

Parish of Preston

PRESTON PARISH COUNCIL

Minutes of the Parish Council Meeting Thursday 18th May 2023 at 8.00pm.

Present: Councillors: Julie Buckland, Matt Burleigh, Jane Clark, Andy Hill, Ali Morecroft, Margaret Trinder (Chairman)

In Attendance: Lisa Lathane (Clerk and RFO)

- 1.1) (Agenda 1) Appointment of Chairman for civic Year 2023/24**
It was proposed by Cllr Clark and seconded by Cllr Burleigh that Cllr Trinder be elected as Chairman for the ensuing year. The resolution was passed unanimously.
- 1.2) (Agenda 2) Chairman's signing of acceptance of office**
The Chair signed the acceptance of office.
- 1.3) (Agenda 3) Appointment of Vice Chairman for Civic Year 2023/24**
It was proposed by the Chairman and seconded by Cllr Burleigh that Cllr Clark be elected as Vice Chairman for the ensuing year. The resolution was passed unanimously.
- 1.4) (Agenda 4) To receive and accept apologies for absence**
None.
- 1.5) (Agenda 5) Declarations of Interest**
None
- 1.6) (Agenda 6) To consider co-option applications**
1. Members viewed and considered applications from three Preston residents.
 2. Members unanimously **AGREED** to co-opt Julie Buckland, Ali Morecroft and Sharon Anderson to the council.
 3. Julie Buckland and Ali Morecroft signed their Declaration of Acceptance of Office before the clerk and took their places on the council.
 4. Sharon Anderson was unable to attend the meeting and will take her place at the next meeting.
- 1.7) (Agenda 7) To adopt minutes of the previous meeting**
These were adopted and were signed by the Chairman.
- 1.8) (Agenda 8) To consider items arising from the previous minutes not already on the agenda**
NHDC has published the boundary report. As expected, Preston is in the Langley, Preston and Walden Ward which will be called Hitchwood. It will have one District Councillor.
- 1.9) (Agenda 9) To consider matters arising from the minutes of the Annual Parish Meeting**
Preston Cricket Club noted that they would welcome other sports being introduced to the recreation ground, in a sympathetic way to the cricket pitch. Members will consider this in conjunction with the Cricket Club.
- 1.10) (Agenda 10) Comments from the general public and press (15 mins)**
None

1.11) (Agenda 11) County and District Update

None.

1.12) (Agenda 12) Finance

1. Members noted and authorised the payments and bank reconciliation shown in Annex 1.
2. Members authorised the signing of the bank reconciliation shown in Annex 2.
3. Members **NOTED** the 2023/2024 Budget.
4. Members **AGREED** the clerk would contact NHDC to enquire about the remaining Section 106 money from the Castlefield development.
5. Members considered the eight applicable statements in the Annual Governance Statement 2022/23. Members **RESOLVED** to approve the Annual Governance Statement.
6. Members reviewed the Accounting Statement for 2022/23. Members **RESOLVED** to approve the Annual Accounting Statement.
7. Members **AGREED** to wait for further information on Cyber Insurance before a decision is made.

1.13) (Agenda 13) Planning

1. To receive and consider responses to planning applications

None.

2. To note decisions and appeals

None.

3. To consider any other planning matters pertinent to the Parish Council

(a) Castlefield Development:

Entity Connect who did the electrical works on Butchers Lane and Back Lane have responded to the Parish Council's letter about the state of the junction with Butchers Lane and Church Lane and they will make good when the work is completed.

The company ran out of time and there are still 14 metres of cabling to install. They are currently waiting for another road closure order to enable them to continue.

(b) Land adjacent to Dungarvan:

The clerk submitted comments on the change from ground source heat pumps to air source heat pumps but a decision is yet to be made by the Planning Officer.

1.14) (Agenda 14) To review Parish Council Policies

Members **AGREED** the policies with changes as discussed.

1.15) (Agenda 15) Church Meadow Update

None

1.16) (Agenda 16) VETS Update

1. Volunteers' training will take place on Thursday 6 July.
2. The Parish Council **AGREED** to obtain quotes for leaflet printing to advertise the service to residents.

1.17) (Agenda 17) To consider dates for Parish Council Meetings for 2023/24

1. Members **AGREED** the dates following discussion and amendment.
2. The clerk will book the hall and advertise the dates on the website.

