

Cyngor Tref Llanandras a Norton
PRESTEIGNE AND NORTON TOWN COUNCIL

MINUTES OF THE MEETING HELD ON 17th OCTOBER 2018
AT THE ASSEMBLY ROOMS, PRESTEIGNE

Present: Cllrs. C. Kirkby MBE (Mayor), T. Owens (Deputy Mayor), B. Baynham, S. Dixon, F. Preece, P. Linnett, L. Veary, C. Ruby, R. Bennett, N. Rogers, J. Wilding.

Apologies: Cllrs. D. Edwards, R. Bamford.

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:

Cllr. Bennett, Trustee of Sheep Music, re. donation towards annual fireworks display and community building project.

Cllr. Wilding, Member of Norton Sports Committee, re. donation towards annual fireworks display.

Personal and Prejudicial:

Cllr. Kirkby, close friendship with applicant, Planning Application 18/0631/REM, Jacks View, Norton.

Cllr. Owens, close friendship with applicant, Planning Application 18/0631/REM, Jacks View, Norton.

Cllr. Wilding, applicant, Planning Application 18/0631/REM, Jacks View, Norton.

MIN 3519 APPROVAL OF MINUTES

The Minutes of the meeting on 19th September, 2018 were approved without amendment. The Chairman then duly signed the Minutes.

MIN 3520 CLERK'S REPORT/UPDATE

(1) Dark Sky Town: Cllr Kirkby reported that a date for the meeting with the County Portfolio Holder was still awaited.

(2) Recycling Awareness: Cllr. Kirkby reported that a local person had been appointed to promote awareness of the recycling processes and that the intention was to attend the November Farmer's Market.

(3) Idling Buses, John Beddoes Campus: The Clerk reported that she had spoken to the head Teacher who had agreed to monitor the situation for a few days and would report back to her. If there was no change she would again contact the bus company.

(4) Lugg Bridge Repairs: Cllr. Kirkby reported that the repair had not been properly completed.

(5) Leak, Norton Telephone Kiosk. This had been repaired. There had been no further leaks after recent heavy rain.

(6) Daffodil Bulbs: Two bags of bulbs had been ordered for Presteigne and one for Norton.

(7) Cemetery: A cost had now been obtained for cleaning of the toilet for the next year. Cllr.Kirkby would discuss the re-opening of the toilet with the County Council Officer responsible for the cemetery.

(8) Change of Meeting Date: Members were reminded of the change of date for the December meeting to the 12th.

(9) East Radnorshire Day Centre: Cllr. Kirkby congratulated Cllr. Baynham on the success of the Day Centre in the recent Powys Business Awards. Members agreed that a letter of congratulations be sent.

(10) Facebook Page: Members noted that as agreed the profile picture of the Council page had been amended to a picture of the Sleeping Dragon. This would remain until 12th November.

(11) Letter of Condolence: Cllr. Kirkby reported that former Councillor Evelyn Davies had represented the Town Council at the cremation of Pauline Moody.

MIN 3521 FINANCE

(1) Donations: The following donations were approved -

Norton Sports Committee (fireworks)	£200.00
Sheep Music (fireworks)	£500.00
Royal British Legion (wreaths)	£60.00

Request for donation breast feeding friendly scheme: Deferred to the November meeting to allow time for Cllr. Baynham to obtain more information.

The thanks from Norton Manor Park Community and Radnor First Responders were noted.

Payment of the final £250 to PACDG re. litter picking/street cleaning: Members considered this request, given the recent update that a paid person was no longer employed. It was however agreed to make the final payment but that the grant would be reviewed when setting the budget for 2019-20.

