

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

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**MINUTES OF THE MEETING HELD ON 21<sup>ST</sup> OCTOBER 2020**  
**HELD VIA VIDEO CONFERENCING UNDER THE LOCAL AUTHORITIES (CORONAVIRUS)**  
**(WALES) REGULATIONS 2020**

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

Apologies: Cllr. L. Veary.

In Attendance: Mrs T. Price, Town Clerk; Kerem Asfuroglu, Dark Source; 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:*

*Cllr. R. Bennett, friend of applicant, re. planning applications 20/1427/FUL and 20/1428/LBC.*

*Applicant does not benefit personally. (Dispensation applies)*

*Cllr. C. Kirkby, former trustee responsible for application, re. planning applications 20/1427/FUL and 20/1428/LBC. (Dispensation applies)*

*Cllr. B. Baynham, Director (trustee), Judge's Lodging, re. planning applications 20/1427/FUL and 20/1428/LBC. (Dispensation applies)*

*Personal and Prejudicial:*

*Cllr. R. Bennett, related to residents and to a business owner in High Street, re. proposed changes to High Street due to Covid-19.*

Cllr. Owens welcomed the members of the public to the meeting.

Prior to the commencement of the meeting Members heard from Kerem Asfuroglo of Dark Source on the next steps for the lighting/Dark Skies project. He explained that the County Council had been extremely supportive and were willing to allow a small pilot project of around six lights for a month towards the end of the year and would do the installation. The timing would obviously be affected by covid-19 restrictions in force at the time. The exact fittings were not yet final but the project would light part of High Street/Broad Street. Cllr. Smith suggested that the Christmas lights could hamper the effectiveness of the trial and it was felt that it would therefore be better to defer the trial until early in 2021. Dark Source would liaise with the County Council and report back to the Clerk. The Town Council would publicise the trial on the website, press and social media at the appropriate time. Covid-19 restrictions would most likely mean that a consultation event would not be possible but Members of the Town and County Councils would attend a small launch if this was permitted at the time. Cllr. Owens thanked Mr. Asfuroglu for attending and for his work on the project.

**MIN 3805 APPROVAL OF MINUTES**

The Minutes of the meeting held on 16<sup>th</sup> September, 2020 were approved without amendment. The Chairman duly signed the Minutes.

**MIN 3806 UPDATE ON OUTSTANDING MATTERS AND CLERK'S REPORT**

- (1) Missing Bin, St. David's Street: Still not yet replaced.
- (2) Issues with Garage at Radnorshire Arms: The matter was still under investigation by the County Council.
- (3) GDPR Forms from Members: Just one form was awaited. Cllr. Owens reminded Members that a separate Council specific email address was recommended.
- (4) Mayor's Chain: Repairs would not now be arranged until after Remembrance Sunday.

(5) Remembrance Sunday: No definite arrangements had been received for Presteigne but there was expected to be no parade and no Church service. The Clerk would contact the Poppy appeal organiser to see if they were aware of the arrangements. Cllr. Edwards reported that there would be a short service at the Norton Memorial.

(6) Knighton Hospital: The Clerk reported that she had still not received any reply despite chasing repeatedly over the previous month. She was asked to ask the Assembly Member and MP for their assistance in obtaining information. Cllr. Ruby reported that no facilities were currently open but that the Health Board was in the process of recruiting staff.

(7) Welsh Water Sewage System Upgrade: This was progressing and the Clerk advised that compensation for the pipeline coming up the Meadow would be finalised once work was complete. Cllr. Baynham had not yet managed to discuss the possibility of the Norton to Presteigne Active Travel Route being taken forward and what money that would be available to assist with this. Cllr. Kirkby asked that the sewage upgrade be kept on the agenda whilst the project was ongoing.

(8) SMART Meters: These had now been fitted at Wilson Terrace toilets and the Meadow Barn.

(9) Naming of Individuals at Council Meetings: Members were reminded not to name individuals at meetings.

(10) Promotion of Information from Doctor's Surgery: The Clerk reported that she had asked if information from the Surgery could be put on the Council website and the two facebook pages in order to assist residents but following an initial reply indicating that this would be considered there had been no further contact and she therefore had to assume that the Surgery did not wish to do so.

