

Cyngor Tref Llanandras a Norton
PRESTEIGNE AND NORTON TOWN COUNCIL

MINUTES OF THE MEETING HELD ON 17TH JUNE 2020
HELD VIA VIDEO CONFERENCING UNDER THE LOCAL AUTHORITIES (CORONAVIRUS)
(WALES) REGULATIONS 2020

Present: Cllrs. T. Owens (Mayor), F. Preece (Deputy Mayor), B. Baynham, R. Bamford, L. Veary, C. Kirkby MBE, D. Edwards, R. Bennett, D. Davies, P. Smith, C. Ruby, N. Rogers, J. Wilding.

Apologies: None.

In Attendance: Mrs T. Price, Town Clerk, members of the public.

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

Personal:

Cllr. F. Preece, member of Sheep Music Committee, re donation to Sheep Music.

Chairman of Radnor Scouts, re. request to use Went's Meadow.

Cllr. R. Bennett, member of Sheep Music Committee, re donation to Sheep Music.

Personal and Prejudicial:

Cllr. C. Kirkby, friend of applicant, re. planning application 20/0898HH.

Cllr. R. Bennett, friend of applicant, re. planning application 20/0898HH.

Cllr. R. Bamford, friend of applicant, re. planning application 20/0898HH.

Cllr. B. Baynham, related to toilet cleaner, re. possible increased hours for cleaner.

Before the commencement of the meeting Cllr. Owens informed Members that to minimise the risk of 'zoom bombing' the facility to share screens was disabled and that in the event of any issue during the meeting it would be immediately closed and all Members would be sent a new link to re-join so that proceedings could continue.

Cllr. Owens welcomed the members of the public to the meeting. One resident had asked to speak but for technical reasons was unable to do so at this point in the meeting and it was agreed that this would be taken later.

MIN 3765 APPROVAL OF MINUTES

The Minutes of the Annual held on 20th May, 2020 were approved without amendment. The Chairman duly signed the Minutes. The Minutes of the ordinary meeting were approved subject to a change to Minute 3764(8) to read 'Cllr. Kirkby requested that this be further discussed in June with the aim of making a decision at the July meeting'. The Clerk apologised for any error but believed the Minute was correct as previously stated. She advised that no decision could be taken as the legal notice had not been given (by including on the agenda) but that Members could consider further information to be requested to enable a decision in July.

MIN 3766 UPDATE ON OUTSTANDING ITEMS

(1) Outside Representatives on Council Sites & Buildings Committee: The Clerk would confirm that the outside representatives were still willing to sit on the Committee.

(2) Fly Tipping, Stocking Lane, Norton: Cllr. Owens confirmed that this had now been cleared.

(3) Electric Vehicle Charging Points: The Clerk confirmed that these are now installed but currently have no power supply as Western Power have been working on emergency and essential work only. The connection will be made as soon as possible.

(4) Provision of Affordable Housing in Presteigne: Cllr. Baynham reported that Mid Wales Housing Association would be building units on the site opposite King's Court. At the present time there was

no allocation for the new Powys County Council affordable homes in Presteigne but sites were still being allocated.

MIN 3767 FINANCE

(1) Donations: The following donation was agreed -

Knighton (& Area) Food Bank £200.00 (from Tesco Grant)

Application for a donation - Hope House: Agreed to donate £100 from the miscellaneous donations budget.

Hope House Children's Hospice £100.00.

Application for a donation - Tarian Cymru: Refused.

Allocated amounts for the following cancelled Summer Events: Members considered the budget allocation for two events planned for the Summer that were not now going ahead in the planned form.

Presteigne Festival: Further information had been provided by the Festival of the plans for an event later in the year together with detailed budget information. Following consideration, it was agreed to pay the grant as normal.

Presteigne Festival £1250.00.

Sheep Music: Members debated deferring a decision pending the Sheep Music AGM but after discussion it was agreed to pay the budgeted amount.

