

Cyngor Tref Llanandras a Norton
PRESTEIGNE AND NORTON TOWN COUNCIL

MINUTES OF THE MEETING HELD ON 18TH DECEMBER 2019
AT THE ASSEMBLY ROOMS, BROAD STREET, PRESTEIGNE

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

Apologies: Cllr. L. Veary.

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 the meeting in accordance with the terms of the Local Authorities (Model Code of Conduct Order) (Wales) Order 2008.

Personal:

Cllr. R. Bennett, Sheep Music Trustee, re. Meadow Use Request August 2020.

Installer of Christmas Lights, re Christmas Lights 2019.

Cllr. F. Preece, Sheep Music Committee Member, re. Meadow Use Request August 2020.

Personal and Prejudicial:

Cllr. B. Baynham, related to current contract holder for toilet cleaning, re. awarding of contract for 2020-21.

Cllr. D. Edwards, Trustee of Norton Community Trust, re. planning application made by Trust.

Cllr. C. Ruby, Committee Member Norton Community Trust, re. planning application made by Trust.

Cllr. J. Wilding, Trustee of Norton Community Trust, re. planning application made by Trust.

Prior to the commencement of the meeting Members heard from Mr. D. Hughes and Mr. T. Majski of Hughes Architects on the forthcoming reserved matters planning application for land opposite King's Court, Presteigne. Outline permission had been granted in 2018 and the forthcoming application was for reserved matters relating to 36 new dwellings of various sizes from two to four bedrooms. Thirty percent of these would be affordable (70% of those for sale and the remaining 30% as rent to buy etc). Discussions with Welsh Water had indicated that connection to the mains sewers would be permitted although work was required to widen the pipes along the B4362 road. Members raised a number of questions including provision for parking, alleviation of flood risk, hedge retention, connection to the mains sewage system, the environmental standard for the homes, energy efficiency measures such as orientation of properties, solar panels and BREEAM standards. The capacity of the sewage system prior to the intended Welsh Water upgrade was discussed and Mr. Hughes confirmed that he had been told that this would be possible. It was noted that the intention was to use ground source heat pumps but that there would not be any underfloor heating. Access would be from the B4362 but the entrance would be staggered from the existing Kings Court junction. Subject to planning permission being obtained the intention was to commence the build in the Summer of 2020 and the build would be done all at once not phased over time. Members asked that as part of the development a pedestrian crossing be provided to give access to the recently completed active travel route and also that some play equipment be provided, including, if possible, a fenced toddler area.

Cllr. Owens thanked Mr. Hughes and Mr. Majski for attending.

MIN 3700 APPROVAL OF MINUTES

The Minutes of the meetings held on 20th November, 2019, the Sites and Building Committee on 18th November, 2019 and the Staffing Committee held on 26th November 2019 were approved without amendment. The Chairman then duly signed each set of Minutes.

