

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

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**MINUTES OF THE MEETING HELD ON 19<sup>TH</sup> MAY 2010 AT THE SHIRE HALL, BROAD STREET, PRESTEIGNE**

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

**Apologies:** Cllrs. Ms. B. Baynham, N. Green, B. Price, P. Spawton.

**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. Ms. Simpson                      Finance Item - donation Presteigne After School Club

Personal and Prejudicial

Cllr. Wilding                              Planning Items - P2010 00466 and P2010 00448.

For the first part of the meeting Members proceeded to the Courtroom.

Cllr. Wilding spoke on his year as Mayor, outlining highlighting major projects such as the Memorial Hall and the allotments and thanking all those that had helped him over the year.

**MIN 2211      ELECTION OF TOWN MAYOR**

Cllr. Wilding invited nominations for Mayor.

Cllr. Tennant-Eyles was proposed by Cllr. Kirkby, seconded by Cllr. Ms. Simpson and duly elected. Cllr. Tennant-Eyles assumed the Chair and thanked Members for his election. He highlighted the major challenges for the year ahead as being the progression of the Memorial Hall and affordable housing projects.

**MIN 2212      ELECTION OF DEPUTY MAYOR**

Nominations were invited for the position of Deputy Mayor.

Cllr. Kendall was proposed by Cllr. Owens and seconded by Cllr. Ms Wake and duly elected.

Members then returned to the Meeting Room to continue business.

**MIN 2213      FINANCE**

**(1)      Donations:**

Members had all received a copy of the letter from Presteigne Primary School After School Club and considered the application for a grant to pay for Forest School sessions. Cllr. Tennant-Eyles

reminded Members of the tight precept set for 2010/11 and asked that this be borne in mind throughout the year when considering any items of expenditure not included in the precept.

After consideration Members considered that the project was a worthy cause and following a vote it was agreed that the sum of £150 be awarded to help fund the sessions.

No other donations were made this month.

**(2) Payments:**

<b>A.G. Hopkins</b> (Meadow Inspections)	<b>£13.50</b> MEADOW ACCOUNT
<b>J. Selley</b> (Meadow repairs)	<b>£152.00</b> MEADOW ACCOUNT
<b>Pump International Ltd</b> (allotments, water pump)	<b>£197.22</b> (£167.85 plus VAT)
<b>KFS</b> (allotments)	<b>£37.66</b> (£32.05 plus VAT)
<b>Clearview Cleaning Services</b> March/April Account)	<b>£408.94</b> (£348.03 plus VAT)
<b>Viking Direct</b> (2 invoices) Ink Cartridges Cllr. Tennant-Eyles (Memorial Hall)	<b>£127.99</b> (£108.93 plus VAT)
<b>Lyreco</b> (2 invoices)	<b>£64.34</b> (£54.75 plus VAT)
<b>Artisan Print</b> (2 invoices) (Lottery Application Memorial Hall)	<b>£237.25</b>
<b>Mrs T. Price</b> (Travelling Expenses)	<b>£151.60</b>
<b>Mrs T. Price</b> (Pay April-June Quarter) (including additional hours worked on Allotments and Memorial Hall)	<b>£4217.67</b>
<b>HMRC</b> (income tax and employees and employers NI due on above)	<b>£2238.82</b>
<b>Audit Risk Investigations (D.P. Morris)</b> (Internal Audit)	<b>£175.50</b>
<b>Hampshire Flag Company</b> <b>From April 10 - To be Re-issued</b> Original Cheque returned by HSBC.	<b>£505.83</b> (£430.49 plus VAT)
<b>Presteigne Gates</b> (allotments)	<b>£84.60</b>
<b>KBS</b> (allotments)	<b>£197.70</b>
<b>Caerfagu Products</b> (allotments)	<b>£549.44</b>

**(3) Receipts:**

<b>Powys County Council (re. Allotments)</b>	<b>£292.47</b>
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**(4) Internal Audit:**

This had been completed and a letter from the Auditor had been received confirming that all was in order. Members noted that Mr. Morris was unable to continue carrying out audit duties and asked the Clerk to look for a replacement and report back to a future meeting. The Clerk was asked to write thanking Mr. Morris for his excellent work as auditor.

**(5) Annual Governance Statement:**

Members had all received a copy of the annual governance statement and it was agreed to approve section one, Statement of Accounts and section two, the Annual Governance Statement, together with supporting documentation, and these sections were duly signed by the Mayor, Cllr. Tennant-Eyles and the Clerk. Section four had already been completed and signed by the Internal Auditor, Mr. D. Morris.

