

Parish of Preston

PRESTON PARISH COUNCIL

Minutes of the Parish Council Meeting Thursday 4th September 2025 at 8.00pm.

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

In Attendance: Lisa Lathane (Clerk and RFO)

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

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

3.2) (Agenda 2) Chairman's Remarks

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

A member of public had spoken to Cllr Anderson about potential blocked drains at the bottom of Chequers Lane. Cllrs will monitor the potential issue.

3.3) (Agenda 3) Declarations of Interest

None

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

These were adopted and were signed by the Chairman.

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

25/01580/LBC – Tudor House, Poynders End: The Chairman established that the paving slabs in this application were not being changed. The Parish Council submitted a response in support of the planning application.

3.6) (Agenda 6) 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. In addition to figures shown on the bank reconciliation a further £939.46 in interest has been accrued but not yet paid into the 95 day Redwood Savings account since the 20th May 2025.
4. Members **NOTED** the 2025/2026 Budget.
5. Members reviewed and approved changes to the Financial Regulations

3.7) (Agenda 7) Planning

1. To receive and consider responses to planning applications

25/01964/FPH – Rose Bank, Back Lane, Preston, Hitchin, Hertfordshire, SG4 7UJ. Members **AGREED** to support this application.

2. To note decisions and appeals

25/01580/LBC - Tudor House, Poynders End, Preston, Hitchin, Hertfordshire, SG4 7RX. Internal and exterior repairs and minor alterations comprising of: , i) new flooring on the ground floor and first floor; ii) localised electrical upgrades and new lighting; iii) redecoration of the staircase; iv) internal joinery redecoration and fitting; v) en-suite

refurbishment; vi) door bay infill; vii) external brickwork and door redecoration.

Granted listed building consent

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

None.

3.8) (Agenda 8) Pavilion Working Party Update

1. Members **NOTED** the report from the Pavilion Working Party.
2. The Pavilion Survey has been published and is gaining responses. It closes on the 12th September.

3.9) (Agenda 9) Church Meadow Lease

The insurance company has confirmed that the policy includes the indemnity to principal clause as standard. This has been communicated to NHDC so the lease should now move on to the next step.

3.10) (Agenda 10) Trees

1. To review quotes for the work raised by the Tree Survey: Members **AGREED** to obtain further quotes to ensure value for money.
2. To review a request for a memorial tree on the Recreation Ground: Members **AGREED** not to allow the request for a tree in order to not set a precedent for further requests.
3. To review work required to a tree at Church Meadow: Members **AGREED** to accept a quote from Louis Harrington-Smith to carry out work required on an over-hanging tree. The clerk will contact one of the residents affected in regards to access.

Action: The Chair will obtain further quotes for the tree work.

Action: The Chair will write to the family requesting the memorial tree.

Action: The Chair will liaise with Louis Harrington-Smith regarding the Church Meadow tree.

Action: The clerk will liaise with the resident regarding access for the tree work at Church Meadow.

3.11) (Agenda 11) Verge on School Lane

Members **AGREED** to accept a quote of £1150 plus VAT to level and re-seed the verge at School Lane.

Action: Cllr Clark will accept the quote.

3.12) (Agenda 12) To review and agree costs for Dropbox storage

Members **AGREED** to the cost of £12 per month for Dropbox storage for the parish council.

Action: The clerk will set up a parish council Dropbox account.

3.13) (Agenda 13) Children playing road sign at Castlefield

The Chairman has asked Osprey Homes if they would be willing to install a sign where the "show home" sign is at present. No reply has been received as of yet.

3.14) (Agenda 14) Pond Maintenance

Cllr Clark will liaise with Max Boreham regarding what is needed for maintenance at the pond.

Action: Cllr Clark to liaise with Max Boreham regarding what need to be done at the pond.

3.15) (Agenda 15) Pavilion and Recreation Ground

1. Update on cricket balls landing in gardens: 18 balls have fallen in gardens since the last meeting.
2. There has been an issue with the Trade Bin Collection at the Recreation Ground. The Chair has worked with NHDC in the last 2 days and resolved the issue.

3.16) (Agenda 16) Hertfordshire Highways Update

None.

3.17) (Agenda 17) Parish Paths Partnership

A quote has been requested to deal with the uneven surface on the end of the pathway at Butchers Lane. Cllr Clark has also been liaising with Robert Lloyd the HCC Rights of Way Officer.

Action: Councillor Clark to continue to work with Robert Lloyd to establish a way forward for this issue.

3.18) (Agenda 18) Clerk's Report

The clerk informed the meeting that we could order salt for gritting free of charge. Members **AGREED** it should be ordered.

Action: The clerk to order the salt for gritting.

3.19) (Agenda 19) Correspondence Received

None.