(11) Moving of Bin in High Street: The County Council Officer had confirmed that he had notified the refuse department not to move the bin without consulting Cllr. Baynham and the Town Council.

(12) Business Rates on Toilet Buildings: The bill to provide 100% mandatory rate relief on public toilet buildings in England had now been passed by the House of Commons and would move to the Lords. This was a necessary prerequisite for Welsh Government passing the same legislation in Wales.

(13) Reports of Rats: Members noted that the Clerk had received two reports of rats. One incident in Station Road had been reported to the County Council for action, the second, relating to long grass at the entrance to the Meadow from Scotleton Street had been dealt with by Cllr. Bennett who had strimmed back the grass.

(14) Street Light: Members noted that the dangerous street light had been reported to the County Council and a repair carried out.

## **MIN 3807 FINANCE**

(1) Donations: The following donations were approved -

Royal British Legion	£60.00 (precepted)
Norton Community Trust	£2000.00 (precepted)
The Samaritans	£100.00 (precepted)

Request for an additional donation from Radnorshire Wildlife Trust: Members agreed to contribute an additional £1000 towards the tree work needed on the Withy Beds because of ash die back. Monies to be taken from the Meadow Account. Monies to be paid on completion of the work. The Clerk was also asked to make the annual precepted donation of £250.

Radnorshire Wildlife Trust	£250.00 (precepted)
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Precepted donation for the Youth Project: It was agreed to hold the precepted donation to see if the Project recommenced once new Directors were in place.

Precepted donation for the Knighton and Presteigne Leg Club: Agreed to move to free reserves as the Club was not currently running.

(2) Payments: The following payments were approved –

NEST (direct debit)	£132.16
Mrs T.A. Price (salary)	£1402.76
HM Revenue & Customs	£569.25
Highground Maintenance Ltd	£319.57 MEADOW ACCOUNT
JRB Enterprises Ltd (dog bags)	£119.46 MEADOW ACCOUNT
One Voice Wales (advanced finance course)	£30.00
Lyreco UK Ltd (office goods)	£3.35
Border Janitorial	£74.40
XMA Ltd (toner)	£195.74
Presteigne Building Supplies	£21.06 MEADOW ACCOUNT
EDF Energy (Hereford Street Toilets)	£69.67 (Direct Debit)

N. Close	£24.50
N. Close	£143.50 MEADOW ACCOUNT
T. Lloyd-John	£594.23
Orphans Press (website hosting etc)	£192.00
Powys County Council (licence for xmas lights)	£108.00

(3) Future Computer Maintenance Contract Update: The Clerk reported that she had spoken to some computer businesses and that Mr. Jeffries was the most reasonably priced and able to provide both a regular review of the Council laptop and also provide emergency assistance as required. Members agreed that the Clerk should confirm this and arrange for a regular review of the laptop once or twice a year as necessary.

(4) Review of Internal Audit Arrangements: Members noted the internal audit papers supplied and resolved that –

- that the document outlining the scope of the internal audit for the 2020-21 year be confirmed unchanged apart from the addition of the following – to review the Council internet banking arrangements.
- To re-appoint Mr. L. Stephens for the 2020-21 year audit.
- The planning and reporting arrangements for the 2020-21 internal audit were agreed unchanged.

(5) Interim Internal Audit Report: Members noted that the half yearly internal audit had been completed without any issues being raised and that the Auditor had reviewed the internet banking policy and was satisfied and had not recommended any changes.

(6) Draft Report of Independent Remuneration Panel: Members noted the draft report contained no major changes. Resolved no comment to be made on the report. The final report would be issued in February.

(7) Budget Update to 30<sup>th</sup> September: Noted.

(8) Zip Wire: Cllr. Kirkby explained that a further site meeting had been held to finalise arrangements to correct the zip wire. The company had agreed to move the far posts and would also move the top end subject to a charge of £2275. £1200 of this the County Council had agreed to meet leaving £1075 to be found. Additional grass mats would be provided free of charge by the County Council and the company equally. Members agreed to provide the additional funding to allow the run to be extended from the Meadow account.

(9) External Audit 2019-20: Members received the report of the external auditors on the 2019-20 accounts. It was noted that no matters of concern were raised although a correction was needed to the Minute number stated for approval of the accounts. The Clerk had posted the notices of completion of audit both on notice boards and on the Council website.

