

# PRESTON PARISH COUNCIL

## Minutes of the Parish Council Meeting Wednesday 16 January 2019 at 8 pm.

|                      |            |   |
|----------------------|------------|---|
| <b>Present</b>       | Councillor | Mr M Burleigh<br>Mrs J Clark<br>Mr J Healey (Chairman)<br>Miss A Marshall<br>Mrs P Stark<br>Mrs M Trinder |
| <b>In Attendance</b> |            | Mr Richard Gill<br>Mrs L Lathane (Clerk & Treasurer)<br>Mr Malcolm Lowle                                  |

### 1) Apologies

Councillor Palmer sent her apologies.

### 2) Declaration of Interests

There were no declarations of interests.

### 3) Minutes of Previous Meeting

These were agreed as a true record and signed by the Chairman.

### 4) Matters Arising

**4.1: Glebe House Access:** Councillor Trinder spoke to Steven Haynes of Foreman Laws who has received 9 files from Mr Cherry's solicitor who said this was document gathering but not an investigation. Mr Haynes will contact him to find out how he wants to proceed.

**4.2: Grant for defibrillator:** Councillor Trinder has looked into the costs of defibrillators. One like those we already have in the village is £945 with replacement pads costing £44. A cheaper version would be £695 with replacement pads costing £99. It was decided that we would buy one the same as those we already have.

Councillor Barnard is keen to help the Parish Council with this issue. He'd first like to investigate using a District Council grant first. The Clerk has details of a grant that the Parish Council can apply for, and will complete the form to start the application process.

Councillor Trinder reported that water is getting into the cabinet of the defibrillator at the Red Lion with the pads being water damaged. Although they are still useable, they have been replaced with new ones. She will look into this and resolve the issue.

**4.3: Phone Mast:** Councillor Trinder has been in touch with her contact at Waldon Telecom who has told her that legally everything is done and complete but they can't provide a forecast build date yet.

**Action: The Clerk to start the application process for a District Council grant for a defibrillator**

**Action: Councillor Trinder to resolve the issue of water getting into the defibrillator cabinet.**

## **5) Comments from the Public**

Mr Malcolm Lowle and Mr Richard Gill attended the meeting representing St Martin's Church. They apologised for the wording in the Design Statement and Statement of Need that was part of the Planning Application for the extension at the church. They agree that there were inaccuracies but hadn't been aware that these documents existed as part of the application. Mr Lowle informed the meeting that he had spoken to the architect about the matter, and voiced his strong disappointment that this had happened. The statements are to be re-written with the inaccuracies amended.

Mr Lowle also informed the Council that the Church is pleased to have raised over their required total for the Church Extension Appeal, at present £83,000. Once all donations are in they will consider installing a more modern heating system to the Church with the extra funds.

The Clerk handed Mr Lowle a cheque for £1000 for the Church Extension Appeal.

**6) Police Update:** Councillor Trinder reported that Ita Leaver had phoned this morning to update the Parish Council regarding the NHW message about cars being broken into. Of the five cars, two were unlocked: one on Chequers Lane and one on Butchers Lane. There is a gang going around all rural villages. One person was caught on CCTV wearing a ski mask but when he saw the CCTV and heard a dog barking he moved on to the next house. A police car has had a presence in the village today.

## **7) County and District Update**

None

## **8) Planning Applications**

**8.1: Preston Hill:** This application has been withdrawn.

**8.2: West Green:** This application has been approved.

**8.3: Vicar's Grove:** Councillor Trinder reported that the latest application was withdrawn on 11 December. A revised application is expected soon. Councillor Trinder has asked HCC if we can receive details first hand rather than having to rely on St Ippolyts Parish Council or word of mouth to notify us of planning applications for this site.

**8.4: Planning Section on Village Website:** The Clerk informed the meeting that a Planning Applications page has been added to the Parish Council section of the village website. All new applications / decisions will be posted here.

## **9) Playground Inspections**

The Council discussed the Playground Inspection Reports that have been sent through by NHDC. Most points raised were of low or very low risk. After discussion about the play area on the Recreation Ground it was agreed that Councillor Clark will carry out hedge cutting and sandpaper areas of concern on the play equipment. The Chairman will mastic a crack in the concrete using specialist products. At Church Meadow the Chairman will deal with algae on the side of the climbing equipment.

