# Parish of Preston

## PRESTON PARISH COUNCIL

### Minutes of the Parish Council Meeting
### Wednesday 3rd September 2026 at 7.00pm.

**Present**: Councillors: Sharon Anderson, Julie Buckland, Matt Burleigh, Jane Clark, Ali Morecroft, Helen Page, Margaret Trinder (Chairman)
**In Attendance**: 3 members of public, District Cllr Graziano and Lisa Lathane (Clerk and RFO)

**3.1) (Agenda 1) To receive and accept apologies for absence**
None.

**3.2) (Agenda 2) Chairman's Remarks**
The Chair welcomed everyone to the meeting and reminded members to declare any items of pecuniary interest.

**3.3) (Agenda 3) Declarations of Interest**
None.

**3.4) (Agenda 4) To adopt minutes of the previous meeting**
The minutes were unanimously **APPROVED** and the Chairman was duly authorised to sign the minutes.

**3.5) (Agenda 5) To consider matters arising from the previous minutes not on the agenda**
None.

**3.6) (Agenda 6) Comments from the general public and press (15 mins)**
None.

**3.7) (Agenda 7) County and District Update (15 mins)**
District Cllr Joe Graziano addressed the meeting:

1. Unitary authority review, only 1800 residents responded. Elections may be 2027 with a new authority coming into force from 2028
2. Cllr Graziano has been told that 20mph in the parish is not high priority
3. If we need any salt bins in the parish liaise with Cllr Graziano so that he can try to get some installed.
4. The airport expansion has been signed off after LADACAN lost their fight for an appeal.
5. Cllr Graziano is organising a Climate Emergency Briefing to be screened in Breachwood. Date to be arranged.
6. Full North Herts Council meeting will take place in October.
7. If we need a street sweeper to be used in Preston we can liaise with Cllr Graziano.

**3.8) (Agenda 8) Finance**

1. Members noted and authorised the payments shown in Annex 1.
2. Members authorised the signing of the bank reconciliation shown in Annex 2.
3. Members **NOTED** the 2026/2027 Budget.
4. The NALC Salary Scales for 2026-2027 have been agreed and published and will be reflected in the Clerk's September salary.

**3.9) (Agenda 9) Planning**

1. **To receive and consider responses to planning applications**
   26/01607/FPH - Hitchwood Cottage, Hitchwood Lane, Preston, Hitchin, Hertfordshire, SG4 7RY.
2. **To note decisions and appeals**
   None.
3. **To consider any other planning matters pertinent to the Parish Council**
   None.

**3.10) (Agenda 10) Blue Plaque at Spindle Cottage**

Cllr Clark addressed the meeting:

1. Measurements have been taken for the plaque and the size needed is cheaper than previously thought at approximately £200.
2. Contact will be made with Philip Wray in regards to the unveiling and if he is attending.

**3.11) (Agenda 11) To review and adopt:**

1. **Financial Regulations**
2. **Data Protection Policy**
3. **Data Audit Schedule**
4. **General Privacy Notice**

   Cllr Clark proposed to adopt the above policies, Cllr Burleigh seconded the proposal. Members voted unanimously to adopt them.

**3.12) (Agenda 12) Church Meadow Playground Update**

Thanks to the intervention of District Councillor Graziano, NHDC agreed to pay the £20,000 section 106 allocated to this project in advance of the work being undertaken. They will also pay the £9400 from the PHC development as soon as it reaches NHDC.

The Clerk has confirmed the order and we expect to receive the invoice for the deposit this week, after which we should get an installation date. The revised cost is £49,168.16 which is a 1.52% increase on the previous quote several months ago. The Sovereign Sales Manager will conduct another site visit prior to installation.

Cllr Page suggested that future quotes should be requested to be honoured for 6 months minimum due to the amount of time it takes for projects to get approval.

**3.13) (Agenda 13) Pavilion Working Party**

Members **NOTED** the report from the Pavilion Working Party. Comments were requested by the Working Party which were:

- VAT advice shows that both the new build and the extension options are equal at this stage.
- Space for disabled parking – does this leave enough space next to nets? Would like to explore building backwards.
- The linear option makes better use of space.
- There is an accessible toilet on the linear option, is this going to be provided in the other option?
- One Cllr queried whether all the toilets on the same side of the building, as in the extension, was better than separately, as in the new build.
- One member commented that the new build allows us to get everything right rather than being constrained by the current building.

