

# Parish of Preston

## PRESTON PARISH COUNCIL

### Minutes of the Parish Council Meeting Thursday 17<sup>th</sup> October 2024 at 7.30pm.

**Present:** Councillors: Sharon Anderson, Matt Burleigh, Ali Morecroft, Margaret Trinder (Chairman)

**In Attendance:** Three members of the public and Lisa Lathane (Clerk and RFO)

**4.1) (Agenda 1) To receive and accept apologies for absence**

CLLrs Hill, Clark and Buckland sent their apologies which were accepted by the council.

**4.2) (Agenda 2) Chairman's Remarks**

The Chair welcomed everyone to the meeting and reminded CLLrs to declare any interests.

**4.3) (Agenda 3) Declarations of Interest**

CLlr Morecroft declared an interest in Agenda Item 10.

**4.4) (Agenda 4) To adopt minutes of the previous meeting**

These were adopted and were signed by the Chairman.

**4.5) (Agenda 5) To consider matters arising from the previous minutes not on the agenda**

The benches on the Green which were unsafe were removed on Friday 6 September.

**4.6) (Agenda 6) Comments from the general public and press (15 mins)**

A member of the public raised concerns about the state of the roads in and around the village. Members **AGREED** to send out again via the email database, PNS, the newsletter and on Facebook how to report pot holes and other problems on the roads.

**Action:** The clerk to send out pot hole reporting information to residents.

**4.7) (Agenda 7) County and District Update (15 mins)**

None.

*The Chair proposed to move Agenda Item 10 up the agenda so that members of the public did not have to wait for the item. Members **AGREED** to the proposal.*

**4.8) (Agenda 10) To review grant applications**

Members reviewed the grant application from Preston Village Voices and **AGREED** to award the requested £430.

*Three members of public left the meeting.*

**4.9) (Agenda 8) Planning**

1. To consider any new planning applications  
None.
2. To note decisions and appeals:  
None.
3. To consider any other planning matters pertinent to the Parish Council:
  - The Chairman reported that there had been no discussion yet between the Planning Officer and the Developer on our Section 106 projects.
  - It could be 6-12 months before the Section 106 legal agreements are finalised

**4.10) (Agenda 9) Finance**

1. Members noted and authorised the payments and bank reconciliation shown in Annex 1.
2. Members **NOTED** the 2024/2025 Budget.
3. Members **NOTED** the External Auditor Report 2023/24 which has also been uploaded to the village website.

The Chairman thanked the Responsible Financial Officer for her work on the audit.

**4.11) (Agenda 11) Grass Verges**

1. Members **AGREED** to ask Frank Gormill to strim the verge at the entrance of Chequers Lane.

**Action: The Chair to ask Frank Gormill to strim the verge.**

**(Agenda 12) Information Boards**

1. Members reviewed the draft of the boards and **AGREED** with revisions suggested by Cllr Clark and with the addition of more images of local wildlife. Cllr Clark will liaise with the designers.
2. Members **AGREED** to ask Pilkington Farms Partnership not to rope off Bunyan's Dell in Wain Wood.

**Action: Cllr Clark to liaise with the board designers.**

**Action: The Chairman to contact Pilkington Farms Partnership about Bunyan's Dell**

**4.12) (Agenda 13) Village Hall Update**

1. The Village Hall Committee signed the lease with Preston Village Pre-school this morning. The pre-school will be holding an open morning for prospective parents on Saturday 2 November, with Alistair Strathern MP calling in.
2. Decoration of the Hall should be completed by the end of the month, then new heating will be installed. Once this is done, the Village Hall committee will start to look at extending activities in the Hall during evenings and weekends, based on the suggestions made in the recent questionnaire. The committee decided that it wasn't necessary to include the complete outcome of the questionnaire in a newsletter.

**4.13) (Agenda 14) Tree Work**

1. Members **AGREED** to accept a quote of £280 from Louis Harrington-Smith to remove dead trees opposite The Chequers.
2. Members **AGREED** to accept a quote from Frank Gormill of £350 to remove two diseased fruit trees in Church Meadow.

**Action: The Chair to accept the above quotes.**

**4.14) (Agenda 15) Church Meadow Lease**

The Chairman has confirmed the Heads of Terms for the Church Meadow lease. It will now be sent to the legal department and if it is straightforward, the process should take no longer than 2 months. The legal and surveying costs are estimated to be in the region of £2,750 plus any VAT.

**4.15) (Agenda 16) To consider grass cutting at the church**

Members reviewed the information on donating to the church and **AGREED**:

1. To consider a 50/50 split in costs to be built into the 2025/26 budget.
2. To ask RJ Dawes for a quote to cut the church grass.

**Action: The clerk to ask RJ Dawes for a quote for grass cutting at the church.**

**Action: The Chairman to inform the Church Committee that a final decision will be made at the next meeting.**

**4.16) (Agenda 17) Clerk's Report (information only)**

1. The LADACAN AGM meeting is taking place on the 27th October at 14:30 at Breachwood Green Village Hall. There will be an airport update on Airspace Design, NHDC's confirmed position, and DCO's extension now Jan 2025.
2. The Southern Rural grant for the defibrillator cabinet has been submitted and it has been confirmed as received. It will be a few weeks until we hear if it has been forwarded to the next stage.

