

Cyngor Tref Llanandras a Norton
PRESTEIGNE AND NORTON TOWN COUNCIL

MINUTES OF THE MEETING HELD ON 19th SEPTEMBER 2018
AT THE ASSEMBLY ROOMS, PRESTEIGNE

Present: Cllrs. C. Kirkby MBE (Mayor), T. Owens (Deputy Mayor), B. Baynham, S. Dixon, F. Preece, D. Edwards, P. Linnett, R. Bamford, L. Veary, J. Wilding.

Apologies: Cllrs. C. Ruby, R. Bennett, N. Rogers.

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. Kirkby, close friendship with father of applicant, Pre Planning Consultation for pullet rearing shed, Old Impton, Norton.

Cllr. Owens, close friendship with father of applicant, Pre Planning Consultation for pullet rearing shed, Old Impton, Norton.

Cllr. Wilding, father of applicant, Pre Planning Consultation for pullet rearing shed, Old Impton, Norton.

MIN 3506 PLANNING

(1) Planning applications: The following application was considered -

18/0155/FUL Grid Reference: E:329197 N: 268205 Proposal: Formation of a menage / horse exercise area and associated works Site Address: The Elvins, Norton, Presteigne. Resolved no objections be made.

(2) Planning Application Decisions: No decisions this month.

Cllrs. Kirkby, Owens and Wilding left the room for the duration of the next item. Cllr. Baynham assumed the Chair for the item.

(3) Pre Planning Consultation – Update Information, Pullet Rearing Unit, Old Impton: Cllr. Baynham outlined the additional/amended information supplied by the Planning Agent. The issue raised on highways had not been addressed but the County Council Highways section would be consulted on the full application when made. Members had no further comment to make at this stage and would review the documentation when a full planning application was made.

Cllrs. Kirkby, Owens and Wilding returned to the room.

(4) Consultation: Hereford Area Plan Housing and Employment Site Options: Resolved no comment be made.

(5) Planning Aid Wales Training: Cllrs. Kirkby, Bamford, Bennett, Preece and Dixon to attend.

The Meeting then adjourned for the presentation from PACDG. Prior to the presentation Cllr. Kirkby expressed his concerns at the calling of a meeting in October before the presentation to the Town Council and at the additions of a number of items not within the original plan before any discussion had taken place. He believed that the Town Council had in the past dealt well with the challenges that had arisen, in particular to assets and services in the town. During the presentation the history of the community plan was outlined together with the ideas for moving this forward via the 'Working Together' meeting in October. Ms. Taylor-Sanders then answered questions on the detail of the plan, the list of invitees and the new items included.

MIN 3507 APPROVAL OF MINUTES

The Minutes of the meeting on 15th August, 2018 were approved without amendment. The Chairman then duly signed the Minutes.

MIN 3508 CLERK'S REPORT/UPDATE

- (1) Dark Sky Town: Cllrs. Kirkby and Baynham to meet with Portfolio Holder Phyl Davies and Mr. Harling-Bowen to discuss matters further.
- (2) Odour Issues, High Street: Welsh Water had confirmed that this was now resolved.
- (3) Recycling Information: The Clerk was asked to remind the Officers that a visit to Presteigne had not yet taken place.
- (4) Idling Buses: Nothing further to report. Clerk to follow up now the school term had begun.
- (5) ATM, Station Road: The re-branding was now complete.
- (6) Lugg Bridge: Still not repaired.
- (7) Community Speed Awareness Scheme, Norton: Approximately six people had provided the relevant documentation for the police checks and it was hoped that training would start in the Autumn.
- (8) Bench, Warden: Repaired.
- (9) Request for Bird Watching Hut: Cllr. Kirkby had mentioned this to the Warden Guardians Foundation for initial thoughts. He would discuss the suitability of the Warden for such a hut with the Radnorshire Wildlife Trust.
- (10) Radnorshire Arms Update: A letter had been received from Kirsty Williams AM confirming that Welsh Government were reviewing the grants provided.
- (11) Sale of Drill Hall: This was believed to be under offer
- (12) Kiosk, Norton: Currently leaking at floor level. To be monitored.
- (13) New Projects for 2019-20: Reminder to Members to start thinking of possible projects for the next financial year.
- (14) Bulb Planting at Walkers Meadow: MWA had confirmed that it would now carry out the planting.

MIN 3509 FINANCE

(1) Donations: The requests for donations from Radnor First Responders and Norton Manor Park Community were considered and it was agreed to donate as follows –

Radnor First Responders	£50.00
(from Misc. Donations budget)	
Norton Manor Park Community	£100.00
(from allocated reserve budget Norton General)	

The request from PACDG for monies towards daffodil bulbs was considered and it was agreed to purchase two bags of bulbs to donate. Cllr. Wilding would arrange.

