

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

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**MINUTES OF THE MEETING HELD ON 18TH NOVEMBER 2015  
AT THE SHIREHALL, BROAD STREET, PRESTEIGNE**

**Present:** Cllrs. C. Kirkby MBE (Mayor), Ms B. Baynham, Ms. N. Humphreys, Ms. H. Marchant, H. Owens, J. Matthews, B. Price, Ms F. Preece, P. Robinson, P. Smith, J Wilding.

**Apologies:** Cllrs. J. Tennant-Eyles (Deputy Mayor), G. Banks.

**In Attendance:** Mrs T. Price, Town Clerk; Members of the public.

Prior to the commencement of the meeting Cllr. Kirkby welcomed Mr. Doug Hughes of Hughes Architects who had requested permission to address the meeting. Mr. Hughes sought the Council's views on development of an exception site on the town boundary. He agreed to seek the views of Home Presteigne and to keep the Council informed as plans progressed.

**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: None.*

**MIN 3042      APPROVAL OF MINUTES**

The Minutes of the meetings of 21st October, 2015 were approved without amendment. The Chairman then duly signed the Minutes.

**MIN 3043      CLERKS REPORT/UPDATE**

**(1) Lugg Bridge Repairs:** Still not completed. Clerk to chase.

**(2) Refugee Information:** Noted as circulated.

**(3) Remembrance Service:** Cllr. Kirkby thanked those that had attended.

**(4) Hereford Street Toilets:** The Clerk reported that the water heater for the disabled toilet had now been fitted.

**(5) Trench left by Contractors, near Kington Roundabout:** The Clerk reported that the contractors had made a temporary repair but had not yet returned to make this permanent.

**MIN 3044      FINANCE**

**(1) Donations:** None.

**(2) Payments:** Resolved that the following payments be approved:

Norton Sports Committee (additional money re fireworks)	£250.00
GT Access Ltd (cherry picker hire)	£250.08
Border Janitorial Supplies (toilet rolls)	£84.00

Mrs T. Price	£836.52
HMRC	£198.72
(income tax and employees and employers NI due on above)	
Clearview Cleaning Services Ltd	£815.74
Presteigne Building Supplies	£13.16
Artisan Print (A1 poster apple pressing)	£6.40 MEADOW ACCOUNT
N. Close	£56.25 MEADOW ACCOUNT
N. Close	£31.25

**(3) Interim Audit:** The Clerk reported that this had been completed without any problem.

**(4) Annual Review of Internal Audit/Appointment of Internal Auditor:** Members had all received copies of the Clerk's report and associated documents. It was resolved that -  
the appointment of Mr. Stephens as the internal auditor for the 2015/16 accounts be confirmed;  
the planning and reporting arrangements as detailed in the report be confirmed;  
the scope of the internal audit process as detailed in the Council Audit Plan and Action List be confirmed.

## **MIN 3045 PLANNING**

**(1) Planning Applications:** The following applications were considered.

P/2015/ 0910, erection of car port and domestic workshop and store at the Old Mill, Mill Lane, Presteigne. Resolved that no objections be raised.

P/2015/0976, listed building consent for minor alterations and restoration works in connection with the conversion of former doctor's surgery to form an annexe at Warden Court, St. David's Street, Presteigne: Resolved that no objections be raised.

TREE/2015/0037, work to and felling of trees in conservation area, Luggside House, Broad Street, Presteigne. Resolved that no objections be raised.

**(2) Developments of National Significance (Right of Notification from Welsh Ministers):** The Clerk was asked to request that the Town Council be notified of such developments in its area.

**(3) Planning Training Workshop Information:** Noted.

**(4) Powys County Council Planning Applications, removal of printed copies:** The Clerk was asked to reply to the County Council objecting to the withdrawal of paper copies of applications.

**(5) Siting of BT Broadband Cabinet (proposed adjacent to library):** BT had now confirmed that the cabinet would no longer be required.

**(6) Planning Appeal Costs, Upper Heath Farm:** Members noted that the legal costs to the County Council were £7790 and that the County stated that staff costs did not count as staff would be paid anyway. The costs incurred by the appellant had not yet been received by the County Council.

**(7) New Housing Development at Knighton Road Suggestions for Name:** Members suggested Dr. Walker's Meadow. It was also suggested that the original field name be used and Cllr. Smith agreed to try to find out what that was. The Clerk was asked to submit both names to the Housing Association for consideration.

## MIN 3046 HIGHWAYS, HOUSING AND ENVIRONMENT

**(1) Presteigne Cemetery:** Cllr. Kirkby reported that planning permission had now been granted by Herefordshire Council. There had been no further information from the solicitors administering the trust for the cemetery and the Clerk was asked to contact them again to ask for a meeting.

