

Parish of Preston

PRESTON PARISH COUNCIL

Minutes of the Parish Council Meeting Thursday 10th July 2025 at 8.00pm.

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

In Attendance: Lisa Lathane (Clerk and RFO)

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

1. Cllr Anderson sent her apologies which were accepted by all members.
2. District Cllr Graziano sent his apologies due to a North Herts Council meeting.

2.2) (Agenda 5) Chairman's Remarks

1. The Chair welcomed everyone to the meeting and reminded members to declare any items of pecuniary interest.
2. Hitchin United Charities have asked if Preston Parish Council would like to nominate someone to join their board. Members **AGREED** that one of the names on the current waiting list should be awarded a place on the board.

2.3) (Agenda 3) Declarations of Interest

None

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

These were adopted with two minor spelling corrections, and were signed by the Chairman.

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

None.

2.6) (Agenda 6) To adopt minutes of the Annual Parish Meeting

These were adopted and were signed by the Chairman.

2.7) (Agenda 7) 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.

2.8) (Agenda 8) Planning

1. To receive and consider responses to planning applications

25/01580/LBC – Tudor House, Poynders End, Preston, Hitchin, Hertfordshire, SG4 7RX. A question was raised about possibly replacing concrete slabs. The Chair will look into this and a decision on how to respond to the application will be made via email.

2. To note decisions and appeals

The Barn adjacent to Dower House and 4 Dower House applications have been granted consent.

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

- The landscaping at Castlefield will take place in October.
- The Temple Dinsley legal agreements are now on the NHDC website.

Action: The Chair will look into the concrete slabs at the above planning application.

2.9) (Agenda 9) Pavilion Working Party Update

1. Members **NOTED** the report from the Pavilion Working Party.
2. Members **AGREED** an electronic survey regarding the use of recreation space in the pavilion, with agreed changes. The clerk will create two different links: one for residents and another for cricket club members.
3. Members **AGREED** to allow the cricket club to install additional storage facilities in the Compound.
4. Members **AGREED** to take formal advice on VAT implications of a refurbishment / new build from a qualified VAT expert, and meet necessary costs of this advice.

2.10) (Agenda 10) Church Meadow Lease

The Chair is working to move the lease further to completion, with just an Indemnity Clause to finalise now.

2.11) (Agenda 11) Tree Survey – to decide next steps

1. There is no high priority work flagged up on the survey.
2. There is some moderate priority work: 4 trees need felling and 11 need pruning. Councillor Clark pointed out that there was heavy ivy on some trees which should be removed.
3. Members **AGREED** that the Chair will ask Louise Harrington-Smith for a quote for the above work.

Action: The Chair will ask Louis Harrington-Smith to quote for the tree work.

2.12) (Agenda 12) Verge on School Lane

Members **AGREED** to get quotes to install grass-crete on the damaged area of the verge to prevent more damage being caused. Cllr Clark will organise quotes.

Action: Cllr Clark will obtain quotes for the above work.

2.13) (Agenda 13) Pavilion and Recreation Ground

1. The fire extinguisher service was undertaken on Tuesday 8 July.
2. The new roller shutter door have been fitted on the shed and the invoice received.
3. The septic tank is booked in with Haze Cleansing Services, to be emptied on the 1st August.
4. Seven cricket balls have been hit into nearby residents' gardens since the last meeting.

2.14) (Agenda 14) Hertfordshire Highways Update

1. Cllr David Barnard has agreed to fund the 1st stage of the 20mph consultation for Preston out of his 2025/26 Highways Locality Budget. Members **AGREED** that all roads in the village should be included in the data collection exercise.
2. The consultation in regards to double-yellow lines in Back Lane has been halted with agreement that it is not necessary.

2.15) (Agenda 15) Parish Paths Partnership

1. A fallen tree has been removed from Wain Wood.
2. The end of the pathway from Church Meadow to Butchers Lane has been raised as an issue again by another resident. The clerk will log it again with the Chiltern Society.

Action: The clerk will log the issue with the pathway with the Chiltern Society.

2.16) (Agenda 16) Clerk's Report
None.

