

Cyngor Tref Llanandras a Norton PRESTEIGNE AND NORTON TOWN COUNCIL

MINUTES OF THE ANNUAL MEETING HELD ON 19TH MAY 2021 HELD AT THE JUDGE'S LODGINGS (MAYOR MAKING) AND THEN THE ASSEMBLY ROOMS, BROAD STREET, PRESTEIGNE

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

Apologies: Cllr. N. Rogers, 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: None.

For the first part of the meeting the meeting was held in the Courtroom at the Judge's Lodgings.

MIN 3893 ELECTION OF TOWN MAYOR AND CHAIRMAN 2021/22

Cllr. Owens opened the meeting and welcomed all back to physical face to face meetings and thanks the Judge's Lodgings staff for making the room ready for use. He reflected on his two years as Mayor and Chairman which had been extended from the planned one year due to the impact of the covid-19 pandemic. Highlights of the last two years had been the completion of a number of major projects. Firstly the barn on Went's Meadow, which took shape as the result of the efforts of a small army of volunteers. He thanked all involved for a job well done and in particular Councillors Kirkby and Bennett. He noted that the barn had come into its own as Wales had come out of lockdown with many outdoor exercise classes and other events being staged there. There was also the long-awaited completion of the zip wire project in the children's play area. Thanks to Councillor Kirkby were noted for his work on that project. The major development in Norton over the past couple of years had been changes to St Andrew's Church which had been deemed surplus to requirements by the Diocese. A community group, including major contributions from Councillors Wilding and Edwards, had refused to allow the church to just fade away and plans are underway to convert it into a community building. Extensive work had been carried out at Presteigne Cemetery. He recorded thanks and congratulations to those who had worked so hard on the scheme - Councillors Kirkby and Wilding among them - over several terms of the Town Council. The completed work - including the new car park - was a great asset and should also mean there will be far fewer parking issues when funerals are taking place. He also thanked some of the officers at Powys County Council for their efforts with regard to a number of these projects.

Reflecting on the pandemic itself, he praised the residents of Presteigne and Norton for showing huge levels of 'good old Radnorshire common sense' throughout and thanked the volunteers who have stood outside shops and given freely of their time to help the townsfolk as a whole. He mentioned Mr. Terry Wells for his efforts with the community newsletters throughout the pandemic.

With regard to ongoing projects - the Dark Skies Initiative appears to be gathering momentum and support from the town, while there was also much good work being done by the Climate Crisis group. He thanked Councillor Bamford for her efforts with the latter.

He then thanked County Councillor Beverley Baynham for her efforts on behalf of the town and for providing a very productive line of communication through to County Hall, enabling projects to progress much more smoothly and quickly.

In conclusion, he thanked all the Councillors both present and past who have served during the last two years while he had been Mayor. A genuine strength of the Council he felt was that every individual Councillor brought something to the table and, while it was not possible to agree on everything, all were agreed on trying to do their best for Presteigne and Norton.

He concluded by wishing his successor good luck for their term in office and invited nominations for Mayor/Chairman for 2021-22.

Cllr. Preece was proposed by Cllr. Baynham. This was seconded by Cllr. Edwards. There were no other nominations and Cllr. Preece was elected unanimously.

Cllr. Preece then duly completed her formal acceptance of Office, witnessed by the Clerk. Cllr. Preece thanked Members for her election.

MIN 3894 ELECTION OF DEPUTY MAYOR AND VICE-CHAIRMAN 2021/22

Cllr. Preece then invited nominations for Deputy Mayor. Cllr. Edwards was proposed by Cllr. Wilding and seconded by Cllr. Kirkby. There were no other nominations and Cllr. Edwards was elected unanimously.

Members then removed to the Assembly Rooms to continue business.

MIN 3895 REVIEW OF MEMBERSHIP COMMITTEES/WORKING GROUPS

The following memberships were agreed –

STAFFING COMMITTEE

Cllrs. Baynham, Davies, Kirkby, Edwards and Ruby.

