

Cyngor Tref Llanandras a Norton PRESTEIGNE AND NORTON TOWN COUNCIL

MINUTES OF THE MEETING HELD ON 20TH NOVEMBER 2019 AT THE ASSEMBLY ROOMS, BROAD STREET, PRESTEIGNE

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

Apologies: Cllrs F. Preece (Deputy Mayor), L. Veary.

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: None.

Personal and Prejudicial:

Cllr. R. Bennett, close friend of applicant re. planning application 19/1461/HH.

Cllr. R. Bamford, close friend of applicant re. planning application 19/1461/HH.

Cllr. T. Owens, related to applicant re. planning application 19/1486/LBC

Office holder and in receipt of honorarium from Football Club adjacent to site re. planning application 19/141652/REM

MIN 3686 APPROVAL OF MINUTES

The Minutes of the meeting held on 16th October, 2019 were approved without amendment. The Chairman then duly signed the Minutes.

MIN 3687 CLERK'S REPORT/UPDATE

(1) Repairs to Lugg Bridge: Cllr. Kirkby reported that the repairs had yet to take place.

(2) Interim Internal Audit: The Clerk confirmed that the interim audit had been completed with no issues raised.

(3) Re-painting of Underpass: Cllr. Bamford reported that Mr. O. Rimington had not yet managed to sort out a date but would do so in due course.

(4) Aerial Runway (zip wire): Due to be installed week beginning 25th November.

(5) Firework Display: Members noted that the event had been very enjoyable despite the poor weather and was expected to break even or make a small loss. Members asked that a letter of thanks be sent to Sheep Music for organising the event.

MIN 3688 FINANCE

(1) Donations: The following donations were approved –

Presteigne Youth Project	£1000.00 (precepted)
PACDG (street cleaning grant)	£500.00 (precepted)
Norton Community Trust (balance of donation)	£3000.00 (precepted)

The letter of thanks from Knighton & Presteigne Leg Club was noted. Members also noted that the nurses carried out the work as part of their paid working week.

(2) Payments: The following payments were approved –

Mrs T A Price (Nov pay)	£1312.76
HM Revenue & Customs	£517.20
NEST (direct debit)	£122.99
Highground Maintenance Ltd	£297.07 MEADOW ACCOUNT
T. Lloyd-John	£648.70
Harris Safety Training (cherry picker use)	£192.00
Highground Maintenance Ltd	£132.32 MEADOW ACCOUNT

Powell 46 Limited (VSCC Reception)	£200.00
Playdale Playgrounds Ltd	£1399.56
Border Janitorial (toilet rolls)	£84.00
R. Bamford (refund Tree Conference fee)	£12.00
C. Kirkby (refund Tree Conference Fee)	£12.00
Presteigne Building Supplies	£29.75 MEADOW ACCOUNT
JRB Enterprises Ltd (dog bags)	£119.46 MEADOW ACCOUNT
N. Close	£60.71
N. Close	£168.73. MEADOW ACCOUNT
Orphans Press (website hosting fees)	£192.00
R. Price (hedge trimming/harrowing)	£330.00 MEADOW ACCOUNT
Barrington Print (information boards – reservoir)	£270.00

(3) Receipts: The following receipts were noted –

Sheep Music	£75.00 MEADOW ACCOUNT
Sheep Music	£112.50 MEADOW ACCOUNT
Sheep Music	£2109.28 MEADOW ACCOUNT
HP UK Ltd	£100.00 (cashback re. printer)

(4) Pension Regulator Letter re re-enrolment: Members noted that the re-enrolment had been completed.

(5) Independent Remuneration Panel for Wales, Draft Report 2020-21: Members noted the report and had no comment to make. The Clerk was asked to check with One Voice Wales if there had been any progress on the tax situation for the payment of Member allowances.

(6) Website Improvements and Future arrangements for accommodation and business entries: Members noted the VAT advice received from the SLCC VAT Advisor that if business supplies (i.e. advertising) were made then VAT could not be claimed on associated costs. Members agreed to continue charging for advertising on the website. Members then considered the suggested improvements to the website and agreed that the creation of a 'child (sub) menu' to the Town Council entry on the home page at a cost of £90 plus VAT. The changes to the news page was deferred for the time being and would be considered when setting the 2020-21 budget and considering new projects. The Clerk reminded Members that the site would also need to comply with public accessibility regulations by September 2020 and she would discuss this with the website provider.

(7) Bank Transfer: The net sum of £225.00 from the Warden Reserve Account to the Treasurer Account to cover the net amount paid to Barrington Print for information Boards.

