



# Parish of Preston

## PRESTON PARISH COUNCIL

### Minutes of the Parish Council Meeting Thursday 22<sup>nd</sup> October 2025 at 8.00pm.

**Present:** Councillors: Sharon Anderson, Matt Burleigh, Jane Clark, Ali Morecroft, Margaret Trinder (Chairman)

**In Attendance:** Two members of the public and Lisa Lathane (Clerk and RFO)

- 4.1) (Agenda 1) To receive and accept apologies for absence**  
Cllrs Page and Buckland sent their apologies which were accepted by members.
- 4.2) (Agenda 2) Chairman's Remarks**  
The Chair welcomed everyone to the meeting and reminded members to declare any items of pecuniary interest.
- 4.3) (Agenda 3) Declarations of Interest**  
None
- 4.4) (Agenda 4) To adopt minutes of the previous meeting**  
These were adopted and were signed by the Chairman.
- 4.5) (Agenda 5) To consider matters arising from the previous minutes not on the agenda**
1. The member of public who requested a memorial tree has responded to the Chair saying they understand the decision not to allow the tree.
  2. The tree at Church Meadow which needs cutting back will be dealt with on the 10th November.
- 4.6) (Agenda 6) Comments from the general public and press (15 mins)**
1. Preston road sign: A member of the public has asked the Chairman about the missing Preston sign when entering the village from the Ley Green direction. The Parish Council has previously asked NHDC to replace it. The clerk will log it again and liaise with District Cllr Joe Graziano.
  2. A member of public addressed the meeting with the following issues:
    - Blocked drains: at the entrance to Chequers Lane, and in Templars Lane, causing flooding. In winter the flooding freezes and is dangerous. The council will look into who is responsible for this.
    - Blocked footway: The bush at the entrance to Chequers Lane near the Glebe House garden entrance is overgrown and blocking easy passing in a mobility scooter. The parish council will arrange for it to be cut back.
    - Speed reduction: the Chair informed the meeting that in January speed tests would be carried out in the village.

**Action:** The clerk to log the missing road sign and liaise with District Cllr Graziano.

**Action:** The Chairman will contact the Housing Associations about the blocked drains

**Action:** The Chairman to arrange a quote to cut back the bush

- 4.7) (Agenda 7) County and District Update**  
None.



#### 4.8) (Agenda 8) 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 £1405.54 in interest has been accrued but not yet paid into the 95 day Redwood Savings account since the 20<sup>th</sup> May 2025.
4. Members **NOTED** the 2025/2026 Budget.
5. Members **AGREED** to making the payment of £350 to the church that was included in the budget for grass cutting.

**Action: The clerk to make the grass cutting payment to the church.**

#### 4.9) (Agenda 9) Planning

##### 1. To receive and consider responses to planning applications

- 25/01193/FP - Red Lion, The Green, Preston, Hitchin, Hertfordshire, SG4 7UD. Members **AGREED** to support this application.
- 25/02160/FPH - 3 Oakfields, Preston, Hertfordshire, SG4 7FB. Members **AGREED** to support this application.
- 25/02316/FPH - Lutyens Cottage, Hitchwood Lane, Preston, Hitchin, Hertfordshire, SG4 7RY. Members **AGREED** to support this application.
- 25/02318/LBC - Lutyens Cottage, Hitchwood Lane, Preston, Hitchin, Hertfordshire, SG4 7RY. Members **AGREED** to support this application.

##### 2. To note decisions and appeals

- 25/01964/FPH - Rose Bank, Back Lane, Preston, Hitchin, Hertfordshire, SG4 7UJ. Single storey rear extensions following demolition of existing conservatory. PERMISSION GRANTED

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

- To review proposed works at the Red Lion PH Bus Stop:  
Members **AGREED** to support the proposed works at the bus stop which includes: installing raised Kassel Kerbs which serve to reduce the stepping height for passengers boarding and alighting the bus as well as improving crossing facilities to the stop. The improved crossing facilities would be adding tactile pavements to the left-hand side of the existing bus stop hardstand and at the end of the footpath opposite the bus stop.
- Update on Temple Dinsley (PHC):  
Temple Dinsley is up for sale with the planning consent which was formally granted in July. Any purchaser has to honour all the legal agreements and conditions contained within the planning consent. The Chair will contact Russell Prince to enquire how the building is being protected until a new owner takes over
- Castlefield / Osprey Homes:
  - Children playing sign: Osprey Homes will not pay for a sign but suggest the Parish Council asks the Management Company which will be taking over soon if they would be prepared to do so. Osprey Homes are paying for a commemorative tree which was requested by The Platinum Jubilee Committee.



- Making good the road from Chequers Lane to Castlefield: Osprey Homes has told the Chairman that this work is the responsibility of Settle and First Garden City Homes. It was **AGREED** that the Chairman would contact Highways to establish who owns this section of road.
- Show Home signs: These will come down within a month.
- Green area: The ground work is being done. Trees will be planted in early November
- Luton Airport – LADACAN’s Judicial Review is scheduled to take place in the High Court on 4th and 5th November to try to overturn the Secretary of State’s decision to increase passenger numbers to 32m.