SITES AND BUILDINGS COMMITTEE

Cllrs. Kirkby, Bennett, Davies, Rogers and Smith.

Outside Representative for Meadow Matters: Richard Rimington.

Outside Representative for Meadow Matters: Gareth Graham.

Outside Representative for Allotments: Karen Lewis.

LIBRARY SERVICES/ASSEMBLY ROOMS WORKING GROUP

Cllrs. Bennett, Bamford, Wilding, Kirkby, Owens and Ruby. Plus Cllr. Baynham as County Councillor.

CLIMATE CRISIS WORKING GROUP

Cllrs. Bamford, Veary, Kirkby and Smith

DARK SKIES WORKING GROUP

Cllrs. Bamford and Smith, Mr. L. Harling Bowen.

ALLOTMENT LIAISON MEMBER: Cllr. Bennett.

YOUTH REPRESENTATION MEMBER(S): Cllrs. Veary, Bennett and Rogers.

MIN 3896 REVIEW OF APPOINTMENT OF COUNCIL REPRESENTATIVES TO OUTSIDE BODIES

The following representatives were agreed -

Presteigne Primary School

Cllr. Preece.

One Voice Wales

Cllrs. Preece and Edwards.

Plastic Free Presteigne

Cllr. Bamford.

East Radnorshire Day Care Centre

Cllrs. Edwards & Bennett.

Presteigne Trust

Noted that a number of Town Councillors are full Directors.

Presteigne Area Community Development Group

Cllr. Ruby.

Warden Guardian Foundation

Cllr. Kirkby.

MIN 3897 REVIEW AND CONFIRMATION OF COUNCIL DOCUMENTS

- (1) Standing Orders: Confirmed unchanged. The serving of the summons to attend meetings was re-confirmed.
- (2) Financial Regulations: Confirmed unchanged.
- (3) Council Complaints Procedure: Confirmed unchanged.
- (4) Freedom of Information Documents: Confirmed unchanged.
Social Media Policy: Confirmed unchanged.
Staffing related policies: Confirmed unchanged.
- (5) Continued adoption of the revised Code of Conduct (under Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016): Confirmed.
- (6) Remuneration payments to Town Councillors: The following payments would be available in the municipal year May 2021 to April 2022:
- An annual sum of £150 per year per Member, paid in arrears.
 - To continue to reimburse the cost of travel expenses incurred for travel on Council business outside the Community Council area.
 - To refund the cost of care expenses up to the stated cost of £403 per month (statutory)
 - The payment of the Mayor/Chairman's Allowance plus a separate budget for expenses.
- (7) Data Protection Documents: Confirmed unchanged.
- (8) Grant Awarding Policy/Procedure: Confirmed unchanged.

MIN 3898 MEMBER ATTENDANCE

Member attendance records for 2020/21 were duly noted.

The Annual Meeting closed at 7.36 pm.

The Annual Meeting was followed immediately by the ordinary business meeting.

MINUTES OF THE ORDINARY BUSINESS MEETING HELD ON 19TH MAY 2021 HELD AT THE ASSEMBLY ROOMS, BROAD STREET, PRESTEIGNE

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

Apologies: Cllrs. L. Veary, 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: None.

MIN 3899 APPROVAL OF MINUTES

The Minutes of the meeting held on 21st April, 2021 and of the Sites and Buildings Committee meeting held on 26th April, 2021 were approved without amendment. The Chairman duly signed both sets of Minutes.

MIN 3900 UPDATE ON OUTSTANDING ITEMS

(1) Missing Bin, St. David's Street: Now replaced.

(2) Fold Farm Footpath: Cllr. Kirkby reported that he had recently received a reply from the Footpaths Officer and she expected it to take a further six months to take the application to Committee and around a year to complete the process. He stated he was very frustrated at the lack of progress. Cllr. Baynham agreed to speak again to the Portfolio Holder.

(3) Proposed Bollards, Scottleton Street: Cllr. Baynham reported that these had been ordered and would be in place fairly soon.