(10) Budget Amounts for Firework Events: Members agreed that as these events would not be taking place the amounts of £500 for Presteigne and £200 for Norton would be re-allocated to free reserves.

### **MIN 3808 PLANNING**

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

20/1415/TPO Grid Ref: E: 329473 N: 266616 Proposal: Works to three trees Location: Green Acres, Norton Manor Park, Norton. Resolved to make the following comment – ‘the Council wishes to object to the application due to concerns over the cumulative loss of screening at the site due to the siting of ever larger units, resulting in requests to remove trees previously planted to provide screening. This is leading to the site being increasingly visible and it was felt that the effect on the site should be considered overall in order to prevent the situation deteriorating further.’

20/1449/HH Grid Reference: E: 331663 N: 264552 Proposal: Installation of 11 replacement windows Site Address: Breeze Cottage, 3 Fold Farm, Broad Street, Presteigne. Resolved no objection be raised providing the Built Heritage Officer was satisfied.

20/1450/LBC Grid Reference: E:331663 N: 264552 Proposal: Listed building consent for replacement of 11 windows Site Address: 3 Fold Farm, Broad Street, Presteigne, Powys LD8 2AG. Resolved no objection be raised providing the Built Heritage Officer was satisfied.

20/1428/LBC Grid Reference: E:331509 N: 264437 Proposal: Listed building consent for Internal alterations including provision of cafe on ground floor, creation of 2 holiday let units on first floor, installation of new lift, new entrance lobby doors, upgrade existing doors, removal of external garage

building and provision of disabled car park space Site Address: The Judges Lodgings, Broad Street, Presteigne, LD8 2AD. Resolved to support the application.

20/1427/FUL Grid Reference: E:331509 N: 264437 Proposal: Alterations including provision of cafe on ground floor and creation of 2 holiday let units on first floor, removal of garage building and provision of disabled car park space Site Address: The Judges Lodgings, Broad Street, Presteigne, LD8 2AD. Resolved to support the application.

20/1598/TRE Grid Ref: E: 331567 N: 264266 Proposal: Removal of 12 leylandii trees Location: Ivy House, 10 Hereford Street, Presteigne. Resolved to support the application.

20/1407/TPO Grid Ref: E: 329372 N: 266482 Proposal: Application for works to trees subject to a Tree Preservation Order Location: Summer Cottage, Hillside Drive, Norton Manor Park Norton, Presteigne. Resolved to make the following comment – ‘the Council wishes to object to the application due to concerns over the cumulative loss of screening at the site due to the siting of ever larger units, resulting in requests to remove trees previously planted to provide screening. This is leading to the site being increasingly visible and it was felt that the effect on the site should be considered overall in order to prevent the situation deteriorating further. It was also felt that the proposed reduction was excessive.’

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

20/0898/HH 4 St. David’s Street, Presteigne : Approval 25<sup>th</sup> September, 2020

20/1158/HH 25 Hereford Street, Presteigne : Approval 29<sup>th</sup> September, 2020

20/1225/HH 21 Caenbrook Meadow, Presteigne : Approval 30<sup>th</sup> September, 2020.

20/1375/TRE Bridge Inn, Broad Street, Presteigne : Approval 1<sup>st</sup> October, 2020

## **MIN 3809 HIGHWAYS, HOUSING AND ENVIRONMENT**

(1) Active Travel Routes Update: The Clerk reported that the County Council had now cancelled the original external order for the new signage and had taken the work in house. She had not received any information on the proposed traffic order. Cllr. Wilding commented that issues seemed to have settled over time but Cllr. Bamford pointed out that there were at present temporary bollards in place and so it was not a true reflection of the problems initially experienced.

Cllr. Kirkby reported that Welsh Government were now looking to trial 20mph zones for communities. Cllr. Baynham also reported that the highways portfolio holder had said the Council would be looking at all towns having 20mph zones and it was agreed that the Clerk write to Cllr. Heulwen Hulme to indicate Town Council support for this in Presteigne.

Members also agreed that the Clerk respond to the County Council’s annual consultation on active travel stressing the ongoing need for routes from Presteigne to Norton and Presteigne to Rockbridge.

