

**PRESTON PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 6<sup>th</sup> MAY 2026**

**PRESENT:** Cllr Julie Tomblin (Chairman), Cllr Steve Rawlinson, Cllr Helen Lynas  
Cllr Sue Cameron, Cllr Alan Holmes (part), Cllr Alan Stone

**ALSO IN ATTENDANCE:** Roz Morton (Clerk), Cllr Mike Every, Cllr Lisa Spivey, 2 x  
MOP

**001 26/27 To Elect a Chairman**

Cllr Julie Tomblin was elected Chair, proposed Cllr Cameron,  
seconded Cllr Lynas, all in favour.

**002 26/07 To Elect a Vice Chairman**

Cllr Sue Cameron was elected as Vice Chair, proposed Cllr Tomblin,  
seconded Cllr Rawlinson

**003 26/27 To consider and agree to accept apologies for absence**

Cllr Brennan sent his apologies which were accepted.

**004 26/27 Declarations of Interest in items on the Agenda**

None.

**005 26/27 To consider and agree to accept the Minutes of the meeting held on  
Thursday 5<sup>th</sup> March 2026**

It was RESOLVED to accept the Minutes from the meeting of 5<sup>th</sup> March  
2026 as a true and accurate record of proceedings. Proposed Cllr  
Tomblin, seconded Cllr Rawlinson, 4 in favour, 1 abstention.

**006 26/27 Matters arising from the meeting held on 5<sup>th</sup> March 2026**

None.

**007 26/27 To receive reports from County & District Councillors**

Cllr Every Reported on the following: CDC are hosting a Town & Parish  
Forum on 12<sup>th</sup> May, topics on the Agenda include Making the Cotswolds  
Dementia Friendly, The Local Plan, LGR and Community Resilience. All  
Councillors are welcome to attend.

CDC has agreed the timing for the Reg 19 consultation. It will be signed  
off at a meeting on 12<sup>th</sup> August and will go to public consultation for 6  
weeks at the end of August. Papers will be published ready for the O/S  
committee and Cabinet in July so will be available to the public from  
then.

Cllr Spivey reported on the following: GCC has launched a public  
consultation on introducing lower speeds in Preston & Cirencester.

**007a 26/27 To receive questions from members of the public**

None.

## Procedures

- 008 26/27 To consider and agree parish council representation on outside bodies as required and to agree areas of responsibility if required.

The following was agreed:

|                          |                         |
|--------------------------|-------------------------|
| Village Hall Committee – | Cllrs Cameron & Brennan |
| Planning & Highways -    | Cllr Stone              |
| Playground -             | Cllr Stone              |
| Finance -                | Cllr Rawlinson          |
| Police Liaison -         | Cllrs Lynas & Tomblin   |
| Footpaths -              | Cllr Tomblin            |

- 009 26/27 **To consider and agree to sign the Clerks contract of employment**

Cllr Stone noted that the Clerk must have adequate insurance cover to allow for working from home.

It was RESOLVED to sign the contract. Proposed Cllr Rawlinson, seconded Cllr Lynas, all in favour.

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| <b>ACTION: Clerk to check insurance cover and report back,</b> |
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## Finance

- 010 26/27 **To consider and agree the statement of accounts for year ending 31<sup>st</sup> March 2026**

It was RESOLVED to approve the statement of accounts as presented. Proposed Cllr Rawlinson, seconded Cllr Tomblin, all in favour.

- 011 26/27 **To receive bank reconciliations to 31<sup>st</sup> March 2026**

Received without comment.