Sheep Music £500.00

(2) Payments: The following payments were approved –

NEST (direct debit) £122.99

Mrs T.A. Price (salary) £1319.12

HM Revenue & Customs £509.05

T. Lloyd-John £588.00

Highground Maintenance Ltd £319.57 MEADOW ACCOUNT

N. Close £42.00

N. Close £70.00 MEADOW ACCOUNT

XMA Ltd (ink toner) £97.87

Office Solutions (hand gel etc) £45.57

Office Solutions (headset) £7.72

The Defib Pad (batteries Norton Kiosk Unit) £71.99

Amazon Uk (refund T. Price re. face masks) £29.50

Members noted that Norton Sports Committee was willing to pay half the net cost of the batteries (£30) and agreed that this was fair. The Clerk would inform the Sports Committee.

(3) Council Banking: The Clerk advised that a new bank mandate was now in operation. The internet banking form making changes to allow online payments was now ready and would be sent to HSBC.

Members approved the internet banking policy (supplementing existing financial regulations) as previously circulated. Cllr. Owens now had access to view all the Council bank accounts.

Cllr. Rogers joined the meeting at this point.

(4) Receipts: The following receipts were noted –

Tesco Bags of Help Grant £500.00

Powys County Council (re. electricity for car park ticket machine) £170.58

(5) Purchase of outdoor hand gel dispensers: Members considered the information provided in the Clerk's report and discussed the merits and possible issues involved with having the dispensers. The Clerk advised that she felt they were essential to ensure the Council played its part in reducing the spread of infection suggesting one at the corner of the MUGA/Play Area/Wilson Terrace Toilets, one outside Hereford Street Toilets and one by the outdoor gym. Members wished to test one unit before considering any further purchases and agreed that the Clerk order one of the larger units to site by the Wilson Terrace Toilets/MUGA. A decision would be taken on further units in due course.

(6) Budget for Defibrillators: The Clerk pointed out that there was at present no formal budget for defibrillator checks or replacement of parts/units. It was agreed that for the remainder of the year the cost would be met from the Meadow Account and that the Sites and Buildings Committee would consider a separate budget line when setting a draft budget for 2021-22.

Cllr. Owens suspended the meeting at this point in order to allow a member of the public to speak on grass verges/biodiversity. Members also noted the reply sent to PCC regarding 20/0116/OUT regarding the adjacent roadside verge (see Min.3768 (4) below). Members had no questions to ask.

MIN 3768 PLANNING

(1) Planning applications: The following planning applications were considered –
Cllrs. Kirkby, Bennett and Bamford were placed in the waiting room for the meeting at this point having declared a prejudicial interest in the following item.

20/0898/HH Grid Reference: E:331390 N: 264576 Proposal: Alterations to dwelling to include reroofing works, new door and windows to front elevation and erection of a rear extension together with demolition of existing rear extension (Resubmission). Site Address: 4 St David's Street, Presteigne, Powys, LD8 2BP. Resolved that the Town Council has no objections to this application providing any work fits in with the conservation area requirements.

Cllrs. Kirkby, Bennett and Bamford returned to the meeting.

20/0875/HH Grid Reference: E:331288 N: 264433 Proposal: Demolition of a single storey extension/garage and erection of replacement two storey extension Site Address: Trincomalee, Presteigne, Powys, LD8 2DP. Resolved that the Town Council has no objections providing the neighbours are happy with all aspects of the proposals.

20/0876/CAC Grid Reference: E:331288 N: 264433 Proposal: Demolition of a single storey extension/ garage and erection of replacement two storey extension Site Address: Trincomalee, Presteigne, Powys, LD8 2DP. Resolved that the Town Council has no objections providing the neighbours are happy with all aspects of the proposals.

(2) Planning Decisions: None this month.

(3) Planning Application 20//0723/TRE: Additional information noted. Under delegated powers the Clerk had amended the Council response to 'no objections' following consultation with Members. Cllr. Kirkby advised that the application had now been granted.