**Action: The clerk to respond to planning applications.**

**Action: The Chair to email Russell Prince.**

Action: The Chair to contact Highways about ownership of Templars Lane

#### **4.10) (Agenda 10) Pavilion Working Party Update**

1. Members **NOTED** the report from the Pavilion Working Party.
  - Members **AGREED** that the Pavilion Survey results should be made public.
  - Members **AGREED** that relocating the pavilion within the Recreation Ground should not be considered.
2. Members **AGREED** that other village organisations should be asked to inform the community of the availability of their recreational spaces.
3. Members **AGREED** that sketches for the project should not be commissioned at this stage, until a more definite idea of what is required has been agreed on.

**Action: The Chair to speak to village organisations to ask them to advertise their recreational spaces.**

**Action: The Chair to report back to the working group.**

#### **4.11) (Agenda 11) Church Meadow Lease**

1. NHDC advertised the lease change request in the Comet on the 18<sup>th</sup> and 25<sup>th</sup> September. The deadline for comment is the 31<sup>st</sup> October.
2. In view of the expected delay in receiving Section 106 funding from Temple Dinsley, the Parish Council **AGREED** to install the equipment which has already been agreed, quoted for and for which funding is available.

#### **4.12) (Agenda 12) Winter Celebration Grant**

Members **AGREED** to use the £250 Winter Celebration Grant already received to assist in funding the Christmas Tree Light Switch on event. The Chair and Clerk will liaise with The Preston Trust.

**Action: The Chair and clerk to liaise with The Preston Trust.**

#### **4.13) (Agenda 13) Pond Maintenance**

Members **AGREED** to accept a quote of £450/500 to carry out pond maintenance.

**Action: Cllr Clark will accept the quote.**



**4.14) (Agenda 14) To review logo ideas for Preston Parish Council**

Members **AGREED** to adopt logo option 1 for the parish council, with the ring removed around the outside, and for it all to be green.

**Action: The clerk to adapt the logo as above and start to use it on paperwork.**

**4.15) (Agenda 15) Dog Fouling**

Members **AGREED** to put a note in the newsletter reminding dog owners to pick up their dog's mess.

**Action: The Chair to write a piece for the newsletter.**

**4.16) (Agenda 16) To review quotes for tree work**

Members **AGREED** to accept a quote from Louis Harrington-Smith of £2480 for necessary tree work.

**Action: The Chair to accept the quote from Louis Harrington-Smith.**

**4.17) (Agenda 17) Pavilion and Recreation Ground**

The bin collection has been cancelled for the winter.

**4.18) (Agenda 18) Hertfordshire Highways Update**

Highways are sending out a representative to assess the damage to Back Lane.

**4.19) (Agenda 19) Parish Paths Partnership**

The Rights of Way Officer is happy for the pathway at Butchers Lane to be maintained using a permeable material. Cllr Clark will liaise with Little Offley Landscapes to organise a quote.

**Action: Councillor Clark to liaise with Little Offley Landscapes.**

**4.20) (Agenda 20) Clerk's Report**

1. The clerk requested that the April and May meeting dates are pushed back a day to Wednesday 15th April and Wednesday 20th May. Members **AGREED** to the changes.
2. Alistair Strathern MP has asked if we would like to arrange a meeting with him. Members **AGREED** and instructed the clerk to arrange a suitable date.

**Action: The clerk to reissue meeting dates.**

**Action: The clerk to liaise with Alistair Strathern MP to organise a meeting.**

**4.21) (Agenda 21) Correspondence Received**

None.

**4.22) (Agenda 22) Matters for future consideration**

Budget and precept

The meeting closed at 9.45pm.

