

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

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**MINUTES OF THE MEETING HELD ON 15<sup>TH</sup> JUNE 2022**  
**HELD AT THE ASSEMBLY ROOMS, BROAD STREET, PRESTEIGNE AND ALSO VIA**  
**VIDEO CONFERENCING**

Present: Cllrs. D. Edwards (Mayor), B. Baynham (Deputy Mayor), F. Preece, T. Owens, R. Bamford, L. Abecasis, M. Williams.

Apologies: None.

In Attendance: Mrs T. Price, Town Clerk, member of the public (via video conferencing).

Prior to the start of the meeting Cllr. Edwards asked permission for the meeting to be recorded so that the performance of the new equipment could be assessed afterwards. The recording would then be deleted. There were no objections.

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 4067 APPROVAL OF MINUTES**

The Minutes of the meetings held on 18th May, 2022 were approved without amendment. The Chairman duly signed the Minutes.

**MIN 4068 UPDATE ON OUTSTANDING ITEMS**

- (1) Co-options: The Clerk reminded Members that the closing date was the end of June.
- (2) Debit Cards: These had now arrived.
- (3) Maes Corton Occupancy Information: In response to a question from Cllr. Williams the Clerk confirmed that the information provided in May had been received via email.
- (4) Tree Officer/TPO Information: The Clerk had not received anything further regarding improvements to the website etc. Cllr. Baynham reported that the legal department was currently dealing with recent TPOs and that planning had concluded any work needed at its end.
- (5) Cemetery Gate: No quotes obtained as yet.
- (6) External Audit: The Clerk confirmed that the papers had been submitted and that she awaited details of what would be required for the extended audit due for the year.
- (7) Car Sharing: Cllr. Bamford reported that she had looked into this and that the idea was best suited to a small group of people to take forward, perhaps using an existing vehicle owned by one of any such group. She did not feel it was something that the Town Council could operate although it could possibly provide limited financial support for a project via the Climate Crisis grant fund.
- (8) Pryor and Rickett, Silviculture: The Clerk confirmed that she had requested written information but that the company had said this was not possible.
- (9) Tree, Roundabout: Caring for God's Acre had noted that the small willow tree in the middle of the bigger roundabout needed a tree guard round it as the rabbits had been nibbling the bark. They would put one on when next in Presteigne.

**MIN 4069 FINANCE**

(1) Donations: None this month. Members noted the letter of thanks from East Radnorshire Care.

(2) Payments: The following payments were approved –

Mrs T.A. Price	£1393.22
D. Edwards (Mayor's Allowance – first payment (inc HMRC tax due)	£500.00

HM Revenue & Customs	£591.55
NEST (Pension contributions)	£132.30
Mrs. T. Lloyd-John	£654.23
Artisan Print (jubilee posters)	£18.67
Powys County Council (cont. twds roundabout W/T)	£1000.00
B. Baynham (refund jubilee expenses)	£153.34
Screwfix (refund T. Price) (toilets)	£60.97
Hart Plumbing Spares (refund T. Price) (toilets)	£26.15
Highground Maintenance Ltd (grass cutting)	£345.89 MEADOW ACC
Cloudy IT (It equipment)	£5838.00
Dilwyns (search fees land purchase)	£600.00
J. Cartwright (Mr. Bamboozle - Jubilee)	£150.00
B. Baynham (refund sundry invoices – Jubilee)	£179.83
N. Close	£112.00
N. Close	£217.00 MEADOW ACC
HSBC (bank charges)	£8.00 MEADOW ACC
HSBC (bank charges)	£8.00

(3) Mayor's Expenses 2021-22: Members agreed that the previous Mayor/Chair could use up the remaining balance of her expenses by donating to charities of her choice. Cllr. Preece would liaise with the Clerk to arrange the payments. Just over £250 remained in the budget.

(4) IT Equipment for Hybrid Meetings Update: The new equipment had largely arrived although the microphones etc were yet to be delivered and it was noted that these would improve the sound quality.

(5) Debit Card Policy: Members approved the debit card policy as circulated.