MIN 3701 CLERK'S REPORT/UPDATE

- (1) Lugg Bridge Repairs: Still not done. Cllr. Kirkby would monitor.
- (2) Aerial Runway: Cllr. Kirkby reported that there were issues with the length of the actual runway and that he and the Clerk would be meeting with the supplier in January.
- (3) Taxing of Member Allowances: The Clerk confirmed that she had spoken to One Voice Wales and the current situation was unchanged with allowances needing to be paid through formal payroll.
- (4) Parking outside Lloyds Cashpoint: The Clerk had now produced notices which it was hoped the bank would place by the cashpoint to ask users not to park there as to do so would obstruct the exit of the fire engine in an emergency.
- (5) Street Cleaning: The Clerk had discussed the current situation with PACDG and explained that the Council was not willing to consider paying volunteers to do the work. PACDG would consider other options.
- (6) Active Travel Route: Cllr. Kirkby reported that the signage was still not in place. Cllr. Baynham and the Clerk would chase the Officers to get this done.
- (7) Welsh Water System Upgrade: The Clerk reported that she had contacted Welsh Water as requested at the November meeting and the Officer dealing with Presteigne was seeking further advice.
- (8) Vandalised Picnic Bench: The damaged bench at the river beach was not worth repairing and would be removed.
- (9) VE Day Anniversary: Cllr. Baynham confirmed that the Working Group intended to meet in the new year. It was possible that funding would be asked for from the Town Council but she hoped this would not need to be the case.
- (10) Motion re. National Community Energy Campaign: The Clerk apologised that she had not yet had time to contact the Group behind the campaign but would do so as soon as possible.
- (11) Free Local Papers for Presteigne Library: Cllr. Smith had written to the local papers but had not yet had any reply.
- (12) Town Council Information in Parish Magazine: Members were disappointed to learn that the editor no longer wished to include the monthly Council article. The Clerk was asked to respond asking that an article again be included and stating the need for Council News to be publicised as much as possible, particularly given the climate emergency and the need to make residents aware of the activities of the Council in this area. Members then considered the need to publicise Council activities generally. Following discussion it was agreed that as at present press releases would be sent to the press for important items. The Clerk was asked to see if Hughes Architects wished to make a press statement on the proposed development opposite King's Court.
- (13) Advertisements on Town Website: Cllr. Owens clarified that in fact the current charge for an advertisement was £26 not £27 as reported in November. He then reported on the meeting between the Clerk, himself and the Judge's Lodgings on the calendar/what's on section of the website. Following discussion it had been agreed, that subject to Council approval the calendar would be replaced by the events section of the community news. The Judge's Lodgings would then be relieved off the task of copy typing events onto the page. There was some discussion on this but it was overall agreed that minimising any input from volunteers was simplest and the Clerk would make the necessary website changes.
- (14) Advance Finance Training: The Clerk reported that the training had been cancelled due to low attendance.

MIN 3702 FINANCE

- (1) Donations: The following donation was approved –
Radnorshire Wildlife Trust £150.00 (precepted)
The letters of thanks from Presteigne Youth Project and Norton Community Trust were noted.
Donation request via letter - URDD Eisteddfod: Request refused.
Donation request via Llandrindod Wells TC for Powys Pride: Request refused.
- (2) Payments: The following payments were approved –

Mrs T A Price (Dec pay)	£1312.76
HM Revenue & Customs	£517.20
NEST (direct debit)	£122.99
Bucknell Nurseries (bulbs)	£179.00
Mrs T.A. Price (travel, stamps)	£121.83
Highground Maintenance Ltd	£297.07 MEADOW ACCOUNT

Presteigne Building Supplies	£30.55
T. Lloyd-John	£435.20
C. Kirkby (travel expenses)	£34.80
XMA Ink Ltd	£237.60
Orphans Press Ltd (website training)	£84.00
N. Close	£47.22
N. Close	£57.37 MEADOW ACCOUNT
Powys County Council (access licence)	£10.00 MEADOW ACCOUNT

(3) Notification of S.137 Limit for 2020-21: The new figure of £8.32 per elector was noted.

(4) Provisional new projects for 2020-21: The following provisional new projects were put forward –

- Improvements to website (£500)
- Community Composting Scheme (£400)
- Climate Crisis Project Grants (£1000)
- VE Day Anniversary Celebrations
- Tables (3) for Meetings (£200)
- Wildflower Verges/Roundabouts
- Assembly Rooms Building
- Payroll Software.

Replacement Laptop. (£500)
New Tourist Information Signage (£600)
Norton Community Project (£5000)
Sheep Music Event (£500)
Tri Towns Chronicle (£500)
Library Service
Street Lighting/Dark Skies

Amounts where stated are estimates only and all projects provisional only until the budget is agreed in January.

(5) Circulation of Accounts from Organisations receiving £250 or more annually from the Council and applications for grants in 2020-21: The various sets of accounts and applications were currently being circulated to all Members for examination.

(6) Annual Review of Direct Debits: The Clerk reported that there were currently direct debits in place for each of the water accounts (3) and each of the electricity accounts (3). Members approved the continuance of these.

(7) Councillor Allowances: Members were reminded to let the Clerk know as soon as possible if they did not intend to claim the annual £150 allowance.

MIN 3703 PLANNING

(1) Planning applications: The following planning applications were considered –
19/1919/TRE, Grid Ref: E: 331576 N: 264559. Proposal: Application for works to five trees within a conservation area. Location: St Andrew's Church, Broad Street, Presteigne. Resolved no objections be raised.

Cllrs. Wilding, Edwards and Ruby left the room for the duration of the following item.

