

# Preston on Stour Parish Council

Clerk: Mrs Elizabeth Jonsson ✉ [prestononsour.clerk@gmail.com](mailto:prestononsour.clerk@gmail.com) 🌐 [www.prestononstour.org](http://www.prestononstour.org)  
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## Minutes Of the Annual Meeting of Preston On Stour Parish Council held at Three Parishes Millennium Hall, Preston on Stour, Warwickshire on Thursday 24th May 2018 at 8.20pm

**PRESENT:** Parish Councillors: Mrs. A. CORSER, Mr M. JENNINGS, Prof R.REED, Mr L SMITH and Mr W.SPENCER (Chair)

**IN ATTENDANCE:** 7 members of the public and MRS. E. JONSSON (Clerk)

### 1 Election of Chair

**RESOLVED** that Mr SPENCER be Chair. Mr SPENCER signed the acceptance of office form.

### 2 Election of Vice Chair

**RESOLVED** that Mrs CORSER be Vice-Chair. Mrs CORSER signed the acceptance of office form.

### 3 Apologies for Absence

Apologies were received and accepted from Ms P-A. O'DONNELL (District Council Ward Member) and Mrs I. SECCOMBE (County Council Ward Member)

### 4 Declarations of interests

None

### 5 Acceptance of the Minutes of the previous meeting

Minutes of ordinary general meeting on 22nd March 2018 were previously circulated by the Clerk and were **ACCEPTED** as a true record.

### 6 Matters arising from the Minutes of the Parish Council OGM held on 22<sup>nd</sup> March 2018

#### Minute No.14 Tree Survey/Gritting Bins

Mr W Spencer advised the Meeting that initial work would be carried out on two trees with work on others to be done later. Mrs Corser requested that the tree opposite the Village Shop should be pruned but still allow enough canopy for children to play under it. It was noted that the works proposed lifted the lower skirt of the canopy to 90cm above ground.

### 7 Public participation

Mr M Waller enquired when pot hole repair work would be carried out. Mr Spencer noted that pot holes in the village had been marked up by the Council indicating that they were aware of them. It was noted that the stretch of road opposite the entrance for Alscot Timber on Preston Lane was being used as a lay-by for lorries and this would be monitored. The road alongside The Cottage had been broken and this would also need to be monitored. Mrs D. Hoe enquired on signage for the Village and the Clerk confirmed that the Council were aware that the main road signage to Preston Village needed to change to indicate the Post Office.

### 8 Parish Council Reports

Mr REED had shared a written report regarding broadband during the Parish Assembly.

Mrs CORSER reported on her recent attendance at workshops covering further health developments at a SCAN conference at Stratford Racecourse which covered a move towards County Health Services. She also reported on her attendance at a workshop covering Heritage and Listed Buildings which would be useful for Preston.

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## Clerks Report

It was noted that the Pension Regulator's return had been made and the Council's accounts, when approved, were to be filed by 11<sup>th</sup> June. The Clerk's appointment was made on 2<sup>nd</sup> January on a trial basis until 2<sup>nd</sup> June. The Committee expressed gratitude for the excellent work already done by the Clerk and the earnest hope that she was prepared to continue in the role.

## 9 Reports from other organisations

### Alscot Estate

Mr A. Rees, Alscot's new Estate Manager, introduced himself and advised that he would be working two days per week. Referring to the proposed development at Atherstone Airfield by the Estate he stated that the Estate's intention was to minimise the impact of development in terms of light pollution etc. Outline consent for five acres of business development had been obtained. Restoration of Alscot Park would begin in the autumn of this year. It was understood that further trees planted within the park could reduce flooding in Preston Lane.

## 10 To agree membership of Committees, Working Groups and other specific roles within the Parish Council

**RESOLVED** the following responsibilities for Members:

Planning – All Members

Broadband Champion – Prof REED – working group includes Mr JENNINGS and various residents

GDPR Officer – Prof REED

Website and Communication – Mr JENNINGS

Parish Plan Implementation – Mrs CORSER

Village Greens & Mowing – Mr SPENCER

Highways and Infrastructure – Mr SPENCER

Alscot Estate Liaison – Mrs CORSER

Cutlin Way Project – Prof REED

Governance Review - Mrs CORSER

## 11 Governance

An updated report on Governance was received.

