

Parish of Preston

PRESTON PARISH COUNCIL

Minutes of the Parish Council Meeting Thursday 22nd May 2025 at 7.45pm.

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

In Attendance: Lisa Lathane (Clerk and RFO)

1.1) (Agenda 1) Appointment of Chairman for civic Year 2025/26

It was proposed by Cllr Clark and seconded by Cllr Buckland that Cllr Trinder be elected as Chair 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 2025/26

It was proposed by the Cllr Anderson and seconded by the Chair 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

Cllr Burleigh sent his apologies which were accepted by all members.

1.5) (Agenda 5) Chairman's Remarks

The Chair welcomed everyone to the meeting and reminded members to declare any items of pecuniary interest.

1.6) (Agenda 6) Declarations of Interest

None

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 matters arising from the previous minutes not on the agenda

1. Work in the pavilion: The Parish Council agreed by email to accept a quote of £325 from John Garnham to supply and fit a new plinth for the pavilion kitchen, to supply and fit a new top rail handle to kitchen unit and to cut out the damaged part of ceiling in the changing room, fit new plasterboard, plaster and paint. The cost will be split 50:50 with the cricket club.
2. Verge on School Lane:
 - The Parish Council has been informed by PFP that only animal waste has been transported through the village to be stored at Preston Hill Farm.
 - The response from PFP about the damage to the verge on School Lane is that they and AT Bone shouldn't be asked to repair it when construction lorries and low loaders for the Castlefield and Back Lane developments have used this road and could have been responsible for some of the damage. When the Parish Council enquired about weight limits in 2015, it was informed that it would be difficult to justify the implementation of a weight restriction in Preston because the majority of the HGVs have genuine business and would not be prosecuted under a weight limit prohibition.
3. 20mph speed limit: There has been no response yet from County Councillor David Barnard about the first steps towards a 20mph speed limit in Preston

1.9) (Agenda 9) 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 2025/2026 Budget.
4. Members **AGREED** the Direct Debits for the 2025/2026 of
 - Zen – Email addresses and cybercheck
 - E.on – electricity for the Pavilion
 - HMRC for PAYE
 - ICORegular Contractual Payments:
 - Staff Salary
 - Work from home allowance
 - Pension Contributions
5. Members considered the eight applicable statements in the Annual Governance Statement 2024/25. Members **RESOLVED** to approve the Annual Governance Statement.
6. Members reviewed the Accounting Statement for 2024/25. Members **RESOLVED** to approve the Annual Accounting Statement.
7. Members **AGREED** to take on a three year term with Clear Councils to provide insurance provision to the council.
8. The clerk informed the council that the Redwood 95 Day savings account was now open and £80,000 of council reserves had been transferred into it.

Action: The RFO to submit the audit return to the external auditor.

1.10) (Agenda 10) Planning

1. **To receive and consider responses to planning applications**
None.
2. **To note decisions and appeals**
 - 25/00791/FPH - 2 Oakfields Preston Hertfordshire SG4 7FB. Erection of rear garden room. PERMISSION GRANTED.
3. **To consider any other planning matters pertinent to the Parish Council**
None.

1.11 (Agenda 11) To consider a request from a resident to install a high boundary net in the Recreation Ground

Members **AGREED** that the council would support a planning application from the resident for a demountable boundary net in their garden but would not install boundary netting in the recreation ground. The cricket club will be asked to keep a log of balls going out of the recreation ground and the resident will be asked to keep a log of when balls land in his garden.

Action: The Chairman to inform the resident of this decision and to request that he logs cricket balls landing in his garden

Action: The Chairman to ask the Cricket Club to log all incidents of balls landing outside the Recreation ground.

1.12 (Agenda 12) To review shed door quotes and decide next steps

Members reviewed the quotes and **AGREED** to accept a quote from Royal Industrial Doors of £ 3,065.00 to carry out the necessary work on the shed door. The cost will be split 50:50 with the cricket club

1.13 (Agenda 13) Pavilion Working Party Update

The working party has held their first meeting and all members of the group have asks to do in preparation for the next meeting. More information is require before a way forward can be suggested.

1.14 (Agenda 14) Matters for future consideration

Tree Survey, Verge on School Lane

The meeting closed at 8.30pm.

Date and Time of next Meeting: Thursday 10th July 2025 at 8pm in the Village Hall.

Parish of Preston

ANNEX 1

Preston Parish Council PAYMENTS & RECEIPTS LIST

20 May 2025 (2025-2026)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
8	Salary	25/04/2025		Barclays Current Acc	P26-008	Payment - Salary	Staff	Z	-493.39		-493.39
4	HMRC	25/04/2025		Barclays Current Acc	P26-004	Payment - HMRC PAYE Nat Ins	HMRC	Z	-44.20		-44.20
6	Laptop Maintenance	25/04/2025		Barclays Current Acc	P26-006	Payment - Clerk Expenses	Staff	Z	-93.30		-93.30
5	Work From Home Allowance	25/04/2025		Barclays Current Acc	P26-005	Payment - Work From Home Al	Staff	Z	-26.00		-26.00
7	New Parish Laptop	25/04/2025		Barclays Current Acc	P26-007	Payment - New parish laptop	Staff	Z	-680.00		-680.00
9	Pension	09/05/2025		Barclays Current Acc	P26-009	Payment - Pension	NEST	Z	-75.90		-75.90
10	Domain and Cybercheck	12/05/2025		Barclays Current Acc	P26-010	Payment - Cybercheck and Dor	Zen Internet Ltd	S	-16.49	-3.30	-19.79
11	New gatepost	12/05/2025		Barclays Current Acc	P26-011	Payment - New Gatepost at Ch	R J Dawes	S	-120.00	-24.00	-144.00
12	Pavilion Repairs	19/05/2025		Barclays Current Acc	P26-012	Payment - Shutter Repair	Royal Industrial Doors	S	-272.50	-54.50	-327.00
3	Pavilion Repairs	20/05/2025		Barclays Current Acc	R26-003	Receipt - Shutter Repair Payme	Preston Cricket Club	Z	272.50		272.50
Total									-1,549.28	-81.80	-1,631.08

Parish of Preston

ANNEX 2

20 May 2025

Preston Parish Council

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

Date: _____

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

Date: _____

A	Bank Reconciliation at 20/05/2025		
	Cash in Hand 01/04/2025		91,313.43
	ADD Receipts 01/04/2025 - 20/05/2025		10,014.98
			101,328.41
	SUBTRACT Payments 01/04/2025 - 20/05/2025		2,495.54
	Cash in Hand 20/05/2025 (per Cash Book)		98,832.87
B	Cash in hand per Bank Statements		
	Petty Cash 20/05/2025	0.00	
	Barclays Current Account 20/05/2025	7,758.30	
	Barclays Business 1 20/05/2025	10,000.00	
	Barclays Business 2 20/05/2025	1,074.57	
	Redwood 95 Day 20/05/2025	80,000.00	
			98,832.87
	Less unrepresented payments		
			98,832.87
	Plus unrepresented receipts		
	Adjusted Bank Balance		98,832.87
	A = B Checks out OK		