MIN 3689 PLANNING

(1) Planning applications: The following planning applications were considered –
Cllrs. Bennett and Bamford left the room for the duration of the following item.

19/1461/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 Site Address: 4 St David's Street, Presteigne, Powys, LD8 2BP. Resolved no objections be raised subject to the approval of the Built Heritage Officer.
Cllrs. Bennett and Bamford returned to the room.

19/1670/HH Grid Reference: E:331939 N: 263717 Proposal: Erection of an extension Site Address: 17 Kings Court, Presteigne, Powys, LD8 2AJ. Resolved no objections be raised.

Cllr. Owens left the room for the following two items and Cllr. Kirkby assumed the Chair.

19/1652/REM Grid Reference: E:332056 N: 264116 Proposal: Section 73 application to vary condition no. 2 attached to outline planning permission P/2016/0128 to allow an extension of time in which to submit a reserved matters approval for Plot 2 Site Address: Land North Of Clatterbrune, Clatterbrune, Presteigne, Powys LD8 2LB. Resolved no comment be made.

19/1486/LBC Grid Reference: E:331504 N: 264466 Proposal: Application to cover internal flag stone floor Site Address: 12 Broad Street, Llanandras, Powys, LD8 2AB. Resolved no objections be raised subject to the approval of the Built Heritage Officer.

Cllr. Owens returned to the room.

19/1817/HH Grid Reference: E:331472 N: 264228 Proposal: Conversion of existing garage/workshop to ancillary accommodation Site Address: 2 Appletree Meadow, Presteigne, LD8 2DL. Resolved no objections be raised.

(2) Planning Decisions: No decisions this month.

(3) Welsh Government Planning Consultations – Housing, Compulsory Purchase Powers, Flooding and Coastal Erosions. Consultation ends 17th January: Cllr. Wilding to review the consultations and consider if the Working Group needed to meet.

(4) Publication of Third-Party Correspondence: Members noted the reply from Cllr James Evans stating that the position of the County Council had been reviewed and it would not be changing its decision. They also noted the email from Presteigne resident and agreed to consider signing the petition as individuals if they felt it appropriate. It was agreed that the Clerk would forward the response from Cllr. Evans to CPRW for information.

MIN 3690 HIGHWAYS, HOUSING AND ENVIRONMENT

(1) Highway Items: Cllr. Baynham reported that together with the Clerk she had met the Area Traffic Engineer to discuss several issues –

- Requested Speed Limit, Coombe: The Officer had understood the concerns and was willing to look at the introduction of a speed limit although, if introduced, the start of the 40 or 50 mph speed limit would be closer to the settlement than requested. She was however willing to also provide countdown signs to the limit. She had suggested that a cross border traffic order was required and would contact Herefordshire Council to discuss this. As with previous requests any proposal would be placed on the waiting list as funds were limited.
- Cyclists using Underpass: The Traffic Engineer had also visited the underpass and suggested installing a chicane arrangement of rails. Initially it had been thought that the Town Council would need to consider funding these but some suitable rails had been found at the Works Depot and these would be used. In addition the faded 'No Cycling' sign would be replaced.
- Issues with Parking near to Fire Station: The Fire Officer had been present and highlighted several issues, requesting double yellow lines along Back Lane and hatched yellow lines on Hereford Street in front of the junction. The double yellow lines could be included in the next review of parking arrangements in Presteigne but the hatched yellow lines were not legally permitted. The Traffic Engineer would however speak to the police about the parking adjacent to the cashpoint and ask if action could be taken to remind drivers of the need for immediate access for the fire engine. Members considered whether signage at the cashpoint would be helpful to inform motorists of the problems that inconsiderate parking caused and Cllr. Owens agreed to speak to Lloyds Bank to see if placing a notice at the cashpoint would be possible.
- Poor Surface: Unclassified road leading off Warden Road: Cllr. Baynham stated that the Officer was investigating the exact classification of the road.

No new items were reported.