- Cllr Burleigh commented that the cricket club don't want to leave a legacy which requires their current juniors to rebuild in 25 years.
- It was noted that there should be a community consultation before a planning application is submitted.

**3.14) (Agenda 14) Tennis Court Lease**

The lease should be completed in the next few days. The lease is for 75 years but will not automatically renew after that time. It is expected that the tennis courts will be ready for use in two years.

**3.15) (Agenda 15) Pavilion and Recreation Ground**

None.

**3.16) (Agenda 16) Hertfordshire Highways**

1. To consider organising an online petition for a 20mph speed limit in Preston: Members **AGREED** to defer this until we know what is happening with the Local Government Review.
2. Planned Roadworks:
   - Back Lane, Preston from its junction with Crunnells Green north westwards for a distance of approximately 130m for 1 day for utility service works.
   - That length of Back Lane, Kings Walden/Preston and Church Lane, Preston from its junction with Parsonage Lane north eastwards, south eastwards and north eastwards to its junction with School Lane, a distance of approximately 1627m.
   - That length of School Lane, Preston from its junction with Church Lane south eastwards to its junction with The Green, a distance of approximately 46m.
   - That length of School Lane/Chequers Lane, Preston from its junction with Church Lane north westwards to its junction with Templars Lane, a distance of approximately 358m.

   This is because water main renewal works are proposed to be executed on or near the roads. The works are scheduled to take 6 months to complete

   These Orders will come into effect from 5 October 2026 and will be valid for a period of 18 months.
3. The Clerk will chase for an update on the missing Church Lane sign.

**3.17) (Agenda 17) Parish Paths Partnership**

The noticeboards in Wain Wood need cleaning.

**3.18) (Agenda 18) Clerk's Report**

None.

**3.19) (Agenda 21) Correspondence received**

None.

**3.20) (Agenda 22) Matters for future consideration**

Dog poo, grievance policy, media policy, grant applications, decision making criteria. A request was made for an application for pedestrian signs to be submitted to Highways, especially for School Lane when residents don't like walking on the permissive path at Temple Dinsley when there are cows in the field.

The meeting closed at 9.23pm.

