

# Parish of Preston

## PRESTON PARISH COUNCIL

### Minutes of the Parish Council Meeting Thursday 19<sup>th</sup> October 2023 at 8.00pm.

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

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

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

Cllr Anderson sent her apologies due to work commitments.

District Cllr Claire Strong sent her apologies.

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

The Chairman welcomed everyone to the meeting and reminded them about the need to have polite and respectful discussions and debate.

Members were reminded to make Declarations of Pecuniary Interest, if appropriate.

**4.3) (Agenda 3) Declarations of Interest**

Cllr Buckland declared an interest in Agenda Item 10.i.

*Cllr Anderson joined the meeting.*

**4.4) (Agenda 4) To adopt minutes of the previous meeting**

These were adopted and were signed by the Chairman.

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

1. Information Board on The Green: The Preston Trust has other ideas about the board for The Green so this will be discussed again at a later date.
2. Cllr Clark has been in contact with Louis Harrington-Smith regarding the hedge cutting on Chequers Lane. He is recovering from an accident and will carry out the work as soon as he is able.

**4.6) (Agenda 6) Proposed Community Facilities**

1. Path across Crunnells Green: It was agreed that any path needed would be 1.5m wide with bark chippings as the surface. No permissions will be required and no cost will be incurred by the Community Facilities Group. The exact location will be agreed when the path needs to be installed.
2. Members heard the response to their email from the Altham family. Although the letter said the portion of the field for the facilities had not yet been delineated, the Chairman of the Working Group informed the meeting that it will be as indicated in the plans and images. In order for farm vehicles to have access to the field, there will be one gate and they will drive straight ahead. Visitors to the proposed facilities will turn left into the parking area. It was **AGREED** to upload the letter to the village website.
3. Members **AGREED** to upload the minutes that outlines the reasons the Parish Council did not give permission for the Recreation Ground to be a possible location for the Community Facilities.

4. Parish Survey:
  - i. The survey is being carried out to ascertain the views of residents, it is not the referendum on a Community Right to Build Order
  - ii. Results of the survey will be announced at the count on the 2nd November, and published via the Parish Council email database, PNS and on the website the next day.
  - iii. The Parish Council will discuss the outcome of the survey at their meeting on Thursday 7th December.
5. Conflict of Interest: Alison Jeffers informed the meeting that her role with the Plunkett Foundation is a pro-bono role, many other Trustees are from Community Businesses helped by the Foundation. Alison will request that her role as Chair of Preston Parish Council is removed from the First Garden City Homes website.

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

None.

**4.8) (Agenda 8) County and District Update**

None.

**4.9) (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.
3. Members **NOTED** the 2023/2024 Budget.
4. Members **AGREED** to pay the clerk a fixed monthly salary based on 7 hours per week, changing from the current timesheet arrangement.

**4.10) (Agenda 10) Planning**

**1. To receive and consider responses to planning applications**

- i. 23/01486/FPH, Brambles, Back Lane, SG4 7UJ. Members **AGREED** to support this application.
- ii. 23/01910/PNQ, Highwood, Hitchwood Lane, SG4 7RY. Members **AGREED** to support this application.

**2. To note decisions and appeals**

None.

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

Luton Airport: The Secretary of State has ruled that the increase to 19m passengers can go ahead.

**4.11) (Agenda 11) Section 106**

Members had an initial discussion on possible Section 106 projects from the PHC development. Members **AGREED** that consideration would be given to consulting the community on proposals early next year.

**4.12) (Agenda 12) Speeding traffic – to discuss possible options**

1. Members **AGREED** to ask residents for volunteers to take part in a DriveSafe Initiative.
2. Members **AGREED** to put in a request to Highways that the 30mph speed limit is moved back to before the Dower House now that there are residents living there, and in view of a road accident along that stretch in recent years.

**4.13) (Agenda 13) To review and agree Parish Council Grants Policy**

Members **AGREED** to adopt the draft policy and review in 2027.

**4.14) (Agenda 14) Uncontested Elections Fees – to agree a response to the NHDC Consultation**

Members **AGREED** to object to the proposal to charge parish councils for uncontested elections.

**4.15) (Agenda 15) Playground Report**

Cllr Morecroft informed the meeting that the woodwork on the swings at the Recreation Ground will need treating.

**4.16) (Agenda 16) Church Meadow Update**

1. Extension to the burial ground: Members **AGREED** to clear the area of brambles, to use for more recreation. Once it's cleared it could be made into a picnic area.
2. Further discussion is required on any changes which might be required to the activity trail.
3. The Chairman has not yet had a response about whether a 50 year lease is possible.

