

Parish of Preston

PRESTON PARISH COUNCIL

Minutes of the Parish Council Meeting Thursday 18th January 2024 at 8.00pm.

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

In Attendance: Lisa Lathane (Clerk and RFO)

7.1) (Agenda 1) To receive and accept apologies for absence
District Cllr Strong sent her apologies.

7.2) (Agenda 2) To receive Chairman's Remarks and Urgent Items
The Chairman welcomed everyone to the meeting and wished everyone a happy new year.

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

7.3) (Agenda 3) Declarations of Interest
None.

7.4) (Agenda 4) To adopt minutes of the previous meeting
These were adopted and were signed by the Chairman.

7.5) (Agenda 5) To consider matters arising not already on the agenda (information only)

1. The Chairman confirmed that at no point throughout the process had the Chairman of the Working Group asked either the Parish Council or The Preston Trust if they would be interested in taking over the shop and café project.
2. The Drive Safe petition has been checked for completion and forwarded to the team who will assess the application and will liaise with the Parish Council as it progresses.
3. Cllr Clark has spoken with Max Boreham who will come to carry out half a day of work on the pond soon for £200. He will return in the summer to do another tidy up for half a day. He has suggested planting dog wood at the back and putting down bark to prevent the growth of brambles. This would cost approximately £500 - £600.

7.6) (Agenda 6) Comments from the general public and press (15 mins)
None.

7.7) (Agenda 7) County and District Update
None.

7.8) (Agenda 8) Planning

1. **To receive and consider responses to planning applications**
None.
2. **To note decisions and appeals**
23/02564/FPH, Windrush, Back Lane. CONDITIONAL PERMISSION.
3. **To consider any other planning matters pertinent to the Parish Council**
 - a) Castlefield - Osprey Homes has completed the build on phase 1 which consisted of 7 open market homes and 7 Affordable homes. Three open market homes are occupied with a 4th home due to legally complete in the next few weeks. All the Affordable Homes have been handed over to Settle and all residents have now moved in.

The foundations for the phase 2 houses were completed last year and as of last week the builders commenced brickwork to the 4 remaining 3 bedroom properties which they anticipate will be completed this Summer.

b) Land adjacent to Dungarvan - The Chairman visited the site in December. Two dangerous trees were felled a few days later with the agreement of Hertfordshire County Council. The show house will be open in April and it is expected that the developer will leave the site this summer. Elivia Homes have agreed to install a fence round the football pitch at the Primary School. The contractor has agreement from NHDC to prune the oak tree and a holly tree and fell 2 ash trees.

c) PHC / Temple Dinsley -

- i. The development will be called Temple Dinsley
- ii. In the main building there will be small apartments and they will be arranged to make the best use of the space. Some will be one bed apartments, some bigger.
- iii. Where buildings are to be demolished eg the Sports Hall and the Science block, dwellings will be built on the footprint to the same volume and there may be some family homes.
- iv. When the new dwellings at PHC are occupied, a management company will take over. Each property owner will have shares in the company which will decide on what happens in the grounds. There will be covenants in place to prevent further development.
- v. A traffic survey has already been undertaken which shows that the proposed 60 dwellings will generate less traffic than the school did and will be spread out, rather than everything arriving and departing within a short time frame
- vi. It is expected that the planning application will go in during May.
- vii. There will be drop in sessions in the village hall nearer the time so residents can view the plans.

d) To discuss ideas on highways improvement previously circulated:

- i. Members **AGREED** that items such as: a bus shelter on the Green, a footpath across the Green, a speed bump outside the Red Lion, a pavement on the PHC side of School Lane were not suitable or required for the village.
- ii. Members **AGREED** that a bark pathway from the road to the gate by the pond would be a suitable project. It was also **AGREED** that extending the pathway on School Lane by Crunnells Green could be investigated.