**(2) Community Led Plan Progress Report:** The next meeting of the Steering Group was planned for early December.

At this point Cllr. Smith raised concerns that allegations had been made that some Members were improperly involved with the future of the Kayes site. This was untrue and he asked that it be minuted that Members objected to such rumours. It was noted that Members had all agreed to abide by the Code of Conduct for Councillors and that the Council had in place a complaints procedure to address issues raised by the public.

**(3) Footpath, Fold Farm Lane:** A letter had been sent to Mrs Meadows about voluntary dedication of the path but no response had yet been received.

**(4) Active Travel Routes:** The Clerk and Cllr. Ms. Marchant had met with Anthea Jones from the County Council to put forward the routes agreed at the October meeting. In addition John Beddoes Campus had been forward as a Powys school to work with Sustrans in the compiling of possible routes with the students. It was agreed that Cllr. Ms. Marchant attend the session at the school to explain the routes suggested by the Town Council.

**(5) Road Surfaces, Presteigne to Kington and Presteigne to Walton Roads:** The Clerk had been in touch with both the Portfolio Holder and the local Member for the area. She was awaiting further information on the timescale for re-surfacing.

**(6) Damage to Headstones, Presteigne Cemetery:** Members noted the reply from the County Council which stated that the damage had not been caused by Council workmen or contractors.

**(7) Presteigne Christmas Fair Road Closure Notice:** Noted.

**(8) Ramblers Cymry Email and Paths for People Information Booklet:** Noted.

**(9) Welsh Water Capacity Issues report on Nov 12th Meeting:** Members had all received a copy of the report produced by the Clerk. In addition the information supplied by Welsh Water had now been received electronically and would be sent to everyone. Cllr. Kirkby confirmed that it had been a positive meeting and that consideration of investment areas for the 2020-2025 Asset Management Period would commence in 2017.

**(10) Proposals for Summer Market/Queen's Birthday Celebrations:** Cllr. Kirkby explained that a street market was being planned for the morning of the Queen's birthday celebrations followed by a street party in the afternoon. He reminded Members that £150 had already been set aside for the Food Trail. It was agreed that funding for the event would be considered for the 2016/17 budget and that the Clerk ask for more information to aid those discussions.

**(11) School Funding in Powys:** The information supplied was noted.

**(12) Reporting of Highway Items for repair:** The following items were raised -  
Broad Street Pavings: These were slippery and needed deep cleaning  
The Scallions were in need of a good sweep and clean up.  
The Clerk would report both these items to the County Council.

## MIN 3047      DEVOLVEMENT OF SERVICES

**(1) Discussions with County Council:** The meeting with the County Council had had to be re-arranged and was now to take place on 23rd November. Cllrs. Kirkby and Wilding together with the Clerk would attend.

**(2) Information received re grass cutting within 30mph limit, street cleaning:** Noted. It was agreed that consideration of these areas would be considered at a future date.

**(3) Tennis Court/Wilson Terrace Transfer:** The legal paperwork had now been received and was with the Council's solicitors.

## MIN 3048      NORTON

**(1) 999 Service for Kiosk:** The Clerk had obtained the price for the installation of a 999 telephone service. These were £130 plus VAT installation plus £62.97 per quarter plus VAT for the ongoing service. She agreed to look further into the possibilities.

**(2) Mobile Infrastructure Project Update:** The Clerk reported that the project had recently been discussed on the radio and it had been revealed that only ten masts were operational with a further 56 in construction. A total of 600 sites had been identified as in need. The project would cease at the end of March. She was asked to contact Chris Davies MP to ask why, when a site and electricity had been found and Town Council support given, Norton had not been considered much earlier when solutions to the issue of 'backhaul' could have been found.

**(3) Post Office Home Service:** Members were pleased to learn of the introduction of the service.

**(4) Annual Firework Display:** Norton Members reported on a very successful event with increased attendance.

## MIN 3049      WENT'S MEADOW AND EDDIE'S MEADOW

**(1) Grant Application (Welsh Government Small Scale Project Funding):** Cllr. Kirkby reported that 235 applications had been received and only 20 had been funded. The application had failed because it was not situated in an area of high deprivation. A further fund had been identified and the Clerk would be submitting an application over the next week.

**(2) Skateboard Pyramid:** The remedial work was due to take place on 20th November.

**(3) Grass Cutting/Tree Works:** .

**Grass Cutting:** Members considered the recommendation of the Meadow Sub-Committee and it was resolved that High Ground Maintenance be awarded the grass cutting contract for 2016.