19/1771/LBC. Grid Reference: E:330456 N: 267257. Proposal: Internal alterations and installation of disabled ramp and toilet, kitchenette, heating and storage, to include connection to mains sewer. Site Address: St Andrew's Church, Norton, Presteigne. Resolved no objections be raised subject to the approval of CADW and the Built Heritage Officer and the agreement of Welsh Water to connect to the mains sewer.

Cllrs. Wilding, Edwards and Ruby returned to the room.

(2) Planning Decisions: The following decisions were noted –

- 19/1056/LBC Tan House, Broad Street, Presteigne: Approval 13th November.
- 19/0515/FUL Land Adjacent To B4356 (4 holiday cabins) Presteigne: Refused 22nd November.
- 19/1670/HH 17 Kings Court Presteigne: Approval 22nd November.
- 19/1608/RES Development South of Wills View, Norton: Approval 29th November.
- 19/1142/HH Hitherback Cottage, 1 Harper's Lane, Presteigne: Approval 2nd December.
- 19/1721/DIS Bell Cottage, Scottleton Street, Presteigne: Approval 2nd December.
- 19/1141/LBC Hitherback Cottage, 1 Harper's Lane, Presteigne: Approval 3rd December.

(3) Welsh Government Planning Consultations – Housing, Compulsory Purchase Powers, Flooding and Coastal Erosions: Cllr. Wilding had examined the consultations and had just one comment to make – this was a concern that the removal of the need for local authorities to keep a five year supply of housing land should not be removed without a suitable alternative being in place. Although past the deadline for that specific consultation Members asked that the Clerk write to Welsh Government making that comment.

MIN 3704 HIGHWAYS, HOUSING AND ENVIRONMENT

(1) Highway Items: The following items were discussed –

- Leaves on pavements, Clatterbrune/Greenfield Road: Should now have been cleared.
- Flooding, Meeting House Lane: The Clerk had already reported this.
- Pavings Broad Street and Station Road: Very slippery and in need of cleaning. The Clerk would report.

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

- PAC's December meeting cancelled because of illness - next meeting scheduled 14th January.
- Tourist Information Boards - outline design and layout of new boards being developed. When text finalised in the new year, these will be submitted to TC/PCC for information/approval.
- PAC will undertake the provision, with others, in 2020 of updated Town Walks leaflet (or cards). We need to ensure this doesn't clash with anything planned under the Tri-Towns initiative.
- PAC is in discussion with interested resident and will support in all possible ways the design and implementation of a Community Composting scheme.
- Climate Emergency – Group waiting to hear next steps by Town Council Working Group and how PAC and others can help.
- Refill Wales - PAC in discussion about Presteigne registration with Connect/Plastic Free Presteigne in 2020
- Tidy Town group litter picked prior to the Christmas Fair
- Presteigne Plenty made in the region of 150 jars of produce to sell at the Christmas Fair.

(3) Active Travel Route: Cllr. Baynham reported that the County Council had not agreed to the suggestions put forward by the Town Council and that a trial one way system would be put in place soon, hopefully in January. She also confirmed that following a complaint the junction at King's Court had been checked and was fully compliant with regulations.

(4) Dark Skies/Lighting Update: The Clerk reported that Dark Source had reported that help with seeking external funding had been found and that an article on the project was shortly to appear in the ARC lighting magazine.

(5) Grass Cutting/Wildflower Verges Update and email re Presteigne Roundabouts: Cllr. Baynham reported that she was still awaiting some information. The matter would be considered further in January.

(6) Climate Crisis: Cllr. Bamford reported on the Climate Crisis Meeting held on 9th December and notes from the meeting were circulated. The main points were as follows –

- Form a wider Climate Action Group with interested members of the community.
- Form sub groups to work on specific areas. Suggested sub groups were: Local Resilience, Green Spaces (town), Local Food, Personal Initiatives, Consumption and Waste, EV Charging and Transport, Tree Planting, Green Energy, Intelligent Lighting / Dark Skies, Social Media / Communication. To arrange scheduled progress meetings with the sub groups providing support as required.
- Suggest precept of £1000 for climate action at the December Town Council meeting. Funds available to be applied for by any town group who needed financial support towards a project that was working to combat climate change or the effects of climate change within the community.

