

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

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**MINUTES OF THE MEETING HELD ON 20<sup>TH</sup> APRIL 2022**  
**HELD AT THE ASSEMBLY ROOMS, BROAD STREET, PRESTEIGNE AND VIA VIDEO**  
**CONFERENCING**

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

Apologies: None.

In Attendance: Mrs T. Price, Town Clerk. Members of the public via video link and in person.

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. Preece, friend and business associate of applicant, re. planning application 22/0592/HH.*

*Cllr. Owens, has an interest in a neighbouring property, re. planning concerns, Radnorshire Arms Hotel.*

Cllr. Preece welcomed Members to the last meeting of the current Council and also welcomed Mr. M. Williams, a new Town Councillor with effect from 9<sup>th</sup> May, and thanked him for attending to view the meeting.

**MIN 4036 APPROVAL OF MINUTES**

The Minutes of the meetings held on 16<sup>th</sup> March, 2022 were approved without amendment. The Chairman duly signed the Minutes.

**MIN 4037 UPDATE ON OUTSTANDING ITEMS**

- (1) Idling Engines, Buses at John Beddoes Campus: The Clerk had chased but had no reply. She would follow this up again.
- (2) Wilson Terrace Swing: The swing replaced was not a toddler swing as promised. The Clerk would chase.
- (3) Defibrillator Familiarisation Training: Several Members had attended and Cllr. Kirkby reported that the Fire Service felt it had been worthwhile and were intending to arrange further sessions.
- (4) New Bus Timetables, Norton: Cllr. Edwards would check to see if these had been done.
- (5) Council Debit Cards: The Clerk reported that the updated bank mandate had been submitted and that this should enable the cards to be issued.
- (6) Tree and TPO Information on County Council Website: No reply as yet. The Clerk would chase.
- (7) Visit by James Evans MS: The Clerk reported that this was unlikely to take place before the Autumn due to Mr. Evans having other commitments.
- (8) PACDG Community Group Fair: Postponed for the time being.
- (9) Length of Council Meetings: Cllr. Kirkby reminded Members that meetings should in general not exceed two hours in length.

**MIN 4038 FINANCE**

- (1) Donations: The following donations were approved -
- |   |                      |
|---|----------------------|
| Mid Border Arts                                 | £1250.00             |
| (precepted, inc £500 twds building maintenance) |                      |
| The Judge's Lodging Trust Ltd                   | £2000.00 (precepted) |
| Presteigne & Norton Community Support           | £250.00 (precepted)  |
| Presteigne Area Community Development Group     | £250.00 (precepted)  |

East Radnorshire Care	£2000.00 (precepted)
Warden Guardian Foundation	£250.00 (precepted)
Wales Air Ambulance	£300.00 (precepted)
Presteigne Memorial Hall	£1250.00 (precepted)
Powys CAB	£200.00 (precepted)
Brecon & Radnor Samaritans	£250.00 (precepted)
Presteigne Youth Project	£1000.00 (precepted)
Presteigne Festival	£1250.00 (precepted)
Presteigne & Norton Floral Arts Society	£200.00 (precepted)
(2) Payments: The following payments were approved –	
Highground Maintenance Ltd	£ 319.57 MEADOW ACC
Mrs T.A. Price	£1393.42
HM Revenue & Customs	£591.35
NEST (Pension contributions)	£132.30
Mrs. T. Lloyd-john	£390.49
Mrs T.A. Price (expenses inc stamps)	£115.61
One Voice Wales (annual membership)	£498.00
Mrs F. Preece (refund paint – finger posts)	£47.23
Audit Wales (external audit fee)	£255.00
SLCC (annual membership)	£234.00
Border Janitorial (toilet rolls)	£74.40
The School Sign Shop (BSL signage)	£64.68
Cleanmy (toilet cleaning supplies)	£36.86
Naturescape (refund K. Van Den Ende)	£112.99
Presteigne Building Supplies	£82.23
L. Stephens (internal audit fee)	£99.00
T. Price (refund annual zoom subscription)	£100.72
EDF Energy (Barn)(Direct Debit)	£25.07 MEADOW ACC
EDF Energy (Hereford Street toilets) (Direct Debit)	£154.06
Mr. N. Close	£157.50 MEADOW ACC
Mr. N. Close	£87.50
Cartridge People (refund T. Price)	£304.70
HSBC (bank charges)	£8.00.
HSBC (bank charges)	£17.43 MEADOW ACC
PACDG (street cleaning funds)	£250.00
Cartridge People (refund T. Price)	£304.70
N. Close (refund Crown Paint)	£38.40 MEADOW ACC
Chemassist	£333.60
(3) Receipts: The following receipts were noted –	
Welsh Water (compensation)(inc in 21-22 Accounts)	£8500.00 MEADOW ACC
Allotment Rent (21-22 Accounts)	£224.00 MEADOW ACC
Allotment Rent (22-23 Accounts)	£56.00 MEADOW ACC
H. Roberts (donation – use of barn)	£30.00 MEADOW ACC
HMRC (VAT refund)	£5608.37
Heritage Lottery (advance re. land purchase)	£186,000.00

Agree to transfer the lottery advance to the main savings account for the time being.