(4) Mayor's Chain: Cllr. Kirkby explained that options were £450 to refurbish the existing Chain or £1600-£2500 for a new Chain plus an optional £500 for a box for the old Chain. There would also be a £300 charge for a velvet sash. The £2500 chain would include enough discs for twenty-five years. He asked if any of these costs would count as a capital spend and so enable use of the capital reserve. The Clerk would check this. Prior to any decision on the way forward it was agreed that the Clerk write formally to the current Chair of the County Council to ask for use of the former Radnorshire Committee Chain (not the pendant). The matter would be considered further once a reply had been received.

(5) Town Benches: Refurbishment was going well and a new bench had been ordered for Station Road. Members agreed the cost of £85 for a plaque for the new bench to record it had been donated by former Mayor, John Kendall and in recognition of his generosity in funding the refurbishment of a large number of the town's benches.

(6) Weed killing/Spraying: Members noted the reply from the County Council as follows – *Herbicide is the most cost-effective method at present and there simply isn't any budget to explore other options. To try and explain, the need for spraying is to reduce the amount of strimming that our staff need to carry out, as this reduces their exposure to HAV (hand arm vibration). The HSE recently issued an improvement notice to the Authority on how we manage HAV's, so we need to comply. Another obvious reason is the likelihood of causing damage to people, property or vehicles as a result of objects been thrown by trimmers. There are more alternatives methods becoming available each year and hopefully the costs of these will reduce as competition increases, and we can then explore a suitable alternative. We have explored other options, such as hot foam, weed burners but these bring other health and safety issues when used in amenity areas. As mentioned previously, the herbicide application system we use is the Nomix Total Droplet system, as it is understood to be much safer than the conventional knapsack sprayer for the operator, bystander and environment.* It was agreed that the Clerk write again asking why the options selected by Warminster Town Council were not possible.

(7) Stocken Road: Members noted the most recent email from one of the residents indicating that Stapleton Parish Council would also be discussing the issue in the near future. It was agreed that no further action could be taken until more detail was known on the proposed re-surfacing.

(8) Dark Skies: Members noted the notes from the briefing meeting as previously circulated. The letters of support received since the April meeting were noted. Cllr. Baynham reminded Members

that the County Council was paying for the standard light fittings plus, if successful, twenty of the PIR sensors with the manufacturer also supplying twenty free of charge. The Town Council had £1500 in an allocated reserve for the Project and there was also £1536 in the Presteigne Trust bank account from fund raising. The trial of the lighting sensors was hoped to start by the end of May. It was agreed that the priority was to secure the best possible overall lighting for the town and that, therefore, subject to a satisfactory trial, the Town Council would allocate its funds towards additional sensors. The Assembly Rooms project would follow as and when funds permitted but as it was not inter-dependent on the main lighting it was felt that was best deferred for the time being.

(9) Scout Hut Pergola: The Clerk confirmed that she had heard nothing further and agreed to chase up the details promised.

(10) Access for Fire Engine: Members noted that the County Council Officer could not recall the reason for double yellow lines not being possible but had indicated she was currently busy on 'business critical' measures. She would, however, re-visit the matter as soon as time permitted.

(11) Tree in Pound Lane (obstructing no entry sign): Now trimmed.

(12) Powys County Council Briefing: This took place via teams and the following matters were discussed

- Planning Portal – tracking of applications now available and those doing so will receive notification when something is added.
- Replacement LDP process to be started fairly soon. The current LDP was adopted in April 2018 and work on the next plan will start in April 2022.
- 20mph for town centres: PCC was unsuccessful in becoming part of the pilot project and so the introduction of these zones is now planned for 2023.
- New Climate Change and Biodiversity Officers appointed. Councils encouraged to make contact and also to email with details of local projects.
- First electric recycling vehicle now in Powys. Funding provided by Welsh Government. Long term location Abermule but currently in Brecon.
- Phase 2 of the installation of electric vehicle charging points underway.

In response to a question from Cllr. Kirkby, Cllr. Baynham stated that Presteigne was unlikely to get any additional charging points as there were a number of towns in Powys that did not yet have any.