The next meeting would be on 8th January and the Clerk was asked to invite PACDG together with the Groups putting forward ideas at the Community Group Fair.

(7) Fold Farm Footpath Update: The Clerk had raised the delay in actioning the instruction of Welsh Government to determine the application with the Portfolio Holder and his reply was read to the meeting. It was noted that the intention was to arrange interviews with witnesses in late December/early January and it was agreed that in order to expedite the process the Clerk should contact the witnesses to agree a provisional day for interviews and then let the County Council know. The Clerk also to ask what evidence the witnesses would need to bring with them. She was also asked to write to Welsh Government to ask what sanctions were available should the County Council not determine the application within the time scale specified.

(8) Herefordshire Council Review of Infrastructure Projects: Noted.

MIN 3705 NORTON

(1) Norton Community Trust Update: Members on the Trust reported that various meetings had been held in order to progress the planning application and that a meeting with CADW would take place before the end of the year. The bat survey was complete and a new boiler had been purchased. Should matters progress it would also be necessary to submit a planning application for change of use. A successful Christmas Craft Fair and a carol service had been held.

(2) Community Speedwatch: Cllr. Ruby reported that the volunteer co-ordinator had resigned and a replacement would need to be found. New volunteers were awaiting training.

MIN 3706 SITES AND BUILDINGS

(1) Public Conveniences: Resolved the following -

Cllr. Baynham left the room for the duration of the following item.

Cleaning contract for 2020/21 to be awarded to T. Lloyd-John.

Cllr. Baynham returned to the room.

Draft budget recommendation of £10,000 for 2020/21 to go forward to the budget setting meeting.

(2) Allotments: Resolved the following -

To approach the County Council suggesting the collections for green waste be extended to later in the year.

Confirmed no rent increase for 2020/21 and 2021/22.

(3) Meadows: Resolved the following -

To confirm the proposed maintenance works for 2020/21.

Grass around community orchard trees not to be weed killed but volunteers to be asked if they are still intending to cut around the trees.

Remaining items highlighted by ROSPA to be completed as soon as possible.

Hourly rate paid for inspections/Maintenance to be increased by £0.50 to £14.00 from 1st April, 2020.

Draft budget recommendation totalling £12,000 to go forward to the budget setting meeting.

(4) Sillia Wood: The Clerk had contacted the Woodland Trust Officer to ask for prices for signage and for the draft management plan but had not yet received any reply.

(5) Community Storage: In general all was going well although there was some concern that Groups were not giving sufficient notice to obtain access. The Clerk was asked to write to the Groups explaining the times when access was possible and asking for a minimum of 48 hours notice. The Clerk had not yet had any reply regarding the electric supply for lights in the building.

(6) Assembly Rooms Building: Nothing further to report. Cllr. Kirkby would attend the next meeting of Mid Border Arts and report to Council in due course.

(7) Withy Beds Grants Update: No decision on the Gannett application had yet been received.

(8) Use Request by Sheep Music August 2020 including use for temporary camp site: Members agreed the request.

(9) Members noted that the Winter clear up of Ligne Garden was underway and also agreed that the stone wall near to the allotments be repaired once the weather improved.

MIN 3707 CORRESPONDENCE/GENERAL ITEMS

(1) Liaison with Schools: In the absence of Cllr. Veary, Cllr. Bennett reported on the progress with the schools and Members asked that their thanks to both Cllr. Veary and Cllr. Bennett be noted.

(2) Christmas Lights 2019: Cllr. Bennett reported that the lights would provisionally be removed on 18th January. The lights would, as was usual, be turned off after twelfth night.

(3) Future Education Provision in Presteigne: Cllr. Baynham had made initial enquiries with the current Portfolio Holder and he was willing to meet with representatives from the Schools and the Town Council in due course. It was agreed to schedule a further joint meeting with two representatives each from both Schools early in 2020 with a provisional date being set for 6th January. The Clerk would also seek a provisional meeting date with the Portfolio Holder.

Cllr. Kirkby reported that he had been intending to attend one of the County Council meetings on the future of education but both had been cancelled due to lack of interest. It was hoped that further dates would be arranged in the new year.

(4) Report on Tri Towns Meeting: Cllr. Preece had attended this meeting and outlined the suggestion for a quarterly 'tri towns' newsletter. This had been included as a possible project for 2020-21. The next meeting would be on 28th January in Kington and would focus on transport with the Transport Manager and Active Travel Officer both attending.

