

Cyngor Tref Llanandras a Norton
PRESTEIGNE AND NORTON TOWN COUNCIL

MINUTES OF THE ANNUAL MEETING HELD ON 16TH MAY 2018
AT THE SHIREHALL, BROAD STREET, PRESTEIGNE

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

Apologies: Cllr. N. Rogers.

In Attendance: Mrs T. Price, Town Clerk, One member 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 Members proceeded to the Courtroom.

MIN 3456 ELECTION OF TOWN MAYOR AND CHAIRMAN 2018/19

Retiring Mayor, Cllr. Wilding welcomed the members of the public and Councillors to the meeting. He then spoke on his year as Mayor, thanking Cllr. Baynham for her work as County Councillor and Members for their support. He praised the work of the volunteers in the town – Sheep Music, Presteigne Area Community Development group etc and complimented CONNECT on an excellent Food and Flower Festival. A significant achievement during the year had been the securing of the cemetery extension to provide for future burials for many years at no overall cost to the Town Council. He then invited nominations for Mayor.

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

Cllr. Kirkby thanked Members for his election. He thanked Cllr. Wilding for his hard work as Mayor and Cllr. Baynham for her hard work as County Councillor. During his year of office he would be concentrating on two main projects – the new community barn and the need to secure major improvements to the sewerage system from Welsh Water.

Cllr. Kirkby then duly completed his formal acceptance of Office, witnessed by the Clerk.

MIN 3457 ELECTION OF DEPUTY MAYOR AND VICE-CHAIRMAN 2018/19

Cllr. Owens was proposed by Cllr. Wilding and seconded by Cllr. Linnett. There were no other nominations and Cllr. Owens was elected unanimously.

Cllr. Kirkby thanked Mr. Fraser for lighting the gas lights in the courtroom.

Members then removed to the usual meeting room to continue business.

MIN 3458 REVIEW OF MEMBERSHIP COMMITTEES/WORKING GROUPS

STAFFING COMMITTEE

Cllrs. Baynham, Bennett, Wilding, Kirkby and Ruby.

SITES AND BUILDINGS COMMITTEE

Cllrs. Kirkby, Bamford, Bennett, Rogers and Linnett.

Outside Representative for Meadow Matters: Richard Rimington.

Outside Representative for Meadow Matters: Gareth Graham.

Outside Representative for Allotments: David Harvey. Clerk to confirm.

ALLOTMENT LIAISON MEMBER: Cllr. Linnett.

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

GRANT AWARDING POLICY WORKING GROUP: To be formed if needed.

COMMUNITY ASSET TRANSFER/DEVOLVED SERVICES WORKING GROUP

To be formed if needed.

MIN 3459 REVIEW OF APPOINTMENT OF COUNCIL REPRESENTATIVES TO OUTSIDE BODIES

Presteigne Primary School

Cllr. Preece.

One Voice Wales

Cllrs. Kirkby and Owens.

Home Presteigne

Cllr. Bamford.

East Radnorshire Day Care Centre

Cllrs. Edwards & Owens

Presteigne Trust

Cllr. Owens.

Presteigne Area Community Development Group

Cllr. Ruby

Warden Guardian Foundation

Cllr. Kirkby.

MIN 3460 CONFIRMATION OF COUNCIL DOCUMENTS

(1) Standing Orders: Confirmed unchanged and serving of summons to meetings via email confirmed. Printed copies would continue to be supplied on request.

(2) Financial Regulations: Confirmed unchanged.

(3) Council Complaints Procedure: Confirmed unchanged.

(4) Freedom of Information Documents: Confirmed unchanged.

Social Media Policy: 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 determinations included in the final report of the Remuneration Panel were considered in detail. The following payments would be available in the municipal year May 2018 to April 2019:

it was resolved that for the municipal year from May 2018 to April 2019 the following expenses and payments would be provided –

- To note the requirement to pay an annual sum of £150 per year per Member and agreed to pay this six monthly in arrears. Any Member not wishing to accept the allowance should notify the Clerk by the end of September in each year otherwise the payment would be made. Members to note that this payment may be taxable and that they should ensure it is declared to HMRC.
- To continue to reimburse the cost of travel expenses incurred for travel on Council business outside the Community Council area.
- To note the compulsory requirement of the Remuneration Panel to refund the cost of care expenses up to the stated cost of £403 per month.
- To continue the payment of the Mayor/Chairman's Allowance at £1100 per annum.