PACDG	£250.00
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(2) Payments: The following payments were approved –

NEST (direct debit)	£73.72
Mrs T.A. Price	£1276.29
HM Revenue and Customs	£493.11
N. Close	£87.49
N. Close	£137.50 MEADOW ACCOUNT
T. Lloyd-John (cleaning)	£636.70
Highground Maintenance Ltd (grass cutting)	£ 278.92 MEADOW ACCOUNT
Presteigne Gates Ltd	£10.80 ALLOTMENT ACCOUNT
Came & Co. (insurance Christmas Lights)	£25.00
EDF Energy (Wilson Terrace)	£19.40
EDF Energy (Hereford Street)	£52.68
Planning Aid Wales	£35.00
Mrs T.A. Price (travel/postages)	£130.73
Lyreco (stationery)	£23.47
One Voice Wales (training course)	£40.00
XMA Ltd (Ink toner)	£154.63
Presteigne Building Supplies	£6.36
JRB Enterprises Ltd (dog bags)	£117.72 MEADOW ACCOUNT
Presteigne Building Supplies	£29.24 ALLOTMENT ACCOUNT
Presteigne Building Supplies	£21.61 MEADOW ACCOUNT

(3) Inspection of Invoices: Cllr. Kirkby reported that he had carried out the inspection and apart from one or two minor matters all was in order.

(4) Interim Internal Audit/Appointment of Internal Auditor for 2018-19: The mid-year audit had been completed without any issues. Members considered the report and proposed scheme of internal audit and agreed -

- that the document outlining the scope of the internal audit for the 2018/19 year be confirmed unchanged.
- To re-appoint Mr. L. Stephens for the 2018/19 year audit.
- The planning and reporting arrangements for the 2018/19 internal audit were agreed unchanged

(5) Receipt: The following receipt was noted–

Welsh Government (refund pop in session costs)	£36.22
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(6) Remuneration Panel for Wales Draft Report for Remuneration during 2019-20: Members noted the draft report and the Clerk stated that if the final report was unchanged it would become compulsory for all Town and Community Councils to make available the allowance of £150 per Member per municipal year. She added that the advice of both SLCC and One Voice Wales was that such allowances were taxable and would need to be paid through the Council payroll system. The free HMRC software could not be used for

more than nine employees and she had researched payroll providers and had found one which would be relatively low cost. It was agreed to review the payment process in January.

(7) Budget Update to 30th September: Members had all received copies of the budget update to the end of September and noted that spending was as expected for the stage of the year.

(8) Bank Balances at 5th October, 2018: The following bank balances were noted -

Treasurer	£62461.42	Allotments	£1805.38		
Warden Reserve	£2963.94	Capital Reserve	£40,016.43	General Reserve	£3739.36

(9) Transfer of £25,000 from the Treasurer Account to the General Reserve Account: Members approved the transfer.

At this point Cllrs. Kirkby and Owens left the room for the duration of the following item.

Cllr. Baynham assumed the Chair for the item and Cllr. Wilding spoke briefly on the reason for the planning application.

At this point Cllr. Wilding left the room.

MIN 3522 PLANNING

(1) Planning applications: The following application was considered -

18/0631/REM Grid Reference: E:330360 N: 266984 Proposal: Variation of condition 9 of permission P/2017/1187 to allow the occupancy of plots 5 & 6 (formally 1 & 2 of approved drawing 4601/SP/2) prior to the completion of highway works Site Address: Plots 5 & 6 Jacks View, Norton, Presteigne. Resolved no objections be made.

Cllrs. Kirkby, Owens and Wilding returned to the room.

(2) Planning Application Decisions: The following decision was noted -

P/2017/1290, Globe House, High Street, Presteigne: Approval.

P/2018/0554, Mobile Home, The Fold, Presteigne: Refused.

P/2018/0227, Land off Joe Deakins Road, Presteigne: Approval.

(3) Caravan, Broadaxe Industrial Estate: Now removed.

(4) Local Development Plan Update: The Clerk reported that the supplementary planning guidance policies had now been formally adopted by the County Council.

