

Parish of Preston

PRESTON PARISH COUNCIL

Minutes of the Parish Council Meeting Thursday 24th April 2025 at 7.30pm.

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

In Attendance: One member of public and Lisa Lathane (Clerk and RFO)

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

District Councillor Joe Graziano sent his apologies due to being on holiday.

8.2) (Agenda 2) Chairman's Remarks

The Chairman welcomed everyone to the meeting and reminded Cllrs to declare any interests.

8.3) (Agenda 3) Declarations of Interest

None

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

These were adopted and were signed by the Chairman.

8.5) (Agenda 5) To consider matters arising from the previous minutes not on the agenda

None.

8.6) (Agenda 6) Comments from the general public and press (15 mins)

None.

8.7) (Agenda 8) County and District Update (15 mins)

None.

*The Chair suggested that Item 19 be moved up the agenda so that the member of public could leave once it had been discussed. Members **AGREED** to this change.*

8.8) (Agenda 19) Pavilion and Recreation Ground

1. Pavilion Extension: Members **AGREED** the structure of the Pavilion Extension Working Group of:
 - Three parish councillors
 - Two members of Preston Cricket Club
 - Two residents of Preston
2. Cllrs Trinder, Buckland and Page were unanimously voted on to the Working Group.
3. Members **AGREED** residents to approach to be part of the Working Group.
4. Members reviewed and **AGREED** the Terms of Reference for the Working Group with minor changes.
5. Cricket Club Licence and Maintenance Schedule: Members reviewed and **AGREED** the next 5-year term of the Cricket Club Licence and Maintenance Schedule.
6. Kitchen: A quote wasn't ready to replace the kick boards in the kitchen so this item was **DEFERRED**.
7. Picket Fence: Members **AGREED** to ask Frank Gormill to paint the picket fence, and replace the guttering and drain pipe.
8. Cricket Club Representation: Cllr Burleigh has restarted the bin collection for the Pavilion as the season has now started.

8.9) (Agenda 9) Planning

1. To consider any new planning applications
 - a. 25/00791/FPH- 2 Oakfields, Preston. Members agreed to support this application
 - b. 25/00812/FPH – Barn Adjacent Dower House, Preston. Members agreed to support this application
 - c. 25/00856/FPH & 25/00857/LBC – 4 Dower House, Preston. Members **AGREED** that without all documents showing on the planning portal they couldn't make a decision. The clerk will chase for the documents.
2. To note decisions and appeals:
24/01691/FP: The Walled Garden. This application has been granted planning consent.
3. To consider any other planning matters pertinent to the Parish Council:
None

Action: The clerk will comment on the planning applications above and chase for the missing documents for 4 Dower House.

8.10) (Agenda 9) Finance

1. Members noted and authorised the payments and bank reconciliation shown in Annex 1.
2. Members **NOTED** the final 2024/2025 Budget.
3. Members **NOTED** the 2025/2026 Budget Report.
4. Members reviewed high interest bank accounts to move reserve funds to and spread risk. Members **AGREED** to open:
 - An Instant Access account with Unity Trust Bank to keep 6 months of expenditure
 - A 95 Day Savings Account with Redwood Bank with the remainder of the reserves.
 - The precept of £8464.39 will remain in the current account.
5. Members **NOTED** and approved the payment to Castle Water of £87.62 on the 13th January 2025.

Action: The clerk will open the agreed bank accounts.

8.11) (Agenda 10) Church Meadow Lease

At NHDC's request, there will be a clause in the contract that 6 months' notice is given if they wish equipment to be removed prior to the expiry of the lease. The Parish Council are requesting a similar clause with 6 months' notice for alterations to be put back to their original state.

NHDC will insert a notice for disposal of an open space in the local papers. This is required to be served under Section 123 of the Local Government Act 1972 and gives any person wishing to object to the lease 21 days to make their objection. It is a straightforward notice confirming the intention to grant a lease with reference to the property.