**(6) Project Budgets:**

Cllr. Tennant-Eyles explained the project balances and the amounts held within reserves for these projects at the year end. It was noted that expenditure for the allotments in 2009/10 had exceeded the precepted amount by £38.80 and it was agreed that the Clerk should transfer this sum from the allotment account to the treasurer account to cover this.

**(7) Bank Account Mandate:**

The Clerk explained that the bank had lost the latest mandate and would not accept a photocopy. They had requested a new mandate be signed. Members completed the form which the Clerk would hand deliver to the bank.

**(8) Bank Transfer:**

It was agreed that the Clerk transfer £734.54 to cover the payment of her additional hours and £16 to cover her travel payments from the allotment account to the treasurer account.

**MIN 2214      APPROVAL OF MINUTES**

The Minutes of 21<sup>st</sup> April were approved without any amendment. The Mayor then duly signed the Minutes.

**MIN 2215      MATTERS ARISING / CLERKS REPORT**

**(1) Clerk's Report** - The Clerk's report was noted.

**(2) Overgrown Hedge** – Cllr. Wilding had made enquiries about the ownership of the hedge and expected the hedge to be trimmed in the near future.

**(3) Killhorse Lane, Norton** – Cllr. Robinson reported that works had not yet taken place. He agreed to monitor the situation and report on progress.

**(4) Footpath, Near St. Mary's Mill** – The Clerk reported that Powys County Council had now commenced the necessary paperwork to add the length of path to the definitive map.

## MIN 2216 PLANNING

### (1) Planning Applications:

Cllr. Wilding left the room for this part of the meeting.

**P2010 0448** Full, modification of turning head to estate road approved under planning ref. No. PR5715/01 at **Site adjoining Rose Cottage, Norton**. No objections raised.

**P2010 0466** Reserved matters, application for approval of reserved matters from approval PR5715/01, access, siting, design and landscaping of a dwelling and change of use of land to domestic cartilage and access including provision for garden shed and greenhouse at **Plot 3, adj. Rose Cottage, Norton**. No objections raised.

Cllr. Wilding returned to the room for this part of the meeting.

**P2010 0427** for householder, demolish existing conservatory and replace with extension to create breakfast kitchen/sunroom at **Wellingtonia, Norton**. No objections raised.

**P2010 0471** Full, erection of a new dwelling at **land behind 8 Broad Street, Presteigne**. No objections raised but the Clerk was asked to remind the Planning Department of the need to include conditions relating to the narrow access to the site and the increase in the density of traffic caused by the development.

### (2) Planning Liaison Meeting:

Cllr. Tennant-Eyles summarised the recent meeting. In particular he informed Members that training sessions on planning matters by Powys County Council should soon be forthcoming. Notes on the meeting had already been circulated.

## MIN 2217 HIGHWAYS, HOUSING AND ENVIRONMENT

(1) **Affordable Housing** – Cllr. Tennant-Eyles provided Members with an update on the former youth centre site, including possible demolition costs as provided by Powys County Council and a local demolition firm. The lower cost estimate submitted by the local firm indicated that the site was a feasible site for use to provide affordable housing. No update had been received with regard to the sites being examined by the Mid Wales Housing Association.

(2) **Safe Routes to School** – Cllr. Wilding had nothing further to report at this stage.

(3) **Cwm Harry Land Trust Zero Waste Project** – Cllr. Kirkby reported that the project was proceeding well with rounds now being completed on time. He expected statistics to be available in the near future.

(4) **Transition Presteigne** – Nothing to report.

(5) **School Modernisation Project** – Cllr. Kendall reported that a meeting on the catchment area review was scheduled for the following week and he agreed to report to the June Council meeting. With regard to the review of secondary schools in Powys he informed Members of two sessions to be held by Powys County Council at the Hay Festival. He also informed Members of the website [www.savepowysschools.com](http://www.savepowysschools.com).

Cllr. Kirkby informed members that unfortunately the zero carbon school funding only applied to England and so John Beddoes School was not eligible. He thanked the school for its interest.

(6) **Policing Matters** – Cllrs. Wilding and Kendall had attended the recent PACT meeting and Cllr. Kendall gave a short report. It was felt that the meeting was poorly publicised and that the panel should include representatives from the County Council, the Probation Service and the

Town Council. The Clerk was asked to write to Powys County Council to press for their attendance at the next meeting and also to ask the police to improve publicity for the next meeting. A number of members agreed to attend the next meeting.

**(7) Youth Matters** – Cllr. Tennant-Eyles reported that the police were actively attending incidents and working to the best of their ability to address the problems in the town. He gave details of a small group of volunteers which had formed to attempt to address the lack of youth activities in the town. He explained that the group had approached Powys County Council about possibly using the former Youth Centre building and outlined the various exchanges of correspondence that had been made. Various statistics were quoted by the Youth Service and the Clerk was asked to obtain clarification on these figures as it was unclear whether they included the Young Farmers Club which was an independent organisation.