(4) Resident Comments on Hedgerows and Trees affected by Planning Application 20/0116/OUT: A copy of the comments made had been circulated in the meeting papers. Members noted the comments.

MIN 3769 HIGHWAYS, HOUSING AND ENVIRONMENT

(1) Highway items for repair: The following items were reported –

- Potholes Lower Harpton, road surface Presteigne to Walton Road (Herefordshire sections) : Clerk to report.
- Road to Presteigne Cemetery having many potholes and poor surface: Clerk to report and to request re-surfacing.

(2) PACDG Update: Cllr. Ruby reported on the recent AGM and in particular asked for clarification on the Town Trust monies transferred to PACDG prior to the new Council Directors being appointed and whether it could be spent on the new tourist information signs. It was confirmed that as the money had been transferred by the previous directors then the conditions specified at the time should apply. The Clerk reminded Members that given the funds available to PACDG from the Trust it had decided not to allocate any money for the new signs. Litter-picking was to resume soon, bearing in mind the Welsh Government's safety advice.

(3) Active Travel Routes Update:

- Presteigne to Norton: Members received an update on progress of this which had been delayed due to the Officers being re-deployed however the Officers were in talks with Welsh Government about funding. Cllr. Bamford reported that the contractor, ARUP, was under certain obligations to make works as environmentally sound as possible and agreed to supply Cllr. Kirkby with the details. Cllr Kirkby reported that he had spoken to Barbara at ARUP and that a further meeting between the County Council and Welsh Water was being held on the Meadow on 25th June (Min 11 below). Cllr. Wilding stressed that the necessary land purchases would need to be made swiftly and that it might be better for the Town Council to make the purchases. The Clerk reminded Members that any onward sale would mean the receipts would be tied for use only for capital purchases.
- Hereford Street: The proposed one-way trial had been delayed due to the virus crisis and there was as yet no news on when it might take place.

(4) Dark Skies/Lighting Update: Nothing to report on the project itself. Cllr. Veary would chase up the grant application to see if there was a date for determination. The Clerk reported that the street lighting section at the County Council had been allocated capital monies from the budget to review and upgrade street lighting in the County and that she had spoken to the new project officer to make sure he was aware of the

Presteigne project and asked that any changes for Presteigne and Norton be considered with the Dark Skies Project in mind.

(5) Grass Cutting/Wildflower Verges and Roundabouts: The Clerk reported that work was ongoing on the roundabouts and that the Organisation had been happy to proceed despite the pandemic. Cllr. Baynham reported that there had been good publicity for the plans in Presteigne, both roundabouts and verges, and that she had received a number of positive responses.

Regarding the Norton verges Cllr. Ruby stated that it was not easy to leave more grass uncut due to visibility issues. The Clerk had now received a map of the verges in Norton and this would be circulated to all Members prior to the July meeting and possibilities would be discussed then. The Officer had also confirmed that weed killing was only done around signs or verge markers. Members agreed that the Clerk request that as little weed killer as possible was used.

(6) Climate Crisis: Cllr. Bamford reported that there were some funds available and that she was investigating the possibilities. Members noted the survey from Llandrindod Wells Town Council and it was agreed that this be added to the July agenda for comment.

(7) Fold Farm Footpath Update: The Clerk had contacted the Officer to ask about progress but she was currently on secondment due to the virus crisis and also needed access to the County Archives which were currently closed therefore no action was currently possible.

(8) Presteigne Industrial Estate and future need: Cllr. Wilding asked that the Welsh Government be approached and asked what their plans were for future expansion. All agreed that the Clerk do this.

(9) Welsh Water Reply re. contamination from Drilling: Members noted the reply which was as follows – *Whilst undertaking investigations into ground conditions in preparation for the proposed Wastewater Treatment Works upgrade, we experienced an issue during the drilling stage. We struck a local artesian well and this temporarily affected the water pressure and solids content for a small number of private water supplies. There was no chemical contamination or public health issues associated with this. We agreed for a potable supply (supplied from Welsh Water's distribution network) to be provided to the one business owner who was using the private supply for amenities, while we worked to repair the damage. The repair has been completed and we're in discussions with the business owner over next steps. Please be assured that there are no ongoing issues, and there was no effect to the water quality supplied to the area from our water supply.*

(10) Missing Bin and Sign, St. David's Street: The sign had now been replaced and the bin would be installed shortly.