8.12) (Agenda 11) Section 106 Update

The preliminary triggers for the release of Section 106 funds for Parish Council Projects are as follows:

- Roundabout at Millennium Playground: paid prior to first occupation
- Multiverse Activity Centre at Recreation Ground: paid prior to commencement
- Swings at Recreation Ground: paid prior to commencement
- Picnic Area at Millennium Playground: paid prior to commencement

- Village Hall improvements: paid prior to first occupation

The s106 agreement is in its final stages of drafting. The Planning Officer is unsure when it will be completed but hope that this would be within the next 4-6 weeks.

8.13) (Agenda 12) To consider a Neighbourhood Plan Review

NHDC advised that the Steering Group should look at the Neighbourhood Plan policies to see if any fundamental change was needed to help to decide if a review should be undertaken. This has been done and it was possible to match the Neighbourhood Plan policies to the majority of those of the NHDC Local Plan. As a result of this exercise, the Steering Group is of the view that the limited benefit of a Neighbourhood Plan Review would not justify the costs of undertaking one.

As a result of the Steering Group's recommendations, the Parish Council **AGREED** that a Neighbourhood Plan review would not be undertaken.

8.14) (Agenda 13) To agree the purchase of a new parish council laptop

Members **AGREED** to purchase a new parish council laptop at a cost of £680.

Action: The clerk will purchase the new laptop.

8.14)1. (Agenda 14) To review a response to the Community Governance Consultation and agree a possible adoption of Langley to the parish.

- Members **AGREED** the response to the consultation stating that they disagreed with reducing councillor numbers from 7 to 5.
- Members **AGREED** that no commitment will be made regarding adopting Langley into the parish until more information is known.

Action: The Chairman will submit the consultation response.

8.15) (Agenda 15) Verge on School Lane: to decide next steps

1. The clerk was instructed to ask Pilkington Farms Partnership (PFP) if the XXX
2. Members **AGREED** that the Chair will write to PFP regarding the verge, requesting it be made good.

Action: The clerk will liaise with PFP re the muck heaps.

Action: The Chair will liaise with PFP regarding the verge.

8.16) (Agenda 16) Clerk's Report (information only)

1. The 2024/2025 accounts are with Nick Broughton for the Internal Audit.
2. The Secretary of State has approved the expansion of Luton Airport to 32million passengers.

8.17) (Agenda 17) Hertfordshire Highways Update

20mph Consultation: The Parish Council has been informed that Preston is not eligible for funding from the Hertfordshire Countywide 20mph zone programme, Preston was ranked 499 on the list and the programme looks only at sites up to 200.

The only other option would be the Member's Highway Locality Budget, if the Member wanted to prioritise funding this. This could potentially be a 3-year period from start to finish, assuming it progresses at each stage of the process.

If funding was granted for 25-26, it would be used for the collection and analysis of traffic speed and volume data on the roads and with other site surveys would be able to considered to determine possible progression and further Highways Locality Budget funding into year 2.

No action can be taken until after the County Council elections on May 1st . The Chairman will contact the elected member in the week following the elections.

8.18) (Agenda 18) Parish Paths Update

The Information Boards have been installed in Wain Wood.

8.19) (Agenda 20) Correspondence received

A resident has asked if the Preston sign on Back Lane could be replaced after it was destroyed by a tree. The clerk has previously reported it and will do so again.

8.20) (Agenda 24) Matters for future consideration

Boundary Netting, Shed door at the Recreation Ground

The meeting closed at 9.54pm.

Date and Time of next Meeting: Annual Meeting of the Parish Council Thursday 22nd May 2025 at 7.45pm in the Village Hall. Annual Parish Meeting at 8.15pm.

