

**Cyngor Tref Llanandras a Norton  
PRESTEIGNE AND NORTON TOWN COUNCIL**

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**MINUTES OF THE MEETING HELD ON 16<sup>TH</sup> DECEMBER 2009 AT THE SHIRE HALL,  
BROAD STREET, PRESTEIGNE**

**Present:** Cllrs. J. Wilding (Mayor), J. Tennant-Eyles (Deputy Mayor), Ms. B. Baynham, N. Green, Ms. N. Humphreys, J. Kendall, C. Kirkby, H Owens, , P. Robinson, Ms. J. Simpson, P. Spawton, Ms. A. Wake.

**Apologies:** Cllr. B. Price.

**In Attendance:** Mrs T. Price, Town Clerk

**Declarations of Interest.** Members were requested to declare any personal and/or prejudicial interests they may have in matters to be considered at this meeting in accordance with the terms of the Local Authorities (Model Code of Conduct Order) (Wales) Order 2008.

Personal –

Cllr. Kirkby Finance (review of grant applications) Director of Shirehall Museum Trust.

Cllr. Ms. Baynham Finance (review of grant applications) Employee of East Radnorshire Day Care Centre.

Cllr. Tennant-Eyles Finance (review of grant applications) Chairman of Presteigne Tourism Trust, Director of Music Festival, Treasurer Presteigne Chamber of Trade.

Cllr. Owens Finance (review of grant applications) Chairman of Trustees, Presteigne and Norton Community Support.

Cllr. Kendall Finance (review of grant applications) Chairman of Presteigne Festival.

Cllr. Ms. Humphries Finance (review of grant applications) Member, Landscape Recording Association.

Cllr. Wilding Finance (review of grant applications) Norton Sports Committee.

Cllr. Ms. Simpson Finance (review of grant applications) Member of Presteigne Chamber of Trade, Trustee for Shirehall Museum Trust Ltd.

Cllr. Ms. Wake Finance (review of grant applications) Member of Presteigne Chamber of Trade, Management Committee Member Presteigne Little People's Playgroup.

Personal and Prejudicial - None

**MIN 2149 FINANCE**

**(1) Donations:**

The following donations were approved –

**Chamber of Trade (Christmas Lights/Fair)**

**£1500 (precepted)**

Cllr. Tennant-Eyles was asked to pass the thanks of the Town Council to the Chamber of Trade for organising the Christmas Lights and Fair.

<b>Presteigne and Norton Community Support</b>	<b>£500 (precepted)</b>
<b>Landscape Recording Association</b>	<b>£500 (precepted)</b>
<b>Powys Citizens Advice Bureau</b>	<b>£300 (precepted)</b>

Members considered the application from Hope House Children's Hospice and it was agreed that they would reconsider the application at the January meeting. The Clerk was asked to forward a copy of the application letter to each Member. She was also asked to ask Cllr. Price for more details on the work of the Hospice.

The letter of thanks from Presteigne St. Andrews Football Club for the donation towards the firework display was noted.

**(2) Payments:**

<b>Margraves</b> (charges re. lease surrender document)	<b>£345.00</b> (£300 plus VAT)
<b>Viking Direct</b> (ink cartridges etc)	<b>£134.40</b> (£121.96 plus VAT)
<b>KFS</b> (antifreeze for toilets)	<b>£12.17</b> (£10.58 plus VAT)
<b>A.G. Hopkins</b> (Meadow Inspections)	<b>£13.50</b> <b>MEADOW ACCOUNT</b>
<b>Prince &amp; Pugh</b>  (Refunded to Cllr. Tennant-Eyles for additional keys to Meadow Gate)	<b>£9.00</b> <b>MEADOW ACCOUNT</b>

It was noted that it was expected that the account from Margraves would be one of the costs that Powys County Council would meet.

**(3) New Projects:**

**Purchase of Bunting** – Cllr. Tennant-Eyles outlined the different types and costs available. Members agreed that the project be included in the 2010/11 precept but asked that a sample of the pvc bunting be brought to the next meeting for a decision on type to made.