(4) Transfer of £154.89 from the Meadow Account to the Treasurer Account to cover the additional hours paid to the Clerk in March for allotment work: Approved.

(5) Annual VAT return and Year End Payroll information to HMRC: The submission of the end of year returns for payroll and VAT were noted.

(6) Review of Project and General Reserve Balances and budget information to 31<sup>st</sup> March: Members considered the documents as circulated. It was agreed to add an allocated reserve fund for the external audit to smooth out costs given the increased audit that would occur every three years. Cllr. Kirkby queried the amount spent on Christmas lights and it was noted that the invoice for the installation and removal of the 2021/22 lights had not yet been received. The line for the spend on the Lugg View Playground to include the note that this was funded via a lottery grant.

(7) Approval of Annual Accounts for 2021/22: Approved as circulated.

- (8) Request for the payment of £200 from the Platinum Jubilee Celebrations Budget to be paid to Norton Sports Committee for the Norton celebrations: Agreed that £200 be paid.
- (9) Request from Climate Crisis Working Group for £44.95 from Climate Crisis Fund for Woodland Trust Tree leaf ID swatches: Agreed.
- (10) Internal Audit Report - 2021-22 accounts: Members noted the full report details of which had been circulated to all in advance of the meeting. There were no issues raised and therefore no matters to review.
- (11) Update re. grant application for IT equipment: The Clerk advised that PAVO had recommended the more expensive equipment and suggested an alternative fund to apply to for the larger amount that would be needed. In the meantime the application to the PAVO fund would be placed on hold. Members agreed that the Clerk apply for the more expensive equipment and be authorised to use the allocated budget amount to match fund such equipment should it be needed. If any monies were needed over this the Clerk would come back to the Council in May with details and for agreement.

#### **MIN 4039 PLANNING**

(1) Planning applications: The following application was considered –  
 22/0663/HH Grid Reference: E:330824 N: 265079 Proposal: Erection of a home office / garden store  
 Site Address: Porthleven House, Presteigne, LD8 2ET. Resolved no objections providing the proposed building does not impinge on the parking requirements for the property.

22/0643/HH Grid Reference: E:330368 N: 266732 Proposal: Single storey rear extension, together with internal and external alterations Site Address: 24 Caefelyn, Norton, Presteigne, LD8 2UB.  
 Resolved no objections be raised.

*Cllr. Preece left the room for the duration of the following item.*

22/0592/HH Grid Reference: E:331832 N: 264071 Proposal: Single storey extension to existing garage Site Address: The Garden House, Greenfield Road, Presteigne, Powys LD8 2AY. Resolved no objections be raised.

*Cllr. Preece returned to the room.*

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

22/0045/HH 22 Orchard Close, Presteigne: Approval 8<sup>th</sup> March.

21/1442/FUL Rockbridge Park, Discoed: Consent 9<sup>th</sup> March.

21/2146/FUL Unit 2, Presteigne Industrial Estate, Presteigne: Approval 16<sup>th</sup> March.

(3) Email of Concern re. building work at Radnorshire Arms: Members noted the email of concern from a resident and also raising issues of ownership of part of the land being developed. It was agreed that the Clerk again write to the County Council to ask for progress on the enforcement enquiry, to express disappointment that nothing has been done to date and to inform it that concerns had now also been raised by a resident. She was also asked to find out if the potential development would be affected by the phosphate issue currently delaying other applications in Powys.

#### **MIN 4040 HIGHWAYS, HOUSING AND ENVIRONMENT**

(1) Dark Skies/Lighting: Members noted that BBC Wales had asked to come to the town in late May to do some filming in relation to the project. Members agreed to support the filming and the Members to be part of the filming to be agreed at the May meeting. The County Council had indicated that it hoped to complete the work on the street lights by the end of the Summer.

(2) Climate Crisis: Cllr. Bamford provided an update as follows –

- Nature Reserve Grant Update: Advance funding received for the land purchase and both sides had appointed a solicitor. Cllr. Bamford reported that much work could of course not start until the purchase was complete.
- Trees and Cakes at the Warden - event on May 8th, 2 - 4 pm: To include a walk led by the Radnorshire Wildlife Trust. Noted.
- 150 Yellow Rattle plugs planted on verges in Presteigne and Norton: Noted.