(11) Welsh Water Walkover Survey Notification: Welsh Water had served notice that it would be conducting a visual ecological survey towards the end of June on Went's Meadow and the Wilson Terrace Play Area.

MIN 3770 NORTON

(1) Norton Community Trust Update: Cllr Owens invited Mr. Refausse to speak briefly on the present situation. He informed Members that the Church building was now formally declared redundant and also on the delay in receiving a report from the Built Heritage Officer. The Church Authorities were now pressing for a lease to be signed but this could not be agreed until planning permission was granted. There had been difficulties with setting up a new Trust and he asked if the Project could be run under the Presteigne and Norton Town Trust. Cllr Kirkby suggested that the Trust Directors needed to meet to discuss how this would work and indeed to consider future plans for the Trust generally and this was agreed.

(2) Community Speedwatch: Cllr. Ruby explained that the project had faltered and that she was the only remaining trained volunteer. Two other persons had come forward willing to assist but were waiting for training. Cllr. Ruby was asked to check to see if the two people were still willing and if so to forward their details to Cllr. Baynham who would see that the PCSO received them.

(3) Norton Kiosk Defibrillator: This had been checked prior to taking it over from the Norton Sports Committee and had been found to not be working. The Clerk had obtained replacement pads from the Ambulance Service but the batteries had needed replacing and had had to be purchased at a cost of £60 plus VAT. See under Finance – Minute 3767(2) for the Committee's agreed donation.

MIN 3771 SITES AND BUILDINGS

Cllr. Baynham was placed in the waiting room for the meeting at this point having declared a prejudicial interest in the following item.

(1) Public Conveniences: The Clerk asked for instruction of re-opening the toilet blocks and when to do so. Hereford Street Site: The Clerk informed Members that there was currently hot water and soap in each area and that with the doors locked open and the automatic flushes the need to touch surfaces was as minimal as possible. She suggested the following additional measures -

- Installation of Gel Dispensers: See Minute 3767(5).
- Increased Cleaning Regime: Resolved not to increase the current cleaning schedule.
- Covid-19 Awareness Signs: Resolved that the Clerk source or produce the necessary signage.
- Full clean and de-scale of premises prior to re-opening.

It was agreed that the site re-open when non-essential shops were permitted to do so.

Wilson Terrace Site: Notices would be obtained/produced and the gel dispenser to be ordered would be sited close to both the toilet block and the MUGA however there were concerns at the lack of hot water and soap on the site. It was agreed that the Clerk investigate the cost of upgrading the facility to make it 'covid-19 safe' but that in the meantime once the gel dispenser was on site then the facility be re-opened in line with the opening of non-essential shops and/or play equipment areas as was felt appropriate.

Cllr. Baynham returned to the meeting.

(2) Allotments: Nothing to report.

(3) Meadows:

- Bike Track Changes: Members noted that several people were restoring the bike track and Members asked that their thanks be formally noted. Cllr. Kirkby reported that it was being very well used. Cllr. Bamford stated that there was some top soil left over from the barn project that could be used if needed. The Clerk was asked to contact the Council grass contractor to request that the area be strimmed. The Council Insurance Company had confirmed there would be no additional premium but that a risk assessment should be carried out and the Clerk would do this as soon as possible.
- Continued Use of MUGA/Tennis Court: The Clerk reported that this was still happening on an occasional basis but that signs had been erected and the police were patrolling the area.
- Use by Radnor Scouts: A request to hold a weekend camp at the end of January 2021 had been received. Members agreed to the request subject to any Welsh Government restrictions active at the time.

