



# Minutes

## Annual Meeting of Preston on Stour Parish Council

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**Held on:** Thursday 23<sup>rd</sup> May 2019 at 7pm

**Place:** Village Shop

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**Present:** Cllrs Will Spencer (Chair), Anna Corser (Vice-Chair), Elizabeth Jonsson, Lester Smith and James Seccombe

**In attendance:** Kerry Finlayson (Parish Clerk),

**Members of the public:** 10

**01/19 ELECTION OF CHAIR**

Will Spencer was duly elected.

**Proposed Cllr Corser                      Seconded Cllr Jonsson**

**02/19 WELCOME and APOLOGIES**

There were none to receive.

**03/19 DECLARATION OF INTEREST**

There were no interests declared in any item of business on the agenda

**04/19 OPEN FORUM**

A member of the public (MOP) advised that the first tree on the left coming into the village was dangerous and needed to come down. The Chair advised that a planning application had been submitted and that he would arrange for felling to take place in autumn/winter.

**05/19 ACCEPTANCE OF OFFICE**

Councillors completed the following documents:

- i. Declaration of acceptance
- ii. Any financial interests in the Register of Members' Interests

**06/19 CONFIRMATION OF MINUTES**

The minutes of the Annual Meeting held on 24<sup>th</sup> May 2018 and the Ordinary meeting held on 28<sup>th</sup> March 2019 were **confirmed** and **signed**.

**07/19 ELECTION OF VICE CHAIR**

Anna Corser was duly appointed

**Proposed Cllr Spencer                      Seconded Cllr Jonsson                      All in favour**

**08/19 AREAS OF RESPONSIBILITY**

The following areas of responsibility were agreed:

- o Planning - Cllr Corser
- o Trees - Cllr Smith
- o Flooding - Cllr Seccombe
- o Communications - Cllrs Seccombe & Corser
- o Financial Management - Cllr Jonsson
- o Village Infrastructure and Environment - Cllr Spencer
- o Welfare for Vulnerable Residents - Cllr Corser
- o Alscot Estate Liaison - Cllr Corser

**09/19 CAPITAL ASSETS AND LIABILITIES VESTED IN THE COUNCIL**

The asset register was **approved**. The Clerk would send the information to Zurich Insurance.

**Proposed Cllr Spencer                      Approved Cllr Jonsson                      All in favour**

**10/19 GOVERNANCE**

Cllrs **approved** the following documents:

- i. Standing Orders  
(**Approved** as was but it was **agreed** that the Clerk and Cllr Corser would look to reduce for the future)
- ii. Scheme of Delegation  
(Risk Assessment and Communications sections updated to reflect Cllr responsibilities)
- iii. Risk Assessment Register - Cllr Jonsson would maintain the register
- iv. Policy & Protocol on dealing with the press
- v. Publication Scheme

**Proposed Cllr Corser                      Seconded Cllr Spencer                      All in favour**

**11/19 FINANCIAL MATTERS**

- i. Payments & Receipts

Date	Invoice	Cheque	Payee	Details	TOTAL
23/05/19	1	737	WALC	Membership Renewal	88.00
23/05/19	2	738	Zurich Insurance	Annual Policy	275.40
23/05/19	3	739	The Three Parishes Millennium Hall	Hall Hire	60.00
23/05/19	4	740	Village Shop	Room Hire	40.00
23/05/19	5	741	Cygnat Fund	Bus Stop	12.00

Cllrs **agreed** to appoint Kenneth Dunn as the Internal Auditor - this would need to be done before the end of July

**Proposed Cllr Spencer                      Seconded Cllr Corser                      All in favour**

- ii. Bank reconciliation  
The Clerk had been unable to reconcile the accounts as all of the required information had not yet been made available

**12/19 PLANNING**

- i. 19/01039/FUL Aviagen Ltd , Industrial Estate, Atherstone-On-Stour  
No objection was given
- ii. 19/01160/TEL56 Land At, Preston-on-Stour

**N.B** At this point Cllrs Smith and Spencer declared a non-pecuniary interest and withdrew from commenting  
A MOP spoke on the subject - Appendix A  
There was some confusion overall as this was not actually an application but was linked to and was dependant upon the application for a solar farm. That site had been refused under a recent application.  
Cllr Corser proposed that the application be objected to as it did not take into consideration the refusal of the change of location for the sub station made on 12<sup>th</sup> April. However Cllr Seccombe abstained which left the decision to Cllrs Corser and Jonsson so it was **agreed** that Cllr Corser would submit her comments as a resident.

**13/19 DC PENNY-ANNE O'DONNELL**

A report had been received to be submitted to the Parish Assembly

**14/19 CC SECCOMBE**

Councillors **received** and **noted** the report from CC Seccombe which was read out by the Chair.

#### 15/19 **ALSCOT ESTATE ADVISOR - ALUN REES**

Cllrs **welcomed** Alun who spoke about:

- Broadband progress which was good and the Gigabit Voucher Scheme
- The prior notification for the solar farm tower and the incorrect procedure that had been followed
- Emma's 'Planting in the Park' and issued an invitation for parishioners to come and have a look.

Cllr Spencer advised Mr Rees that the kissing seat stone structure in the folly was falling down and he agreed to look into this

Mr Hoe was unhappy that the Estate had been working with the Clifford Environmental Group rather than the Preston one (PEG) which was within the Estate. Mr Rees had been unaware of PEG as he was not an Estate Manager but only an advisor but he would pass this information on.

#### 16/19 **DATES OF FUTURE MEETINGS**

Cllrs **agreed** the following:

- Thu 18th July - Cllr Jonsson gave her apologies in advance as she would be on holiday
- Thu 19th September
- Thu 21st November
- Thu 16th January
- Thu 19th March
- Thu 21<sup>st</sup> May                      Annual and Assembly
- Extra meetings to be called as required

#### 17/19 **CLOSURE OF THE MEETING TO THE PUBLIC AND PRESS**

The meeting closed at 20.05

**Proposed Cllr Spencer**

**Seconded Cllr Corser**

**All in favour**

#### 18/19 **PERSONNEL MATTERS**

- i. Clerk's contract  
Contract signed by Chair and Clerk
- ii. Annual Leave  
Request for leave 1-3 July **approved**