(3) Welsh Water Sewage System Upgrade Update: No progress report on works. Cllr. Wilding expressed concern at the phosphate issue and its effect on development with planning applications being held given the problem. The Clerk was asked to write again to Welsh Water, explaining the effect on development and asking if the date for compliance could be brought forward.

(4) Update re. No Entry Sign Lighting, Hereford Street: Members noted that the signs were not lit at the start of the trial. The Safe Routes Officer was chasing this up re. the electric connection and Street Lighting have advised further work to try to solve the electrical problem on the no entry signs is currently scheduled for next month. They were also looking at the no entry signs on Broadaxe Lane, as the lights have stopped working (or are intermittent) on both.

(5) Fold Farm Footpath Update:

Progress with Complaint to Ombudsman: The Clerk had received a reply indicating that a local Council could not submit a complaint. Cllr. Kirkby was very concerned at the time wasted in being misinformed and it was agreed that the Clerk write to the PCC Officer expressing disappointment and asking how to take the matter further with the County Council. The planning inspectorate and Senedd Member, James Evans to be copied into the email.

Advice/assistance from the Ramblers Association: The Clerk was asked to contact the Ramblers to see if there was any assistance they could offer.

(6) Reply re. Parking Spaces opposite Farmer's Arms, Hereford Street: Members noted the reply from the Officer. Cllr. Kirkby expressed disappointment that nothing was likely to be done in the near future and pointed out that even at the time of the last full review the full Town Council had supported the removal of the spaces. It was agreed that this was an issue to be further considered by the new Council in the Autumn.

(7) Presteigne Roundabouts, reply re planting costs/work plan: Members noted the work plan provided and noted that there was no planned expenditure on plants this year. Cllr. Baynham pointed out that there was a mention of help to dispose of grass cuttings and it was agreed that the Town Council was not in a position to help with this.

#### **MIN 4041      NORTON**

(1) Norton Community Trust Update: Cllr. Wilding confirmed that the lease had now been signed by the Trust and they were awaiting the signature on behalf of the Church. Compliance with the planning permission conditions had progressed.

Cllr. Kirkby mentioned the Presteigne and Norton Community Trust and the willingness of retiring Town Councillors to continue on the Trust for the time being. The Clerk would note this for the May agenda.

(2) Defibrillator at Norton Manor Park: The Clerk reported that the batteries and pads had been replaced and that the defibrillator was now checked weekly by Mr. Close. The changeover of ownership on 'The Circuit' was proving difficult and had not yet been completed.

(3) Community Speedwatch: A training session had now been held but with just three participants, including Cllr. Edwards. Hi visibility wear had been provided by the police and the Council signs were in the keeping of Cllr. Edwards. All was ready for some sessions to take place although as three were required each time more volunteers were needed.

#### **MIN 4042      SITES AND BUILDINGS**

(1) Public Conveniences: Wilson Terrace Toilets was now re-opened for the Spring/Summer.

(2) Allotments: Members noted the following –

- Request for extended compost bin on one plot: Agreed to permit a three metre bin for composting.
- Rent Collection: All rents now received.

(3) Meadows: Members agreed the following -

- Quote to mow car park field: Agreed to accept quote from the Council's usual grass cutting contractor.
- Update re. rat problem: Visits were now complete and no current signs of activity in that area.
- Rabbit Numbers: Cllr. Baynham had received a comment from a resident that there were increasingly large numbers of rabbits on the Meadow and suggesting that numbers be reduced. Members felt that no action should be taken at the present time but that the situation be monitored.
- Insurance requirements for users of the new barn for classes: The Clerk reported that following a query from a potential new user she had investigated the need for public liability cover for instructors using the new barn. The Council's insurer had confirmed that unless acting as volunteers for the Council then any commercial or private users needed the insurance cover. Members noted this and confirmed that the Clerk should request sight of insurance policies in each case.

- Next Sites & Buildings Committee: Noted to be arranged for late May/June.

(4) Adopt a Bench: The Clerk had not received any enquiries since the last meeting.

(5) Boulton Weir: Members considered the updated quote received. Cllr. Wilding suggested that the hire of a hysac could probably be achieved locally at a lower charge and agreed to investigate this. He also suggested that when applying for the necessary permit the remit include emergency works to the weir itself. Members agreed to accept the updated quote, to ask about inclusion of emergency repairs to the weir and for Cllr. Wilding to look into hiring a hysac locally. Members agreed that the monies additional to that budgeted be taken from the Meadow account using part of the compensation payment from Welsh Water.

#### **MIN 4043 CORRESPONDENCE/GENERAL ITEMS**

(1) Town Wifi Update: The Clerk reported that two businesses had now signed the agreements to host a unit and the County Council had provisionally agreed to host two units on the Assembly Rooms. Two further units were available for the High Street and Cllr. Preece agreed to follow up on these. No units had yet been installed but it was hoped this would happen in the near future.

