



# Minutes

## Annual General Meeting of Preston on Stour Parish Council

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**Held on:** Thursday 18<sup>th</sup> May 2023 at 7:00pm  
**Place:** Preston-on-Stour Village Hall

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

**In attendance:** Laura Callow (Parish Clerk)

**Members of the public:** 5

- 01/23 **ELECTION of CHAIR** - Cllr Spencer as proposed by Cllr Corser, seconded by James Seccombe, all in favour
- 02/23 **WELCOME and APOLOGIES- Not Present** - Cllr James Seccombe apology for leaving early
- 03/23 **Declaration of Interest** - there were none to receive
- 04/23 **Open Forum** - there were no discussions for the Open Forum
- 05/23 **CONFIRMATION OF MINUTES**  
The minutes of the Annual Meeting 26<sup>th</sup> May 2022 & Ordinary Meeting 16<sup>th</sup> March 2023 were confirmed and signed.
- Proposed:** Cllr Spencer                      **Seconded:** Cllr Seccombe                      **All in favour**
- 06/23 **ELECTION of VICE CHAIR** - Cllr Corser as proposed by Cllr Spencer, seconded by James Seccombe, all in favour.
- 07/23 **Areas of Responsibility** - it was agreed that all Cllrs would continue with their areas of responsibility except Cllr Spencer who will take over financial Management and Trees.
- 08/23 **Ownership of the Greens** - The Estate are still looking into it. Cllr Spencer will keep us up to date.
- 09/23 **FINANCIAL MATTERS**
- i. The financial report was discussed and agreed
  - ii. Bank Reconciliation
  - iii. Internal Audit - Clerk updated everyone on the Audit.
  - iv. 6 invoices approved for payment.

Inv 1	WALC - Subscription	£118.00
Inv 2	John Cawley	£340.00
Inv 3	Kenneth Dunn	£200.00
Inv 4	John Crawley	£340.00
Inv 5	Zurich Insurance	£241.00
Inv 6	Parish Clerk	£416.25
Inv 7	Preston Village Hall	£40.00
Inv 8	The Cygnet Fund (Bus Stop)	£12.00

10/23

**Planning**

- i. 23/00930/LBC Shipston Lodge - No Objection- Clerk sent a response on 05/04/23
- ii. 23/01043/FUL Shipston Lodge - No Objection - Clerk will send response by 25<sup>th</sup> May 23.
- iii. 23/01260/LBC 48 Village Green- Support - Cllrs will draft up a comment to add to application regarding bricks and beam repair which is now mentioned then the clerk will submit by 5<sup>th</sup> June 23.

11/23

**UNITARY AUTHORITIES** - Cllr Izzy Seccombe gave an update on this. The whole idea of the Unitary Authorities has been dropped. Levelling up is a topic they have been working a lot on over the last year. Cllr Corser will continue to keep members updated.

12/23

**Councillors Reports and items for future agendas**

- **Internal Audit** - A report was received from the internal Auditor, Mr Kenneth Dunn. This was circulated to all members and the recommendations were read out **IT WAS RESOLVED to accept the auditor's report (dated 28<sup>th</sup> April 2023 appendix A)**  
**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 2022, 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 12th June to Friday 21st July 2023. "
- **Website** - Cllr Seccombe is keeping it up to date along with the clerk. Subscription renewal is due September 2023.
- **Future Meetings Arrangements** - Agreed we will continue to meet at the Village Hall on the Third Thursday of every second month. Changed July Meeting from 20<sup>th</sup> July to another day of w/c 17<sup>th</sup> July.
- **Smaller Councils Committee Letter** - Nothing to be said on this topic.
- **Code of Conduct** - LGA Model code of conduct as adopted by SDC 01/05/2023. Cllr Corser will attend the Zoom meeting on this.

13/23

**DATE OF NEXT MEETING** - W/C 17<sup>th</sup> July 23. Clerk will circulate the new date.

14/23

**TO CONSIDER CLOSURE OF THE MEETING TO THE PUBLIC AND PRESS**

The meeting was closed at 7.48pm

Proposed: Cllr Spencer    Seconded: Cllr Corser    All in favour

15/23    PERSONNEL and CONFIDENTIAL MATTERS

**SIGNED:**