(2) Payments: The following payments were approved –

NEST (direct debit)	£73.72
Mrs T.A. Price	£1276.29
HM Revenue and Customs	£493.11
CLIRA Ltd (legionella inspections)	£168.00
Screwfix Ltd (taps)	£24.99
Planning Aid Wales	£140.00
Powys County Council (licence Christmas Lights)	£105.00
N. Close	£84.37
N. Close	£137.49 MEADOW ACCOUNT
N. Close	£49.99 ALLOTMENT ACCOUNT
JRB Enterprise Ltd (fittings for dispensers)	£73.62 MEADOW ACCOUNT
T. Lloyd-John (cleaning)	£660.70
Highground Maintenance Ltd (grass cutting)	£278.92 MEADOW ACCOUNT
William Smith Group (signage, Meadow)	£70.81 MEADOW ACCOUNT

(3) Receipts: The following receipt was noted –

Powys County Council (2 nd precept payment)	£22,668.67.
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(4) External Audit 2017/18: The Clerk reported that three issues had been raised, the date of display of the notice of elector's rights, an issue with the deduction of election fees direct from the precept by the County Council and the level of reserves. The notice would in future not be displayed until after the approval of the Annual Return. The Clerk had spoken to the Elections Department about election fees being invoiced in future and this was being considered. Reserves had been analysed at the end of the financial year 2017/18 and were in line with the following statement in the current Governance and Accountability Practitioner's Guide - 'It is generally accepted that general (un-earmarked) revenue reserves usually lie within a range of three to twelve months of gross expenditure.'

(5) Remuneration of Councillors: The Clerk reported that current advice was that payment of the £150 allowance should be made through payroll and subject to PAYE. This would have implications for the payroll software used as the present HMRC free software would only take up to nine persons. It was agreed to delay any payments until January in case the remuneration panel was able to obtain a dispensation from HMRC for these payments.

MIN 3510 HIGHWAYS, HOUSING AND ENVIRONMENT

(1) PACDG Update: The Town Council was now receiving copies of the PACDG Minutes. It was agreed that Cllr. Ruby would represent the Council at the Working Together meeting.

(2) Plastic Free Presteigne Action List: Noted.

(3) Welsh Water Sewerage Capacity: Members noted the reply from Welsh Water to the letter from Cllr. Kirkby outlining the concerns over capacity raised by developers after they had approached Welsh Water. It was hoped that the improvements for Presteigne and Norton would be scheduled for early in the next capital plan (2020-2025).

(4) Presteigne Cemetery Water Supply: This had still not been repaired. Cllr. Baynham reported that it would be repaired when the additional water supply to the new area was connected. It was agreed that a cost be obtained for the present contractor to clean the cemetery toilet for one hour per fortnight with a view to considering a request that it be re-opened and for the Trust to be asked for the monies to cover cleaning.

(5) Powys County Council Dog Banning Orders Consultation: Deferred until details of the areas affected were known.

(6) Street Lighting: Reports had been received that lights were off in Station Road recently. Cllr. Baynham reported that she had checked and that there had been a general fault over that weekend with several areas off. Repairs should now be complete.

(7) Reporting of Highway Items for repair:

- Stocking Lane, Norton: Gully still needing clearing. Flooding regularly.
- Bridge, Stocking Lane, Norton: It was felt that the bridge work had not been very well completed and that an area of concrete was hollowed out and should have been attended to.
- Potholes, Letchmoor Lane: Clerk to report.

MIN 3511 NORTON

(1) Norton Church Progress Report: The last wedding was due to take place on 28th September.

(2) Norton Notice Boards: The Town Council notice board was now unlocked and secured with bolts. It was agreed that there was now adequate provision in Norton and that Members were all happy with the present locations.

MIN 3512 SITES AND BUILDINGS COMMITTEE

(1) Public Conveniences: The two yearly legionella risk assessments had been carried out for both sites and some minor work had been required and completed.

(2) Allotments: The Clerk had inspected the site before the meeting and there had no change to the one plot despite previous requests to improve its condition. It was agreed that a further letter be sent with the matter to be reviewed to the Sites and Buildings Committee for a final recommendation in November.