**Testing of Light Fittings** - Cllr. Tennant-Eyles reported that the testing was required every five years but that this was not due during the forthcoming financial year and so could be deferred and re-considered in twelve months.

**Lower Went's Meadow** – Cllr. Kirkby reminded Members that as the Town Council had now taken on the responsibility for the whole of this area there would inevitably be costs associated with ongoing maintenance. He also suggested the area (either in part or including the allotment area) could be considered for registration as a Nature Reserve. He agreed to get more detailed information on this and also to contact the Radnorshire Wildlife Trust for more detail on possible maintenance costs.

**Memorial Hall Working Fund** – Members noted that further work would be needed over the forthcoming financial year. It was agreed in principle to include a further amount in the precept for 2010/11.

#### **(4) Review of Grants/Donations and Examination of Organisation's Accounts:**

The accounts had been supplied by organisations in receipt of grants of over £250 and each were examined in turn. Members with particular knowledge of each organisation provided information and more detail as necessary.

Cllr. Wilding asked that it be noted that he would be suggesting an increase in the amount of grant paid to the Football Club for running the annual fireworks display.

The Clerk was asked to press Powys County Council for more details on the new funding arrangement for village halls.

No accounts had been received from the Radnorshire Wildlife Trust but it was agreed not to pursue this. The Trust would no longer be managing Lower Went's Meadow and so the grant for 2010/11 would no doubt be amended.

#### **(5) Information provided on Setting the Forthcoming Precept:**

Members reviewed the draft precept provided by the Clerk for guidance.

The Clerk had spoken to the Council's insurers and public liability insurance had been extended to cover Lower Went's Meadow at no increased charge. An additional charge (estimated at around £60) would be made once the allotments were operational. It was agreed to increase the precepted amount for insurance by £100 to allow for this contingency.

The possibility of needing to renew the Council printer was also noted.

Council projects were examined separately –

Allotments – deferred for consideration later in the Agenda.

Toilets, Wilson Terrace – It was noted that £4000 was presently held in the reserves for emergency works and that there would be no further grant from Powys County Council towards running costs. Annual costs were around £3000.

Memorial Hall Working Fund - deferred for consideration later in the Agenda.

Sheep Music- The Clerk was asked to repeat her request for information on events planned for 2010.

Went's Meadow – It was noted that there would be no income from Sheep Music in 2010 and so the precept would need to be adjusted accordingly.

Cllr. Wilding provided details on the Council's reserve balances and it was noted that a number of projects had reserves included within the High Interest Account.

#### **(6) Review of the Clerk's salary for the 2010/11 year and to consider the additional hours needed for the Hall and Allotments Project over 2010/11:**

Cllr. Wilding outlined the current arrangements and the following items were agreed –

i) The Clerk to commence a written record of the hours worked on the Allotments Project for additional payment, this payment to include a cost element for pro rata holiday entitlement. Travelling to be paid at the standard rate. These payments to be met from within normal funds and repaid from the Allotment account when sufficient funds are available.

ii) The Clerk to calculate the pro rata holiday entitlement on the hours worked to date in respect of the Memorial Hall Project and to make this payment with the next normal salary. Future hours paid to include the pro rata holiday element.

iii) Cllr. Wilding to bring a detailed recommendation on the Clerks salary and hours to the January Meeting for Members' consideration.

## **MIN 2150      APPROVAL OF MINUTES**

The Minutes of 18<sup>th</sup> November were approved without any amendment. The Mayor then duly signed the Minutes.

## **MIN 2151      MATTERS ARISING**

- (1) **Powys County Council Reception** – Unfortunately the Mayor had been unable to attend.
- (2) **Confidential Letter** – The reply was noted and it was agreed that the Clerk draft a further letter in response.
- (3) **Clerk's Report** - The Clerk's report was noted.

## **MIN 2152      PLANNING**

(1) **P2009 1298** Listed Building Consent, Re-slate existing roof “like for like” basis and installation of roof insulation. Renew lead flashings and valleys, re-decoration of external walls and joinery and replacement of existing French doors - **Old Town Cross, St. David's Street, Presteigne.**

No objections were raised to this application.

