

Parish of Preston

PRESTON PARISH COUNCIL

Minutes of the Parish Council Meeting Thursday 7th September 2023 at 8.00pm.

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

In Attendance: Four members of the public and Lisa Lathane (Clerk and RFO)

3.1) (Agenda 1) To receive and accept apologies for absence

Cllr Hill sent his apologies.

District Cllr Claire Strong and County and District Cllr David Barnard sent their apologies.

3.2) (Agenda 2) To receive Chairman's Remarks and Urgent Items

The Chairman welcomed everyone to the meeting. Members were reminded to make Declarations of Pecuniary Interest, if appropriate.

3.3) (Agenda 3) Declarations of Interest

None.

3.4) (Agenda 4) To adopt minutes of the previous meeting

These were adopted and were signed by the Chairman.

3.5) (Agenda 5) To consider items arising not already on the agenda

1. Village Hall Chairs: The Village Hall committee decided to buy chairs from the company in Codicote suggested by Councillor Clark at the last meeting. Sixty chairs have been ordered, 20 each of red, blue and orange. The old chairs will be stored at Castle Farm and will be used for community events.
2. The new kitchen at the Village Hall is now complete, as is the re-wiring. Both of these works, plus the chairs above have been paid for via Section 106 funding from the Back Lane housing development.
3. VETS Update: The VETS system is set up and working successfully.
4. Hedge on Chequers Lane: This has not been done. Cllr Clark will chase it up with Louis Harrington-Smith.

3.6) (Agenda 6) Community Facilities

1. The Chairman of the Community Facilities Working Group attended the meeting and shared the latest proposals for the project.
 - (a) The Working Group held their first Consultation event, and the next is planned for the 20th September.
 - (b) On the 22nd October the manager of Wigginton Community Shop & Café has very kindly agreed to come to the village and chat through her experience of setting up a community shop & café.
 - (c) Preston is a Category A village, and as such any further development on the Altham's field would not be permitted as it is Green Belt. This has been confirmed by NHDC.
 - (d) There will be a deep dive public consultation event into the finances in the autumn to ensure commercial viability.
 - (e) £10,000 is being built into the business plan to remove the building should it fail, leaving the field back in its current state.

- (f) Russell Prince, the new owner of PHC, has agreed to include the prospective shop and café into the Traffic Survey he is having carried out.
 - (g) There will be Section 106 funding available from the PHC development from which the Working Group hopes to gain some funding.
 - (h) It was noted that it is the Parish Council who negotiates with the Planning Officer on the amount available for the village and the projects on which it can be spent. It was also noted that some section 106 funding goes to other bodies such as Education, Libraries and the Youth Service.
2. Parish Councillors and members of the public asked questions of the Working Group.
 3. Pedestrian Access to the proposed site: It is the decision of Parish Council whether to use this land.
 - (a) As it is registered as town and village green, the Parish Council would have to submit an application to the Secretary of State to de-register the required amount of land.
 - (b) The Working Group would have to pay Parish Council costs: application: £5500 with no refund if unsuccessful. If successful the council could sell land to Working Group: Costs to do that would be £3500. Estimated cost. Total £9 -10K minimum plus cost of land.
 - (c) The Chairman of the Working Group indicated that this was not a viable option because of the cost.
 4. Parish Council Survey:
 - (a) Members considered the survey options and AGREED to go ahead with the shorter one. Details of the survey will be agreed by email.
 - (b) Members **AGREED** to hold an extraordinary meeting on the 2nd November with the clerk publicly counting the votes.
 5. It was **AGREED** to contact the Altham family to confirm the arrangements agreed with the Working Group.

Action: The Clerk to book the hall for the 2nd November.

Action: The Parish Council to agree an email to be sent by the Clerk to the Altham family.

3.7) (Agenda 7) Comments from the general public and press (15 mins)

1. A member of the public raised her concern at the volume of traffic travelling along School Lane, and the speed at which many cars travel. She requested that traffic calming measures be looked into.
2. The Chair updated the meeting on PHC:
 - (a) Historic England is supportive of the scheme in principle
 - (b) The Jekyll Gardens and the parkland will be restored to how they were before.
 - (c) In the main house there will be 43 apartments of varying sizes.
 - (d) The sports hall and the science block will be knocked down and a Courtyard Mews type scheme will be built in the same location. There would have been stabling and grooms quarters originally and this scheme will emulate that in the setting.
 - (e) There will be between 10 and 14 dwellings, either houses or apartments.
 - (f) The barn and the pumping station in the front field will be converted. There is an agricultural building in the plantation which is listed and which will also be converted.
 - (g) Parking will be close to the present sports hall and will be underground with a green roof.
 - (h) Transport studies have still to be undertaken including the impact of the traffic, visibility splays. Highways will be involved.