(7) Grant Awarding Policy/Procedure: No review required.

(8) GDPR and Data Protection: The various policies were adopted as circulated. Members noted that there was currently an amendment to remove the need to appoint a Data Protection Officer going through parliament. It was agreed to review the need at the June meeting.

MIN 3461 MEMBER ATTENDANCE

Member attendance records for 2017/18 were duly noted. Cllr.Kirkby congratulated those Members with 100% attendance.

The Annual Meeting closed at 7.35 pm.

The Annual Meeting was followed by the ordinary business meeting.

Cyngor Tref Llanandras a Norton PRESTEIGNE AND NORTON TOWN COUNCIL

MINUTES OF THE ORDINARY BUSINESS MEETING HELD ON 16TH MAY 2018 AT THE SHIREHALL, BROAD STREET, PRESTEIGNE

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

Apologies: Cllr. N. Rogers.

In Attendance: Mrs T. Price, Town Clerk, One member 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 3462 APPROVAL OF MINUTES

The Minutes of the meeting on 18th April 2018 were approved without amendment. The Chairman then duly signed the Minutes.

MIN 3463 CLERK'S REPORT/UPDATE

- (1) Resurfacing of Part of the B4355 Titley Road: The works had now been completed.
- (2) Active Travel Route: The official opening had been arranged for 10am on the 15th June. Cllr. Kirkby reminded Members of the hard work put in by former Cllr. Marchant and her daughter Stephanie and it was agreed that the Clerk would arrange for both to be invited to the opening. Members reported that the route was being well used. Some concerns were raised over the condition of the areas dug up during the works but not subsequently levelled or re-seeded. The tree removed in error had not been replaced. Cllr Baynham to make enquiries.
- (3) Fold Farm Footpath: The gate was still locked. The local Ramblers group had been informed. The application for a DMMO was still with the County Council and would not be affected by any attempt to prevent access.
- (4) Missing Rail, Withy Beds: This had now been replaced and the cost would be deducted from the annual donation to the Wildlife Trust.
- (5) ATM, Station Road: The company had agreed to retain the ATM and the parts had been ordered. The company would not move the site as suggested, to the Hereford Street car park.
- (6) Dragon, Kington Roundabout: Volunteers were still needed to help with the fund raising.

MIN 3464 FINANCE

- (1) Donations: The following donations were approved as precepted –
- | | |
|---|----------------------|
| Presteigne Area Community Development Group | £250.00 (precepted) |
| East Radnorshire Day Centre | £2000.00 (precepted) |
| Presteigne Colts Central Fund | £250.00 (precepted) |
| Warden Guardian Foundation | £250.00 (precepted) |
| Wales Air Ambulance | £100.00 (precepted) |
| Presteigne Memorial Hall | £1000.00 (precepted) |

The request for a donation from Bobath Children's Therapy Centre was refused.

The letter of thanks from Presteigne and Norton Community Support was noted.

- (2) Payments: The following payments were approved:

Mrs T. Price	£1260.82
HMRC	£472.25
(income tax and employees and employers NI due on above)	

NEST (direct debit, pensions)	£72.27
EDF Energy (Hereford Street Toilets)	£171.66
Gazebo Shop	£3682.92
LRS Auditing (Lee Stephens) (Internal Audit)	£110.00
SLCC Enterprises Ltd (conference fee – Ruby/Veary)	£180.00
T. Lloyd-John	£636.70
Presteigne Building Supplies	£8.83
Highground Maintenance Ltd	£278.92 MEADOW ACCOUNT
N. Close	£56.24
Lyreco (office supplies)	£72.62
N. Close	£37.50 MEADOW ACCOUNT
Artisan Press (poster for pop in session)	£13.46
Llandrindod Wells Town Council (GDPR training)	£48.00

(3) Receipts: The following receipts were noted:

HMRC (VAT Repayment)	£5539.94
CONNECT (donation twds gazebos)	£3069.10
HSBC (re complaint)	£50.00 MEADOW ACCOUNT
Powys County Council (re. electricity supply H'fd Street Toilets)	£170.58

(4) Internal Audit Report: The report of the internal auditor for 2017-18 was received. No items of concern had been raised.