(4) Community Storage: Cllr Preece reported that she now had the new key to the building. Tables had been donated from the Day Centre and these had been added to the store. As the Farmer's Market had not gone ahead in June the gazebos had not been needed.

(5) Assembly Rooms Building: Cllr. Kirkby reported that Mid Border Arts had been asked for more information and to produce a business plan however given the current situation the Organisation had asked that things be put on hold for the time being and this had been agreed by the County Council.

MIN 3772 CORRESPONDENCE/GENERAL ITEMS

(1) Future Education Provision in Presteigne: Members noted the response from the Portfolio Holder and given the interest from the Council had now been formally acknowledged agreed to await until further contact was made.

(2) Letter from Independent Remuneration Panel: The Clerk reported that the Panel had requested that this letter, concerning the need to report Member remuneration, be presented to a Council Meeting. She confirmed that the necessary report had been made in early April.

(3) Email from resident re. George Floyd: Members noted the content of the email which the Clerk would acknowledge. It was agreed that the following statement be included in the Minutes 'The Town Council abhors racism, all issues of inequality and other matters of that nature.'

(4) Website Accessibility Changes: The Clerk reported that the majority of the changes were now complete.

(5) Radnorshire Arms Garage etc: Members noted the safety concerns raised by Cllr. Smith and agreed that the matter be reported to Powys County Council Building Regulations Section.

(6) Progress of Local Electricity Bill: Members noted the most recent email and were pleased to hear that the Bill had been re-introduced into the House of Commons.

MIN 3773 TOWN COUNCIL SURGERY

No surgeries currently being held. Members considered re-introducing Surgeries with the re-start of the Farmer's market but it was considered that it was still not yet permitted under regulations as Members would be meeting different members of the public and also that maintaining social distancing would be difficult.

MIN 3774 COUNTY COUNCILLOR'S REPORT

Cllr. Baynham reported the following –

- Work on the Covid-19 Crisis was still ongoing.

- Council Staff still working from home.
- Video Conference Meetings were working well and further improvements were planned.

Cllr. Kirkby asked that the appreciation of local business people on the prompt help provided during the crisis be noted.

MIN 3775 URGENT BUSINESS INFORMATION

(1) Vintage Car Rally: Cllr. Preece reported that this had been cancelled.

(2) Removal of 'Reporting Highway Items for Repair' from the Agenda: Cllr. Wilding suggested this was no longer necessary and it was agreed that this no longer be an agenda item but that Members report direct to the Clerk or using the reporting facility on the County Council website.

(3) Covid-19 Friendly High Street: Cllr. Kirkby asked for agreement to seek further information on the possibilities for the High Street when non-essential premises were able to open. This was agreed and he was asked to seek information on the possible closure of High Street on a temporary basis (perhaps for only two days), the procedures for temporary closure orders and possible costs. He would also ask how possible a three month trial of any form of closure was and whether car parking in Council Car Parks could be free. Members would take a view on the best course of action once this information had been received. The views of CONNECT to also be sought. Cllr. Baynham had also received an email from a resident on the subject of closing the High Street to traffic. This matter to be on the July agenda for a decision.

(4) 5G Telephone Masts: Cllr. Baynham reported that she had been approached by a resident concerned that there was a mast on the bypass but that she had checked and there was only one in Powys – at the Royal Welsh Showground.

(5) Rockets during the Clap for the NHS: Cllr. Davies asked that thanks to Cllr. Smith be noted for the rockets at the weekly Thursday clapping.

(6) New Limited Library Service: The Clerk reported that a new service was in the process of being set up to enable readers to order a small number of books which could then be collected from central points locally. Full procedures would be in place to ensure the books were quarantined for the public health recommended seventy-two hours between uses and readers would also be encouraged to take other safety measures. This was considered essential to avoid the further spread of infection. Following discussions with the Principal Librarian she had spoken to the co-ordinator of the volunteers and the Group were now discussing ways in which this could be managed in Presteigne with that Officer.

The meeting closed at 9.45 pm