- (i) It is expected that the buyers of the apartments will be downsizers and not family orientated.
- (j) The development will be called Temple Dinsley.
- (k) It is expected that there will be 60 or 61 dwellings in total.
- (l) There will be a presentation in the form of a drop in session in the village hall for the community to see the plans when they are finalised.

3.8) (Agenda 8) County and District Update

None.

3.9) (Agenda 9) Finance

1. Members **NOTED** and **AUTHORISED** the payments and bank reconciliation shown at the end of the minutes.
2. Members **AUTHORISED** the signing of the bank reconciliation shown at the end of the minutes. Same as above.
1. Members **NOTED** the 2023/2024 Budget.

3.10) (Agenda 10) Planning

1. To receive and consider responses to planning applications

None.

2. To note decisions and appeals

10 Ladygrove Mews. Crack in Stairwell. This has been certified as lawful and can proceed.

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

3. Following a request by the Chairman, Russell Prince has agreed that, as part of the project, a path can be installed within PHC grounds from the Dower House to the pond so that residents don't have to walk on the road.
4. The Walled Garden at the Dower House has been sold. Residents have concerns as to what will happen with the site.

3.11) (Agenda 11) Information Boards for Wain Wood / The Green

1. Quotes for Information Boards were discussed. It was agreed to accept the quote of Greenbarnes. The Chair will liaise with Preston Trust regarding splitting the cost for the board on The Green as previously discussed.
2. The boards in Wain Wood will be owned by Pilkington Farms Partnership.

3.12) (Agenda 11) Playground Report

Cllr Anderson agreed to check the equipment at Church Meadow on a monthly basis.

Cllr Morecroft agreed to check the equipment at the Recreation Ground on a monthly basis.

3.13) (Agenda 13) Church Meadow Update

1. The Chairman was contacted by a part time estates surveyor at NHDC soon after the last meeting following intervention by District Councillor Clare Strong.
2. The Chair informed the meeting that NHDC won't allow the Burial Ground to be extended into Church Meadow.
3. A lease for 25 years will cost £2000, in addition to Surveyor costs of £750. Annual rent would remain at £100, to be reviewed after 5 years.
4. Members **AGREED** to request a 50 year lease. If this isn't possible then the above proposal would be accepted.
5. If the Parish Council wishes to install another piece of play equipment, this decision should be made before the lease is drawn up. The clerk will send to Cllrs ideas of play equipment so that it can be discussed at the next meeting.

Action: The Chairman to liaise with NHDC re a longer lease.

Action: The clerk to send round play equipment ideas to Cllrs.

3.14) (Agenda 14) Clerk's Report

The clerk had circulated details of a Consultation being held on the closure of Hexton Primary School. Members **AGREED** not to respond to the consultation.

3.15) (Agenda 15) Hertfordshire Highways Update

1. Following initial discussions with Elivia Homes, Councillors Clark and Trinder met Louis Harrington Smith on site to discuss the leaning trees on Back Lane. As the trees belong to Highways, they were referred to the Tree Inspector. The Parish Council has been informed that the trees have been assessed and are considered damaged by the development. A works order has been raised and the trees will be felled in the very near future.
2. The Chairman has reported "a hump" near the top of the hill on Charlton Road to Highways as the bottoms of some cars are scraping on it as they drive over. This is now with the triage officer who will assess and decide the next course of action.

3.16) (Agenda 16) Parish Paths Partnership

New No Cycling signs have been sourced by Pilkington Farm Partnership and are waiting to be installed.

3.17) (Agenda 17) Cricket Club Representation

1. One of the manhole covers is in a dangerously corroded condition, and the concrete at the top of the chamber also needs replacing in order for the manhole cover to fit safely. Haze Cleansing Services who empty the cess pit have provided a quote of £335 plus VAT.
2. Members **AGREED** to accept the above quote. The clerk will organise with Haze when the work will be carried out.
3. The Chairman has arranged with the Cricket Club that the cost of the work will be shared on a 50: 50 basis.
4. We currently do not have a date for the replacement water tank to be fitted.

Action: The clerk will organise the manhole cover work with Haze Cleansing Services.

3.18) (Agenda 23) Correspondence received

None.

1.24) (Agenda 24) Matters for future consideration

Play equipment, Speed Calming Measures

The meeting closed at 10.10pm.