**Date and Time of next Meeting:** Thursday 22nd October 2026 at 8pm in the Village Hall.

# Parish of Preston

# ANNEX 1

## Preston Parish Council

### PAYMENTS & RECEIPTS LIST

01 September 2026 (2026-2027)

| Vouche | Code | Date | Minute | Bank | Payment Ref. | Description | Supplier | VAT Type | Net | VAT | Total |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 28 | Pension | 09/07/2026 | | Barclays Current Acc | P27-028 | Payment - Pension | NEST | Z | -79.65 | | -79.65 |
| 29 | Domain and Cybercheck | 13/07/2026 | | Barclays Current Acc | P27-029 | Payment - Cybercheck and Dor | Zen Internet Ltd | S | -16.49 | -3.30 | -19.79 |
| 30 | Electricity | 16/07/2026 | | Barclays Current Acc | P27-030 | Payment - Electricity | E.on | L | -196.87 | -9.84 | -206.71 |
| 31 | Neighbourhood Plan Website H | 21/07/2026 | | Barclays Current Acc | P27-031 | Payment - Fasthosts | Fasthosts Internet Ltd | S | -25.66 | -5.13 | -30.79 |
| 32 | HMRC | 23/07/2026 | | Barclays Current Acc | P27-032 | Payment - HMRC PAYE Nat Ins | HMRC | Z | -61.49 | | -61.49 |
| 33 | Water | 27/07/2026 | | Barclays Current Acc | P27-033 | Payment - Water | Castle Water | Z | -6.72 | | -6.72 |
| 34 | Salary | 27/07/2026 | | Barclays Current Acc | P27-034 | Payment - Salary and work fro | Staff | Z | -517.78 | | -517.78 |
| 34 | Work From Home Allowance | 27/07/2026 | | Barclays Current Acc | P27-034 | Payment - Salary and work fro | Staff | Z | -26.00 | | -26.00 |
| 42 | Bank charges | 31/07/2026 | | Unity Trust Current A | P27-042 | Payment - Bank Charges | Unity Trust Bank | Z | -2.10 | | -2.10 |
| 14 | Projector and screen | 04/08/2026 | | Barclays Current Acc | R27-013 | Receipt - Village Hall - Projecto | Preston Village Hall | Z | 2,500.00 | | 2,500.00 |
| 35 | Pension | 10/08/2026 | | Barclays Current Acc | P27-035 | Payment - Pension | NEST | Z | -79.65 | | -79.65 |
| 37 | Water | 12/08/2026 | | Barclays Current Acc | P27-037 | Payment - Water | Castle Water | Z | -143.81 | | -143.81 |
| 36 | Domain and Cybercheck | 12/08/2026 | | Barclays Current Acc | P27-036 | Payment - Cybercheck and Dor | Zen Internet Ltd | S | -16.49 | -3.30 | -19.79 |
| 15 | S106 Receipt | 13/08/2026 | | Barclays Current Acc | R27-014 | Receipt - S106 Playground Pay | NHDC | Z | 20,000.00 | | 20,000.00 |
| 38 | Projector and screen | 13/08/2026 | | Barclays Current Acc | P27-038 | Payment - Projector and Scree | Oliver Russell Electrical Ltd | S | -2,590.00 | -518.00 | -3,108.00 |
| 39 | Electricity | 18/08/2026 | | Barclays Current Acc | P27-039 | Payment - Electricity | E.on | L | -206.44 | -10.32 | -216.76 |
| 40 | Salary | 25/08/2026 | | Barclays Current Acc | P27-040 | Payment - Salary and work fro | Staff | Z | -517.78 | | -517.78 |
| 40 | Work From Home Allowance | 25/08/2026 | | Barclays Current Acc | P27-040 | Payment - Salary and work fro | Staff | Z | -26.00 | | -26.00 |
| 41 | Lease | 28/08/2026 | | Barclays Current Acc | P27-041 | Payment - Solicitor Fees - Chur | The Law Firm Group | S | -25.00 | -4.00 | -29.00 |
| | | | | | | | | **Total** | **17,962.07** | **-553.89** | **17,408.18** |

# Parish of Preston

# ANNEX 2

28 August 2026 (2026-2027)

## Preston Parish Council

Prepared by: _____ Date: _____

*Name and Role (Clerk/RFO etc)*

Approved by: _____ Date: _____

*Name and Role (RFO/Chair of Finance etc)*

| | | | | |
|---|---|---|---|---|
| | **Bank Reconciliation at 28/08/2026** | | | |
| | Cash in Hand 01/04/2026 | | | 89,264.53 |
| | **ADD** | | | |
| | Receipts 01/04/2026 - 28/08/2026 | | | 43,620.10 |
| | | | | 132,884.63 |
| | **SUBTRACT** | | | |
| | Payments 01/04/2026 - 28/08/2026 | | | 24,203.47 |
| **A** | **Cash in Hand 28/08/2026** (per Cash Book) | | | **108,681.16** |
| | Cash in hand per Bank Statements | | | |
| | Petty Cash | 28/08/2026 | 0.00 | |
| | Barclays Current Account | 28/08/2026 | 2,292.26 | |
| | Barclays Business 1 | 28/08/2026 | 40,000.00 | |
| | Barclays Business 2 | 28/08/2026 | 0.00 | |
| | Redwood 95 Day | 28/08/2026 | 59,207.01 | |
| | Unity Instant Access | 28/08/2026 | 7,163.99 | |
| | Unity Trust Current Account | 28/08/2026 | 17.90 | |
| | | | | **108,681.16** |
| | Less unpresented payments | | | |
| | | | | 108,681.16 |
| | Plus unpresented receipts | | | |
| **B** | **Adjusted Bank Balance** | | | **108,681.16** |
| | **A = B Checks out OK** | | | |