**Action: The clerk will ask R J Dawes to quote for clearing the brambles.**

**4.17) (Agenda 17) Clerk's Report**

None.

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

The drains at the bottom of Butchers Lane / Church Lane are blocked. The clerk has put in a request to Highways to have them unblocked.

**4.19) (Agenda 19) Parish Paths Partnership**

1. There was a tree down on the Tatmore Loop which Cllr Clark has moved.
2. Cllr Burleigh reported glass on the Wain Wood side of the permissive path from the Recreation Ground. The clerk will discuss it with Pilkington Farms Partnership.

**4.20) (Agenda 20) Cricket Club Representation**

1. The manhole work at the septic tank has been completed.
2. Arrangements will be made for access to the Pavilion for the water tank to be replaced.

**4.21) (Agenda 21) Correspondence received**

None.

**1.24) (Agenda 22) Matters for future consideration**

S106, Budget, Outcome of Survey

The meeting closed at 10.10pm.

**Date and Time of next Meeting:** Thursday 2<sup>nd</sup> November 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
46 Cybercheck	12/09/2023		Barclays Current Acco	P24-045	Cybercheck and Domain	Zen Internet Ltd	S	10.00	2.00	12.00
46 Domain / emails	12/09/2023		Barclays Current Acco	P24-045	Cybercheck and Domain	Zen Internet Ltd	S	6.49	1.30	7.79
47 Electricity	21/09/2023		Barclays Current Acco	P24-046	Electricity	E.on	L	87.98	4.40	92.38
48 Stationary	22/09/2023		Barclays Current Acco	P24-047	Admin	Staff	S	14.15	2.83	16.98
50 Salary	26/09/2023		Barclays Current Acco	P24-049	Salary	Staff	Z	411.67		411.67
49 Scribe Accounting Membersh	26/09/2023		Barclays Current Acco	P24-048	Scribe Accounting	Starboard Systems Ltd	S	228.00	45.60	273.60
51 Work From Home Allowance	26/09/2023		Barclays Current Acco	P24-050	Work From Home Allowance	Staff	Z	26.00		26.00
52 Electoral Register	28/09/2023		Barclays Current Acco	P24-051	Open Electoral Register	NHDC	Z	21.50		21.50
53 Recreation Ground Maintena	05/10/2023		Barclays Current Acco	P24-052	Manhole cover repair	Haze Cleaning Services	S	335.00	67.00	402.00
54 Printing Costs	11/10/2023		Barclays Current Acco	P24-053	Admin	Wally Steele Ltd	Z	85.25		85.25
55 Domain / emails	12/10/2023		Barclays Current Acco	P24-054	Cybercheck and Domain	Zen Internet Ltd	S	6.49	1.30	7.79
55 Cybercheck	12/10/2023		Barclays Current Acco	P24-054	Cybercheck and Domain	Zen Internet Ltd	S	10.00	2.00	12.00
<b>Total</b>								<b>1,242.53</b>	<b>126.43</b>	<b>1,368.96</b>

**Preston Parish Council**  
**RECEIPTS LIST**

<b>Voucher</b>	<b>Code</b>	<b>Date</b>	<b>Minute</b>	<b>Bank</b>	<b>Receipt No</b>	<b>Description</b>	<b>Supplier</b>	<b>VAT Type</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
13	CTRS	11/09/2023		Barclays Current Acco	R24-013	CTRS Grant	NHDC	Z	89.01		89.01
12	Precept	11/09/2023		Barclays Current Acco	R24-012	Precept	NHDC	Z	6,592.00		6,592.00
								<b>Total</b>	<b>6,681.01</b>		<b>6,681.01</b>

## 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 16/10/2023</b>			
	Cash in Hand 01/04/2023			52,375.69
	<b>ADD</b> Receipts 01/04/2023 - 16/10/2023			74,260.19
				126,635.88
	<b>SUBTRACT</b> Payments 01/04/2023 - 16/10/2023			21,718.08
<b>A</b>	<b>Cash in Hand 16/10/2023</b> (per Cash Book)			<b>104,917.80</b>
	Cash in hand per Bank Statements			
	Petty Cash	16/10/2023	0.00	
	Barclays Business 2	16/10/2023	87,594.95	
	Barclays Business 1	16/10/2023	10,065.78	
	Barclays Current Account	16/10/2023	7,257.07	
				<b>104,917.80</b>
	Less unrepresented payments			
				104,917.80
	Plus unrepresented receipts			
<b>B</b>	<b>Adjusted Bank Balance</b>			<b>104,917.80</b>
	<b>A = B Checks out OK</b>			