**Action: Councillor Clark and the Chairman to carry out improvements agreed to in the playgrounds.**

## **10) Cricket Club Representation**

There is currently nothing to report.

## **11 Hertfordshire Highways Update:**

**11.1: Back Lane Resurfacing Works:** Councillor Trinder reported that Ringway has secured the patching works in Back Lane under the extra funding given to HCC by the Government. The works will start on either 16 or 17 January, even though the contractors forgot to put up the notice boards two weeks in advance. The work permit is valid for 5 days. The road will be closed whilst the works are in progress but will be open for the school drop off and pick up.

**11.2: Salt Bins:** Local salt bins have been filled up on roadsides. Councillor Clark stated that she still has salt bags up at Castle Farm. Residents of Preston can contact her by email to organise picking up a bag of salt for driveways. Councillor Trinder will put a note in the February newsletter informing residents of this offer.

**Action: Councillor Trinder to put a note in the February newsletter regarding salt bins and the availability of bags of salt for residents.**

## **12) Parish Paths Partnership:**

None

**13) Local Plan Main Modifications Consultation:** Councillor Trinder had circulated some of the main modifications to the Local Plan to Parish Councillors in advance of the meeting. These are relevant to Preston or support the Neighbourhood Plan policies. The Parish Council agreed to support all of these main modifications.

Councillor Trinder reported that the deadline for the Main Modifications Consultation has been extended to 4th March. This is because the decision made by NHDC on December 10th regarding the consultation was made public before the two week calling in period had expired. This change means that NHDC will miss the time booked for the Inspector to review the consultation responses and he may not be able to do this until the end of the year. This means that the Local Plan may not be “made” until the end of the 2019-20 financial year.

**14) Neighbourhood Plan:** Councillor Trinder reported that as a result of the above changes to the Local Plan, the Steering Group have some recommendations for the Neighbourhood Plan. They could wait until the Local Plan is finalised and then finalise the Neighbourhood Plan in March 2020 or later. However, Clare Skeels has advised that they could amend some of the policies in the Neighbourhood Plan, removing references to the green belt as that will be covered in the Local Plan. This would mean that the Steering Group could move on with the Neighbourhood Plan with a view to having a referendum in the Autumn of this year. This is the Steering Group’s preferred option but the Parish Council have to agree to it.

The timetable would be:

Monday 4 February: Revised version of Neighbourhood Plan sent to Parish Council  
Thursday 7 February: Parish Councillors confirm their agreement to the revised Plan  
Monday 11 February: The second submission draft sent to NHDC  
Tuesday 26 February – Monday 8 April: Regulation 16 Consultation

*Provisionally:*

April – May: NHDC appoint an examiner

May, June, July: Examiner works on Neighbourhood Plan and produces a report

*Autumn:*

NHDC Cabinet agree to proceed to referendum

Referendum takes place

Neighbourhood Plan is “Made”

The Parish Council agreed that the Steering Group could proceed as requested so that the Neighbourhood Plan process is completed as soon as possible.

Councillor Trinder also reported that representatives of the Steering Group met Clare Skeels to work through amendments to the Neighbourhood Plan. As it is the Parish Council’s Plan, there are two items on which the Steering Group needs Parish Council agreement:

If site PR1 is developed with 21 dwellings, the Local Plan recommends 7 affordable houses and the NPPF recommends five. Councillor Trinder asked which the Parish Council preferred and it was agreed that 7 affordable units would be appropriate. This will be included in the Plan.

Councillor Trinder asked for Parish Council agreement to the following criteria for the allocation of affordable units:

A Section 106 legal agreement will require that homes are offered to applicants with a local connection: live, work, immediate family connection to the parish of Preston in the first instance. If there isn't anyone that meets the criteria then the following cascade will apply: adjoining parishes: St. Paul's Walden, Kings Walden, Offley, St. Ippolyts and Langley, any other rural parish in NHDC District and then NHDC District generally.