**Date and Time of next Meeting:** Wednesday 4<sup>th</sup> December 2025 at 8pm in the Village Hall.



# Parish of Preston

## ANNEX 1

### Preston Parish Council PAYMENTS & RECEIPTS LIST

20 October 2025 (2025-2026)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
36	Pension	09/09/2025		Barclays Current Acc	P26-036	Payment - Pension	NEST	Z	-78.34		-78.34
9	Precept	11/09/2025		Barclays Current Acc	R26-009	Receipt - Precept & CTRSG Gra	NHDC	Z	8,379.43		8,379.43
9	CTRSG Grant	11/09/2025		Barclays Current Acc	R26-009	Receipt - Precept & CTRSG Gra	NHDC	Z	84.95		84.95
37	Water	12/09/2025		Barclays Current Acc	P26-037	Payment - Water	Castle Water	Z	-306.39		-306.39
41	Domain and Cybercheck	12/09/2025		Barclays Current Acc	P26-041	Payment - Cybercheck and Dor	Zen Internet Ltd	S	-16.49	-3.30	-19.79
10	Winter Celebration Grant	17/09/2025		Barclays Current Acc	R26-010	Receipt - HCC's winter celebra	Tracy Webber, Hertfordshii	Z	250.00		250.00
11	Misc Income	19/09/2025		Barclays Current Acc	R26-011	Receipt - Village Day Tombola	Cllr Margaret Trinder	Z	200.00		200.00
38	Scribe Accounting	23/09/2025		Barclays Current Acc	P26-038	Payment - Scribe Accounting	Starboard Systems Ltd	S	-273.60	-54.72	-328.32
13	Interest	25/09/2025		Barclays Business 1	R26-013	Receipt - Bank Interest	Barclays Bank	Z	0.37		0.37
39	Salary	26/09/2025		Barclays Current Acc	P26-039	Payment - Salary	Staff	Z	-531.82		-531.82
12	Interest	30/09/2025		Unity Instant Access	R26-012	Receipt - Bank Interest	Unity Trust Bank	Z	54.09		54.09
40	Audit	30/09/2025		Barclays Current Acc	P26-040	Payment - External Audit	PKF Littlejohn	S	-210.00	-42.00	-252.00
42	Pension	09/10/2025		Barclays Current Acc	P26-042	Payment - Pension	NEST	Z	-78.34		-78.34
14	Interest	13/10/2025		Barclays Business 2	R26-014	Receipt - Bank Interest	Barclays Bank	Z	1.12		1.12
43	Water	13/10/2025		Barclays Current Acc	P26-043	Payment - Water	Castle Water	Z	-17.48		-17.48
44	Domain and Cybercheck	13/10/2025		Barclays Current Acc	P26-044	Payment - Cybercheck and Dor	Zen Internet Ltd	S	-16.49	-3.30	-19.79
15	Newsletter Costs	20/10/2025		Barclays Current Acc	R26-015	Receipt - Newsletter Costs	St Martin's Church	Z	172.90		172.90
<b>Total</b>									<b>7,613.91</b>	<b>-103.32</b>	<b>7,510.59</b>



# Parish of Preston

## ANNEX 2

20 October 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: \_\_\_\_\_

<b>Bank Reconciliation at 20/10/2025</b>			
	Cash in Hand 01/04/2025		91,313.43
	<b>ADD</b> Receipts 01/04/2025 - 20/10/2025		21,306.74
			112,620.17
	<b>SUBTRACT</b> Payments 01/04/2025 - 20/10/2025		13,964.58
<b>A</b>	<b>Cash in Hand 20/10/2025</b> (per Cash Book)		<b>98,655.59</b>
<b>Cash in hand per Bank Statements</b>			
	Petty Cash	20/10/2025	0.00
	Barclays Current Account	20/10/2025	8,273.53
	Barclays Business 1	20/10/2025	0.00
	Barclays Business 2	20/10/2025	0.00
	Redwood 95 Day	20/10/2025	81,338.71
	Unity Instant Access	20/10/2025	9,043.35
			<b>98,655.59</b>
	Less unrepresented payments		
			98,655.59
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>98,655.59</b>
<b>A = B Checks out OK</b>			

## **Pavilion Working Group report to Preston Parish Council 22 October 2025**

The PWG has held 5 meetings.

Key points from the last meeting are:

### **Outcome of Surveys:**

- There was a return of 31.3% for the village and 6.6% for the cricket club survey.
- The PWG considered that the response was positive.
- Respondents were thanked in the October newsletter
- Membership of the PWG was supplied to residents via the newsletter
- The Chairman has met the resident who volunteered to help as a structural engineer
- It was considered that no 'new' proposed uses for the pavilion recreational space had been revealed by the survey.
- It is clear that what is required is a recreational space, larger than the village hall, and available for autumn/winter daytime access and spring/summer daytime access.
- Autumn / winter evening access could be considered if health and safety issues could be met.
- It was suggested that the Parish Council should contact other organisations, asking them to inform the community of the availability of their recreational spaces.
- The PWG noted that location, access, parking and lighting were raised in the surveys. Location and access were addressed during the meeting. Having asked residents for their views, the PWG needs to take them into account to ensure that all viable options are considered.

### **Extension or new build Pavilion**

- Informal reports from a local builder, New Forest Log Cabins and a NHDC Planning Officer were considered
- It was agreed that either an extension or new build would require at least £1m capital.
- Discussion centred on the location of the pavilion and whether it should be sited in a different place.
- It was agreed that architects' drawings are required to ensure specific plans and accurate quotes are considered.
- It was suggested and agreed that architects could be approached for a fee proposal to draw up preliminary sketches including alternative locations. These would help a decision to be made on exactly what is required before detailed plans are drawn up.
- Subject to Parish Council agreement, funding could be made available for this proposal.
- If this was accepted, preliminary sketches and alternative locations could be available for the next PWG meeting in November.

### **Possibility of new access to Recreation Ground**

- The access issues, especially in winter, were raised in the survey.
- The PWG would like to consider the feasibility of a new access.
- DP will take informal advice from a traffic consultant
- Informal advice from a NHDC Planning Officer is:
  - a. In principle, the planning authority wouldn't rule out a new access, but would be guided by Highways.
  - b. New access would have to be included in the overall planning application.

The PPC is requested to:

- a. NOTE the contents of this update.
- b. To consider contacting other village organisations: the village hall committee, Preston Primary School and St Martin's Church committee asking them to inform the community of the availability of their recreational spaces.
- c. To consider and decide which fee proposal to accept to allow preliminary sketches and alternative locations to be provided to the PWG. Proposals will be circulated separately.