Parish of Preston

ANNEX 1

Preston Parish Council PAYMENTS & RECEIPTS LIST

22 April 2025 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
89	Electricity	05/03/2025		Barclays Current Acc	P25-089	Payment - Electricity	E.on	L	-3,291.79	-164.59	-3,456.38
90	Defibrillator Cabinet	10/03/2025		Barclays Current Acc	P25-090	Payment - Defib Cabinet Install	Oliver Russell Electrical Ltd	S	-205.00	-41.00	-246.00
92	Newsletter Costs	12/03/2025		Barclays Current Acc	P25-092	Payment - Newsletter Costs	Preston Trust	Z	-345.80		-345.80
91	Domain / emails	12/03/2025		Barclays Current Acc	P25-091	Payment - Cybercheck and Dor	Zen Internet Ltd	S	-6.49	-1.30	-7.79
91	Cybercheck	12/03/2025		Barclays Current Acc	P25-091	Payment - Cybercheck and Dor	Zen Internet Ltd	S	-10.00	-2.00	-12.00
96	Stationary	18/03/2025		Barclays Current Acc	P25-096	Payment - Clerk Expenses	Staff	Z	-37.51		-37.51
95	Playground Inspections	18/03/2025		Barclays Current Acc	P25-095	Payment - Playground Inspecti	NHDC	S	-100.00	-20.00	-120.00
93	Dog Bins	18/03/2025		Barclays Current Acc	P25-093	Payment - Emptying of Dog Bir	NHDC	S	-421.71	-84.34	-506.05
94	Litter Bin Maintenance	18/03/2025		Barclays Current Acc	P25-094	Payment - Litter Bin Maintenanc	NHDC	X	-31.53		-31.53
97	ICO Registration	21/03/2025		Barclays Current Acc	P25-097	Payment - Admin	Information Commissioner'	Z	-47.00		-47.00
98	Salary	25/03/2025		Barclays Current Acc	P25-098	Payment - Salary	Staff	Z	-487.49		-487.49
99	Work From Home Allowance	25/03/2025		Barclays Current Acc	P25-099	Payment - Work From Home Al	Staff	Z	-26.00		-26.00
Total									-5,010.32	-313.23	-5,323.55

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1	VAT Reclaim	07/04/2025		Barclays Current Acc	R26-001	Receipt - VAT Reclaim	HMRC	Z	1,278.09		1,278.09
2	Precept	10/04/2025		Barclays Current Acc	R26-002	Receipt - Precept & CTRSG Gra	NHDC	Z	8,379.44		8,379.44
2	CTRSG Grant	10/04/2025		Barclays Current Acc	R26-002	Receipt - Precept & CTRSG Gra	NHDC	Z	84.95		84.95
1	Shutter Service	10/04/2025		Barclays Current Acc	P26-001	Payment - Shutter Service	Royal Industrial Doors	S	-225.00	-45.00	-270.00
2	HAPTC Membership	10/04/2025		Barclays Current Acc	P26-002	Payment - HAPTC Membership	HAPTC	Z	-302.17		-302.17
3	Domain and Cybercheck	14/04/2025		Barclays Current Acc	P26-003	Payment - Cybercheck and Dor	Zen Internet Ltd	S	-16.49	-3.30	-19.79
Total									9,198.82	-48.30	9,150.52

Parish of Preston

22 April 2025 (2025-2026)

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 22/04/2025			
	Cash in Hand 01/04/2025		91,313.43
	ADD Receipts 01/04/2025 - 22/04/2025		9,742.48
			101,055.91
	SUBTRACT Payments 01/04/2025 - 22/04/2025		591.96
A	Cash in Hand 22/04/2025 (per Cash Book)		100,463.95
	Cash in hand per Bank Statements		
	Petty Cash 22/04/2025	0.00	
	Barclays Current Account 22/04/2025	8,889.38	
	Barclays Business 1 22/04/2025	10,950.61	
	Barclays Business 2 22/04/2025	80,623.96	
			100,463.95
	Less unrepresented payments		
			100,463.95
	Plus unrepresented receipts		
B	Adjusted Bank Balance		100,463.95
	A = B Checks out OK		