(5) Written Statement from Local Government Minister on Local Government and Elections (Wales) Bill: The Clerk informed Members that the major items for the Town Council were the introduction of a compulsory annual report and the general power of competence for qualifying Councils.

(6) Police and Crime Commissioner Precept Consultation: Members noted the information and the Clerk was asked to respond indicating support for a £1.50 increase in order to maintain services at the same level.

(7) Town Trust: The Clerk confirmed that Cllr. Veary had volunteered to be the new company secretary and this was agreed. The new Directors were confirmed as Cllrs. Owens, Wilding, Kirkby, Bamford, Veary and Smith.

MIN 3708 TOWN COUNCIL SURGERY

December Surgery: Cllr. Smith had attended and had one item to report, this being the large puddle at the entrance to the Hereford Street Car Park which had appeared following the active travel route works. Water was also accumulating along the car park side of the Hereford Street. The Clerk would report this. She was also asked to report blocked drains in High Street outside the butchers and the flower shop.

There would be no January Surgery.

Arrangements for February Surgery: Cllrs. Baynham and Bennett to attend. Cllr. Preece to be reserve should either of the two Members be unable to attend.

MIN 3709 COUNTY COUNCILLOR'S REPORT

Cllr. Baynham reported the following:

- Welsh Government financial settlement confirmed and not as bad as feared.
- Full Council meeting to be held on 20th December.
- Resurfacing of By Pass Car Park: This was on a list of capital works. The Clerk was asked to contact the Officer to press the case for this car park to be a priority.

MIN 3710 COUNCIL VACANCY

The Clerk reported that notices had been posted with a closing date of 31st December. Candidates for the previous vacancy had also been notified in case they wished to reapply.

MIN 3711 URGENT BUSINESS INFORMATION

(1) Parking by Bus Shelter on By Pass Car Park: It was reported that the bus had recently failed to stop for a passenger as a school bus had been parked in front of the shelter. The Clerk was asked to speak to the bus company and politely ask that buses do not park in front of the shelter.

(2) Parking Problems during the Christmas Fair: Cllr. Smith reported that the two parking spaces opposite the Farmers Arms continued to be a problem and led to additional vehicles 'joining' the row of two spaces and parking illegally causing real problems for through traffic. This had recently been an issue for the Council gritter and had led to a damaged paving. The Clerk was asked to again write to the County Council on this issue.

(3) Christmas Fair: Members were pleased that this had been a very successful evening.

(4) Radnorshire Arms: Recent damage had been reported.

(5) Palestine Football for Freedom: Cllr. Kirkby reported on the recent visit from the footballers.

MIN 3712 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 3713 FUTURE OF LIBRARY SERVICE/ASSEMBLY ROOMS BUILDING IN PRESTEIGNE

Nothing to report pending the final budget from the County Council.

MIN 3714 RECOMMENDATIONS OF STAFFING COMMITTEE

The Clerk asked to speak before leaving the room for the consideration of the Staffing Committee recommendations. She reminded Members of the need to accommodate the cost of living increase either within the budget amount set or to resolve to meet that increase from free reserves as the exact amount was unlikely to be known by the time the budget was set. She also expressed disappointment at the large reduction proposed to the training budget, briefly outlined her reasons and asked that the

budget be re-instated. She added that funding for the Practitioner's Conference in February was now largely being met by her two other Councils. Cllr Kirkby explained the reasons behind the proposed training budget cut and the efforts to be made to keep the Clerk's hours within the 100 a month she is paid for. The Clerk then left the room.

The three recommendations of the Committee were :-

- The Clerk should move to Point 32 on the pay scale from 1st April 2020.
- The budget for the Clerk be set at £24,149.88 (cost of living increase to be added when known)
- Training Budget of £150.

In light of the clerk's statement regarding the importance she placed on the practitioner's conference and that the shortfall to fund this is now £50 to enable her to attend, it was agreed to increase the Training Budget to £200.

Noted also that this year it may not be known what the cost of living increase will be before the Budget setting meeting and it was therefore agreed that a sum of 3% be added to the sum above for budgeting purposes.

The meeting closed at 10.09 pm