#### **MIN 4070 PLANNING**

Cllr. Edwards left the room for the duration of the planning application items 1 and 2 due to her position on the County Council Planning Committee. Cllr. Baynham took the Chair for these items.

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

22/0901/TRE Grid Ref: E: 331550 N: 264609 Proposal: Works to tree in a conservation area

Location: Garrison Cottage, Church Street, Presteigne Powys LD8 2BU. Resolved no objections be raised.

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

21/1900/FUL Holiday Chalet at Harp Meadow: Consent 12<sup>th</sup> May.

22/0026/HH Breeze Cottage, 3 Fold Farm: Approval 19<sup>th</sup> May.

22/0027/LBC Breeze Cottage, 3 Fold Farm: Approval 19<sup>th</sup> May.

Cllr. Edwards returned to the room.

(3) Powys LDP Settlement Audit Questions: Members considered each question in turn and agreed replies. A full copy of the Council's response would be available on request.

#### **MIN 4071 HIGHWAYS, HOUSING AND ENVIRONMENT**

(1) Dark Skies Project Update: The following items were discussed –

- BBC Wales Filming: This had taken place on 19<sup>th</sup> May as planned and was available to view on bbc iplayer. Cllr. Baynham would forward the link to Members. It was felt the article was positive and informative.
- Lights at Milbank: The Street Lighting Manager was hoping to visit over the next week and the intention was to install an additional light on the back of an existing column to provide better visibility.
- Presteigne Lights: Cllr. Baynham reported that work had started on replacing these.

(2) Climate Crisis Update:

- Nature Reserve Grant Update: The paperwork was now with the Council's Solicitor for review. Cllr. Bamford reported that the majority of the work was due to take place in the Autumn so there was no current problem with the timescale for the purchase. She mentioned possibly arranging to have the field cut for hay given it would not be possible to carry out any works before the Summer but this would depend on when the purchase was completed.
- Update re. reusable cups/glasses: Mr. Rimington had created a design for the cups and Sheep Music was willing to be responsible for them and make them available for other community groups. Cllr. Bamford stated that an initial order of 100 was proposed and that

Sheep Music had requested a grant from the Council Climate Crisis Fund as a contribution towards the cost. It was agreed to award a grant of £200.

Sheep Music £200.00

- Moth Survey on Withy Beds: Cllr. Bamford reported that the Wildlife Trust intended to take a group of students on site and place a moth catcher overnight in order for a survey of species/numbers to be assessed.
- Yellow Rattle Plants: Cllr. Bamford reported that these were becoming established.
- Free Tree Hubs: Cllr. Bamford reported that the 'satellite' hub option seemed the most suitable and the Clerk would complete the necessary paperwork.

(3) Welsh Water Sewage System Upgrade Update: The Clerk had sought and obtained clarification from the planning department on the possibility of using Grampian conditions to allow development to continue while Welsh Water worked to obtain the necessary phosphate permit. Members agreed that this item be removed from the agenda and that it be placed on the agenda again in three months for a review of progress.

(4) Fold Farm Footpath Update: Cllr. Williams reported on the meeting held with representatives of the Ramblers and concerned residents. The Ramblers Association Legal Team would be looking at the issue with the aim of writing to the Ombudsman although it was acknowledged that this would take some time. Other suggestions had included the Council contacting the MP and also approaching the new portfolio holder at the County Council, Cllr. J. Charlton. The Clerk confirmed that an email had already been sent to Cllr. Charlton and that she had agreed to look into the situation.

(5) Complaint of 'humming' noise in and around Presteigne: This issue had been raised in the Summer of 2020 and recently several more complaints had been received. Cllr. Baynham had referred all the complaints to Environmental Health and all had now received logs in which to record the dates and times when the noise could be heard. After a month the logs would be collected and Environmental Health would then investigate to see if the source could be found. Cllr. Bamford reported that a similar hum was being experienced in other parts of the country.

