

Parish of Preston  
**PRESTON PARISH COUNCIL**

**Minutes of the Parish Council Meeting  
Thursday 22<sup>nd</sup> April 2021 at 8 pm.**

<b>Present</b>	<b>Councillor</b>	Mr M Burleigh Mrs J Clark Mr J Healey Miss A Marshall Mrs S Palmer Mrs P Stark Mrs M Trinder (Chairman)
<b>In Attendance</b>		Mrs L Lathane (Clerk & Treasurer) Mr Philip Wray

*The meeting was held by Zoom video conferencing.*

**1) Apologies**

None

**2) Declaration of Interests**

None

**3) To adopt minutes of the previous meeting**

These were agreed and will be signed at a later date.

**4) Matters Arising from the minutes of the previous meeting**

**4.1: Pond:** It was agreed to ask Max Boreham to carry out some work on the pond in the Summer. He has suggested that we make provision in next year's budget to dredge the pond, with an estimated cost of £600. This guideline price is based on the cost of cheaper machinery hire/use. Dredging could be carried out in the Winter months.

## **5) Comments from the public (15 mins)**

**5.1: Contribution to Church grass cutting:** The clerk received a request from Richard Blockley for the Parish Council to reconsider their decision not to contribute to the grass cutting at the Church this year. This decision wasn't taken lightly and was based on limited funds. It was agreed that the clerk will investigate possible grants to enable the Parish Council to continue this funding when we can.

**5.2: Kissing gate at churchyard:** Richard Blockley also requested that the gate be rehung at the churchyard. Cyclists are using the church footpath and damaging the newly laid surface. It was agreed that this should be done as soon as possible.

**Action: The clerk to respond to Richard Blockley regarding his requests.**

**Action: The clerk to organise RJ Dawes to replace the gate.**

## **6) Parking around the Green**

The Parish Council received comments made to the meeting by a member of the public about parking on the layby on Church Lane and considered those received by email about the issue. The Parish Council discussed the various options at length and decided that realistically it didn't have a solution that would work. It is not illegal to park round The Green and there are not many vehicles which actually park on The Green itself. The Parish Council resolved to monitor the situation again this Spring and Summer and, in the meantime, would ask the Red Lion Board to consider putting a notice in the car park to indicate that there is more parking on Back Lane with a path leading back to the pub past the Primary School.

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

None

## **8) Planning**

### **8.1: To consider any new planning applications**

#### **8.1.1: Sootfield Green: Conversion of barn to 2 bed dwelling: 21/00894/FP**

The Parish Council discussed this application and will submit a request to NHDC that the following points be fully addressed when the outcome is being considered.

- If consent is granted, a condition should be imposed, in perpetuity, to ensure that the full length of the drainage ditch, both existing and any extension, is permanently maintained by the owners to contribute to the reduction of flooding on Charlton Road.
- Access to the site must be improved to increase visibility for vehicles leaving the property. There would inevitably be more traffic for a dwelling rather than a barn.

- A new bat survey should be commissioned as the one accompanying the application is out of date. The recommended length of time a bat survey can be considered relevant to a planning application is 2 years.

**8.1.2: Westleigh, Church Lane: Single storey rear extension following demolition of existing rear conservatory and existing first floor rear elevation balcony. 21/01174/LDCP**

This is an application for a lawful development certificate and therefore does not require comment.

**8.1.3: West of Stevenage Development:** The Parish Council decided that as it wasn't a consultee, it would not submit a response to this planning application.

**8.2: To note decisions and appeals**

**8.2.1: 20/01064/FPH and 20/01065/LBC: Hill Cottage, external alterations to the rear elevation:**

Conditional consent has been granted.

**8.2.2: 21/00375/FPH: Hill Cottage, Hitchwood Lane: retention of detached outbuilding:**

Unconditional consent has been granted.

**8.2.4: 5 Dower House:**

The Parish Council had no objections to this application

**8.2.5: Castle Farm Dog Kennels:**

This application was withdrawn.

**8.3: To consider any other planning matters pertinent to the Parish Council**

**8.3.1: Glebe House Access:**

The Parish Council agreed that a decision on this application to purchase the piece of land would not be setting a precedent as each case will be considered individually.

The Parish Council has a responsibility to get the best value for the village and having noted the potential amount by which the owner of the land might benefit from owning the land and the improvement in value with the proposed access, the Parish Council resolved to ask him to consider a better offer. The Chairman will contact Mrs Norgan with this request.

**Land and Asset Management Policy:** The Parish Council agreed to adopt this policy.

### **8.3.2: Consent for UK Power Networks to have access across Wastes of the Manor for the new dwelling to the rear of 3 Crunnells Green.**

The Parish Council gave their consent for access across their land to install electricity to the new dwelling of the rear of 3 Crunnells Green.

**Action: The Chairman and clerk to organise the response to the Sootfield Green application.**

**Action: The Chairman to contact Mrs Norgan regarding the Glebe House Access offer.**

**Action: The Chairman to sign and return the consent form to UK Power networks.**

## **9) Cricket Club Representation**

**9.1: Shutter Repair:** Royal Industrial Doors came to carry out work on the shutter motor but were unable to due to not having the right parts with them. A repair to another shutter has also had to be carried out due to it being closed on to an open door. This requires new end locks which will be ordered, then the company will come back to finish the repairs to both shutters.

**9.2: Cess Pit:** Councillor Burleigh will organise the emptying of the cess pit.

**9.3: Cricket Season:** The season has started. There will not be any cricket teas, and only the toilets are available to players.

