

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

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Mrs Tracey Price (Clerk)  
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Shropshire.  
SY7 0BT

10<sup>th</sup> September, 2020

Dear Councillor

There will be a meeting of Presteigne and Norton Town Council on **WEDNESDAY 16<sup>th</sup> September, 2020 at 7.30 p.m.** and you are hereby summoned to attend.

By virtue of the Local Authorities (Coronavirus)(Meetings)(Wales) Regulations 2020 this meeting will be held via video conferencing.

The public and press are cordially invited to attend via video link if they wish and the meeting link will be published on the main Council page of the town website in due course.

Yours sincerely

Tracey Price  
**TOWN CLERK**

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**AGENDA**

**1. APOLOGIES**

**2. DECLARATIONS OF INTEREST**

Members are requested to declare any personal and/or prejudicial interests they may have in matters to be considered at this meeting in accordance with the terms of the Local Authorities (Model Code of Conduct Order) (Wales) Order 2008 and the Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016.

**3. APPROVAL OF MINUTES**

To approve that the Minutes of the meeting held on 19<sup>th</sup> August, 2020 are a true and accurate record and authorise the Chairman to sign the Minutes as such.

**4. UPDATE ON OUTSTANDING ITEMS AND CLERKS REPORT**

From the Meetings of 15<sup>th</sup> July and 19<sup>th</sup> August. Also to receive the Clerk's Report.

**5. FINANCE**

a) Donations: To approve the following donations –

b) Payments: to approve the following payments –

NEST (direct debit)

£163.31

Mrs T.A. Price (salary)

£1687.56

HM Revenue & Customs	£773.06
Powys County Council (cemetery land purchase)	£5000.00
Mrs T.A. Price (travel/stamps)	£87.27
Screwfix (replacement tap)	£18.99
Presteigne Building Supplies	£31.51 MEADOW ACCOUNT
T. Lloyd-John	£ TO COME
Highground Maintenance Ltd	£319.57 MEADOW ACCOUNT
N. Close	£94.50
N. Close	£133.00 MEADOW ACCOUNT
N. Close	£35.00 ALLOTMENT ACCOUNT

c) Receipts: To note the following receipt –

Powys County Council (second payment of precept)	£23,617.00
H. Roberts (fitness class – donation)	£25.00 MEADOW ACCOUNT

d) Future Computer Maintenance Contract. See Clerk's Report.

e) Bank Transfer: To agree the transfer of £5000 from the Capital Reserve Account to the Treasurer Account to cover the contribution towards the cemetery land purchase.

f) To note the national pay award or local government workers as 2.75% and therefore the increase to the Clerk's pay from 1<sup>st</sup> April 2020.

g) Request from Presteigne and Norton Community Trust for £1000.

h) To agree attendance of the Clerk at a virtual training course 'Understanding Local Government Finance (Advanced)' at a cost of £30. (Note this was previously approved but the course was cancelled)

## 6. **PLANNING**

(a) To consider applications received:

20/1290/TRE Grid Ref: E: 331331 N: 264489 Proposal: Application for works to 5 trees within a conservation area Location: 39 High Street, Presteigne, Powys LD8 2BE.

20/1375/TRE Grid Ref: E: 331621 N: 264587 Proposal: Application for works to trees in a conservation area Location: Bridge Inn, Broad Street, Presteigne Powys LD8 2AB.

20/1345/FUL Grid Reference: E:331399 N: 267686 Proposal: Change of use of holiday let to a residential dwelling Site Address: Faraway, Stonewall Hill, Presteigne, Powys LD8 2HB.

PLEASE NOTE THAT PLANNING APPLICATIONS MAY BE RECEIVED AFTER PUBLICATION OF THE AGENDA AND MAY BE ADDED DUE TO THE TIGHT TIMESCALE FOR SUBMISSION OF COMMENTS.  
SEE THE TOWN COUNCIL FACEBOOK PAGE OR THE PLANNING PAGE ON THE COUNCIL SECTION OF THE TOWN WEBSITE FOR LATEST APPLICATIONS.

(b) Planning Decisions: To note the following decisions –

20/0462/HH 4 Castle Dyche, Presteigne : Approval 4<sup>th</sup> August.

20/0859/HH 43 Hereford Street, Presteigne : Approval 4<sup>th</sup> August.

20/0860/CAC 43 Hereford Street, Presteigne : Approval 4<sup>th</sup> August

20/0609/FUL Presteigne Mill, Presteigne (change of use): Approval 27<sup>th</sup> August.