(6) Lugg Bridge: NRW had reported they continue to monitor the site on a weekly basis and say 'I have been taking photographs to provide visual monitoring of the site i.e. signs of the building condition worsening any pollutants visible. To date we have only witnessed increased scour from underneath the house and the cracks slightly widening.' They have also been in touch with the householder's insurance company but have not yet received the survey. Members were concerned at the length of time it was taking for any action to be taken and the Clerk was asked to send in photographs of the site and also to report that young people were playing the river near to and under the house and that this was a serious safety issue.

The planned repair works to the bridge had not yet taken place.

(7) Grass Cutting Update: Cllr. Baynham reported that she had requested some alterations to the cut carried out in May and asked the contractors to come back to attend to some areas that had been missed. She was asked to report the need for an extra width cut at Offas Green as there were visibility issues. It was noted that the wildflowers were looking very good in places.

(8) Update re. Street Cleaning Project: Members noted that PACDG intended to cease administration at the end of 2022 and that the group expected to use the remaining monies over the next couple of months. The Clerk had been approached by the street cleaner at the Farmer's Market and he had expressed concern over the situation. It was agreed that the Clerk write to ask that the remaining hours be spread out over a longer period and continue to be managed with the work concentrating on the core of the town and targeted to cover times of most need such as before the Festival, Carnival time and the Autumn leaves. The Clerk was also asked to get the latest update on the hours so far. Members would consider bringing the project in house when setting the budget for 2023-24.

(9) Expiry of Permissive Footpath Agreement – Rockbridge: Members agreed that the Clerk draft a new agreement for the landowner to sign and to enable the permissive right to continue.

(10) Bus Stop Timetables and Cases Update: Members noted that there was a delay in production and the delivery of the new cases was awaited.

(11) Reporting of Highway Matters: Members were reminded to encourage residents to report matters online on the County Council website and to do so themselves if they themselves noted an issue.

#### **MIN 4072 NORTON**

(1) Community Trust Update: Cllr. Edwards did not have any details to report but was aware that the project was proceeding well. She confirmed that the Church was officially closed as a place of worship.

(2) Community Speedwatch Update: Cllr. Edwards was now acting as the co-ordinator but there were only three trained volunteers including herself. More volunteers were badly needed. The Clerk would publicise on the Council Facebook page.

#### **MIN 4073 SITES AND BUILDINGS**

- (1) Public Conveniences: The Clerk reported that the block was in need of a deep clean and asked for approval to ask the cleaner to work extra hours to do this. Members agreed that this be done.
- (2) Allotments: The Clerk reported that the Allotment Association had reported that the rabbits were causing considerable damage and had asked if the Council could do anything to control the numbers around the site. Members agreed to consider what could be done.
- (3) Meadows: The Clerk reminded Members that a number of maintenance works (strimming alongside MUGA, outside hedge adjacent to pavement and allotment visibility splay) had been previously done by a former Councillor and that this work would again be needed in the coming weeks. She was asked to get an estimate for the works with a view to arranging them later in July/August.
- (4) Boultribrooke Weir - Update on planned works: Members noted that the trees to be used had now been marked and noted thanks to Cllr. Bamford for attending on site. Members had all received copies of the survey and FRAP application.
- (5) Replacement Swing Wilson Terrace: The Clerk confirmed that the swing had been replaced with a basic swing on a temporary basis as the toddler swing was on order but had been delayed.
- (6) Withy Beds: The Clerk advised that the current lease to the Wildlife Trust was coming towards the end and that the County Council had asked the Town Council to consider taking over the site. She added that she had suggested this wait until the Council was back to full numbers, hopefully in the early Autumn and this had been agreed. She asked that Members consider the possibility and any information they would wish to see in the meantime.

