

# Parish of Preston

## PRESTON PARISH COUNCIL

### Minutes of the Parish Council Meeting Thursday 12<sup>th</sup> January 2023 at 8.00pm.

**Present:** Councillors: Mr M Burleigh, Miss A Marshall, Mrs P Stark, Mrs M Trinder (Chairman)

**In Attendance:** Mrs L Lathane (Clerk and RFO)

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

1. Cllr Clark sent her apologies due to a family commitment.
2. Cllr Morley sent his apologies due to a work issue.
3. Members **AGREED** to accept their apologies.

**7.2) (Agenda 2) Declaration of Interests**

None.

**7.3) (Agenda 3) To receive Chairman's Remarks and Urgent Items**

The Chairman thanked everyone for attending and wished Councillors a Happy New Year. Members were reminded of the council's code of conduct and the requirement to make Declarations of Pecuniary Interest.

**7.4) (Agenda 4) Comments from the general public and press**

None.

**7.5) (Agenda 5) County and District Update**

1. Cllr Barnard sent his apologies as he has recently had knee surgery.
2. Cllr Strong sent her apologies as she is already attending another meeting. She sends her best wishes for 2023.

**7.6) (Agenda 6) To adopt minute of the previous meeting**

These were adopted and were signed by the Chairman.

**7.7) (Agenda 7) To consider matters arising not already on the agenda**

1. Boundary Commission Review: The District Council approved the Boundary Commission Review with some suggested modifications. Preston will be in a ward with St Paul's Walden, Kings Walden and Langley but rather than calling it Walden, NHDC has recommended that it should be called Hitchwood because there is no village called Walden.
2. Southern Rural Committee: The Southern Rural Committee is looking into the feasibility of a Parish Council Forum Network.

**7.8) (Agenda 8) Finance**

1. Members noted and authorised the payments and bank reconciliation shown in Annex 1. Hertfordshire Association of Parish and Town Councils (HAPTC) kindly offered membership from December to April for £25 as the council are taking up full membership from April 2023. We have taken this offer up.
2. Members authorised the signing of the bank reconciliation.
3. Members **NOTED** the 2022/2023 Budget.

### **7.9) (Agenda 9) Planning**

1. To receive and consider responses to planning applications
  - 22/02905/FP Land North Of Darley Road, Breachwood Green. Full Planning Permission: Construction of a three-armed roundabout including associated drainage, modifications to existing boundaries facing the highway, formation of footway and associated soft landscaping. Members considered the application and **AGREED** to object to the proposal.
  - 22/02792/FPH - Dungarvan, Back Lane, Preston, Hertfordshire, SG4 7UJ. Full Permission Householder: Single storey rear extension, single storey front extension and front open sided porch. Insertion of four rooflights to existing rear roof slope. Alterations to fenestration and external materials. Members **AGREED** to support this application.
  - 20/01539/FP - Barn Adjacent Dower House, Hitchin Road, Preston, Hertfordshire, SG4 7TZ. Full Planning Permission: Addition of two-storey side extension comprising carport and bedroom to dwelling under construction approved under planning permission 20/01539/FP dated 08/01/2021. Members **AGREED** to support this application.
2. To note decisions and appeals
  - Temporary consent has been granted to the application for solar panels at Sootfield Green for a period of 25 years.
3. To consider any other planning matters pertinent to the Parish Council
  - A planning application has been made for a Solar Farm on the land between Breachwood Green and Tea Green and the clerk asked if the council would wish to respond to the application. Members **AGREED** not to comment on the application as it didn't impact Preston.
  - An amended application for the Solar Farm at Wymondley has been submitted. Members **AGREED** not to comment on the application as it didn't impact Preston.

**Action: The Clerk to respond to the applications as agreed above.**

### **7.10) (Agenda 10) Church Meadow Section 106 Projects**

Options for the Section 106 monies for the playground were discussed. Among ideas suggested was a small MUGA to replace the basketball court at the Recreation Ground. It was **AGREED** to wait until families have moved into the new houses being built, and the village can be consulted.

### **7.11) (Agenda 11) Playground Inspection Reports**

Members **AGREED** to postpone this discussion until the next meeting when Cllr Morley will be in attendance.

### **7.12) (Agenda 12) To consider the wider use of the Pavilion**

Members discussed the use of the Pavilion and agreed that the size of the Pavilion makes it difficult for use by community groups / residents. Liaison with the Cricket Club / residents is important to move forward to extend the Pavilion in the future, and make it more accessible to the wider community. In the meantime if anyone wanted to hire the Pavilion this is possible.

**7.13) (Agenda 12) To consider the introduction of a Volunteer Emergency Telephone System (VETS) for Preston**

1. The Chairman suggested that the Council should consider setting up and running a Volunteer Emergency Telephone System, or VETS.
  - VETS is a community run system and enables up to 10 “good neighbours” to assist pending the arrival of the emergency services.
  - Volunteers are trained in CPR and how to use the defibrillator. Residents would be provided with the VETS number which they would ring after dialling 999 and being told the defibrillator was required.
  - Provisionally, the cost is £100 per annum.
2. Members **AGREED** that this opportunity should be investigated. The Chairman will put a note in the newsletter asking for volunteers.