Date and Time of next Meeting: Thursday 19th October 2023 at 8pm in the Village Hall

Preston Parish Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
28 Domain / emails	12/07/2023		Barclays Current Acco	P24-027	Domain and emails	Zen Internet Ltd	S	6.49	1.30	7.79
29 Cybercheck	12/07/2023		Barclays Current Acco	P24-028	Cybercheck	Zen Internet Ltd	S	10.00	2.00	12.00
31 Refuse Collection	21/07/2023		Barclays Current Acco	P24-030	Refuse Collection	NHDC	Z	139.10		139.10
30 Electricity	21/07/2023		Barclays Current Acco	P24-029	Electricity	E.on	L	82.68	4.13	86.81
32 VETS Scheme	24/07/2023		Barclays Current Acco	P24-031	VETS Scheme	Community Heartbeat Trust	S	145.00	29.00	174.00
33 Work From Home Allowance	28/07/2023		Barclays Current Acco	P24-032	Work From Home Allowance	Lisa Lathane	E	26.00		26.00
34 Salary	28/07/2023		Barclays Current Acco	P24-033	Salary	Lisa Lathane	E	433.88		433.88
35 Church Meadow Rent	31/07/2023		Barclays Current Acco	P24-034	Church Meadow Rent	NHDC	Z	100.00		100.00
36 Domain / emails	14/08/2023		Barclays Current Acco	P24-035	Cybercheck and Domain	Zen Internet Ltd	S	6.49	1.30	7.79
36 Cybercheck	14/08/2023		Barclays Current Acco	P24-035	Cybercheck and Domain	Zen Internet Ltd	S	10.00	2.00	12.00
37 Electricity	22/08/2023		Barclays Current Acco	P24-036	Electricity	E.on	L	84.92	4.25	89.17
38 Audit	25/08/2023		Barclays Current Acco	P24-037	External Audit	PKF Littlejohn	S	210.00	42.00	252.00
39 S106 VH Kitchen	25/08/2023		Barclays Current Acco	P24-038	S106 Village Hall Electrics	McNeilly Electrical & Mainten.	S	1,755.00	351.00	2,106.00
40 Printing Costs	25/08/2023		Barclays Current Acco	P24-039	Flyer Printing	Graphix Print Solutions	S	46.50	9.30	55.80
41 Work From Home Allowance	25/08/2023		Barclays Current Acco	P24-040	Work From Home Allowance	Lisa Lathane	E	26.00		26.00
43 Salary	25/08/2023		Barclays Current Acco	P24-042	Salary	Staff	E	324.00		324.00
42 S106 VH Kitchen	25/08/2023		Barclays Current Acco	P24-041	S106 Village Hall Kitchen	SK Services Ltd	Z	4,875.00		4,875.00
44 S106 Village Hall Chairs	30/08/2023		Barclays Current Acco	P24-043	S106 Village Hall Chairs	GWB Office Furniture Ltd	S	2,100.00	420.00	2,520.00
45 Cess Pit Emptying	04/09/2023		Barclays Current Acco	P24-044	Cess Pit Emptying	Haze Cleaning Services	S	150.00	30.00	180.00
Total								10,531.06	896.28	11,427.34

Preston Parish Council
RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
10 Interest	04/09/2023		Barclays Business 1	R24-010	Bank Interest	Barclays Bank	Z	26.90		26.90
11 Interest	04/09/2023		Barclays Business 2	R24-011	Bank Interest	Barclays Bank	Z	259.38		259.38
							Total	286.28		286.28

Preston Parish Council

Prepared by: _____
Name and Role (Clerk/RFO etc)

Date: _____

Approved by: _____
Name and Role (RFO/Chair of Finance etc)

Date: _____

	Bank Reconciliation at 04/09/2023			
	Cash in Hand 01/04/2023			52,375.69
	ADD			
	Receipts 01/04/2023 - 04/09/2023			67,579.18
				119,954.87
	SUBTRACT			
	Payments 01/04/2023 - 04/09/2023			20,349.12
A	Cash in Hand 04/09/2023 (per Cash Book)			99,605.75
	Cash in hand per Bank Statements			
	Petty Cash	04/09/2023	0.00	
	Barclays Business 2	04/09/2023	87,594.95	
	Barclays Business 1	04/09/2023	10,065.78	
	Barclays Current Account	04/09/2023	1,945.02	
				99,605.75
	Less unrepresented payments			
				99,605.75
	Plus unrepresented receipts			
B	Adjusted Bank Balance			99,605.75
	A = B Checks out OK			