2.17) (Agenda 17) Correspondence Received
None.

2.18) (Agenda 18) Matters for future consideration
Children Playing road signs, Pond Maintenance

The meeting closed at 9.45pm.

Date and Time of next Meeting: Thursday 4th September 2025 at 8pm in the Village Hall.

Parish of Preston

ANNEX 1

Preston Parish Council

3 July 2025 (2025-2026)

PAYMENTS & RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
13	Salary	23/05/2025		Barclays Current Acc	P26-013	Payment - Salary and work froi	Staff	Z	-524.12		-524.12
14	Insurance	23/05/2025		Barclays Current Acc	P26-014	Payment - Insurance	Clear Councils	Z	-895.73		-895.73
13	Work From Home Allowance	23/05/2025		Barclays Current Acc	P26-013	Payment - Salary and work froi	Staff	Z	-26.00		-26.00
5	Interest	02/06/2025		Barclays Business 1	R26-005	Receipt - Bank Interest	Barclays Bank	Z	35.52		35.52
6	Interest	02/06/2025		Barclays Business 2	R26-006	Receipt - Bank Interest	Barclays Bank	Z	228.62		228.62
4	Pavilion Repairs	03/06/2025		Barclays Current Acc	R26-004	Receipt - Shutter Repair Payme	Preston Cricket Club	Z	335.00		335.00
16	Pavilion Repairs	03/06/2025		Barclays Current Acc	P26-016	Payment - Shutter Repair	Royal Industrial Doors	S	-335.00	-67.00	-402.00
15	PAT Testing	03/06/2025		Barclays Current Acc	P26-015	Payment - Electrical Survey and	Oliver Russell Electrical Ltd	S	-85.00	-17.00	-102.00
15	Electrical Survey	03/06/2025		Barclays Current Acc	P26-015	Payment - Electrical Survey and	Oliver Russell Electrical Ltd	S	-342.00	-68.40	-410.40
17	Pension	09/06/2025		Barclays Current Acc	P26-017	Payment - Pension	NEST	Z	-75.90		-75.90
19	Pavilion Repairs	12/06/2025		Barclays Current Acc	P26-019	Payment - Pavilion Kitchen Rep	John Garnham	Z	-295.00		-295.00
20	Laptop Virus Protection	12/06/2025		Barclays Current Acc	P26-020	Payment - Kaspersky Virus Pro	Staff	Z	-49.99		-49.99
18	Domain and Cybercheck	12/06/2025		Barclays Current Acc	P26-018	Payment - Cybercheck and Dor	Zen Internet Ltd	S	-16.49	-3.30	-19.79
21	Salary	25/06/2025		Barclays Current Acc	P26-021	Payment - Salary and work froi	Staff	Z	-495.19		-495.19
21	Work From Home Allowance	25/06/2025		Barclays Current Acc	P26-021	Payment - Salary and work froi	Staff	Z	-26.00		-26.00
7	Interest	30/06/2025		Unity Instant Access	R26-007	Receipt - Bank Interest	Unity Trust Bank	Z	17.26		17.26
Total									-2,550.02	-155.70	-2,705.72

Parish of Preston

ANNEX 2

3 July 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 03/07/2025		
	Cash in Hand 01/04/2025		91,313.43
	ADD Receipts 01/04/2025 - 03/07/2025		10,631.38
			101,944.81
	SUBTRACT Payments 01/04/2025 - 03/07/2025		5,817.66
A	Cash in Hand 03/07/2025 (per Cash Book)		96,127.15
	Cash in hand per Bank Statements		
	Petty Cash 03/07/2025	0.00	
	Barclays Current Account 03/07/2025	4,771.18	
	Barclays Business 1 03/07/2025	0.00	
	Barclays Business 2 03/07/2025	0.00	
	Redwood 95 Day 03/07/2025	81,338.71	
	Unity Instant Access 03/07/2025	10,017.26	
			96,127.15
	Less unrepresented payments		
			96,127.15
	Plus unrepresented receipts		
B	Adjusted Bank Balance		96,127.15
	A = B Checks out OK		