



Minutes

Annual Parish Council Meeting of Preston on Stour Parish Council

Held on: Thursday 15th May 2025 at 7:00pm
Place: Three Parishes Millennium Hall, Preston on Stour

Present: Cllrs Will Spencer (Chair), Anna Corser (Vice-Chair), James Seccombe

In attendance: Laura Callow (Parish Clerk)

Members of the public: 2

1/25 **ELECTION of CHAIR** - Cllr Spencer as proposed by Cllr Corser, seconded by James Seccombe, all in favour

2/25 **WELCOME and APOLOGIES- Not Present** - Andrew Holman-West, Tom Gurney on behalf of Alscot Estate, DC Dominic Skinner and WCC David Curtis.

3/25 **Declaration of Interest** - there were none to receive

4/25 **Open Forum** - there were no discussions for the Open Forum

5/25 **CONFIRMATION OF MINUTES**
The minutes of the Ordinary Meeting 20th March 2025 were **confirmed** and **signed**.

Proposed: Cllr Spencer **Seconded:** Cllr Seccombe **All in favour**

6/25 **ELECTION of VICE CHAIR** - Cllr Corser as proposed by Cllr Seccombe seconded by Cllr Spencer, all in favour.

7/25 **Areas of Responsibility** - It was agreed that all Cllrs would continue with their areas of responsibility. These are attached to minutes (Appendix A) and also on the www.prestononstour.org website.

8/25 **FINANCIAL MATTERS**

- i. The financial report was discussed and approved
- ii. Bank reconciliation was agreed and approved
- iii. Annual Governance and Accountability Return Part 2 - A report was received from the internal Auditor, Mr Kenneth Dunn. This was circulated to all members and **IT WAS RESOLVED to accept.**

Annual Accounts

The Clerk circulated the annual Governance Statement (Section 1), accounts, asset register, risk register and end of financial year statements. Following consideration **IT WAS RESOLVED THAT**

The Annual Governance Statement (Section 1) is approved

The Accounting Statements (Section 2) are approved, and 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 the financial year ending 31 March 2025, asset register and risk register and to sign the accounting statements for the external auditor. The forms were duly signed by the Chair and would be signed by the RFO after the meeting.

The dates for the commencement for the exercise of public rights were agreed as the 30-day period commencing Monday 02nd June to Friday 14th July 2025.

iv. 6 invoices approved for payment.

Inv 1	Zurich	£214.00
Inv 2	Clerks wage	£507.41
Inv 3	HMRC	£41.27
Inv 4	Kenneth Dunn	£200.00
Inv 5	The Cygnet Fund - Bus stop	£12.00
Inv 6	WALC - Subscription	£130.60

9/25 Planning- None

10/25 Councillors Reports and items for future agendas

- **Parish Council Website-** Cllr Seccombe has been in contact with Parish Online and is in the process of transferring the website domain and emails over to new organisation.
- **Defibrillator Machine** - Clerk gave a quote on hiring a machine costing £1 a day/£365 annually plus VAT. Agreed to rent machine and buy a cabinet.

Proposed: Cllr Corser seconded: Cllr Seccombe All in favor

11/25 DATE OF NEXT MEETING - 17th July 2025 at 7:30pm

12/25 TO CONSIDER CLOSURE OF THE MEETING TO THE PUBLIC AND PRESS

The meeting was closed at 7.50pm

Proposed: Cllr Spencer Seconded: Cllr Corser All in favour

13/25 PERSONNEL and CONFIDENTIAL MATTERS

SIGNED:

Appendix A

Councillor Areas of Responsibility

Planning - Cllr Corser

Trees - Cllr Spence

Flooding - Cllr Seccombe

Communications - Cllr Seccombe and Cllr Corser

Financial Management - Cllr Spencer

Village Infrastructure and Environment - Cllr Spencer

Welfare for Vulnerable Residents - Cllr Corser

Alscot Estate Liaison - Cllr Corser