#### **MIN 4074 CORRESPONDENCE/GENERAL ITEMS**

- (1) Town Wifi Update. Including SMART Town Pilot Project: Members were pleased that the SMART Towns mini project which would install sensors to monitor the parking on the corner of Hereford Street, past the existing parking spaces was to go ahead.  
With regard to the Town Wifi the Clerk confirmed that four units were now installed and that the company was now working on the landing/splash page so that the system could become live. Local photographer, Laura Shepherd, had kindly provided some pictures for that page free of charge. Permission for the two units on the Assembly Rooms was still awaited from the County Council. The Clerk added that there was one further unit to site and that she hoped to arrange for this to be sited at the entrance to the industrial estate.
- (2) Community Broadband Scheme Update: Members noted the updated figures with just seventeen more properties needed to get to 20%. At this point discussions could take place with Broadway Partners on submitting a grant application to UK Government. The ideal was a 25% registration level so Members were asked to still encourage registrations as much as possible and the Clerk handed out forms for their use.
- (3) Storage Arrangements – Town Council Documents: The Clerk had not yet heard back from the digital scanning company but continued to cull old documents as time permitted.
- (4) Platinum Jubilee Celebrations Report: The celebrations in both towns had gone very well. Thanks were noted to all those that had helped to make the events so successful.
- (5) Future of Old PCC Depot Site: Cllr. Baynham reported that a resident had been concerned over some holes being dug at the site given the ground was possibly contaminated. The resident had been given the contact details for Planning and Environmental Health and the departments had both been made aware of the concerns.
- (6) Letter re. condition of property on Hereford Street: Members noted the letter and that Cllr. Baynham had contacted the Built Heritage Officer for advice. No further action at present.
- (7) Powys Investment Plans Initiative – Presteigne: Cllrs. Edwards and Baynham together with the Clerk had shown the consultant around some of the town and this had been followed by a short meeting when they had been joined by Cllr. Williams and two former Town Councillors to discuss the next steps and how to communicate with the community in general as well as different sections such as the arts, businesses, young people etc. The first step was to agree a town vision and from that that to agree questions for an online survey. The Clerk would email the draft survey out to all Members for comment as soon as it was received. She would also provide the consultant with contact details to hold one to one interviews with specific sections of the community. Similar plans produced for nearby towns over the border in England had been supplied as examples.

(8) Letter of Thanks from Welsh Government re focus group on new Finance and Governance Toolkit: The Clerk had represented the Council on the focus group. Letter noted.

(9) Council Training Policy: Members approved the training policy as circulated.

(10) Pump, Albert Square: Members noted the request for the holly tree to be removed and the signs re-located. The Clerk would ask the County Council if it owned the land in question and if so could it consider the request.

(11) Mayor's Chain: The Clerk raised this as an item which had been considered the previous Autumn for repair or replacement but had not been taken further as no budget had been set for a replacement chain. The discs on the current Chain were full and it was some years since Mayor's had been able to add their names. Cllr. Owens agreed to look into the costs of a Board to record past Mayor's and the Clerk would see if the Judge's Lodgings would hold such a Board if purchased. He would also supply details to the Clerk for a local contact who could price up repairing and possibly adding discs to the existing Chain.

#### **MIN 4075 TOWN COUNCIL SURGERY**

June Surgery: The Clerk had attended and the following had been reported –

- Broken Concrete Bollard, Ava Maria Lane: Reported to County Council.
- 'Abandoned' Caravan, By Pass Car Park: Reported to County Council.
- Bus Timetables and Cases, Norton and By Pass Car Park still not replaced: This had been chased.
- Broadband Registrations: A further handful of registrations were made during the morning.
- Street Cleaning Operative had expressed concern that his remaining hours were limited and were being very quickly used up.

July Surgery: Cllr. Owens would attend and Cllr. Williams would also attend if possible.

#### **MIN 4076 COUNTY COUNCILLOR REPORTS**

Cllr. Baynham reported the following –

- County Council AGM held.
- PAVO offering dementia training – contact details available if anyone wished to enquire for their group.
- School closures being reviewed.

Cllr. Edwards reported the following –

- Induction training ongoing.
- Now a Member of the County Council Planning Committee.

#### **MIN 4077 URGENT BUSINESS INFORMATION**

(1) Stream Bank adjacent to Kayes Site: Cllr. Owens had been asked if he knew who would own this land but no one was aware of who this might be. It was suggested that the resident look at their own deeds or consider looking at land registry documents.

#### **MIN 4078 ITEMS FOR NEXT AGENDA**

(1) Town Investment Plan, ongoing work.

The meeting closed at 10.23 pm