(13) Reporting of Blocked Drains/Potholes etc: PCC has asked if those spotting an issue can report it direct via their online system as this then instantly creates a record for them and made it easier for them to follow up. It was agreed that Members would do this but that they would also report to the Clerk for a list to be kept. The Clerk would circulate the relevant links.

MIN 3901 FINANCE

(1) Donations: The following grants/donations were approved -

Presteigne Festival	£1250.00 (precepted)
1 st Presteigne Guides	£100.00 (precepted)

Members considered the requests for donations from Tenovus Cancer Care and Hope House. The Clerk explained that such applications from larger charities were increasing and following a discussion it was agreed that all applications of this type be deferred until the January meeting when all those received over the year could be considered together. Applications from local organisations would continue to be considered on an ongoing basis.

Members noted the letters of thanks from East Radnorshire Day Centre, PACDG and Wales Air Ambulance.

(2) Payments: The following payments were approved –

Highground Maintenance Ltd	£319.57 MEADOW ACCOUNT
Presteigne Building Supplies	£8.45
NEST (Direct debit)	£130.06
Mrs T.A. Price	£1383.56
HM Revenue and Customs	£554.82
Information Commissioner (data registration)	£35.00 (direct debit)
Mrs T. Lloyd-John	£594.23
Mr. N. Close	£199.50 MEADOW ACCOUNT
Mr. N. Close	£49.00
Mr. L. Stephens (internal audit)	£110.00
J. Cromar (tree survey)	£870.00 MEADOW ACCOUNT

(3) Receipts: The following receipts were noted -

Powys County Council 1 st Precept Payment	£23,172.20
VAT Refund	£3,147.44

(4) Internal Audit Report: Members noted the report of the internal auditor for 2020-21. No action was required. Cllr. Baynham noted the Auditor's comments on the quality and clarity of the accounts and thanked the Clerk for this.

(5) External Audit/Annual Return and Governance Statement: Members approved the Annual Return and Annual Governance Statement for submission to the External Auditors together with associated papers.

(6) Bank Transfers: The following transfers were approved -

Transfer of the precepted amount (2021/22) of £10,500.00 from the Treasurer Account to the Meadow Account.

Transfer of the VAT reclaim for 2020-21 of £2416.95 from the Treasurer account to the Meadow account.

(7) Bank Balances as at 30th April 2021: The following bank balances were noted -

Treasurer	£53323.97	Money Manager	£31232.86
Meadow	£13556.62	Allotments	£3667.64
Warden Reserve	£1242.07	Capital Reserve	£30650.10

(8) Review of Bank Signatories – Resolved no change to the existing signatories.

(9) Creation of additional allocated reserves: These were confirmed as follows –

Street Lighting/Dark Skies	£750.00
Climate Crisis Grants	£1000.00
PACDG re street cleaning	£250.00

Agreed that the £2000 2021-22 allocated reserve budget for the MUGA etc be allocated to sit within the capital account.

Noted that the £500 allocated to VE day celebrations was re-allocated to free reserves.

MIN 3902 PLANNING

(1) Planning applications: The following planning applications were considered –

21/0521/HH Grid Reference: E:331511 N: 264279 Proposal: Installation of flue Site Address: Appletree Lodge, Hereford Street, Presteigne, LD8 2AT. Resolved no objections be raised.

21/0522/LBC Grid Reference: E:331511 N: 264279 Proposal: Install a twin-wall insulated Flue and wood-burner. Site Address: Appletree Lodge, Hereford Street, Presteigne, LD8 2AT. Resolved no objections be raised.

21/0693/LBC Grid Reference: E:331443 N: 264395 Proposal: Relocation of door to access second floor wardrobe Site Address: 1 London House, Broad Street, Presteigne. Resolved no objections be raised.

21/0945/HH Grid Reference: E:331593 N: 264508 Proposal: Erection of a garden summer house Site Address: Roseland, Broad Street, Presteigne. Resolved no objections be raised.