(2) PACDG Update: The following items were reported –

- Daffodil bulbs provided by the Town Council have been planted at different locations around town. Remaining planting to take place week beginning 25th November. Cowslips and primroses have been planted on the bank by Eddie's Meadow.
- Continuing work by Guerrilla Gardeners, monthly litter-pick around the Town centre, and street & pavement cleaning. There will be a major litter-pick and clean prior to the Xmas Fair and Panto weekend.
- Presteigne Plenty preparing apple juice and jams/chutneys for sale at the Xmas Fairs.
- Registering Presteigne with Refill Wales in conjunction with Connect & Plastic-free Presteigne.
- Acquired a second ACE recycling bin at the Bring Site for drinks cartons, coffee cups etc.
- Planning a big Community Table-Top & Reuse Sale at the Memorial Hall in early Summer.
- Held 3rd Community Groups Fair at the Memorial Hall with a Climate & Environment theme
- Working with others on design & content of new Tourist Information boards & Town Trail leaflets.

In addition Cllr. Owens reported that the Group had requested a meeting to discuss the street cleaning arrangements. The Clerk and Cllr. Owens would meet the Group and report back to the Council if necessary.

- (3) Active Travel Route: A meeting had been held on site with the County Officers responsible for the scheme. Cllrs. Owens, Kirkby, Edwards, Smith and Baynham together with the Clerk had attended. They had agreed to put the necessary signage in place as a matter of urgency. The legal order to introduce a one-way system for Hereford Street was awaited and the Officers agreed to investigate free parking in the car park for residents in order to free up space on the street and possibly avoid the need for a one-way system. Members noted that changing the side on which cars parked was not possible as car doors would then open onto the pavement and possible cause accidents with passing cyclists. Members were pleased to learn that the routes to Norton and Rockbridge would hopefully be worked up over the coming twelve months and the Town Council would liaise with landowners as needed. The Officers had suggested that the land needed could be purchased or leased and Members felt that a lease arrangement might be more appealing to landowners. The routes would most likely be stoned not tarmacked and would be routed behind hedges in places as this would be a more cost-effective option.
- (4) Dark Skies/Lighting Update. Members considered the proposed heritage lottery application and agreed that Dark Source could proceed to submit a full application if the initial enquiry was positive. The meeting then adjourned in order to receive a conference call from Dark Source with an outline of progress to date. Members agreed that commissioning a sample lighting section once initial monies available was a good idea. The possibility of some small amount of funding from the County Council to do this was considered and would be investigated further in due course. There had been some interest from manufacturing companies and these would provide heavily discounted products. The need for increased community involvement was stressed by Dark Source. Dark Source would be producing a project summary to assist with obtaining funding and with informing the community. Members agreed that Dark Source could make further funding applications if suitable funds could be found. The Town Council would continue to publicise the project.
- (5) Grass Cutting/Wildflower Verges Update and email re Presteigne Roundabouts: Cllrs. Baynham and Smith had met with County Officers to discuss the possibilities. Maps were being produced with more detail but in general the Officers had suggested that where possible (excluding junctions etc) just a one metre strip of grass would be cut on the same frequency as at present with the remainder being left for 9-12 months when the plants could be assessed and the area cut once. Due to the volume of grass the cuttings would need to be collected and removed and the County Council would not do this. It would need to be done by volunteers. In addition Cllr. Baynham had now received more information from Caring for God's Acre and this would be circulated prior to the December meeting for Members to review.
- (6) Climate Crisis: It was agreed that the Group would meet again in the next few weeks possibly followed by a meeting with the community groups that had put forward information at the Group Fair.
- (7) Trees and Woodlands of Wales Day: Cllrs. Kirkby and Bamford had attended this conference and reported that it had been a very useful event. Cllr. Bamford had spoken to several landowners who would be interested in tree planting in hedgerows. Tree planting would be further considered within the Climate Change Working Group.
- (8) Fold Farm Footpath Update: The Clerk had written to the portfolio holder expressing concern that the process had not yet commenced and had received an acknowledgement but as yet no full reply.
- (9) Herefordshire Council Review of Infrastructure Projects: Members noted the confirmation that a review of these schemes will go ahead.
- (10) Big Lottery Funding - Countryside Access Project, Letter from County Council: Members noted the project and agreed that the Clerk respond expressing interest in being part of the Project.
- (11) Update from Welsh Water re. sewage system upgrade: Members noted the latest response from Welsh Water as follows – *'It is difficult to provide definitive dates at this stage unfortunately with feasibility still ongoing and Final Determination from our regulator Ofwat not expected until December. We are however forecasting that the scheme will be delivered before 2023. This is a high level indication however and subject to change but I will continue to update you as the scheme progresses and when further clarity is available. To further reassure Members, we are continuing to positively engage through the planning process and have not objected to any planning application to date that we have been consulted on. As and when we are consulted on future applications we will continue to work closely with the Local Planning Authority to understand the delivery timescales of the proposals and how it ties in with the delivery of our scheme. We are doing our utmost to support new development wherever possible which is our primary objectives as a Business whilst protecting our customers and the environment.'*
- The Clerk was asked to ask Welsh Water if it would consider installing a reed bed system should sufficient land be acquired.