MIN 3523 HIGHWAYS, HOUSING AND ENVIRONMENT

(1) PACDG Update: Cllr. Ruby updated Members with a brief report on the most recent meeting. She advised that jointly with CONNECT and the Presteigne Trust £1500 in small grants was in the process of being allocated to local organisations. The Working Together meeting was going ahead and PACDG would like details of any community group that had not yet been invited. The dates for daffodil planting sessions had already been advised The Group also asked where details of the new active travel route were available and the Clerk confirmed that details were on the Town Council web and facebook pages.

Cllr. Kirkby advised that the giving away of Group funds could be an issue when reviewing Council grants/donations to the three Groups as the Council did not generally give monies to any organisation that in turn also gave away donations or grants. The Clerk was asked to email the Trust and PACDG reminding them of this. Cllr. Kirkby also asked that PACDG be reminded that whilst the Council was constantly working together with other community groups it did not support the creation of a new community plan, particularly given that the existing plan still had a number of items not complete. Members also clarified some incorrect statements in the recent PACDG Minutes – The Town Council was not taking over the Lugg View play area but was seeking grant opportunities to fund new equipment and the picnic bench in the Oak Shelter at Wilson Terrace had been supplied by the County Council in return for the Town Council watering the new grass around the Big City unit.

(2) Dog Banning Orders Consultation: The Clerk advised that the initial intention was to introduce Public Space Protection Orders on all County Council land managed by the outdoor recreation service. This would make it quicker and easier in future to introduce dog banning orders for specific sites – this would only be done if a problem arose. Members supported the banning of dogs from both Lugg View and Wilson Terrace play areas but were against this happening for the Warden. The Clerk was instructed to reply indicating support for the banning of dogs on the two play areas but definitely not on the Warden. In addition, she was asked to suggest that the proposed PSPO would be extremely useful on School playing fields and to ask why the Education Department was not also following this process.

(3) Active Travel Route Update: Members noted the amended plans and it was agreed that no further comment would be made and that they would await comments received via the public consultation being organised by the County Council.

(4) Reporting of Highway Items for repair: The following items were reported –

- Loose and cracked paving slabs near to the Wine Bar
- Footpath Matters – ownership of land near to the Mill – County Council investigating
 - DMMO application – one application was now being processed. The Clerk was asked to check the position of the Town Council application on the waiting list.
- Kayes Site – To be auctioned.

MIN 3524 NORTON

(1) Norton Church Progress Report: Cllr. Wilding reported that a meeting was shortly to take place with an architect to discuss a listed building consent application to remove the pews etc.

(2) Norton Fireworks and Bonfire: To take place on 28th October.

MIN 3525 SITES AND BUILDINGS

(1) Public Conveniences: Nothing to report this month.

(2) Allotments: The tenant of the unkept plot had indicated he would not be renewing his tenancy in March. The matter would be discussed in more detail at the Sites and Buildings Committee in November.

(3) Meadows:

- Use for Annual Firework Display 3rd November: Noted.
- Community Building Update: Cllr. Kirkby reported that the Garfield Weston grant application had been unsuccessful but that a decision on the Welsh Government grant was still awaited and considerably overdue.
- Outdoor Gym Progress Report: This was now installed although the information plaques had not been received and one item had been duplicated with one item missing. Cllr. Kirkby thanked Cllrs. Baynham, Linnett and Bennett for overseeing the installation. The official opening of the gym was provisionally planned for 27th October. Cllr. Linnett suggested that a general information board about the gym would finish off the installation and the Clerk agreed to obtain quotes for such a sign.
- Gannett Foundation Grant Application: Cllr. Kirkby and the Clerk had met with Julian Jones from the Radnorshire Wildlife Trust to discuss a grant application to the Gannett Foundation. An application for £10,000 had since been completed to clear the pond, restore the historic mill leat and create a nature trail. A decision was expected by the end of the year.
- Apple Pressing: Sunday 21st October as previously advised.