3.20) (Agenda 20) Matters for future consideration

Crunnells Green road re-surfacing

The meeting closed at 9.26pm.

Date and Time of next Meeting: Wednesday 22nd October 2025 at 8pm in the Village Hall.

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ANNEX 1

Preston Parish Council PAYMENTS & RECEIPTS LIST

3 September 2025 (2025-2026)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
25	Pension	09/07/2025		Barclays Current Acc	P26-025	Payment - Pension	NEST	Z	-75.90		-75.90
22	Pavilion Repairs	11/07/2025		Barclays Current Acc	P26-022	Payment - Shutter Repair	Royal Industrial Doors	S	-3,065.00	-613.00	-3,678.00
23	Fire Inspection	11/07/2025		Barclays Current Acc	P26-023	Payment - Fire Inspection	Fire Guard Services	S	-221.00	-44.20	-265.20
8	Pavilion Repairs	16/07/2025		Barclays Current Acc	R26-008	Receipt - Shutter door paymen	Preston Cricket Club	Z	1,532.50		1,532.50
24	Domain and Cybercheck	16/07/2025		Barclays Current Acc	P26-024	Payment - Cybercheck and Dor	Zen Internet Ltd	S	-16.49	-3.30	-19.79
26	HMRC	24/07/2025		Barclays Current Acc	P26-026	Payment - HMRC PAYE Nat Ins	HMRC	Z	-50.76		-50.76
28	Pavilion Repairs	25/07/2025		Barclays Current Acc	P26-028	Payment - Picket Fence - Pavili	Frank Gormill	Z	-630.00		-630.00
27	Salary	25/07/2025		Barclays Current Acc	P26-027	Payment - Salary	Staff	Z	-582.74		-582.74
29	Church Meadow Rent	07/08/2025		Barclays Current Acc	P26-029	Payment - Church Meadow Rer	NHDC	E	-100.00		-100.00
30	Hall Booking System	07/08/2025		Barclays Current Acc	P26-030	Payment - Hall Booking System	Fen Street Designs Ltd	Z	-120.00		-120.00
32	Cess Pit Emptying	08/08/2025		Barclays Current Acc	P26-032	Payment - Cess Pit Emptying	Haze Cleansing Services Lt	S	-172.50	-34.50	-207.00
31	Pension	08/08/2025		Barclays Current Acc	P26-031	Payment - Pension	NEST	Z	-85.65		-85.65
33	Domain and Cybercheck	12/08/2025		Barclays Current Acc	P26-033	Payment - Cybercheck and Dor	Zen Internet Ltd	S	-16.49	-3.30	-19.79
35	Salary	26/08/2025		Barclays Current Acc	P26-035	Payment - Salary	Staff	Z	-531.82		-531.82
34	VETS Scheme	26/08/2025		Barclays Current Acc	P26-034	Payment - VETS Scheme	Community Heartbeat Trus	S	-100.00	-20.00	-120.00
Total									-4,235.85	-718.30	-4,954.15

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ANNEX 2

3 September 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 03/09/2025		
	Cash in Hand 01/04/2025		91,313.43
	ADD Receipts 01/04/2025 - 03/09/2025		12,163.88
			103,477.31
	SUBTRACT Payments 01/04/2025 - 03/09/2025		12,304.31
A	Cash in Hand 03/09/2025 (per Cash Book)		91,173.00
	Cash in hand per Bank Statements		
	Petty Cash	03/09/2025	0.00
	Barclays Current Account	03/09/2025	817.03
	Barclays Business 1	03/09/2025	0.00
	Barclays Business 2	03/09/2025	0.00
	Redwood 95 Day	03/09/2025	81,338.71
	Unity Instant Access	03/09/2025	9,017.26
			91,173.00
	Less unrepresented payments		
			91,173.00
	Plus unrepresented receipts		
B	Adjusted Bank Balance		91,173.00
	A = B Checks out OK		

**Pavilion Working Group report to Preston Parish Council
4 September 2025**

The WPG has held 4 meetings.

Key points from the last 2 meetings are:

Survey: The survey was finalised and agreed by both the PWG and PPC and went out in the September newsletter. PNS and PPC database messages were also sent out. Reminders will be sent out a few days before the closing date of Friday 12 September.

The outcome of the survey will be discussed at the next WPG meeting on Monday 22 September and will help to inform the layout of the pavilion.

Pavilion: The PWG is looking at all available options to provide the best use of space. These are: an extension to the existing pavilion, a rebuild or a modular building.

Indicative costs from local builders are being sought and a representative from New Forest Log Cabins made a site visit on Friday 15 August.

The WPG will consider the options and costs at the next meeting to recommend the way forward.

Fund Raising: Various fund -raising options will be available but until the type of pavilion and anticipated costs are available, nothing can be instigated.