He explained that the portfolio holder at Powys County Council, Cllr. Stephen Hayes, had responded indicating a willingness to look at a business plan if one were produced and that Cllr. Banks had indicated his support. He added that he intended to apply for access to the building so that the works needed could be independently assessed to obtain a clearer indication of what was required. He asked Members for their support of the project and this was unanimously agreed.

A number of letters of support for the project had been received and these were noted.

**(8) Street Trading** – The Clerk had obtained information as requested and this had been circulated to all. It was agreed that no further action be taken at present.

**(9) Shoppers Car Park** – The resident who had raised the matter was still concerned about the visibility splay at the exit to the park. The Clerk had spoken to Mr. George Lloyd who had explained that the exit had met the specifications at the time of construction but was now below current standards. Funding to improve the exit was unlikely to be available and if pressed the only solution for the County Council would be to close the car park. Members agreed that this would be very detrimental for the town and it was agreed not to pursue the matter any further.

**(10) Other Highway Matters** – Cllr. Wilding reported a problem in Norton and agreed to let the Clerk have full details.

## **MIN 2218 NORTON MATTERS**

**(1) Traffic Speed Signs** – Members noted the reply from Powys County Council. Cllr. Robinson suggested that the Clerk provide feedback to the effect that the signs were effective whilst in place but that this ceased almost immediately on removal. It was also felt that the signs which indicated the motorists speed rather than the speed limit were more effective. In addition it was felt that the positioning of the sign on the Knighton side of the village could be improved if the signs were installed again. The Clerk was asked to report these comments and to obtain a schedule of where and when the signs were next due to be positioned in the area.

## **MIN 2219 WENTS MEADOW**

**(1) Sheep Music Proposal** – The proposal was read to the meeting and Members agreed that the Meadow could be used for the summer events. Some concerns were raised about security but it was agreed that this would be covered by the temporary events licence. The Clerk was asked to inform the Sheep Music Committee of this decision.

**(2) Graffiti** – Cllrs. Wilding and Tennant-Eyles had painted out the offensive graffiti inside the shelter near to the BMX and skateboard area.

**(3) New Litter Bins** – The litter bins requested were now in place. The one in the car park was an older concrete bin but was considered to be adequate.

**(4) Maintenance Arrangements** – The Clerk was asked to maintain a list of all maintenance issues raised from the inspections. Where possible this work would then be carried out by volunteers or if not via the Council's usual contractor.

#### **MIN 2220 MEMORIAL HALL**

Nothing further to report. The decision of the Big Lottery and CFAP grant panels will be due later in the year. Cllr. Owens asked that the thanks of the Council to Cllr. Tennant-Eyles and the Clerk for their work on the project be recorded.

#### **MIN 2221 ALLOTMENTS**

The set up costs to date had been circulated to all for information. Cllr. Wilding tendered his resignation from the Allotment Working Group and Cllr. Robinson was appointed to serve in his place. Cllr. Ms. Baynham was appointed as the new liaison officer for 2010/11.

Members heard that the risk assessment would be carried out now the water installation was complete.

#### **MIN 2223 PUBLIC CONVENIENCES**

It was agreed that the cost of employing a contractor to decorate the toilets was too high and it was agreed that a team of volunteers would carry out the work. A number of Members agreed to assist and a date is to be arranged.

#### **MIN 2224 CORRESPONDENCE**

**(1) Council Standing Orders** – The Clerk reported that new model Standing Orders had been issued by NALC. Cllr. Kendall agreed to review the Standing Orders with the Clerk and report back to a future meeting.

**(2) Junior Council** – Cllr. Tennant-Eyles outlined the possibility of a Junior Council being formed. Members discussed this in some detail and agreed that Cllr. Tennant-Eyles and the Clerk should carry out more investigations and report back to the Council in more detail.

**(3) Welsh Assembly Government Letter (Relationships between Community Councils and Unitary Authorities)** – The Clerk was asked to write to Powys County Council asking what specific measures it had put in place to encourage this initiative.

**(4) East Radnor and Borders Health Focus Group** – Cllr. Price had attended the recent meeting and his report had been circulated to all Members.

#### **MIN 2225 INFORMATION ITEMS**

The items for information were noted.

#### **MIN 2226 URGENT INFORMATION**

Cllr. Ms. Wake reported that the playgroup finances were improving. She also informed Members of a new initiative by Action for Children which will be taking place in the town and using the playgroup.

There being no further business to discuss, the meeting closed at 9.30 pm.