 and precept requests need to be submitted by 31 January 2026.

## Reports & Other:

### 231/25 REPORTS

- It was noted that no faulty street lights had needed to be reported for resolution this month.
- It was noted that 2 x Fly tipping in the woodland had been reported to Taylor Wimpey for remedial action and 1 x fly-tipped wheelie bin in the layby opposite Masons had been reported to Buckinghamshire Council for uplift.
- It was noted that overgrown hedge/shrubs along path from Westfield Road to Marsworth had been reported to BC for resolution & had since been actioned.
- It was noted that Cllr Blunt had accepted invitation to give a reading at the St Mary's Carol Concert on behalf of the Parish Council.
- It was noted that a broken sign had been reported to the farmer for replacement, who advised that it will be rectified before livestock are put back in the field.
- No other reports were presented.

### 232/25 OTHER

#### 1. Date and Time of Next Meeting

The next full council meeting will be held on 8/1/26 at 7.30pm.

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

- Further draft of budget.
- Pay fee to Memorial Hall for wheelie bin usage (£240 per annum)
- £1 per annum lease payment due from Memorial Hall
- Auto enrolment pension review every 3 years for those that opted out etc falls Feb 2026
- PPP submissions.
- Council asked to delay consideration of 2 recreation ground benches until Dec in case any memorial bench requests were received prior to then.
- No other agenda items were requested.

#### 3. Reminders and Forthcoming Events

The following reminders & events were noted:

- Parish Council meetings: 8/1/26, 29/1/26, 26/2/26, 26/3/26, 30/4/26, 28/5/26, 25/6/26, 30/7/26, 27/8/26, 24/9/26, 29/10/26, 26/11/26, 7/1/27
- Sports and Leisure Committee meetings: 13/11/25, 11/12/25. No meeting in January, 12/2/26, 12/3/26, 9/4/26, 14/5/26, 11/6/26, 9/7/26, 13/8/26, 10/9/26, 8/10/26, 12/11/26, 10/12/26.
- Staffing Committee: 3/2/26
- Volunteer Thank You Events: tbc
- Recreation Ground Charity: after the sports & leisure committee meetings in September, January and May
- Step-up grant application deadlines: end May, end August, end November and end February.
- Step-up grant panel/parish charity meeting dates: 19/3/26, 18/6/26, 17/9/26, 17/12/26.
- PPP Publication dates: April, July, October, and January.
- SLCC branch meetings: 10/12/25
- BC issuing Tax Base 5/12/25. Precept submission deadline 31/1/26.
- PPC work place pension cyclical re-enrolment date : 14/1/26
- MS Publisher no longer operational after 1/10/26
- BC Parish Clerks Forum: 26 & 29/1/26

- BC Town & Parishes Planning Forum: 8/1/26
- BMKALC Liaison Meeting: 15/1/26

**233/25 CLOSURE OF THE MEETING**

There being no further business to transact, the Chairman thanked everyone for their attendance and closed the meeting at 21.35pm..

Signed

Date:

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Chairman

DRAFT