**Action: Councillor Burleigh to organise the emptying of the cess pit.**

## **10) Hertfordshire Highways Update**

**10.1: Flooding on Charlton Road:** The flooding on Charlton Road was very bad last winter. Councillor Marshall reported it to the Flood Management Group and Derek Jerrard was copied in. However, the Flood Management Group is only interested in the flooding of properties and neither Pond Farm nor Sootfield has been affected so it will not register Charlton Road as an area of concern.

It was agreed that Councillor Marshall will speak to Derek Jerrard to request that the ditches alongside the road are dug out again to try to combat any future flooding.

**Action: Councillor Marshall to speak to Derek Jerrard.**

## **11) Parish Paths Partnership**

**11.1: Kissing Gate:** The mobility kissing gate was installed on the recreation ground to enable access onto the permissive path through Wain wood. The old gate and pathway have been blocked off. Some more levelling work and possible bark chips may be necessary but it

was thought that the sheer amount of footfall from Bluebell and Easter visitors passing through the gate may achieve a level surface.

**11.2: Wain Wood Field Gate:** The field gate on the footpath around the outside of Wain wood, which was removed to aid the flow of pedestrians throughout the pandemic will now be reinstated.

**11.2: Graffiti:** Further chalk graffiti on the boards in Wain wood has been noted and duly removed.

## 12) Finance and Risk

### 12.1: To authorise non-contractual payments and note payments to date

#### Preston Parish Council - Summary Financial Report as at 21st April 2021

##### Community Account

		£	£
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Balance as at:	3rd March 2021		£ 1,235.60
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Payments authorised at meeting:

Date	Recipient	£	£
11th March 2021	Ian D Clark & Partners - Postcrete for gate at Recreation Ground	20.93	
12th March 2021	Castle Water	137.75	
17th March 2021	R J Dawes - Hedge Cutting	180.00	
22nd March 2021	ICO Payment	35.00	
26th March 2021	Clerk Wages	383.04	
29th March 2021	E.on	82.76	
30th March 2021	Robert Lombardelli Partnership - Pavilion Valuation	540.00	
6th April 2021	Louis Harrington-Smith	100.00	
13th April 2021	Frank Gormill - Replacement of gate post	350.00	
19th April 2021	Royal Industrial Doors	210.00	
		£ 2,039.48	

Monies received:

Date	From	£	£
30th March 2021	Money moved from Business Premium Account #1	500.00	
9th April 2021	NHDC Precept	4,150.00	
15th April 2021	HMRC VAT Reclaim	656.06	
		£ 5,306.06	

Balance as at:	21st April 2021		£ 4,502.18
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<b>Business Premium Account</b>			
Balance as at:	3rd March 2021		<u>£ 10,229.67</u>
Payments authorised at meeting:			
<b>Date</b>	<b>Recipient</b>		
21st August 2020	Preston Parish Council Community Account	£ 500.00	
		<u>£ 500.00</u>	
Monies Received			
8th March 2021	Interest	£ 0.26	
		<u>£ 0.26</u>	
Balance as at:	21st April 2021		<u>£ 9,729.93</u>
<b>Total bank balances</b>			<b>£ 14,232.11</b>

## 12.2: To note the end of year accounts

The end of year accounts were noted by the Parish Council.

## 12.3: Land and Fixed Assets Register

These have been previously circulated and agreed and need to be on the March agenda each year.

## 12.4: Pavilion Revaluation:

This was undertaken for insurance purposes and should be done every 5 years. It will be added to the risk assessments.

## 13) Policies

### 13.1: To consider adopting the Standing Orders and Financial Regulations

The Chairman suggests deferring these documents until the next meeting to allow adequate time for Councillors to consider the content and any amendments which might be required before they are adopted.

### 13.2: Parish Council Employment Policies Annual Review

These were noted and agreed by the Parish Council.

## **14) Online Meetings**

Remote Parish Council meetings cannot be held after May 7<sup>th</sup> 2021. Meetings held remotely after that date will be deemed unlawful.

It was suggested, and agreed, that a Parish Council meeting will take place after the AGM on May 5<sup>th</sup> 2021 in order that the Annual Government and Accountability Return can be signed off legally.

### **14.1: Clerk's delegated powers**

It was agreed to adopt the Scheme of Delegation.

### **14.2: To consider response to Government's Call for Evidence**

It was agreed to defer this to the meeting on the 5<sup>th</sup> May 2021.

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

**15.1: Southern Rural Committee Meeting:** The Chairman reported details of the Southern Rural Committee Meeting that she and the Clerk had attended.

**15.2: Local Plan:** There will be a further consultation on the Local Plan on the modifications resulting from the hearings earlier this year. This will take place after the Local Elections.

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

**16.1: Proposed 2021/2022 Meeting Dates:** The proposed dates for the next year's meetings were agreed.

**16.2: Trees:** So far 18 households have registered an interest in a free tree for their garden via the NHDC scheme.

## **17) Playground Reports**

**17.1: Swing Seat:** One of the swing seats in Church Meadow is damaged. It was agreed that Councillor Clark will send the photo to CPM Playground to ask how quickly the seat should be replaced and will ask for a quote if necessary.

**17.2: Bench Maintenance:** Councillor Healey has made progress on a bench in Church Meadow. He has sanded it down and painted on preservative.

The clerk will contact Jenny Mason regarding the maintenance on the memorial bench at Church Meadow.

**Action: Councillor Clark to obtain a quote for a new swing seat.**

**Action: The clerk to contact Jenny Mason regarding maintenance on the memorial bench at Church Meadow.**

**18) Corona Virus Update**

None.

**19) Matters for future consideration**

None.

**20) Date and Time of next Meeting:**

Parish Council AGM: Wednesday 5th May 2021 8pm

Parish Council Meeting: Wednesday 5th May 2021 8.15pm

DRAFT