(5) External Audit/Annual Return and Governance Statement: Members considered and approved the Annual Return and Annual Governance Statement for submission to the External Auditors together with associated papers. The Clerk and Chairman would also certify and sign the copy documents requested by the External Auditors.

(6) Bank Transfer: The transfer of the precepted amount for 2018/19 of £8600.00 from the Treasurer Account to the Meadow Account was approved.

(7) The following bank balances as at 4th May, 2018 were noted -

Treasurer	£60663.38	Money Manager	£3737.58
Meadow	£7962.70	Allotments	£2073.11
Warden Reserve	£2962.84	Capital Reserve	£40,000.00.

(8) Review of Bank Mandate: Resolved that no change to the current Mandate was needed.

MIN 3465 PLANNING

(1) Planning Applications:

P2018 0297 Grid Ref: 331280.9 264447.98 for Full: Erection of a dwelling house (to include partial demolition of building - west bay of former garage) and all associated works at Former Warren Villa Garage Site, Wherby Lane, Presteigne: Application withdrawn.

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

P/2017/1063 and 1064, Well Cottage, Canon's Lane, Presteigne: Conditional Consent.
 TREE/2016/0033, Red House, St. David's Street, Presteigne: Conditional Consent.

MIN 3466 HIGHWAYS, HOUSING AND ENVIRONMENT

(1) PACDG Update: It was noted that the Shopper's Car park had been weeded and tidied before the Food and Flower Festival. Cllr. Baynham was concerned at the request for more information on County Council matters and stated that although some matters were necessarily confidential she had tried to keep the Group informed as much as possible and had also actioned a number of matters it had raised.

(2) Dog Fouling Reply from Welsh Government: The Minister had indicated that the responsibility for dog fouling/control on unitary authorities and was not under the remit of Welsh Government. Welsh Government was therefore not willing to progress the suggestion for dna testing. A meeting was being arranged with Portfolio Holder at the County Council, Cllr. Evans and Cllr Kirkby to discuss possible solutions. Cllr. Baynham again reminded Members to encourage residents to report incidents via the County Council website and agreed to circulate a link to the web page.

(3) Welsh Water Update re capital programme: Members noted the reply from Welsh Water confirming that upgrading of the works was planned in the 2020-25 capital programme and that the increased capacity would cater for a projected population increase by 2040 in both Presteigne and Norton, Presteigne to 2640 and Norton to 540.

(4) Idling Buses: Response from PCC Transport Unit: Members noted the further reply from the County Council transport unit. The Clerk was asked to reply including the comments from the original complaint

from a resident, citing the Road Traffic Act 1988, Section 42 and stressing the pollution caused which was of particular concern given the problem was occurring outside schools across the County. The Clerk was also asked to write to the main contractor at John Beddoes Campus and to copy the School into the letter. Cllr. Baynham would find out the name of the relevant portfolio holder.

(5) To report any highway items: The following items were reported –

- Drain covered over after recent resurfacing: already reported and to be done the following week
- Information Boards, Station Road and Hereford Street Car Park: These contained much information that was out of date. Members would look at them on the Town Walk. The Clerk would also make enquiries about the possible cost of replacements.

MIN 3467 NORTON

(1) Broadband Provision, Jack's View: Properties should now be able to order fibre connections.

(2) Mobile Phone Mast: This should be working very soon.

(3) Church: A consultation on making the Church redundant was expected to begin in the Summer. A residents group was in the process of being formed to look into possibilities.