(12) Biodiversity Report 2019: Members considered the draft report circulated for approval and this was agreed subject to the addition of Member training.

MIN 3691 NORTON

(1) Norton Church: Norton Members reported that the Church was to be made redundant at Christmas and a listed building consent application had been submitted to the County Council. Some Church funds were available for boiler works. Cllr. Edwards was thanked for planting the new daffodil bulbs in the Churchyard.

(2) Annual Bonfire and Fireworks: The event had been very successful.

(3) Speedwatch: Two new volunteers had been found but were awaiting training.

MIN 3692 SITES AND BUILDINGS

(1) Public Conveniences: The Wilson Terrace building had now been closed for the Winter.

(2) Allotments: Cllr. Ruby had not found any solution for the voles on the site.

(3) Meadows: Vandalism continued and was reported to the police. The latest damage was to the picnic bench on Wilson Terrace which had been burnt and the bench by the 'beach' which had been broken. Cllr. Kirkby would assess the bench and see if it was worth repairing.

(4) Silia Wood: The Clerk would remind the Officer from the Woodland Trust of the need for costings for the new signage as soon as possible. The updated management plan was expected by the end of 2019.

(5) Community Storage: Members asked that thanks be sent to all those that turned up to clear and tidy the site and surroundings be noted. The Clerk had asked the school if the electric lighting could be turned on but not yet had a reply. Cllr. Wilding reported that there was a leak in the roof that needed repair and he was authorised to get this repair done as soon as possible.

(6) Assembly Rooms: Cllrs. Kirkby and Wilding, together with the Clerk, had met with two representatives of Mid Border Arts to discuss the possibilities for the building once the existing lease ran out. In addition Cllr. Kirkby had attended a meeting of MBA to outline the asset transfer process.

(7) Withy Beds Grants: The Clerk reported that a decision from the Gannett Foundation was still awaited and that other options for grant applications would be considered as time permitted.

(8) Meadow Use Request: Members noted the request from Sheep Music for the use of the Meadows in August 2020 and deferred consideration until the December meeting.

MIN 3693 CORRESPONDENCE/GENERAL ITEMS

(1) Liaison with Schools: Cllr. Veary had produced a written report on the meeting at the secondary school and this was as follows –

The meeting was positive & constructive. Mr Dumayne on behalf of the School welcomes the support of the Town Council and the community of Presteigne & Norton. Cllr Veary & Cllr Bennett expressed their thanks for hosting the meeting and relayed their desire to work with the teachers & students of the school to assist raising the profile of the school within the community and if possible assist with the learning experience of the students. Discussions were held re:

- Meeting the members of the school council.
- Climate crisis and how to get the students involved with existing and new community projects
- Fund raising for the school (school priority is to improve the outdoor furniture and area, possible community garden)?
- Recreation facilities for students of JB outside of school hours. JB would support the use of the hall for social events for example band evenings.
- Antibullying projects
- Anti-vandalism projects
- Using the school premises for after school clubs, evening clubs and events by any community group.
- Suggestion the TC could sponsor a Community Award to be issued to student(s) annually for their involvement within the community
- Happy for small groups of students to be taken out of school for a period of time to assist elsewhere in the town on specific project / event. i.e. litter pick, marketing, advertising, planting (open to suggestions)
- Wednesday 4th March 2020 is the next School 'Drop Down Day'. Can the Town Council provide, suggest, arrange (with support of other community groups) three projects for years 7, 8 and 9 to work on during that day? Focusing on Climate Crisis & the Environment.

(suggestion; to run one of the Presteigne repair & skill share days at JB Campus on that day with the students assisting).

Members were pleased to learn of the positive meeting and agreed to discuss a possible Award and potential projects at the December meeting.

(2) Christmas Lights 2019: Cllr. Bennett reported that the lights were to be installed on Saturday 23rd and volunteers were needed to control traffic etc.

(3) Education in Presteigne: A meeting was due to be held with the representatives of the Primary School Governors on 21st November.

(4) Report on Tri Towns Meeting: Cllrs. Bennett and Edwards had attended. The main topic of the meeting had been public rights of way and the proposed Countryside Access Project the County Council was looking to run. The next meeting was to be held on 4th December. Cllr. Bennett to attend and the Clerk to advise Cllr. Preece of the date.