(2) **Planning Liaison Meeting 1<sup>st</sup> December** – The Clerk had attended and a written report had been circulated to all Members. She encouraged Members to view the new public access planning section of the Powys Council website.

(3) **Planning Decisions** – The decisions were noted.

## **MIN 2153      HIGHWAYS, HOUSING AND ENVIRONMENT**

(1) **Transition Presteigne (inc. Low Carbon Communities Challenge)** – Cllr. Kirkby reported on the proposed changes to the grant bid and provided everyone with a written summary. Members agreed that a letter of support be written for the amended application.

(2) **School Modernisation Project** – Cllr. Kendall had contacted Gareth Jones at Powys County Council and he had confirmed that he would be recommending that the Town Council have a representative on the sub group dealing with John Beddoes School catchment. The final decision would, however, rest with the Powys County Council Board.

(3) **Affordable Housing** – Nothing to report at this time.

(4) **Powys County Council Radiation Monitoring Scheme** – Cllr. Kirkby informed Members that the scheme was being transferred to the Health Protection Agency and local readings will no longer be required.

(5) **Cwm Harry Land Trust Zero Waste Project** – The project was on course to start in April and a leaflet was to be delivered to each household providing information.

(6) **Rockbridge Footpath** – The letter agreeing confirmation of the new length of path was still awaited.

(7) **Missing Footpath Link on Definitive Map** – The Clerk confirmed she had written to Powys County Council making an official request for the missing length to be added.

(8) **Shoppers Car Park** – Cllr. Kirkby confirmed that the works were now almost complete and that only the installation of the gate remained.

**(9) East Radnor Leisure Centre Local Management Committee Agenda (19<sup>th</sup> Nov) – Cllr. Green** had attended the meeting as the Council's representative. He reported that matters had improved generally with increased usage and performance. The finances of the centre were also much improved.

**(10) Policing Matters – Cllr. Wilding** had attended the consultation meeting in Llandrindod. He had also been in touch with the police inspector for the area. Members had all been informed of the new PCSO for Knighton and Presteigne who would be starting in the near future. Cllr. Wilding had invited Chief Superintendent Steve Hughson to attend the February meeting of the Council and would also be asking for a special briefing early in the New Year.

**(11) Provision of Dropped Kerbs – Cllr. Ms. Simpson** had met with Powys County Council Officer, George Lloyd who had agreed with the need for the kerbs subject to funding being available. The Clerk had since spoken to Mr. Lloyd who hoped that works would go ahead and would be carried out within three months.

Mr. Lloyd had also agreed to meet Members in the town to look at any matters of concern and the Clerk was asked to arrange this.

**(12) Ongoing Issues –**

**Wall at Castle Dyche** - This matter had still not been resolved and the Clerk agreed to try to speak to the developer again.

**Flooding Issue at King's Court** - Members noted the present situation.

**Overgrown Trees, Castle Road** –This had been added to the works schedule.

**(13) Powys County Council Future Refuse and Recycling Service – Noted.**

**(14) Powys County Council Local Housing Market Assessment Questionnaire – Cllr. Tennant- Eyles** took this to review.

**(15) Other Highway Items – No matters were raised.**

#### **MIN 2154 NORTON MATTERS**

Cllr. Spawton reported that he still had serious concerns about the flashing speed signs, the solar panels were not facing South for maximum benefit and he was unhappy with the location of the signs. The Clerk confirmed she had spoken to Powys County Council and that an engineer was due to visit the site very soon.

#### **MIN 2155 WENTS MEADOW**

**(1) Litter Bins –** The locations for the bins had been agreed and they should be in place shortly.

**(2) Community Orchard – Cllr. Kirkby** updated Members on progress. A letter had been received that evening objecting to the planting of further trees on the area and some other Members reported receiving concerns. These concerns were duly noted.

**(3) Additional Padlock –** The Clerk agreed to remind Powys County Council of the request to purchase a further padlock.

**(4) Insurance Cover –** The Clerk confirmed that she had checked the cover with the Council's insurers. There was no cover for damages to the Skateboard Park at present.