**Action: The Chairman to investigate the opportunity above and put a note in the newsletter asking for possible volunteers.**

**7.14) (Agenda 14) Update on building Developments**

1. Castlefield: The Chairman has spoken to the Managing Director of Osprey Homes about damage to local lanes and a large pothole on Butchers Lane. As it is a public highway they are not obliged to do anything but they will try to make sure it's left in a decent state when they leave the village. Residents are being advised to report the pothole on the County Council's website. Cllr Marshall will ask her Highways contacts if they could arrange for the pothole on Butchers Lane to have priority.
2. Land Adjacent to Dungarvan: The Chairman reported that there are still some conditions to be agreed before work can start on the site.

**Action: Cllr Marshall to contact Highways about the pothole on Butchers lane.**

**7.15) (Agenda 15) To agree the date of the Annual Parish Meeting**

Members **AGREED** to hold the Annual Parish Meeting on the 27<sup>th</sup> April 2023.

**Action: The Clerk will book the Village Hall for the 27<sup>th</sup> April 2023.**

**7.16) (Agenda 16) Clerk's Report**

None.

**7.17) (Agenda 17) Playground Report**

None.

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

1. Members **AGREED** that residents should be prompted to contact the Clerk if a tree has fallen over a highway in the village. The clerk will then ascertain whose responsibility the tree is and deal with it accordingly.
2. Cllr Marshall raised the issue of trees along Back Lane which are being choked with ivy and are at possible risk of falling, in which case they could take down the telephone line opposite / or injure someone. The Clerk will contact Pilkington Farms Partnership to ask them to have a look at the issue.
3. The Chairman will ask Frank Gormill to remove the fallen tree on Chequers Lane.

**Action: The Clerk will contact PFP regarding the trees on Back Lane.**

**Action: The Chairman will ask Frank Gormill if he can remove the tree on Chequers Lane.**

**7.19) (Agenda 19) Parish Paths Partnership**  
None.

**7.20) (Agenda 20) Cricket Club Representation**  
Cllr Burleigh confirmed that regular checks have been made on the Pavilion by members of the Cricket Club over the winter.

**7.21) (Agenda 21) Correspondence received**  
None.

**7.22) (Agenda 22) Matters for future consideration**  
None.

The meeting closed at 9.15 pm.

**Date and Time of next Meeting:** Parish Council Meeting: Thursday 2<sup>nd</sup> March 2023 at 8pm in the Village Hall.

# Parish of Preston

## ANNEX 1

6 January 2023 (2022 - 2023)

### Preston Parish Council

Prepared by: \_\_\_\_\_  
*Name and Role (Clerk/RFO etc)*

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
*Name and Role (RFO/Chair of Finance etc)*

Date: \_\_\_\_\_

	<b>Bank Reconciliation at 06/01/2023</b>		
	Cash in Hand 01/04/2022		31,462.29
	<b>ADD</b>		
	Receipts 01/04/2022 - 06/01/2023		45,845.61
			77,307.90
	<b>SUBTRACT</b>		
	Payments 01/04/2022 - 06/01/2023		23,417.10
<b>A</b>	<b>Cash in Hand 06/01/2023</b> (per Cash Book)		<b>53,890.80</b>
	Cash in hand per Bank Statements		
	Petty Cash	29/11/2022	0.00
	Barclays Business 2	29/11/2022	40,898.88
	Barclays Business 1	29/11/2022	10,005.57
	Barclays Current Account	29/11/2022	2,986.35
			<b>53,890.80</b>
	Less unrepresented payments		
			53,890.80
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>53,890.80</b>
	<b>A = B Checks out OK</b>		

# Parish of Preston

6 January 2023 (2022 - 2023)

## Preston Parish Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
42 Electricity	01/12/2022		Barclays Current Acco	P23-042	Electricity	E.on	L	68.82	3.44	72.26
43 HAPTC Membership	09/12/2022		Barclays Current Acco	P23-043	Membership	HAPTC	E	25.00		25.00
45 Domain / emails	12/12/2022		Barclays Current Acco	P23-045	Domain and emails	Zen Internet Ltd	S	6.49	1.30	7.79
44 Cybercheck	12/12/2022		Barclays Current Acco	P23-044	Domain and emails	Zen Internet Ltd	S	10.00	2.00	12.00
46 Salary	20/12/2022		Barclays Current Acco	P23-046	Salary	Lisa Lathane	E	349.51		349.51
47 Laptop Maintenance	20/12/2022		Barclays Current Acco	P23-047	Admin	Lisa Lathane	S	20.82	4.17	24.99
41 HMRC	21/12/2022		Barclays Current Acco	P23-041	HMRC PAYE Nat Ins	HMRC	E	28.40		28.40
48 Grass Cutting / Church Mead	21/12/2022		Barclays Current Acco	P23-048	Grass Cutting	R J Dawes	S	769.00	153.80	922.80
49 Electricity	22/12/2022		Barclays Current Acco	P23-049	Electricity	E.on	L	73.92	3.70	77.62
50 Playground Inspections	04/01/2023		Barclays Current Acco	P23-050	Playground Inspections	NHDC	S	100.00	20.00	120.00
<b>Total</b>								<b>1,451.96</b>	<b>188.41</b>	<b>1,640.37</b>

6 January 2023 (2022 - 2023)

## Preston Parish Council RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
13 Cricket Club Annual Payment	02/12/2022		Barclays Current Acco	R23-013	Cricket Club Annual Payment	Preston Cricket Club	E	752.00		752.00
14 Interest	05/12/2022		Barclays Business 1	R23-014	Bank Interest	Barclays Bank	E	5.57		5.57
15 Interest	05/12/2022		Barclays Business 2	R23-015	Bank Interest	Barclays Bank	E	21.47		21.47
<b>Total</b>								<b>779.04</b>		<b>779.04</b>

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