- 012 26/27 **To note completion of the Annual Internal Audit and note any recommendations.**

The report was circulated. The following recommendations were made:

- All records were up to date but were not easy to follow with Agendas and Minutes being mixed up. Numbering for items should be sequential and follow from meeting to meeting.
- The Council has appropriate policies in place, however, recommendation to adopt a Reserves Policy and also an Effectiveness of Internal Audit Policy.
- Bank reconciliations should show a starting figure and an end figure using the cashbook, compared against the bank statement for each month and then at year end.
- Recommendation to have a cashbook available for approval at each council meeting.
- Recommendation that budgeting reports should reviewed regularly.
- Recommendation that VAT should be claimed regularly, possibly twice a year.
- There doesn't appear to have been any recommendations made from the previous internal auditor. Although some procedural matters should have been picked up.
- The Council should carry out spot checks of payments against payment schedules.
- Would recommend that the Council consider outsourcing PAYE in order to ensure correct tax, NI and tax codes are applied.

- Recommendation to review Assets

The Clerk reported that some of the recommendations have already been put in place such as the bank reconciliation reporting, Agenda item numbering & page numbering and making the cashbook available at each meeting. The policies etc that are listed above will be considered and adopted through the year.

**013    26/27 To approve Section 1 Annual Governance Statement 2025 – 26**

It was RESOLVED to approve Section 1 Annual Governance Statement 2025 – 26 Proposed Cllr Rawlinson, seconded Cllr Tomblin, all in favour.

**014    26/27 To approve Section 2 Annual Governance Statement 2025 – 26**

It was RESOLVED to approve Section 2 Annual Governance Statement 2025 – 26 Proposed Cllr Rawlinson, seconded Cllr Tomblin, all in favour.

**015    26/27 To consider and agree to sign the certificate of exemption for 2025 – 26**

It was RESOLVED to sign the certificate of exemption for 2025 – 26 Proposed Cllr Rawlinson, seconded Cllr Tomblin, all in favour.

**ACTION: Clerk to submit the AGAR to PKF and post on the website.**

**016    26/27 To retrospectively consider and agree payments in the normal course of business**

It was RESOLVED to approve the payments as presented. Proposed Cllr Rawlinson, seconded Cllr Tomblin, all in favour.

Cllr Holmes joined the meeting

**017    26/27 To consider and agree statement of accounts for Month ending 30<sup>th</sup> April 2026**

It was RESOLVED to approve the statement of accounts as presented. Proposed Cllr Rawlinson, seconded Cllr Tomblin, all in favour.

**018    26/27 To consider and agree to pay GALC (Formally GAPTC) subs for 26/27**

It was RESOLVED to pay the subs for GALC for 2026 – 2027. Proposed Cllr Tomblin, seconded Cllr Rawlinson all in favour.

The Council receives a reduction in cost as the Clerk is Cilca qualified, however the invoice does not reflect that reduction.

**ACTION: Clerk to arrange for a revised invoice to be issued,**

**019    26/27 To consider and agree annual insurance renewal quote.**

A renewal quote from Zurich was received. It was RESOLVED to accept the quote at a cost of £400.52. Proposed Cllr Tomblin, seconded Cllr Holmes.

**ACTION: Clerk to add to payment schedule.**

**020    26/27 To consider application for a grant from CAB and to agree response.**

It was RESOLVED to donate £100 to CAB. Proposed Cllr Cameron, seconded Cllr Lynas, all in favour.

**ACTION: Clerk to add to payment schedule.**

**021    26/27 To consider and agree a donation to TWIGS in lieu of the talk at the Annual Meeting.**

It was RESOLVED to pay the speaker fee of £40 and add a donation of £50. Proposed Cllr Tomlin, seconded Cllr Lynas all in favour.

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| <b>ACTION: Clerk to add to payment schedule.</b> |
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**Planning**

**022    26/27 To note planning decisions: noted.**

**24/01563/LBC** | Replace 5no. windows on front elevation with new single glazed Timber windows | Old Farm House Preston Cirencester Gloucestershire GL7 5PR – **PERMIT**

**26/00254/FUL** | Erection of single-storey side extension, rear infill extension, loft conversion with Juliet balcony, and porch alterations with associated works | 19 Kingsway Preston Cirencester Gloucestershire GL7 5XA - **PERMIT**

**023    26/27 To consider and agree responses to the following planning applications:**

**26/01118/FUL & 26/01198/LBC** | Replacement of existing roof and installation of timber garage doors with associated works. | Forty Farm Kingshill Lane Preston Cirencester Gloucestershire GL7 5PP. Deadline 15<sup>th</sup> May. No comment.