(5) **Public Liability Cover for Lower Went's Meadow** – This was now in place at no extra charge.

(6) **Gate, Skateboard Park** – Cllr. Wilding confirmed that this had now been removed and was in storage.

## **MIN 2156 MEMORIAL HALL**

**Hall Project Update** – Cllr. Tennant-Eyles updated Members on progress and also on the recent training days attended by himself and the Clerk. An initial meeting had also been held with Tribal, an organisation funded by the Big Lottery to assist applicants and a further meeting was scheduled for early in the New Year.

He also reported that Powys County Council had confirmed their willingness to transfer the play area and small car park area to the Hall Trust. Members noted that it was possible that due to timing issues the land would initially need to be transferred into the name of the Town Council.

It was agreed that Cllr. Tennant-Eyles and the Clerk continue to work on the project but that in order to protect the Memorial Hall Committee's reserves for the future the Town Council would for the time being fund the full payment for the Clerk's time and not require payment from the Hall Committee. This arrangement to take effect from 1<sup>st</sup> January, 2010 and to be reviewed should lottery funding be received.

## **MIN 2157 ALLOTMENTS**

(1) **Bank account for Allotments** – The Clerk was authorised to open a new account for the allotments and the appropriate form was signed at the meeting.

(2) **Rent to be charged per plot** – Cllr. Wilding briefly summarised the site investigations and measurements to date. He anticipated being able to provide 32-36 quarter plots.

He then outlined his predictions for the projected costs for the day to day running of the allotments and reminded Members that as a consequence of the Council taking back the responsibility of the whole Lower Meadow area additional maintenance would be required. He felt that a reasonable rent, given the circumstances would be £25 per quarter plot.

Cllr. Tennant-Eyles then spoke on rental amounts. He asked Members to note the average rents over the United Kingdom and Powys when considering the amount of rent to charge per plot. He suggested £15 per quarter plot as being a reasonable amount.

The contents of a letter from the Presteigne and Norton Allotment Association was circulated to all Members and formally noted.

Comments were then invited from each Member in turn and a number of suggestions were put forward and withdrawn with two remaining for a formal vote. Cllr. Ms. Baynham proposed a rent of £25 per quarter plot and this was seconded by Cllr. Green provided this was reviewed annually. Cllr. Ms. Humphires proposed a rent of £15 per quarter plot with an annual rent review and this was seconded by Cllr. Tennant-Eyles.

A vote was then taken. Three Members voted for the lower rent of £15 per quarter plot and nine voted in favour of a rent of £25 per quarter plot. The rent was therefore set at £25 per quarter plot, £50 per half plot.

(3) **Update on site works etc.** Cllr. Wilding advised Members that the next work to be carried out would be the pollarding of the trees. He agreed to be at the site at 3.30 the next day for any Members who wished to attend.

(4) **General Update** - Two letters had been received on the subject of allotments, one in favour and one very strongly against. The Clerk was asked to write formal replies to both these letters.

The advice of the Countryside Council regarding the SSSI had been taken and formal consent given. The contents of an email from the Radnorshire Wildlife Trust were noted.

#### **MIN 2158      CORRESPONDENCE**

(1) **Local Government (Wales) Measure 2009 Part 1 Guidance to Fire and Rescue Authorities, Consultation** – Cllr. Kirkby apologised but he had not yet had time to review the document.

(2) **Are we being Served, report and consultation produced by Councillors Commission Expert Panel** – Cllr. Ms. Baynham reported briefly on this document and had returned her comments..

(3) **Local Government Wales Measure 2009 Statutory Guidance Consultation** – Cllr. Kendall reported on the contents of this document.

(4) **Code of Conduct Draft Guidance from Public Services Ombudsman** – Cllr. Tennant-Eyles agreed to read and review this document.

#### **MIN 2159      INFORMATION ITEMS**

The items for information were noted.

#### **MIN 2160      URGENT INFORMATION**

No urgent business was raised.

There being no further business to discuss, the meeting closed at 10.10 pm.