These are the same criteria which were used for the Castlefield houses and were agreed by the Parish Council.

## **15) Chairman's Report**

**15.1: Initiatives:** The Chairman asked the Council to think about possible initiatives they might like to undertake in the Village for discussion before the May elections.

**Action: Councillors to think about possible initiatives for the year ahead.**

## **16) Clerk's Report**

**16.1: Mineral Report:** The Clerk has a CD with information from NHDC of the Proposed Submission Minerals Local Plan & Omission Sites Consultation. The Chairman stated that having had a look online nothing on the proposal affects Preston.

**16.2: Website:** The Clerk asked Councillor Marshall to have a look at the Parish Council part of the Village website, in particular the few words given by each member of the Council about themselves. Councillor Marshall was asked if she could put a few words together so that she could be added to the page. The Clerk also asked all Council members to let her know if any of their details need to be changed on the website.

**Action: Councillor Marshall to send words about herself for the website.**

## 17) Treasurer's Report

### Preston Parish Council - Summary Financial Report as at 16 January 2019

#### Community Account

|                |                   |   |                   |
|----------------|-------------------|---|-------------------|
|                |                   | £ | £                 |
| Balance as at: | 9th December 2018 |   | <u>£ 7,640.31</u> |

Payments authorised at meeting:

| Date             | Recipient                    |   |                   |
|------------------|------------------------------|---|-------------------|
| 16 December 2018 | NHDC Playground Inspections  | £ | 120.00            |
| 21 December 2018 | Clerks Wages                 | £ | 269.81            |
| 16 January 2019  | Donation to Church Extension | £ | 1,000.00          |
|                  |                              |   | <u>£ 1,389.81</u> |

Monies received:

| Date | From |   |   |
|------|------|---|---|
|      |      | £ | - |

|                |                 |  |                   |
|----------------|-----------------|--|-------------------|
| Balance as at: | 16 January 2019 |  | <u>£ 6,250.50</u> |
|----------------|-----------------|--|-------------------|

#### Business Premium Account

|                |                   |  |                   |
|----------------|-------------------|--|-------------------|
| Balance as at: | 9th December 2018 |  | <u>£13,173.63</u> |
|----------------|-------------------|--|-------------------|

Monies Received

£ -

|                |                 |  |                   |
|----------------|-----------------|--|-------------------|
| Balance as at: | 16 January 2019 |  | <u>£13,173.63</u> |
|----------------|-----------------|--|-------------------|

Total bank balances £19,424.13

#### Funds Balances

|                              |       |            |
|------------------------------|-------|------------|
| General Fund                 |       | £ 9,651.00 |
| NHDC Grant                   | £400  | £ 237.70   |
| Neighbourhood Plan Allowance | £1000 | £ 110.00   |
| Pond Maintenance             |       | £ 800.00   |
| Recreation Ground Fund       |       | £10,000.00 |

**17.1: Audit:** The Clerk asked for agreement to ask Nick Broughton if he would be happy to carry out the internal audit again this year, this proposal was agreed to.

**Action:** The Clerk to speak to Nick Broughton regarding this year's audit.

## **18) Any Other Business:**

**18.1: Fruit Trees:** Councillor Trinder suggested that the Parish Council should consider having the fruit trees in Church Meadow pruned this year. This was agreed and the contractor will be asked to look at the tree which has fallen over at the same time.

**18.2: Verge at the bottom of Butchers Lane:** Councillor Stark informed the Council that due to work that has been carried out on a house at the bottom of Butchers Lane the grass verge is now very damaged. Builders vans parked on the verge have destroyed the grass and caused ruts in the mud. She wondered if the Council would enquire whether the owners of the house would organise returning the verge to its previous state. The Council was in agreement that we should liaise with the owners, Councillor Stark will send notes to the Chairman on the matter so that he can write to them.

**Action: Councillor Trinder to organise the work on the fruit trees in Church Meadow.**

**Action: The Chairman to write regarding the verge at the bottom of Butchers Lane.**

**19) Date and Time of next Meeting:** Wednesday 6 March at 8 pm.

The meeting closed at 09.55pm.