**7. HIGHWAYS, HOUSING AND ENVIRONMENT**

- a) PACDG Update.
- b) Active Travel Routes Update.
- c) Dark Skies/Lighting: Update.
- d) Grass Cutting/Wildflower Verges and Roundabouts: Review of 2020 arrangements and to arrange further site meeting.
- e) Climate Crisis: Update.
- f) Covid-19 Measures and High Street including Town Centre grants.
- g) Noise Issues (see Clerk's Report).
- h) Footpath across John Beddoes Campus School Field: To consider letter of support for re-routing.
- i) Welsh Water and Sewage Upgrade: Report on Site Meeting.

**8. NORTON**

- a) Norton Community Trust Update.
- b) Community Speedwatch Update.
- c) Planning and Environmental Health Issues, Norton Village: To note the replies from Natural Resources Wales and the County Council.
- d) Trees at new home site, Norton Manor Park. (See Clerk's Report).

**9. SITES AND BUILDINGS MATTERS**

- a) Public Conveniences:  
To note completion of electrical inspections.
- b) Allotments:  
PNAA AGM – new officers and items raised.
- c) Meadows:  
Fields in Trust Information and to consider including Council land.  
Recent Vandalism.  
Update on use of new Barn for fitness etc.
- d) Installation of Smart Electricity Meters on Council Premises.
- e) Norton Kiosk: Electrical Inspection Report awaited.

**10. CORRESPONDENCE/GENERAL ITEMS**

- a) Future Education Provision in Presteigne: Update Cllr. Baynham.
- b) Future of Old School Building: Letter from Presteigne Youth Project Directors.
- c) Letter from Resident re. new estate opposite King's Court/Kayes Site (See Clerk's report).
- d) Walks from Radnor Ramblers: Update.
- e) Electric Vehicle Charging Points Update.

**11. TOWN COUNCIL SURGERY**

None currently held.  
To consider items from Members on town matters (normally from Town Walk) including possible yellow lines towards old Council Depot.

**12. COUNTY COUNCILLOR'S REPORT**

**13. ANY URGENT BUSINESS INFORMATION (at discretion of Chair)**

**Enc.** Clerk's Report September. Minutes of August Meeting. Assorted background papers.

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

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**MINUTES OF THE MEETING HELD ON 19<sup>TH</sup> AUGUST 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, L. Veary, N. Rogers.

Apologies: Cllrs. B. Baynham, C. Kirkby MBE, P. Smith.

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:*

*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. T. Owens, friend of applicant, re. planning application 20/1225/HH.*

*Cllr. D. Davies, friend of applicant, re. planning application 20/1225/HH*

**MIN 3789 APPROVAL OF MINUTES**

The Minutes of the meeting held on 15th July, 2020 were approved without amendment. The Chairman duly signed the Minutes.

**MIN 3790 FINANCE**

(1) Payments: The following payments were approved –

NEST (direct debit)	£122.99
Mrs T.A. Price (salary)	£1319.12
HM Revenue & Customs	£509.05
Clean My (cleaning materials etc)	£142.39
T. Lloyd-John	£660.70
Highground Maintenance Ltd	£319.57 MEADOW ACCOUNT
N. Close	£91.00
N. Close	£339.50 MEADOW ACCOUNT
EDF Energy (Meadow Barn)	£1.30 MEADOW ACCOUNT
EDF Energy (Wilson Terrace Toilets)	£18.46
XMA Ltd (ink toner)	£205.88
Morti Sport & Play Ltd	£405.60 MEADOW ACCOUNT
PHS Group (toilets)	£131.68
Welsh Water (Hereford Street) (Direct Debit)	£133.05
JRB Enterprises Ltd (dog bags)	£119.46 MEADOW ACCOUNT
Thermometers Direct	£24.96
Welsh Water (Barn)(Direct Debit)	£14.24 MEADOW ACCOUNT
Welsh Water (Wilson Terrace Toilets) (Direct Debit)	£5.21
Presteigne Building Supplies	£48.88 MEADOW ACCOUNT
Chemassist (cleaner urinals)	£166.80
Orphans Press (website accessibility work)	£516.00
Play Inspection Company	£198.00 MEADOW ACCOUNT
Healthmatic (gel dispensers etc)	£546.00



(2) Renewal of Annual Insurance: (The Town Council is currently in a three year agreement and the small increase relates to index linking of building values). Members noted that the two barns are not insured for 'wet' perils and agreed the payment of the annual premium.

Came & Company

£1088.11

(3) The letter of thanks from Marie Curie was noted.