(2) Dark Skies Project: See report at the start of the meeting.

(3) Grass Cutting/Wildflower Verges and Roundabouts: Cllr. Baynham reported that she was still awaiting a date for a site meeting.

(4) Climate Crisis Update: Nothing to report.

*Cllr. Bennett was removed to the waiting room for the duration of the following item.*

(5) Covid-19 Measures and the High Street: Cllr. Smith suggested that the Town Council purchase two signs to place on private property to alert motorists to the changes to High Street. Members agreed a budget of up to £50. Cllr. Smith to circulate draft wording to Members for agreement and for the Clerk to check with the Highways Department before ordering. In general though Members felt everything was working well.

Members then considered the grant scheme available via the County Council and the Clerk confirmed that she had forwarded the information to CONNECT. It was agreed that as CONNECT had not taken the offer forward then a letter should be sent to the relevant businesses and if there was sufficient interest then a video conferencing meeting would be held to agree and co-ordinate an application. Cllr. Kirkby kindly agreed to distribute the letters.

*Cllr. Bennett was returned to the meeting.*

(6) Footpath across John Beddoes Campus School Field: No progress. Defer to November meeting.

(7) Street Naming Consultation: Land Opposite King’s Court: Cllr. Baynham opened the discussion and stated that she did not feel Bryn Glas was appropriate and that a name relating to Presteigne itself would

be more suitable. After some discussion Members agreed to suggest 'Corton' Meadow/View and the Clerk would respond.

(8) Query on Electric Vehicle Charging Points: Members noted the concerns raised on the compatibility of the new charging points and felt the detailed reply received from the County Council Project Officer was very detailed and covered all the matters raised.

(9) Cycling onto High Street from Shoppers Car Park: Cllr. Smith had raised this as a concern and Members were unsure of the status of the path and the Clerk was asked to check on the status of the path and the legality of cycling along it. Cllr. Kirkby also asked if the dropped kerb meant parking was not permitted.

(10) Lugg Bridge: Cllr. Kirkby asked if the County Council could be reminded of the works needed.

### **MIN 3810 NORTON**

(1) Norton Community Trust Update: Members noted the mid-year audit of accounts. Cllr. Wilding reported that the planning application had been temporarily withdrawn in order to secure professional assistance with the documentation needed. It could be re-submitted free of charge within one year.

(2) Community Speedwatch Update: Cllr. Ruby reported that the new volunteers had now been asked to call into the police station with identification and once complete training could be arranged.

(3) Trees at new home site, Norton Manor Park: Members noted that the County Council were investigating the issues raised.

Cllr. Rogers left the meeting at this point as he had other commitments.

### **MIN 3811 SITES AND BUILDINGS MATTERS**

(1) Public Conveniences:

- Updated risk assessments for toilet blocks: Noted. Next review December.
- Refurbishment of Wilson Terrace Toilets: Deferred for full consideration by the Sites & Buildings Committee.
- Completion of legionella risk assessments and tested water sample: Members noted that these had been completed with no major issues raised.
- Quotes for electrical work: These were still awaited.

(2) Allotments: The Clerk confirmed that the tenant of the unkept plot had now agreed that the plot could be immediately re-let.

(3) Meadows: The following matters were discussed –

- Risk assessment for outdoor gym: Noted.
- Re-location of two picnic benches: Deferred for consideration at Sites and Buildings Committee.
- Vandalism: Members noted with concern the recent vandalism. The Clerk was asked to write to the High School to bring it to the attention of the Head Teacher.

(4) Withy Beds:

- Grant Application Update/Decision: The Clerk reported that the recent application had failed by just two points.
- Proposed Tree Work by RWT: Noted. Additional funding agreed under Minute 3807(1).

(5) Weir: Cllr. Wilding reported that the weir near to the bridge/by the allotments was wearing away and the Clerk was asked to check to see whose responsibility it was.

### **MIN 3812 CORRESPONDENCE/GENERAL ITEMS**

(1) Report on Police Community Liaison Meeting: Cllr. Baynham reported on the issues discussed. These included speeding, the formation of a new Community Speedwatch for Presteigne and the new volunteers for the Norton Speedwatch. Cllr. Baynham stated that she had pointed out that the issue of speeding was not the responsibility of the community and the roads policing unit would be reminded not to forget the Presteigne area.