**IT WAS RESOLVED** to agree and sign the annual governance statement for the external audit.

## 12 Internal Audit

A report has been received from the internal auditor, Mr Dunn. This was circulated to all Members and the recommendations were read out. **RESOLVED** to accept the auditor's report (dated April 2018, appendix A).

## 13 Annual Accounts

The clerk circulated the annual accounts, asset register, risk register and end of financial year statements. Following consideration **IT WAS RESOLVED THAT** the accounts for the Parish Council meet the qualifying criteria for exemption from external audit. **IT WAS FURTHER RESOLVED** to accept the accounts for financial year ending March 2018, asset register and risk register and to sign the accounting statements for the external auditor. The forms were duly signed by the Chair and the Proper Officer.

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## 14 Delegated Powers

**RESOLVED** for the Clerk to continue to have delegated power to comment on planning applications and consultations on behalf of the Parish Council.

## 15 General Power of Competence

**IT WAS NOTED THAT** as the Clerk is unqualified, Preston on Stour Parish Council is unable to exercise a general power of competence.

## 16 Planning

The following actions were **RESOLVED** and up-dates noted:

| Application no.        | Proposal  | Address  | Agreed comment or up-date       |
|------------------------|---|--|---------------------------------|
| 18/0029/FUL            | Demolition of existing single storey buildings and construction of two and single storey side and rear extension.   | Preston Pastures, Admington Road, Preston on Stour, CV37 8NJ | Application withdrawn 03.04.18. |
| 18/01053/TREE          | Application for tree felling in CA-T1 Norway maple: fell -T2 common lime: raise lower skirt of canopy to 90cm above ground to improve shape and definition. | Village Green opposite Post Office, Preston on Stour         | Pending Consideration.          |
| APP/J3720/W/16/3159415 | Planning Appeal   | The Old Vicarage, Preston on Stour                           | In progress- not yet decided.   |

## 17 Website and email communication update

Mr JENNINGS advised the Meeting that the Parish Council page on the Preston website would be updated by 2<sup>nd</sup> July in order that all necessary information may be displayed in accordance with the Councils obligations.

## 18 Financial Administration

- RESOLVED** to sign a new banking mandate so that any two current Members may be account signatories (no changes).
- RESOLVED** to pass the following payments:

|  | £      |
|--|--------|
| Thomas Fox Mowing                                      | 626.40 |
| NALC- LCR Annual Subscription                          | 17.00  |
| WALC Annual Membership                                 | 88.00  |
| Mr K Dunn (Internal Audit)*                            | 50.00  |
| Zurich Insurance Premium                               | 275.40 |
| WALC (Training for Mrs A. Corser)                      | 35.00  |
| The Cygnet Fund (Alscot Estates) Rental of Bus Shelter | 12.00  |

\*It was noted that, in accordance with WALC guidelines, the Internal Audit fee should have been £150.00 plus mileage and that next year's audit fee would therefore be substantially greater than this year.

## 19 Correspondence

The list of correspondence was noted.

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## 20 Website and Transparency Code Obligations

The Clerk advised the Council of its obligations to display on the website and permit access to various records during the period of public inspection (2<sup>nd</sup> July -13<sup>th</sup> August).

## 21 Items for Future Agenda and Items of Information

It was decided to propose a grant of £500 to St Mary's Church by Preston on Stour Parish Council. This would be made towards the cost of churchyard mowing under Section 137 LGA 1972. This will be considered at the next Ordinary meeting scheduled to take place on 5<sup>th</sup> July 2018.

## 22 Any Other Business

The excellent work carried out by Alscot Estate in resurfacing the road leading up to Sylvester Cottages was noted.

## 23 Date of Next Meeting

The next scheduled meeting will be an Ordinary General Meeting on Thursday 5<sup>th</sup> July 2018 at 7.30pm at the Three Parishes Millennium Hall. Apologies in advance were received from Prof REED.

**There being no further business the MEETING CLOSED at 21.15hrs.**