7.9) (Agenda 9) Finance

1. Members **NOTED** and **AUTHORISED** the payments and bank reconciliation shown at the end of the minutes.
2. Members **NOTED** the 2023/2024 Budget.
3. Members **AGREED** that Nick Broughton should be asked to carry out the internal audit again for 2023/24.
4. The precept demand agreed at the last meeting has been submitted.

7.10) (Agenda 10) Information Boards

1. Members **AGREED** that the information boards in Wain Wood should just cover the history of the woods.
2. The Chairman will liaise with the company who manufacture the boards to find out how they would like information presented.

Action: The Chairman to speak to the information board company.

7.11) (Agenda 11) Playground Report inc consideration of NHDC Playground Inspection Reports

1. Members **AGREED** that no action needed to be taken in regards to the 'very low risk' and 'low risk' item.
2. The only moderate risk item was in regards to a tarpaulin on the ground at the Recreation Ground. Cllr Burleigh will ask the Cricket Club to remove it.

Action: Cllr Burleigh to ask the Cricket Club to remove the tarpaulin.

7.12) (Agenda 12) Church Meadow Update

1. Oak tree: the member of the public has again pruned the oak tree in Church Meadow and will do so again in 2years' time.
2. Lease: NHDC has suggested a lease length of 25 years, members **AGREED** to accept this.
3. Play Equipment: It was agreed to ask a playground equipment company to come out to advise what would fit in the space.
4. Quote for removal of brambles: Members **AGREED** to accept a quote from R J Dawes of £450 to remove brambles from Church Meadow, leaving a 3m buffer behind the houses on Butchers Lane. Members also **AGREED** to accept a quote of £300 from R J Dawes to raise the low branches in the area cleared.

Action: The clerk to organise a play equipment company to come to Church Meadow.

Action: The clerk to accept the quotes from R J Dawes.

7.13) (Agenda 13) Neighbourhood Plan Review

Neighbourhood Plans should be reviewed every 5 years so the review for Preston's Plan is due in Spring 2025. In November 2019, the Inspector's report said that the Neighbourhood Plan should be reviewed a year after the Local Plan was made, as it seemed imminent at that time. The Local Plan was made in November 2022 so November 2023 is a year after that. The Steering Group has been in contact with NHDC who have advised that the Preston Parish Neighbourhood Plan should be reviewed in 2025 and it is not necessary to review it before that date and that there is no need to review it twice.

7.14) (Agenda 14) Paving by the Post Box

Members **AGREED** to accept a quote from Frank Gormill of £190 to clean up the existing slabs by the Post Box, and to bed new stones to form stepping stone.

Action: The Chairman to accept Frank Gormill's quote.

7.15) (Agenda 15) Lay-By at Church Lane

The Chairman has contacted the residents whose properties adjoin the layby. Their land goes right up to the edge of the layby and they own all the foliage alongside it. It is their decision when and if they want to cut it back and has nothing to do with the Parish Council.

7.16) (Agenda 16) To review and adopt the proposed Village Proposals Guidance Document

Members reviewed the document and **AGREED** to adopt the document with discussed changes.

7.17) (Agenda 17) To consider a response to the HCC Budget Consultation

It was **AGREED** that members would respond individually as parish councillors / residents.

7.18) (Agenda 18) Clerks Report

None.

7.19) (Agenda 19) Hertfordshire Highways Update

1. Back Lane Trees: Members **AGREED** to ask Max Boreham to have a look at the trees to suggest what could be done.
2. Subsidence on Crunnells Green: In May 2023, the Parish Council was informed by Highways that this did not meet their criteria for repair. Members **AGREED** to take photos of the issue to report again.
3. Give Way Markings: It was **AGREED** that the Chairman will report the lack of road markings at the Crunnells Green and Back Lane junction.
4. Dead Branch: There is a dead branch on the tree on the corner of Crunnells Green which is on Wastes of the Manor land. Members **AGREED** to ask Louis Harrington Smith to remove it.
5. Road markings at bus stop on The Green: It is likely that these markings are in preparation to make the bus stop DDA compliant. We have no CONFIRMED information linked to this so don't know why the bus stop on Hitchin Road does not have similar markings.
6. It was **AGREED** that a message would be put out on the email database and PNS informing residents on how to report pot holes and fallen trees.

