

Parish of Preston
PRESTON PARISH COUNCIL

**Minutes of the Parish Council Meeting
Wednesday 5th May 2021 at 8 pm.**

| | | |
|----------------------|-------------------|---|
| Present | Councillor | Mr M Burleigh Mrs J Clark Mr J Healey Miss A Marshall Mrs S Palmer Mrs P Stark Mrs M Trinder (Chairman) |
| In Attendance | | Mrs L Lathane (Clerk & Treasurer) |

The meeting was held by Zoom video conferencing.

21.1) Apologies

None

21.2) Declaration of Interests

None

21.3) To adopt minutes of the previous meeting

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

21.4) Matters Arising from the minutes of the previous meeting

21.4.1: Gate at the Church: The clerk informed the meeting that RJ Dawes has now replaced the gate at the Church.

21.4.2: Parking on The Green: As agreed at the last meeting, the Chairman has contacted the Chairman of the Red Lion Board and suggested that they put a sign on the car park explaining that there is additional parking on Back Lane. This was positively received by Alison Jeffers who suggested that a QR code could be used. The Clerk will be able to produce one if the Board agrees to a sign in the car park.

21.5) Comments from the public (15 mins)

None.

21.6) Planning

21.6.1: To consider any new planning applications

None

21.6.2: To note decisions and appeals

a) 21/00784/FPH: Poynders End: Installation of tennis court and perimeter fencing to the rear of the property

Conditional consent has been granted.

b) 21/00826/LBC: Spindle Cottage, Hitchin Road: Retention of internal works to north gable end involving the removal of existing plaster and introducing a 3mm cavity membrane system followed by plasterboard and completed with a skim plaster finish.:

Consent granted.

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

a) Glebe House Access:

Having carefully considered Circular 06/03 of the Local Government Act 1972, the Parish Council resolved, by a majority, to sell the piece of land for the price offered, even though it is undervalue. The Parish Council has a responsibility to the village and needs to get the best value for Preston and realises that this offer is the most it can obtain for this piece of land. The amount of money received will enable the Parish Council to improve the local environment in ways which would not be possible otherwise, particularly as grants are now very limited. Only a few years ago, the Parish Council was able to apply successfully for substantial amounts of money on an annual basis. For example, in 2015, two grants of £1000 and £1300 were received from NHDC in April at the same time as the £6360 precept. The grants represented an additional 36% to the amount available to the Parish Council for that financial year. The last large grant of £890 was received in 2016. This shortfall has curtailed what the Parish Council is able to do to enhance the local environment. The money from the sale of this land should ensure that the Parish Council can maintain and improve the physical environment of the village and parish, both in the short and long term. This improvement will hopefully have an impact on the environmental and social well-being of residents.

The Chairman will inform Mrs Norgan of this decision, following which she and the Clerk will arrange for the Section 123 Notice to go in The Comet for two consecutive weeks.

Action: The Chairman to contact Mrs Norgan.

Action: The Chairman and Clerk to arrange the Comet Notice.

21.7) Cricket Club Representation

21.7.1: Pavilion Shutter Repairs: The shutter repairs at the pavilion have been completed and the shutters are now operating smoothly.

21.7.2: Quote for lock on shed door: There is a problem with the locking mechanism on the storage shed shutter and it's not always possible to lock the shutter. The shed stores most of the Cricket Club's equipment. Royal Doors have suggested this could be rectified by adding two bullet style locks at each side of the door as a cheaper alternative to replacing the existing lock and bar mechanism. A quote has been requested.

21.7.3: Cesspit: Councillor Burleigh has organised for the cesspit to be emptied.

21.8) Hertfordshire Highways Update

21.8.1: Road closure: There has been notification of a road closure along the length of The Green from the junction with School Lane to the path leading to the Primary School for work to be carried out by Affinity Water. This will be on or after June 1st 2021.