**4.17) (Agenda 18) Hertfordshire Highways Update**

1. Road signs: Hertfordshire Highways has agreed to road signs on Chequers Lane. They will be pedestrians in road with no footway underneath.  
Cllr David Barnard has agreed to fund these from his 2024/25 Highways Locality Budget. These will be ordered with Ringway and should be installed before the end of the financial year (possibly within the next 3 months if road space booking, sign delivery and other works priorities allow).
2. Community Drive Safe: This initiative is slowly moving forward and volunteers have received their agreement to complete and return.
3. Flooding: The Chairman emailed our contacts at Highways to find out if there was anything they could do to support the residents of The Dower House with the recent flooding. Customer Services sent a comprehensive report on the issue to the residents which was forwarded to the Chairman. This indicates that Ringway met or exceeded its service levels when dealing with this incident, noting that it is only responsible for flooding on the highway.  
There is nothing further that the Parish Council can do.

**4.18) (Agenda 19) Parish Paths Update**

1. A tree is down in Wain Wood which Pilkington Farms Partnership is aware of and have on their works list.
2. Cllr Clark will refresh the bark chips in the kissing gate on the Recreation Ground behind the nets.

**4.19) (Agenda 20) Pavilion and Recreation Ground**

1. Members agreed by email to undertake the required work on the cesspit at the Recreation Ground. This will cost £150 to put a CCTV camera down to find the problem, then the work to deal with it will be charged at £80 per hour + VAT. The cricket club has agreed to split the cost 50:50 for this work. The clerk is arranging a date with Haze Cleansing Services.
2. A drain cover near the climbing frame is broken and is dangerous so needs to be replaced. Members **AGREED** to accept a quote of £60 from Frank Gormill to replace the cover.

**Action: The clerk to arrange the CCTV works.**

**Action: The Chair to accept the quote to replace the drain cover.**

**4.20) (Agenda 21) Correspondence received**

None.

**4.21) (Agenda 2) Matters for future consideration**  
Budget, Church grass cutting, Information Boards

The meeting closed at 9.30pm.

**Date and Time of next Meeting:** Thursday 5<sup>th</sup> December 2024 at 8pm in the Village Hall.

# Parish of Preston

## ANNEX 1

### Preston Parish Council PAYMENTS & RECEIPTS LIST

15 October 2024 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
40	Water	05/09/2024		Barclays Current Acc	P25-040	Payment - Water	Castle Water	Z	-29.21		-29.21
14	Misc Income	10/09/2024		Barclays Current Acc	R25-014	Receipt - Village Day Tombola	Cllr Margaret Trinder	Z	315.00		315.00
15	Precept	10/09/2024		Barclays Current Acc	R25-015	Receipt - Precept	NHDC	Z	7,794.82		7,794.82
15	CTRSO Grant	10/09/2024		Barclays Current Acc	R25-015	Receipt - Precept	NHDC	Z	93.85		93.85
43	Cybercheck	12/09/2024		Barclays Current Acc	P25-043	Payment - Cybercheck and Dor	Zen Internet Ltd	S	-10.00	-2.00	-12.00
43	Domain / emails	12/09/2024		Barclays Current Acc	P25-043	Payment - Cybercheck and Dor	Zen Internet Ltd	S	-6.49	-1.30	-7.79
16	Gate Fee	16/09/2024		Barclays Current Acc	R25-016	Receipt - Gate Fee	Resident	Z	10.00		10.00
41	Cess Pit Emptying	16/09/2024		Barclays Current Acc	P25-041	Payment - Cess Pit Emptying	Haze Cleaning Services	S	-240.00	-48.00	-288.00
17	Gate Fee	19/09/2024		Barclays Current Acc	R25-017	Receipt - Gate Fee	Resident	Z	10.00		10.00
44	Electricity	24/09/2024		Barclays Current Acc	P25-044	Payment - Electricity	E.on	L	-103.75	-5.19	-108.94
42	Water	01/10/2024		Barclays Current Acc	P25-042	Payment - Water	Castle Water	Z	-16.95		-16.95
45	Salary	01/10/2024		Barclays Current Acc	P25-045	Payment - Salary	Staff	Z	-470.17		-470.17
47	Tree Maintenance	01/10/2024		Barclays Current Acc	P25-047	Payment - Tree work	Louis Harrington-Smith	Z	-220.00		-220.00
46	Work From Home Allowance	01/10/2024		Barclays Current Acc	P25-046	Payment - Work From Home Al	Staff	Z	-26.00		-26.00
48	Grant Issues	01/10/2024		Barclays Current Acc	P25-048	Payment - Village Day Donatio	Preston Trust	Z	-100.00		-100.00
49	Water	08/10/2024		Barclays Current Acc	P25-049	Payment - Water	Castle Water	Z	-15.49		-15.49
50	Domain / emails	14/10/2024		Barclays Current Acc	P25-050	Payment - Cybercheck and Dor	Zen Internet Ltd	S	-6.49	-1.30	-7.79
50	Cybercheck	14/10/2024		Barclays Current Acc	P25-050	Payment - Cybercheck and Dor	Zen Internet Ltd	S	-10.00	-2.00	-12.00
18	Gate Fee	15/10/2024		Barclays Current Acc	R25-018	Receipt - Gate Fee	Resident	Z	10.00		10.00
<b>Total</b>									<b>6,979.12</b>	<b>-59.79</b>	<b>6,919.33</b>

### Preston Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

15 October 2024 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
51	Audit	18/10/2024		Barclays Current Acc	P25-051	External Audit	PKF Littlejohn	S	315.00	63.00	378.00
52	Scribe Accounting	18/10/2024		Barclays Current Acc	P25-052	Scribe Accounting	Starboard Systems Ltd	S	273.60	54.72	328.32
<b>Total</b>									<b>588.60</b>	<b>117.72</b>	<b>706.32</b>