**024    26/27 To consider and agree responses to planning applications received after the publication of the Agenda.**

None.

**025    26/27 To note publication of Siddington Neighbourhood Plan Reg 14 consultation and to agree any response.**

The Council noted the publication and consultation and declined to make a comment.

**026    26/27 To note publication of Cirencester Neighbourhood Plan Reg 16 consultation and to agree any response.**

The Council noted the publication and consultation and declined to make a comment.

**Village Hall**

**027    26/27 To receive minutes from committee meetings held**

Minutes were received and circulated.

**028    26/27 To receive a verbal report from Trustees**

Cllr Cameron reported that the Chair was elected again but that the Committee are finding it hard to get Trustees but that residents have come forward to offer practical help with the upkeep of the Hall, which is very welcome.

The management of the Hall is becoming more administratively burdensome with increased H & S requirements etc.

The Committee are considering applying for a grant to replace the chairs with folding ones and will submit an application in due course.

## Playground

### **029 26/27 To consider and agree to replace the multi climber unit**

The last ROSPA report found that the monkey bars will need replacing soon. Several options were considered and a selection of quotes for replacement units and alternatives were circulated. Discussion took place. It was generally agreed that replacing the single unit with an activity trail that would cater for older children was a good idea. In the meantime, Cllr Holmes is regularly inspecting the monkey bar unit to ensure that it remains safe for use. Grants can be applied for to help with the cost, and the cost is likely to be in the region of £10 – 15k. Savings can be made if the Council can remove the unit without the requirement for skips etc.

However, until the lease is signed no further progress can be made.

**ACTION: Clerk to bring this back to the Agenda, once the lease is signed.**

### **030 26/27 To receive an update on the playground lease**

Despite numerous emails, the lease has not yet been signed.

**ACTION: Clerk to continue to chase for a response.**

## Other Matters

### **031 26/27 To consider and agree a response to the speed limit consultation – deadline 11<sup>th</sup> May.**

Cllrs Stone & Tomblin attended an online meeting with GCC on 6<sup>th</sup> May to discuss the scheme. It was a useful discussion. Two particular changes were suggested: Witpit Lane to be reduced to 40mph for the entire length of the road and the road to Foxlease to be included in the village-wide 20mph.

There was a wider discussion at the online meeting regarding the possibility of PPC introducing a VAS along the road through the village when the scheme is implemented. This would be at a cost to the Parish Council but could be supported, in principle, by the County Council. The scheme is likely to be implemented in early 2027 following more public consultation.

All Councillors can respond individually to the consultation online:

[Interactive map - Cirencester](#)

**ACTION: Clerk to add comments on the interactive map following the meeting.**

### **032 26/27 To receive an update on the new defibrillator.**

The Council has received the grant from CDC. Details are expected from SWAST First Responders regarding which defib to purchase.

**ACTION: Clerk to chase for a reply.**

### **033 26/27 To note correspondence received and agree any actions**

Nil of note

### **034 26/27 Any other business Please Note: Decisions cannot be taken under this item. It is an opportunity for Members to bring issues to the Council's attention or items for future meetings.**

Cllr Holmes reported a dead tree on the green at the bottom of Kingsway near the entrance to the garages.

**ACTION: Clerk to report to Bromford.**

Cllr Cameron offered to secure a contractor to clean the village gates as in previous years.

**ACTION: Cllr Cameron to report back to Council with a quote for agreement.**

**035 26/27 Date of next meeting**

Thursday 2<sup>nd</sup> July 2026 at 7.00pm in the Village Hall.

There being no further business, the meeting closed at 7.00pm

Signed .....