#### **MIN 3791 PLANNING**

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

20/0982/HH Grid Reference: E:330873 N: 265073 Proposal: Erection of triple bay garage Site Address: Plot 1 Northwest of Sunnydale, Knighton Road, Presteigne, LD8 2ET. Resolved no objections be raised.

20/1158/HH Grid Reference: E:331612 N: 264187 Proposal: Erection of timber framed carport with workshop attached Site Address: 25 Hereford Street, Presteigne, Powys, LD8 2AT. Resolved no objections be raised.

20/1159/FUL Grid Reference: E:331637 N: 264197 Proposal: Change of use from A1 (shop) To A3 (food and drink) and external alterations to include the installation of a fan duct Site Address: The Little Shop, Hereford Street, Presteigne, LD8 2AT. Resolved to make the following comments - no objections to the application in principle but would like to raise the following concerns - parking provision; noise problems if late night opening occurs which was very possible given the opening times stated and litter issues. The Town Council would like these matters to be borne in mind and addressed when considering the application.

*Cllrs. Davies and Owens were removed to the waiting room for the duration of the following item.*

20/1225/HH Grid Reference: E:331170 N: 264135 Proposal: Proposed Two Storey Side Extension Site Address: 21 Caenbrook Meadow, Presteigne. Resolved no objections be raised.

*Cllrs. Davies and Owens were returned to the meeting.*

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

20/0875/HH Trincomalee, Presteigne : Approval 30<sup>th</sup> July 2020

20/0876/CAC Trincomalee, Presteigne : Approval 30<sup>th</sup> July 2020

20/0957/HH Tiburon, Caefelyn, Norton : Approval 30<sup>th</sup> July 2020

#### **MIN 3792 CORRESPONDENCE/GENERAL ITEMS**

(1) Police and Crime Commissioner: Annual Report: Noted.

(2) Police and Crime Panel - Annual Report for 2019-2020: Noted.

(3) Handling of Requests to Use Went's Meadow: Members noted the need to pass on even informal requests for fitness classes etc to the Clerk so that she could as far as possible ensure that groups were kept apart and there were no clashes.

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

(4) Covid-19 Measures High Street:

Confirmation of Initial Scheme from County Council: Members noted the final scheme and the Clerk provided information from the Liaison Officer on why pairs of speed cushions were needed and why whole road speed cushions were not considered an option.

Location for Additional Cycle Racks: Members asked that the Clerk suggest the shopper's car park.

Relocation of Refuse Bin: Members felt that finding an appropriate site initially had been difficult and the Clerk was asked to respond stating that Members felt the bin was taking up no more room than goods from stores in the street and that they did not wish the bin to be either removed or re-located.

Pavement Licences: Members considered the issue of making an application on behalf of the shops interested but felt that this was a matter best left to the shops themselves particularly as Autumn was approaching and outside usage would therefore be reduced.

Queuing Outside Shops: The Clerk informed Members that the County Council Officer had visited many shops and advised them on the need to monitor their queuing arrangements and suggesting placing signs in the shop windows to advise shoppers. Members felt that this should address the situation and no further action was required at present.

*Cllr. Bennett was returned to the meeting.*

**MIN 3793 URGENT BUSINESS INFORMATION**

(1) Picnic Bench: Cllrs. Rogers, Bennett, Wilding and Owens would arrange to meet over the next few days and move the bench from the skateboard area for a second time.

(2) Mayor's Chain: Cllr. Owens reported that the chain was in need of a repair to a broken link and also there was now no longer any room for additional discs. Members agreed that a repair be arranged and the possibility of extending the chain/making it easier to wear be investigated.

(3) Electric Charging Points: The Clerk confirmed that these were still not yet live.

(4) Autumn Firework Events: Both Norton Sports Committee and Sheep Music were still considering the possibilities for holding the usual events and would re-assess under the current guidelines nearer the time. The Presteigne event would also be dependent on the Town Council allowing events when it reviewed the matter at the September meeting.

The meeting closed at 8.12 pm

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# **PRESTEIGNE AND NORTON TOWN COUNCIL**

## **CLERK'S REPORT**

**SEPTEMBER 2020**

1. Withy Beds Grant Application: An application was submitted at the beginning of August by the Wildlife Trust using the quotes the TC obtained last Summer and with a letter of support from the Council. A decision is expected in September.

2. Outdoor Gel Dispenser: As I was able to get quick delivery on the small indoor dispensers from Healthmatic and in order to make the outdoor dispenser more accessible this has been located adjacent to the Scout Hut car park/outdoor gym. Early indications are that it is being well used.