1.18) (Agenda 18) Preston Village Day

Members **AGREED** to run a Bottle Tombola on the day, with donations to be left at Castle Farm with Cllr Clark.

1.19) (Agenda 19) Clerks Report

The clerk spoke to the meeting regarding:

1. The importance of using only their Parish Council email address for council business.
2. New Councillor Training with HAPTC
3. A request for information from each of the new Cllrs to go onto the website.

1.20) (Agenda 20) Hertfordshire Highways Update

1. The issue regarding the surface of Crunnells Green was reported to Highways but they feel it doesn't meet their criteria for repair.
2. The Give Way markings at the junction of Crunnells Green and Back Lane are no longer clear and have been reported. This should be dealt with in no longer than eight weeks.
3. Following the Chairman's report on her meeting with the residents about the hedge, members **AGREED** that no action would be taken.

1.21) (Agenda 21) Parish Paths Partnership

1. Cllr Clark has put down bark at the gateways to Wain Wood and this has made a tremendous difference.
2. Cllr Clark will liaise with Pilkington Farms Partnership regarding No Cycling Signs at Wain Wood.

1.22) (Agenda 22) Cricket Club Representation

The new gate at the compound will be installed on the 9th June.

1.23) (Agenda 23) Correspondence received

None.

1.24) (Agenda 24) Matters for future consideration

Sport at the Recreation Ground, Information Boards

The meeting closed at 9.50pm.

Date and Time of next Meeting: Thursday 13th July 2023 at 8pm in the Village Hall.

Parish of Preston

ANNEX 1

16 May 2023 (2023-2024)

Preston Parish Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
6 Electricity	21/04/2023		Barclays Current Acco	P24-006	Electricity	E.on	L	75.60	3.78	79.38
7 Water	21/04/2023		Barclays Current Acco	P24-007	Water	Castle Water	E	204.96		204.96
8 Salary	26/04/2023		Barclays Current Acco	P24-008	Salary	Lisa Lathane	E	455.18		455.18
9 Work From Home Allowance	26/04/2023	April 2023 9.10 f	Barclays Current Acco	P24-009	Work From Home Allowance	Lisa Lathane	E	26.00		26.00
11 Stationary	02/05/2023		Barclays Current Acco	P24-011	Admin	Lisa Lathane	E	31.37		31.37
10 PAT Testing	02/05/2023		Barclays Current Acco	P24-010	PAT Testing	Oliver Russell Electrical Ltd	S	85.00	17.00	102.00
12 Domain / emails	12/05/2023		Barclays Current Acco	P24-012	Domain and emails	Zen Internet Ltd	S	6.49	1.30	7.79
13 Cybercheck	12/05/2023		Barclays Current Acco	P24-013	Cybercheck	Zen Internet Ltd	S	10.00	2.00	12.00
Total								894.60	24.08	918.68

16 May 2023 (2023-2024)

Preston Parish Council RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
4 Newsletter Costs	21/04/2023		Barclays Current Acco	R24-004	Newsletter Costs	St Martin's Church	E	116.57		116.57
5 Section 106 Land Adjacent to	11/05/2023		Barclays Business 2	R24-005	Section 106 Funding	NHDC	E	59,495.00		59,495.00
Total								59,611.57		59,611.57

Created by  Scribe

Parish of Preston

ANNEX 2

16 May 2023 (2023-2024)

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 16/05/2023		
	Cash in Hand 01/04/2023		52,375.69
	ADD		
	Receipts 01/04/2023 - 16/05/2023		66,874.58
			119,250.27
	SUBTRACT		
	Payments 01/04/2023 - 16/05/2023		1,872.63
A	Cash in Hand 16/05/2023 (per Cash Book)		117,377.64
	Cash in hand per Bank Statements		
	Petty Cash	16/05/2023	0.00
	Barclays Business 2	16/05/2023	101,188.54
	Barclays Business 1	16/05/2023	10,017.99
	Barclays Current Account	16/05/2023	6,171.11
			117,377.64
	Less unrepresented payments		
			117,377.64
	Plus unrepresented receipts		
B	Adjusted Bank Balance		117,377.64
	A = B Checks out OK		