**Tree Works:** The Meadow Committee had recommended the appointment of Mr. Clive Williams to prepare a maintenance plan for trees on Council land however he would be unable to draw up the plan until the New Year. This would be an issue for the 2016/17 budget as it would not therefore be in time for the price of any works needed in 2016/17 to be included in the budget setting in January. The Clerk was asked to contact Mr. Williams to see if he was able to estimate the cost of any works needed over the next twelve months. She was also asked to contact a further tree specialist to see if they would be interested in quoting for the production of a plan.

**(4) Meadow Sub-Committee:** The notes from the Sub-Committee were received and noted. Cllr. Kirkby informed Members that a work plan had been drawn up to estimate the hours needed for Mr. Close. A draft budget had also been agreed and would be brought to the January budget setting meeting.

**(5) Stop Tap:** Cllr. Kirkby reported that the Clerk and Mr. Close had met with Welsh Water. Cllr. Smith felt he would be able to make the necessary implement and agreed to discuss this with Mr. Close.

## **MIN 3050 ALLOTMENTS**

**(1) Annual Meeting with PNA:** The notes from the meeting were received and noted.

**(2) Allotment Rent Review:** Members considered carefully the need to build up sufficient reserves to secure ongoing maintenance of the site including replacing the fence and repair/replacement of the water pumps. Cllr. Ms. Baynham proposed an increase of £1 for 2016. This was seconded by Cllr. Ms. Humphreys. An amendment of a £2 increase was proposed by Cllr. Smith. This was seconded by Cllr. Robinson. A vote was taken on the amendment and carried by seven votes with four against. The Clerk would notify the plot holders of the increase.

**(3) Welsh Government Guidance on Allotments:** Cllr. Ms. Baynham would view this documentation.

## **MIN 3051 CORRESPONDENCE/GENERAL ITEMS**

**(1) Fee Increases for Temporary Traffic Regulation Orders (Events) in Powys. Email from One Voice Wales:** Members noted with concern the increase imposed by the County Council without notice. The Clerk was asked to write objecting to the increase, particularly midway through the year when budgets had already been set. She was asked to request a breakdown of the costs included in this increase particularly given the County's earlier statement (on planning appeal costs) that staff time was not costed as staff would be paid anyway.

**(2) Mid and West Wales Fire and Rescue Authority Draft Annual Improvement Plan Consultation:** Whilst Members had no comment on the survey itself the Clerk was asked to respond stressing the need to retain local stations.

**(3) Draft Public Services Ombudsman (Wales) Bill, Consultation:** Noted. No comment to be made.

**(4) One Voice Wales Request for Feedback Form:** The Clerk was asked to complete this including a note on the need for the Area Committee Meetings to be held at a different time from Friday evenings. The Clerk had attended a meeting with Welsh Government on 17th November to discuss Town and Community Council funding issues with particular regard to the funding of One Voice Wales.

**(5) Powys Play Pledge and Survey, email from PAVO:** Noted. No comment to be made.

**(6) Parking in Church Street:** Cllr. Smith suggested that the local fire crew be asked to test the route as part of its practice sessions in order to illustrate any problems. It was agreed that this should be suggested and that other narrow access roads should also be checked. Cllr. Kirkby agreed to approach the Station Officer to suggest this.

**(7) Housing Issue, Castle Road:** Cllr. Ms. Baynham reported on a problem with the offer of a new tenancy in Castle Road. The property had been offered in October 2014 but was still not habitable. The Clerk had made enquiries and the property required underpinning. Prices had now been obtained and the contract for the work should be awarded shortly.

**(8) Garages, Townend:** Cllr. Wilding reported that rubbish was being dumped between the garages. The Clerk was asked to report this.

## **MIN 3052 TOWN COUNCIL SURGERY**

November Surgery: Two issues were reported -

speeding along Greenfield Road (by the Bowling Club): This had been dealt with in response to an earlier report.

the celebration of ten years of the Farmers Market. The Clerk was asked to write to the organisers and congratulate them on the success of the market.

Cllrs. Robinson and Smith to attend the December Surgery.

**MIN 3053      INFORMATION**

The following items were available for information -

Clerks and Councils Direct Magazine, Email Link to Ombudsman's Casebook.

**MIN 3054      URGENT\_BUSINESS/INFORMATION**

Twinning Visit to Ligne: Cllr. Kirkby reported on the recent visit to France. He had since written to express sympathy for the recent terrible events in Paris.

Annual Pantomime: This years performances would be on 10th, 11th and 12th December.

The meeting closed at 9.50 pm.