3. Past Noise Issues: Two issues were raised in recent times and I contacted EH in July to get an update. The reply was as follows –  
Labtech. Investigations were undertaken with the use of our Noise Monitoring equipment and two visits to a complainant. The visits were undertaken when our complainant stated that he could hear the hum and on both occasions two officers failed to hear the noise or indeed any noise from Labtech so the complaint was closed down.

Cross Border Hum. I am still of the opinion that the matter falls for Herefordshire to investigate however, in an attempt to offer some assistance we would be willing to investigate.  
I should point out, as with Labtech in a way, low frequency noise is extremely difficult to deal with as the sound waves can travel many miles so pin pointing the source could be very difficult and ANY mechanical piece of equipment is capable of producing this. Also another issue can be related to the person suffering, a very high proportion of complaints relating to low frequency can be attributed to Tinnitus type illness. The sound is real but such is the persons hearing that only they can hear it, of course I'm not saying this is the case here but a possibility. This is why it can be a time consuming exercise and still fail to produce results.  
Initially the complainant should make contact to log a complaint, this can be done at [public.protection@powys.gov.uk](mailto:public.protection@powys.gov.uk) or 01597 827467.  
The complainant will be sent logs to complete over a period of time, we would attempt to witness the noise, this may be hampered at the moment because of strict working practices currently in place.

I have advised the original complainants of the situation.

4. Regular Computer Service/Maintenance/Advice: The current contractor has now announced his retirement and our current contract with him has ended. Under the contract a home visit was carried out four times a year to review all anti virus software, sort out minor issues, provide advice on upgrades, printers, clear background files etc. Advice for any issue between visits was available remotely/by phone at no extra charge. This has been very helpful and has undoubtedly been worth the money in my view. However under £160 it was very cheap (one virus removal can be £60 plus). Times have moved on since we first commenced the contract and it is now much easier to check some of the things that were covered but is the occasional issue such as a failure to re-boot, software problems etc for which this service was so useful and timely. It was also a useful thing to list on our data protection policy. The last service was done in May so there is no rush but suggestions for what to do for the future please?

5. Smart Meters: I am now getting calls from our energy provider asking to install smart meters to our sites. This might be a help as it will save having to get meter readings and the problems with low usage in the Barn and Wilson Terrace toilets (automated services don't believe me). That said I am aware of issues sometimes when changing provider although our current one (EDF) assures me that theirs are the new generation and this will not be a problem. I am therefore seeking agreement for me to arrange these.



6. Reminder: Please remember to look around town when you are out and about as part of your normal day and have any issues noted to raise at the meeting. One issue deferred until after you have all looked was the request from a resident for yellow lines along the road to the old PCC depot.

7. Allotments: Following their AGM the PNAA have confirmed new officers in place as –

Chair of the association is Karen Lewis who will be attending the Sites and Buildings committee on their behalf.

Secretary is Chris Refausse.

There were 3 issues raised for the attention of the Town Council.

One of the treads on the bridge that leads onto the site from the small gate is rotten and in need of replacement please. *Now done.*

The handle on the pump at east end of the site is very short and makes it difficult to use. Please could that be replaced too. *Handle just two inches shorter than others. PNAA asked if the person with concerns would contact me to discuss.*

The condition of the untidy plot was yet again discussed. The clearance this Spring wasn't followed up with adequate coverings so the weeds are again seeding onto the neighbouring plots. *I have written again to the tenant and am hopeful that the matter will be resolved soon.*

8. Vandalism at the Meadow: There have been a number of minor incidents over the summer, most recently the smashing of the carved hare stone and the breaking of several of the boards at the back of one of the sheds. The police have been notified and a paragraph placed in the community news.

9. Trees at Norton Manor: On 31<sup>st</sup> August the following comments were received from a member of the public –

*We are writing to express our concerns regarding the possible removal of some oak trees on Norton Manor Park. The owner, Jason Barr, is currently preparing a plot on the Park at the top of Hillside Drive for the siting of a new large mobile home. As can be seen on the attached photographs, this plot is surrounded by several trees of various sizes. To site the new home it is obvious that the overhanging trees will have to be cut back, but as can be seen in the photograph of the right hand side of the plot the roots of the large oak trees have already been dug into and exposed. The smaller trees on the left are very close to the base that is being prepared and will no doubt be felled. We would much appreciate this matter being raised with the town council .....*



Advice was given on contacting the County Council as the Authority who would deal with this issue and the person was made aware of when the Town Council next met and on the limitations on our power to act.



10. Letter re. new Estate opposite King's Court: A letter has been received expressing concern at the loss of a green field site and the lack of development on the former Kayes Factory Site. I await your views on how you would like me to reply.