Action: Cllr Clark to ask Max Boreham to look at the trees on Back Lane.

Action: The Chairman to report the subsidence issue with the back up of photos.

Action: XX to liaise with Louise Harrington-Smith regarding the branch removal.

Action: The clerk to put out a message to residents regarding reporting faults.

7.20) (Agenda 20) Parish Paths Partnership

Cllr Clark informed the meeting that there had been trees down on the Tatmore Loop and Wain Wood, but these have been removed.

7.21) (Agenda 21) Cricket Club Representation

1. Cllr Morecroft declared an interest in this item.
2. Members considered the Gate Money previously collected from residents gardens backing onto the Recreation Ground. Members **AGREED** to keep the fee at £10 for 10 years.

7.22) (Agenda 22) Correspondence received

None.

7.23) (Agenda 23) Matters for future consideration

Church tables

The meeting closed at 9.52pm.

Date and Time of next Meeting: Thursday 7th March 2024 at 8pm in the Village Hall

Parish of Preston

16 January 2024 (2023-2024)

Preston Parish Council PAYMENTS & RECEIPTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
66	Domain / emails	12/12/2023		Barclays Current Acco	P24-065	Payment - Cybercheck and Do	Zen Internet Ltd	S	-6.49	-1.30	-7.79
66	Cybercheck	12/12/2023		Barclays Current Acco	P24-065	Payment - Cybercheck and Do	Zen Internet Ltd	S	-10.00	-2.00	-12.00
67	Salary	19/12/2023		Barclays Current Acco	P24-066	Payment - Salary	Staff	Z	-421.87		-421.87
68	Work From Home Allowance	19/12/2023		Barclays Current Acco	P24-067	Payment - Work From Home A	Staff	Z	-26.00		-26.00
69	Electricity	21/12/2023		Barclays Current Acco	P24-068	Payment - Electricity	E.on	L	-136.51	-6.83	-143.34
72	Playground Inspections	05/01/2024		Barclays Current Acco	P24-071	Payment - Playground Inspecti	NHDC	S	-100.00	-20.00	-120.00
70	Grass Cutting / Church Mead	05/01/2024		Barclays Current Acco	P24-069	Payment - Grass Cutting	R J Dawes	S	-1,033.00	-206.60	-1,239.60
71	Tree Maintenance	05/01/2024		Barclays Current Acco	P24-070	Payment - Tree work	Louis Harrington-Smith	Z	-450.00		-450.00
73	Domain / emails	12/01/2024		Barclays Current Acco	P24-072	Payment - Cybercheck and Do	Zen Internet Ltd	S	-6.49	-1.30	-7.79
73	Cybercheck	12/01/2024		Barclays Current Acco	P24-072	Payment - Cybercheck and Do	Zen Internet Ltd	S	-10.00	-2.00	-12.00
Total									-2,200.36	-240.03	-2,440.39

Parish of Preston

16 January 2024 (2023-2024)

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 16/01/2024		
	Cash in Hand 01/04/2023		52,375.69
	ADD		
	Receipts 01/04/2023 - 16/01/2024		74,600.26
			126,975.95
	SUBTRACT		
	Payments 01/04/2023 - 16/01/2024		26,884.98
A	Cash in Hand 16/01/2024 (per Cash Book)		100,090.97
	Cash in hand per Bank Statements		
	Petty Cash	16/01/2024	0.00
	Barclays Business 2	16/01/2024	87,899.97
	Barclays Business 1	16/01/2024	10,100.83
	Barclays Current Account	16/01/2024	2,090.17
			100,090.97
	Less unrepresented payments		
			100,090.97
	Plus unrepresented receipts		
B	Adjusted Bank Balance		100,090.97
	A = B Checks out OK		