21.9) Parish Paths Partnership

21.9.1: Kissing Gate: The invoice for the gate parts has been received from Centrewire. Councillor Clark and the Clerk will organise the invoicing of the Preston Trust and Preston Cricket Club for the previously agreed share of the costs.

21.10) Finance and Risk

21.10.1: To authorise non-contractual payments and note payments to date

Preston Parish Council - Summary Financial Report as at 5th May 2021

| Community Account | | £ | £ |
|---------------------------------|------------------|----------------------------|--------------------------|
| Balance as at: | 22nd April 2021 | <i>restated</i> | <u>£ 4,502.33</u> |
| Payments authorised at meeting: | | | |
| Date | Recipient | | |
| 23rd April 2021 | E.on | £ | 30.80 |
| 26th April 2021 | Clerk Wages | £ | 368.64 |
| 5th May 2021 | Centrewire | £ | 363.60 |
| | | <u>£</u> | <u>763.04</u> |
| Monies received: | | | |
| Date | From | | |
| | | <u>£</u> | <u>-</u> |
| Balance as at: | 5th May 2021 | | <u>£ 3,739.29</u> |
| Business Premium Account | | | |
| Balance as at: | 22nd April 2021 | | <u>£ 9,729.93</u> |
| Payments authorised at meeting: | | | |
| Date | Recipient | | |
| | | <u>£</u> | <u>-</u> |
| Monies Received | | | |
| | | <u>£</u> | <u>-</u> |
| Balance as at: | 5th May 2021 | | <u>£ 9,729.93</u> |
| | | Total bank balances | £ 13,469.22 |

21.10.2: Audit: The accounts for the year ended March 31 2021 have been audited by Mr Nick Broughton, the Parish Council's internal auditor. The Parish Council reviewed the internal audit, considering scope of the audit, the independence and competence of the auditor, their own responsibilities in respect of the financial controls of the Council, and the report of the internal auditor. The Parish Council is satisfied that the internal control has been both thorough and effective.

21.10.2: To complete the Annual Governance and Accountability Review: The Annual Governance and Accountability Return for the year ended March 31 2021 was considered and approved by the Parish Council. Parts 1 and 2 will be signed by the Chairman and the Clerk by arrangement due to Covid-19, and done so safely whilst socially distancing.

21.10.3: To carry out the annual review of the Risk Assessments: The Parish Council reviewed and agreed the Risk Assessment Schedule.

Action: The Chairman and Clerk to sign the audit paperwork in a socially distanced and safe manner.

21.11) Policies

a: To consider adopting the proposed Standing Orders

The Parish Council resolved to adopt the Standing Orders.

b: To consider adopting the proposed Financial Regulations

The Parish Council resolved to adopt the Financial Regulations.

c: To consider adopting the proposed Complaints Procedure

The Parish Council resolved to adopt the Complaints Procedure.

d: To consider adopting the proposed Freedom of Information Policy

The Parish Council resolved to adopt the Freedom of Information Policy.

21.12) Online Meetings

The High Court has ruled against Lawyers in Local Government (LLG), Association of Democratic Services Officers (ADSO) and Hertfordshire County Council and their bid to enable local councils to continue meeting remotely. We can continue to meet remotely and make recommendations to the Clerk due to the adopted Scheme of Delegation.

21.12.1: To consider response to Government's Call for Evidence

It was agreed that Councillors will send their views on the questions to the Chairman for collation as a response from the Parish Council.

21.13) Chairman's Report

None

21.14) Clerk's Report

None

21.15) Playground Reports

None

21.16) Matters for future consideration

- Risk Assessment for return of face-to-face meetings,
- Publication scheme: what needs to be available
- Items to accompany agendas.

Parish Councillors can submit an item for consideration at a future meeting to the Clerk by the Monday of the week preceding the meeting

21.17) Date and Time of next Meeting:

Parish Council Meeting: Thursday 10th June 2021 8.00pm