11. PACDG Update:

COMMUNITY – VOLUNTEER EXCHANGE Investigating the idea of a volunteer exchange to amalgamate the existing volunteer registers and attract new volunteers, building on the good will generated by the success of the volunteers during the lockdown. Hopefully Working Together with PNCS

FUTURE & CLIMATE EMERGENCY – FOOD RESILIENCE / GROW LOCAL Exploring the possibilities and opportunities of a community-led food resilience project

FUTURE – LEARNING FROM THE PANDEMIC Exploring ways our the community can learn from our response to the pandemic

TOURISM – TOWN WALKS Completed in conjunction with the WI.

12. Local Places for Nature Garden Project: The grant application for this was successful and the plants should be delivered very soon for installation at the High School. Thanks to Cllrs Bamford and Veary for liaising with the school on the arrangements.

13. Letter to Health Board re. Knighton Hospital: I have had two acknowledgements to my original email but no reply! A reply was requested on 7<sup>th</sup> September.

14. Cemetery Land Purchase: This has finally gone through and thanks to Cllrs Wilding and Kirkby should be noted for their work on this project. The agreed payment to PCC is on the agenda this month.

The Future of the Old School, Hereford Street Presteigne.

This building has been leased from Powys County Council (PCC), since 2011 by Presteigne Youth Project, (PYP). PYP was created (also in 2011) to lease the building and provide a youth club at the site. PYP is a Company Limited by Guarantee, and is a registered charity. The objectives of the charity are to support youth activities in Presteigne and surrounding area.

PYP has four directors, James Tennant-Eyles (chair), John Kendall (vice chair), Diana King (Secretary), and Keith Hatfield. They have all been directors since the start of the project.

There had been a youth club in the building some years previously to 2011. It had been run by PCC, but they had decided to close the club and sell the building. PYP managed to persuade them not to do this, and to allow PYP to lease the building, (at zero rent), to run a youth club there.

The facility has two principal rooms plus a small kitchen, and two toilets. The larger room has large south facing windows providing excellent daylight. The building also has its own parking area, and is immediately adjacent to the Hereford Street Car Park. It has good disabled access ramps to the entrance, and fire exit. PYP updated the building when they took it on, to provide a disabled toilet, fire and emergency alarm systems, and a computer suite maintained to current standards providing five terminals from a central server.

To fund the project on an ongoing basis PYP has hired out the building to other users, principally community groups. PYP decided to charge a low hourly rate of £8. In line with their charitable objectives, they decided on a reduced hourly rate of £4 for any group set up to work with, children, or young people.

Over the years the building has become very well used, on every day of the week, including weekends. On some days, several times by different groups. In the last year over 100 children or young people have attended from various groups each week in term time.

In the children and young people category regular attendees, apart from the Youth Club itself, are Presteigne Guides, Presteigne Little Peoples Playgroup, Jessica Fallon Youth Dancing, Shed Home Education, Powys Archaeology, and Powys Young Carers, plus other intermittent users.

There are also a number of adult groups who use the building. John Hymas Community Singing, The Circle a support group for older people, Powys Befrienders, Action on Hearing Loss, Presteigne Art Group, The Repair Workshop, Drawntogether, Helen Roberts Fitness, and Powys Adult Carers, plus other intermittent users.

During the tenure of PYP the Old School has become an important and much loved community facility, valued by its users, for its easy access, central location, unfussy condition, and of course very reasonable hourly hire charges.

Unfortunately the board of PYP have decided that they no longer wish to take responsibility for the building, particularly under the circumstances and additional liabilities created by the Covid Pandemic.

Therefore they are seeking a group who might wish to take on the building. Such a group would have to convince PCC of their bona fides and ability to take on and run the building. They would have to sign a lease, (probably fully repairing), and negotiate a rent, (hopefully zero as in the case of PYP).

The board have decided to approach the Town Council, the Presteigne Area Community Development Group, and all the current users groups to see if any of them, (or a number of them perhaps), might be interested.



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It is possible that the board of PYP might be willing, to provide such a group with a small starting fund from its reserves. This would only be possible, (because PYP must act within its charitable objectives), if the group were able to provide sufficient commitment and guarantee to significant ongoing hiring to groups principally involved with youth activities.

The board sincerely hope that a body will emerge willing to take on this important facility for benefit of the community, as if none is found they will have no alternative but to vacate the premises and return it to PCC.

If you wish to register your interest in taking over the building please reply to my email.

James Tennant-Eyles, chairman.

Boultonbrooke, 25th August 2020.