MIN 3468 SITES AND BUILDINGS COMMITTEE

(1) Public Conveniences:

- Legionella Inspections: The Clerk advised that these were due in July and she was asked to confirm the booking with Clira Ltd.
- Hereford Street/Healthmatic Update: All but one of the emergency lights had been repaired and the auto flush system to the urinal replaced. A complete repaint had been agreed and was planned for late June.

(2) Allotments:

- Potholes, Car park Entrance: Cllr. Wilding agreed to look at these.
- Notice Board: An estimate for a refurbishment was being obtained.

(3) Meadows:

- Outdoor Gym: The public vote was now complete and the grant application was ready to submit.
- Vandalism: There had been more vandalism at the Barn and the police had been asked to increase patrols in the area.
- Use by Radnor Scouts: It was agreed that the Scouts could use the site for a weekend camp on 17-19th August.
- Meadow Inspections: The Clerk would organise a rota to cover the period 2nd-19th June.
- Wood Chips: A supply of these had been obtained to spread around the skateboard park. Mr. Close had been asked to weed and clear the area beforehand. Members would meet at 6pm on 17th May to help with the spreading of the chips.

(4) Wilson Terrace Play Area

Installation of new item: This was due for delivery on 17th May and would be installed soon.

Broken Fence: The Clerk had reported this and it should be done shortly.

Oak Shelter Progress: The base was now complete and had been installed by the County Council free of charge.

MIN 3469 CORRESPONDENCE/GENERAL ITEMS

(1) Royal Wedding Commemorative Medal Offer: No action.

(2) Independent Review Panel Pop Up Session 24th May: This had been arranged at the Memorial Hall from 2pm to 4.30pm.

(3) One Voice Wales/SLCC Joint Conference Report: Cllr. Veary would report to the June meeting.

(4) Clerks and Councils Direct Magazine: Noted.

MIN 3470 TOWN COUNCIL SURGERY

(1) Report on May Surgery: Cllr. Edwards had attended and the following matters had been discussed – Pavement from Clatterbrune Farm to the estate (Birds had scraped leaves on to the footpath making it slippery): The Clerk had reported this.

Lack of Information on Recycling: Members discussed this in some detail and the Clerk was asked to request some leaflets for the library and also to ask the County Council if just any incorrect items could be left rather than all items so it was obvious which items were incorrect.

(2) Arrangements for June Surgery: Cllrs. Baynham and Dixon to attend.

MIN 3471 COUNTY COUNCILLOR'S REPORT

Items noted were –

- Knighton Business Breakfast 18th May
- County Council AGM 17th May
- Pressing to secure upgrading of sewerage System
- Additional defibrillator for High Street: Royal Oak to donate monies towards purchase by Town Council. Site to be confirmed.
- Potholes reported at Leominster Roundabout
- Condition of Pavements, Townend: Being investigated.
- Donations made as Chair of Radnorshire Committee:
 - Presteigne Young Farmers Club: £200
 - URDD Eisteddfod: £100
 - Norton Show: £50
 - Knighton and District Food Bank: £50
 - Presteigne Carnival: £50.
 - East Radnorshire Day Centre: £50
- Anti-Social Behaviour: Liaison with Inspector Andy Pitt on addressing this following recent events in Presteigne.

MIN 3472 URGENT BUSINESS INFORMATION

(1) Closure of Countrywide: Cllr. Kirkby suggested that a letter be written to the Monopolies and Mergers Commission to express disappointment that their intervention had directly contributed to the closure of the Presteigne store, with the associated loss of jobs, and leaving a redundant site.

(2) Radnorshire Arms: This had now been shut for a month and no refurbishment had been started although the original intention had been to complete this within six to eight weeks. The Clerk was asked to write to the new company to ask what was planned. It was understood that bookings had only been cancelled until the end of June.

Under the Public Bodies (Admission to Meetings Act) 1960 it was resolved to exclude the Public and Press due to the confidential nature of the following item.

The Clerk left the room for the duration of the following item.

MIN 3475 STAFFING

The National Salary Award for 2018/19 was received and adopted. Arrears for April and May would be paid to the Clerk with the June salary.

The meeting closed at 9.10 pm