(2) Community Broadband Scheme Update: One hundred and forty-two premises were still needed to reach the 25% target. The County Council Community Broadband Officer had agreed to attend a future Farmer's Market to promote registrations.

(3) Storage Arrangements – Town Council Documents: The Clerk had not yet received any response from the Judge's Lodgings. Cllr. Wilding suggested scanning the documents so they could be stored digitally and agreed to provide the Clerk with contact information for a company doing this work so a quote could be obtained. In the meantime the Clerk would sort through the paperwork stored and securely destroy as much as possible.

(4) Possible Storage at Youth Centre: Cllr. Kirkby explained that the Youth Project had considered this as a possibility for land at the rear of the Old School and as a replacement for the use of the former sixth form building. There would be a need to purchase storage containers for this. Members considered the suggestion but felt that a better site would be Went's Meadow so that the general use items such as the tables and gazebos would be easily available for town events on site. Cllr. Wilding agreed to look into the possible purchase of a container. The Clerk was asked to see if the Welsh Water contractor was likely to have any containers it would not be taking to its next project.

(5) Platinum Jubilee Celebrations Update: Work on the celebrations in both Presteigne and Norton was ongoing.

(6) Update re. removal of business rates for Town & Community Councils and public buildings (e.g. library): Members noted that One Voice Wales continued to raise this with Welsh Government but were disappointed it had taken so long with no result.

(7) Letter from Green Lane Association: Noted. No action needed.

(8) Request from PACDG re. Local Services Register: Members considered the request for the PACDG local services register to be added to the Town website. They felt it was unfair to charge for advertisements on the site when others would be listed within the register free of charge and that the option for businesses and tradesman could take out a proper advert if it wished. There were also concerns that there would be an adverse impact on advertising revenue not only on the website but primarily for the Parish Magazine. Given the above it was agreed not to include the register.

(9) Email of concern re. Lugg Bridge: Members noted the email and the concerns raised. The Clerk had already responded to the resident giving information supplied by the County Council on the need for a weight limit on the bridge but not on the issue of the section of wall that had fallen out. Cllr. Baynham reported that the County Council Emergency Planning Department had been made aware and had contacted Natural Resources Wales. The Clerk was asked to speak to NRW to see what was being done.

(10) Email re. safety concerns re conifer tree: Members noted the concerns and that the County Council was looking into the ownership of the tree.

#### **MIN 4044 TOWN COUNCIL SURGERY**

No April or May Surgeries. Surgeries to recommence in June.

#### **MIN 4045 COUNTY COUNCILLOR'S REPORT**

Cllr. Baynham reported the following –

- Cabinet Meetings continuing although not making major decision.
- Election Day 5<sup>th</sup> May.

## **MIN 4046 URGENT BUSINESS INFORMATION**

(1) Note of Thanks: Cllr. Preece thanked all retiring Members, particularly the long serving Members, Cllrs. Kirkby and Wilding, for their service on the Council.

(2) Note of Thanks: Cllr. Baynham asked to speak on the retirement of Cllrs. Kirkby and Wilding and thanked them for all their hard work over many years with projects being too many to mention but including obtaining the land for the cemetery extension, work to research and provide the allotments and the many projects on Went's Meadow. They would be much missed. She thanked them on behalf of not only herself but of all residents.

(3) Bus Routes: Cllr. Kirkby explained that he understood that since the introduction of the one-way system the buses did not drop off in Greenfield Road as previously and that this had been raised as a concern. He asked that it be noted for the hoped for review of bus routes. Cllr. Preece thought some buses did drop off along Greenfield Road but all were happy that it be noted for the review.

(4) 'No Ball Games' Sign: Cllr. Kirkby reminded Cllr. Baynham that the sign had still not been removed at Lugg View.

(5) Outstanding Works, Presteigne Cemetery: Cllr. Kirkby asked Cllr. Baynham remind the Officer of some outstanding issues – mowing still not done to the side of the car park area; gate to be painted; trees removed from existing cemetery but not replaced, these being six Scots pines needed to fill the row and yew trees that needed replacing. He was concerned at the removal of the ash trees simply because it was more cost effective than monitoring them for disease.

(6) New Council: Cllr. Kirkby thanked all Members for their work and help while he was on the Council. He would miss it. He wished the new Council luck when it was formed in May.

(7) Note of Thanks: Cllr. Owens thanked all retiring Councillors for their work since appointed.

## **MIN 4047 CODE OF CONDUCT COMPLAINT TO OMBUDSMAN**

Members noted that a code of complaint had been submitted against one Member of the Council and that the Ombudsman had decided not to investigate.

The meeting closed at 9.28 pm.