(5) Email of Thanks from Attendees of Vintage Car Rally: Noted.

(6) VE Day 2020: Cllr. Baynham suggested a working group be formed to consider a possible street party/event. Cllrs. Smith and Ruby agreed to be part of the Group with Cllr. Baynham and the Clerk was asked to ask Cllr. Preece if she would also be involved.

(7) Police & Crime Commissioner Newsletter: Noted.

(8) Council Motion Request re national community energy campaign: It was agreed to support this request and to make the following statements –

To acknowledge the efforts that the Council has made to reduce greenhouse gas emissions and promote renewable energy;

To recognise that Councils can play a central role in creating sustainable communities, particularly through the provision of locally generated renewable electricity;

To further recognise that very large financial setup and running costs involved in selling locally generated renewable electricity to local customers result in it being impossible for local renewable electricity generators to do so; that making these financial costs proportionate to the scale of a renewable electricity supplier's operation would create significant opportunities for councils to be providers of locally generated renewable electricity directly to local people, businesses and organisations, and that revenues received by councils that became local renewable electricity providers could be used to help fund local greenhouse gas emissions reduction measures and to help improve local services and facilities.

The Town Council accordingly resolves to support the Local Electricity Bill, currently supported by a cross-party group of 115 MPs, and which, if made law, would make the setup and running costs of selling renewable electricity to local customers proportionate by establishing a Right to Local Supply. The Clerk was also instructed to check with the organisers on the validity of the Bill in Wales.

(9) Letter from Norton Resident re. recent co-option: Members noted the letter questioning the co-option process and the Clerk's initial reply. They had nothing further to add to the information given.

(10) Presteigne Trust Update: The documentation had been prepared and all was ready to confirm the new directors. A Company Secretary would be needed and the address of the Secretary would be the registered address of the Trust. The Clerk indicated that she did not have sufficient time to carry out this role. No Members present wished to be named as Company Secretary and Cllr. Bamford agreed to ask Cllr. Veary.

(11) Letter of Thanks from the Vintage Sports Car Club: Noted.

(12) Clerks & Councils Direct Magazine: Noted.

(14) Board of Community Health Councils in Wales Questionnaire: Cllr. Baynham to complete.

(15) Email re. Town Council taking action re. flood warnings: Members noted the email and the initial reply sent by the Clerk and agreed that there was nothing extra that the Town Council could do. They asked that the Clerk point out that there had been signage on the Greenfield Road roundabout during the recent flood.

MIN 3694 TOWN COUNCIL SURGERY

October Surgery: Cllr. Edwards had attended and there was nothing to report.

Arrangements for December Surgery: Cllrs. Baynham and Smith to attend.

MIN 3695 COUNTY COUNCILLOR'S REPORT

Cllr. Baynham had nothing additional to report but informed Members that she had recently been subject to abusive behaviour in her role as County Councillor. She thanked Cllrs. Kirkby and Wilding for their support at the time.

MIN 3696 COUNCIL VACANCY

The Clerk reported that no formal election had been called and the Council could now proceed to co-opt to fill the vacancy. Notices would be posted with a closing date of 31st December.

Cllr. Bennett was appointed Allotment Liaison Member to replace Cllr. Linnett.

Cllr. Smith was appointed as the replacement Member on the Sites and Buildings Committee.

MIN 3697 URGENT BUSINESS INFORMATION

(1) Removal of Newspapers from Presteigne Library: Cllr. Smith informed Members that these were now to cease and suggested possible sponsorship of the local papers. It was suggested that he contact the newspapers themselves to see if they would supply a weekly copy free of charge.

MIN 3698 EXCLUSION OF PUBLIC AND PRESS

Resolved under the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting during the consideration of the following business because of the confidential nature of the item.

MIN 3699 FUTURE OF LIBRARY SERVICE/ASSEMBLY ROOMS BUILDING IN PRESTEIGNE

Cllr. Wilding reported that the County Council now hoped to have sufficient funds to sustain the library in Presteigne for further year although this could not be guaranteed. He felt that the Town Council should only consider taking over the Assembly Rooms building as a last resort. Mid Border Arts would be further considering the future of the building at its January meeting.

The Clerk reminded Members of the need to make a decision on advertising charges for the website and it was agreed that only one size advertisement be provided and this to be at a cost of £27 per year with a 50% reduction for a second advertisement by the same person/establishment. See Min 3688(6) for earlier discussion on the website.

The meeting closed at 10.06 pm