21/0702/FUL Grid Reference: E:331353 N: 263900 Proposal: Erection of a new workshop unit and all associated works Site Address: Plot 4 Broadaxe Business Park, Broadaxe Business Park, Presteigne. Resolved no objections be raised.

21/0805/LBC Grid Reference: E:331544 N: 264469 Proposal: Installation of replacement boiler and flue. Site Address: Hall Cottage, 3 Oak Villas, Broad Street, Presteigne. Resolved no objections be raised.

(2) Planning Decisions: No decisions this month.

(3) Planning Applications 21/0557/LBC and 21/0556/FUL -Grid Reference: E:331362 N: 264478 Proposal: Replacement awning Site Address: Shop and Premises, 14 High Street, Llanandras, Powys LD8 2BA. Members noted that this application was still under determination and Cllr. Kirkby was concerned at the length of time it was taking together with the expense to the applicant. Cllr. Baynham agreed to chase the matter up.

MIN 3903 HIGHWAYS, HOUSING AND ENVIRONMENT

- (1) Active Travel Route – There had been no further reply re. an additional sign for Hereford Street. Cllr. Wilding had no update to report on obtaining land for the proposed Norton to Presteigne route.
- (2) Presteigne Cemetery Information Update: Cllr. Kirkby reported that work was now complete. He suggested an official opening and Cllr. Baynham stated that she had invited the Portfolio Holder to visit the cemetery and agreed to follow this up.
- (3) Climate Crisis Working Group Update: Cllr. Bamford reported that she was currently reviewing the Council Climate Crisis Policy and would provide a draft for consideration in due course. The new Climate Change Officer at the County Council would attend the July meeting. The work of the tree group continued although a possible piece of land had fallen through and more letters had been sent to the owners of possible sites. The group was also working at identifying significant trees in the town. Cllr. Bamford also highlighted a problem with grass cuttings being deposited around the base of a large oak tree on the secondary school field and the expert advising the group had said this was very bad for the tree. There was also an issue with the removal of a larch tree on the school site and the moving of the places for nature garden into the shade. Cllr. Bamford would draft a letter to the school for the Clerk to send and Cllr. Baynham to be copied in.
- (4) High Street Grant Update: See under Planning – Minute 3902(3).
- (5) Welsh Water Sewage System Upgrade, Update: Cllr. Kirkby was pleased to report that the contractors had tarmacked the entrance to the allotment car park and done a very good job. Much of the fencing had now been removed from the meadow but an issue remained around the cover for one inspection cover and the Clerk was asked to report this and ask that it be rectified. The general update on the works had been circulated to all.

MIN 3904 NORTON

- (1) Community Speedwatch Update: Cllr. Ruby reported that she had had no further contact from the PCSO about the training needed.
- (2) Community Hub/Church Update: Cllr. Wilding reported that planning application was still pending and that the report of the Built Heritage Officer was awaited.

MIN 3905 SITES AND BUILDINGS

- (1) Public Conveniences: The Clerk reported that the electricity work had been completed at the Wilson Terrace building and that Hereford Street was due to be done in the near future. The electrician had looked at the exterior lights and had advised that fitting timers was the easiest and most cost-effective way of managing them. This would be done at the same time as the planned work.
- (2) Allotments:
 - Fence Repairs: Had been requested by Cllr. Wilding. The repairs to the gate post at the Knighton Road gate would be carried out at the same time.
 - Main Allotment Gate: Repairs carried out by Cllr. Bennett.
 - Amendment of Rate for plot 36: Cllr. Bennett reported that this had again been raised by the Chair of the Allotment Association. The Clerk reminded Members that the issue had been discussed within six months and so could only be re-visited if seven Members wrote requesting this. She confirmed that she had not been approached by the tenant on the issue. Members felt that this would be most appropriately discussed at the next Sites and Buildings Committee meeting in November. Cllr. Bennett would respond to the PNAA Chairperson.
- (3) Meadows:
 - Broken oak post: Cllr. Bennett agreed to source a replacement post and replace the broken post.
 - Tree Survey: Cllr. Wilding reported on the tree survey and suggested that the two at the allotments might be better fully removed. He pointed out that the tree by the Knighton Road gate might well be the responsibility of the Scouts. Members agreed to look at the trees on site before the next meeting when a decision could be made on the work for which quotes would be sought. It was noted that the work would need to wait until the Autumn. They also noted that it seemed weedkiller had been used around several trees. The Clerk confirmed that as far as she was aware none had been carried out so far this year.
- (4) Sites and Buildings Committee: The following items from the recent Committee meeting were discussed
Allotments:
 - Alteration of the post and rail fence at the car park entrance to improve visibility: Agreed quotes would be sought.