(2) Powys County Council Consultation on Updated Licensing Policy: Resolved no comment to be made.

(3) Senedd Reform Next Steps Information: Members noted the proposed increase in the number of Assembly Members and also the moves towards proportional representation. Resolved no comment to be made.

(4) Future Education Provision in Presteigne: Cllr. Baynham reported on the plans recently released by the County Council and which did not include Presteigne and East Radnor. She had raised this with the

Portfolio Holder and Members agreed that, given the work already done with both the Presteigne Schools, this was very disappointing. The Clerk was asked to write to the Portfolio Holder expressing the extreme disappointment of the Town Council when Members had believed they were working closely with the County Council to achieve improvements in Presteigne and had continued to press for further meetings with no result.

(5) Shaping the future economy in mid and South West Wales: Resolved that the Clerk respond asking the East Radnorshire not be forgotten and included in any plans.

(6) Christmas Lights Update: The Clerk reported that she had been unable to submit the bunting application as she was awaiting insurance details from CONNECT and these were needed to accompany the application.

(7) One Voice Wales Online Training Report: Cllr. Preece had attended two of the free courses on offer, Finance and Understanding the Law. Both had been informative and Members were encouraged to contact the Clerk if they were interested in attending any of the upcoming training sessions.

### **MIN 3813 TOWN COUNCIL SURGERY**

No surgeries currently held.

### **MIN 3814 COUNTY COUNCILLOR'S REPORT**

Cllr. Baynham reported the following matters –

- Wales Wide Lockdown to commence on 23<sup>rd</sup> October for seventeen days. Some Powys Councillors had made the case for Powys not being included but this had not been heeded.
- Non-essential shops will have to close.
- County Council Meetings moving to zoom as Microsoft teams could not offer a translation facility.
- Recent training and briefings had been online.
- Briefing on Changes to Hospital Services in South Powys.
- AGM to be held in November.
- Hospital Services at Knighton: The Health Board had replied indicating they were currently trying to recruit staff.
- Refuse and Recycling collections would continue as normal through lockdown and the Civic Amenity site at Llandrindod would be closed.
- Future of Branch Libraries: In response to a question by Cllr. Kirkby Cllr. Baynham outlined the current services available but had no information on the long-term future at present.

### **MIN 3815 URGENT BUSINESS INFORMATION**

(1) Visit of High Sheriff, Rhian Duggan to Presteigne: Cllrs. Owens and Preece had met the High Sheriff and shown her around the High Street and the new Barn on Went's Meadow. She had also visited Cllr. Baynham at the Day Centre.

(2) New Grant Project for Young People by Radnorshire Wildlife Trust: The Clerk informed Members of the Project, details of which she had forwarded to Youth groups in the area.

(3) County Council Briefing Meeting for Clerks: Members noted the report of the Clerk on the matters discussed which included –

Covid-19, the Mid Wales Growth Deal (PCC are hoping to finalise this by the end of March and are also discussing with Shropshire and Herefordshire the possibility of a cross border growth deal), Transforming Education, PCC Finances, the Town Centre Regeneration Fund and Pavement Licences:

(4) Planning Aid Wales: New online training course. Members to contact the Clerk if they were interested.

(5) Email from PACDG re including recommendations for tradespeople: Members felt this did not fit with the remit of a newsletter, that it could be confusing and that it could take away revenue from the Parish Magazine. The Clerk was asked to respond to this effect but noting of course that it was a PACDG decision.

(6) Welsh Water Tree Survey: Cllr. Wilding had reviewed the report which had identified a number of ash trees which needed removal. It was agreed that the Clerk confirm to Welsh Water that the Council had no objection to the removal of those trees identified as diseased.

(7) Presteigne Fireworks: Not going ahead.

(8) Mayor's Television Interview: Cllr. Kirkby congratulated Cllr. Owens on his recent interview on the problems caused by different covid-19 regulations in a border town.

(9) Presteigne Festival Winter Weekend: Unfortunately no longer able to go ahead.

(10) MBE for Local Resident: The Clerk was asked to write a letter of congratulations to Mr. Higginson.

The meeting closed at 9.28 pm