(4) Defibrillator: Cllr. Baynham reported that a quote for a defibrillator and cabinet had been received from CARIAD. The amount so far raised of £1170 was £230 short. A further £100 had been raised by the Royal Oak and CARIAD had agreed to supply the unit while the final funds were raised. The unit had therefore been ordered. Cllr. Kirkby reported that he had obtained an agreement for the cabinet to be sited on Lorna's Sandwich Shop. Members felt that although the units could be used with no training a further basic training session would be useful and the Clerk would arrange this in due course.

MIN 3526 CORRESPONDENCE/GENERAL ITEMS

(1) NHS 111 Information: Noted.

(2) Consultation: Unadopted Roads in Wales: Resolved no comment be made.

(3) Mid & West Wales Fire Service: Draft Corporate Plan 2019-24: Resolved no comment be made. Cllr. Baynham had emailed the Service as there were no local roadshows and it was hoped that something more local would be held in future.

(4) 463 Bus Service, Further Correspondence: Members considered the further correspondence on the withdrawal of the service. It was agreed that the Clerk write supporting the re-instatement of the service given it seemed no people other than Presteigne residents were using the route from Kington to Walton.

(5) CONNECT: New arrangements for Christmas Fair: This year the Christmas Fayre is to take place in St Andrews Church, where there will be stalls and entertainment. Santa's Grotto will be in the Church Hall, and there will also be food a drinks stalls in the churchyard. There will be similar entertainments as previously, some inside the church and some in the churchyard and there will be appropriate Christmas lighting in the churchyard.

MIN 3527 TOWN COUNCIL SURGERY

October Surgery: Matters raised were –

- Planning permission for garden sheds: Cllr. Baynham dealing.
- Trees, Dog Kennel Lane: Reported as being in need of cutting back. Cllr. Wilding to visit and check.
- Drain Cover near 54 Warden Close: Clerk and Cllr. Baynham to report.
- Wilson Terrace Drains in need of cleaning: Cllr. Baynham to arrange.
- Weed killer around apple trees: Resident to be supplied with data sheet for weed killer used.
- Footpath behind the Paddocks: More rubble. Clerk to send further letter.
- Parking adjacent to Lloyds Bank Cashpoint: The problems had been raised before and a site meeting held with the County Council but it seemed that there was nothing that could be done.
- Request for Polytunnel on Allotment Plot: Cllr. Kirkby to ask for more details. The Clerk would check the current allotment rules.
- Need for toddler seats at the Wilson Terrace Play area.
- Donation of Hanging Seat for Wilson Terrace play Area: Donor to be advised to contact County Council.
- Need to re-point the Pavings in Broad Street: Not previously pointed. Resident to be advised.

Arrangements for November Surgery: Cllrs. Wilding and Rogers to attend.

MIN 3528 COUNTY COUNCILLOR'S REPORT

Cllr. Baynham reported the following:

- A further meeting had been held to discuss the Keep Clear section at the Scallions and a price was being obtained for the installation of bollards.
- Traffic Lights at Pedestrian Crossing on the By Pass not working: Now repaired.
- Post of Chief Executive at County Council currently being advertised.
- Trade Waste Permits: Existing permits remained valid but were not being renewed. Information would be circulated.
- Green Waste Collection: Public consultation to be carried out.
- Electric Vehicle Charging Points: Project Officer now appointed and as previously advised two had been requested by Cllr. Baynham for Presteigne.
- Budget Issues: Current use of reserves not sustainable in the long term.
- Next Full Council Meeting 18th October: To be webcast.

MIN 3529 URGENT BUSINESS INFORMATION

(1) Cllr. Owens asked that Norton be considered for the installation of a dog bag dispenser. It was agreed that the funding for additional dispensers should be put forward as a project at the December meeting.

Under the Public Bodies (Admission to Meetings) Act 1960 the public and press were excluded at this point of the meeting due to the confidential nature of the following items.

Cllr. Kirkby advised Members of the present situation regarding two confidential matters.

The meeting closed at 9.24 pm