(3) Meadows:

- Community Building Update and agreement for letter to Welsh Government on future use: Cllr. Kirkby reported that decisions on two of the grant applications were still awaited. Welsh Government required confirmation that Sheep Music would have future use of the building for at least ten years after its transfer. It was agreed that Cllr. Kirkby provide a letter stating that future use would be available for a ten year period following transfer of ownership.
- ROSPA Inspector Report: This had been completed and a number of minor non urgent issues were being dealt with.
- Graffiti: Offensive graffiti had been reported on the skateboard area and this was being dealt with.
- Dog Bag Dispensers Report: The dispensers were now on site and usage was good. Feedback so far had been positive and other locations had been suggested for future consideration.
- Grass Cutting 2019: Quotes were now being invited for 2019-20.
- Outdoor Gym: Cllrs. Kirkby and Linnett to meet the installer on site to agree the final location for each unit.

- Apple Juicing Event: To take place at Well Cottage. All welcome.
- (4) Approval of Risk Assessments: The assessments were all approved as circulated.
- (5) Defibrillator: Cllr. Baynham reported that a location had now been found and the unit could be sited at the side of the fish and chip shop/Albert Square entrance. Cllr. Kirkby would also approach the proprietor of the Sandwich shop as this would be a more public site. A quote for the unit and cabinet was still awaited.
- (6) Sites and Buildings Committee Meeting: Agreed next meeting to be Monday 26th November at 7pm.

MIN 3513 CORRESPONDENCE/GENERAL ITEMS

- (1) Independent Review Panel Emerging Recommendations: The recommendations were noted.
- (2) Powys County, Councillors Update Citizens Advice Bureau: Noted.
- (3) One Voice Wales Annual Conference and Motions for debate/September Meeting: Noted.
- (4) Removal of Direct 463 Bus Service to Llandrindod Wells: Cllr. Baynham had met with the transport unit at the County Council to discuss the removal of this service however the usage was so low (4-5 per week) that it had been impossible to justify the re-instatement of the service.
- (5) Active Travel Survey 2018: Agreed that the Clerk complete the survey stressing the need for routes to Rockbridge and Norton.
- (6) Clerks and Councils Magazine: Noted.
- (7) Police & Crime Commissioner Newsletter: Noted.
- (8) Christmas Lights, Presteigne: The licence application had been made and installation agreed for the weekend of 27/28th October.

MIN 3514 TOWN COUNCIL SURGERY

September Surgery: Matters raised were –

- Drain Cleaning needed Slough Road and By Pass: Clerk to request.
- Rubble etc Dog Kennel Lane: This was reported to be accumulating. Clerk to write to the landowner asking if this could be monitored in case of fly tipping.
- Public Speaking at Council Meetings: This had been suggested. The person had been advised that the Town Council did have a process for public speaking at meetings.
- General cleanliness of Presteigne including leaf mould at Scallions: Noted. Cllr. Baynham was obtaining the cleaning schedules from the County Council. It was not felt that the town was in an untidy state generally.

Arrangements for October Surgery: Cllrs. Baynham and Linnett to attend.

MIN 3515 COUNTY COUNCILLOR'S REPORT

Cllr. Baynham reported the following:

- Highways Matters – very quick response to a dangerous kerb which needed repair and the Powys owned trees in Station Road had been trimmed and the pavement in Offas Green would be cleared.
- Planning Enforcement – an officer had now been allocated the outstanding enforcement issues in Presteigne and Norton.

MIN 3516 DATE FOR DECEMBER MEETING/VENUE FOR FUTURE MEETINGS

Agreed to continue at the Assembly Rooms for a further trial period until the end of 2018. December meeting to take place one week earlier than normal on 12th December.

MIN 3517 UPDATED STANDING ORDERS

The updated Standing Orders were approved as circulated.

MIN 3518 URGENT BUSINESS INFORMATION

- (1) Workways+ Powys Project: Agreed to ask for information to be supplied for circulation.
- (2) East Radnor Home Support: Project going well with over one hundred members and still increasing.
- (3) East Radnorshire Day Centre: Centre shortlisted for Powys Business Award.
- (4) Town Council Facebook Page: Cllr. Owens reported that local organisations were being asked to change their page profile picture to the sleeping dragon from 1st October to 11th November. It was agreed that the Town Council would do this.
- (5) Active Travel Route Plans: Members considered the draft plans supplied. Concern was raised over the proposal to make Hereford Street one way and it was felt that this would isolate Lugg View and

Town End residents. It was suggested that the proposed route be taken as far as Beddoes View and that the remaining monies then be spent at the other end of town from Castle Road to Walkers Meadow. The centre of town could then be considered in a future phase if funding became available. There was also some concern at the proposal to make Broadaxe Lane exit only onto Greenfield Road although this would not be formally objected to.

(6) Former Clerk: Cllr. Kirkby would send a letter of condolence to the family of former Clerk, Pauline Moody.

The meeting closed at 9.40 pm