Need for repairs/replacement of the main allotment site gate: Repaired by Cllr. Bennett.
Site meeting to now be arranged with NRW to discuss the weir: Clerk arranging.

Meadows:

Further consideration of tiny forest site: Cllr. Bamford to discuss possible sites with Natural Resources Wales before any decision was made.

Changes to Knighton Road entrance gate to increase on site parking: Cllr. Bennett meeting a contractor on site to obtain a quote for consideration at a future Council meeting.

Works on path to Lower Went's Meadow and at New Barn: Again Cllr. Bennett meeting a contractor on site.

Renewal of the timber stage (approx. cost of materials £1000): Cllr. Bennett to obtain an accurate cost for approval. Sheep Music and the Carnival Committee would help with any works and the Carnival Committee was considering a small donation.

Work on the wall at Ligne Garden: Cllr. Bennett had looked in more detail at this and obtained advice. It seemed that carrying out repairs might reveal more issues and he had noticed that the stone wall needed re-pointing too. He would try to get a more accurate quote.

New service cover adjacent to the track: Some work had been done but it was still not correct and it was agreed that Welsh Water be asked to place additional soil around the new cover.

MIN 3906 CORRESPONDENCE/GENERAL ITEMS

- (1) Welsh Government Consultation on Local Authority Power to Trade: Resolved no comment be made.
- (2) Letter from Fay Jones MP re. work of Community Councils during the pandemic: Noted.
- (3) Lloyds Bank Cashpoint: Cllr. Kirkby reported that a local resident had recently had her card cloned and understood this to have happened at the cashpoint. He wanted others to be aware and it was agreed that the Clerk write to the Bank to ask what measures it had in place to protect users of the cashpoint and if CCTV could be installed to monitor it.
- (4) Covid recovery - enabling key community leadership and partnerships webinar 19th May: No one had attended.

MIN 3907 TOWN COUNCIL SURGERY No surgeries currently being held.

MIN 3908 COUNTY COUNCILLOR'S REPORT

Cllr. Baynham reported the following –

- Congratulations to the new Mayor and Deputy Mayor.
- County Council AGM held and the same Chair had been voted in again and so would serve an eighteen month period.
- Recent grass cut had been carried out locally and patches of flowers had been left to grow. A good job had been done.

MIN 3909 URGENT BUSINESS INFORMATION

- (1) Investments and Goods from Israel: Cllr. Smith asked that the Council write to Powys County Council asking that it review its policy on investments and goods from Israel and boycott any relating to the country, given the present Israel/Palestine conflict. Cllr. Wilding felt that it might be better to direct the comment more generally on ethical investing. Members agreed that a letter be sent.
- (2) Letter to Mr. Mark Drakeford: Cllr. Smith suggested that a letter be sent congratulating Mr. Drakeford on re-election and on his handling of the pandemic. No one was willing to second the proposal and so the matter did not proceed.
- (3) New MS – James Evans: Cllr. Baynham reported Mr. Evans had recently visited Norton and was keen to hear of local issues and concerns.
- (4) Location of Donated Bench: Cllr. Ruby had been contacted by Executors of a local man about the siting of a bench at the crossroads of Broadaxe. Members agreed they had no concerns about this but asked that the person be referred to the County Council Highways Department for permission.

The meeting closed at 9.19 pm