

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

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**MINUTES OF THE MEETING HELD ON 18<sup>TH</sup> MARCH 2020**  
**AT THE ASSEMBLY ROOMS, BROAD STREET, PRESTEIGNE**

Present: Cllrs. T. Owens (Mayor), F. Preece (Deputy Mayor), B. Baynham, R. Bamford, D. Edwards, L. Veary, R. Bennett, D. Davies.

Apologies: Cllrs. C. Kirkby MBE, J. Wilding, P. Smith, C. Ruby.

In Attendance: Mrs T. Price, Town Clerk.

Absent: Cllr. N. Rogers.

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. D. Edwards, Trustee and Committee Member of Norton Community Trust re. planning application Norton Church (20/0367FUL).*

*Personal and Prejudicial:*

*Cllr. R. Bennett, related to applicant re. planning application 20/0368/TRE*

**MIN 3743 APPROVAL OF MINUTES**

The Minutes of the meeting held on 19th February, 2020 were approved without amendment. The Chairman then duly signed the Minutes.

**MIN 3744 FINANCE**

(1) Donations: The application for a donation from Llangollen Musical Eisteddfod was refused.

(2) Payments: The following payments were approved –

|  |                        |
|--|------------------------|
| NEST (direct debit)                                  | £122.99                |
| Mrs T.A. Price (salary)                              | £1413.84               |
| HM Revenue & Customs                                 | £585.12                |
| Mrs T.A. Price (office expenses)                     | £54.25                 |
| Post Office Ltd (stamps)                             | £124.32                |
| Old Radnor Community Council (twds conference costs) | £49.50                 |
| T. Lloyd-John  | £393.20                |
| Border Janitorial                                    | £84.00                 |
| Lyreco (office goods)                                | £51.01                 |
| XMA Ltd (ink toner)                                  | £97.87                 |
| Highground Maintenance Ltd                           | £297.07 MEADOW ACCOUNT |
| N. Close   | £26.97                 |
| N. Close   | £54.00 MEADOW ACCOUNT  |

(3) Asset Register: The updated Asset Register was agreed as previously circulated.

(4) Risk Assessment: The annual risk assessment was approved as circulated.

(5) Bank Balances: The following bank balances as at 10<sup>th</sup> March were noted –

|                |            |                   |            |
|----------------|------------|-------------------|------------|
| Warden Reserve | £1240.78   | Capital Account   | £36,116.92 |
| Money Manager  | £28,812.04 | Allotment Account | £2284.06   |
| Meadow Account | £13,216.62 | Treasurer Account | £39,091.30 |

(6) Final report of the Independent Remuneration Panel for Wales: The Clerk explained that the mandatory provisions were unchanged and reminded Members of the details. Members confirmed the following allowances for the 2020-21 year –

- £150 per Member Annual Allowance. (Mandatory Provision)
- Reimbursement of necessary care costs. (Mandatory Provision).

- Travel Costs to meetings outside the Town Council area. (Optional Provision).

(7) Receipts: The following receipts were noted –

|                     |                           |
|---------------------|---------------------------|
| Website Advertising | £52.00                    |
| Allotment Rent      | £588.00 Allotment Account |

(8) 2019 Christmas Lights: Payment to CONNECT for assistance with the 2019 Christmas Lights was agreed.

|         |         |
|---------|---------|
| CONNECT | £630.00 |
|---------|---------|

(9) Independent Remuneration Panel for Wales draft Supplementary Report–the principles relating to the reimbursement of costs of care Consultation: Resolved no comment to be made.

(10) Bank Transfer: The transfer of £169.00 from the Allotment Account to the Treasurer Account to cover the Clerk's additional hours was approved.

## **MIN 3745 PLANNING**

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

Cllr. Bennett left the room for the duration of the following item.

20/0368/TRE Grid Ref: E: 331366 N: 264473 Works to two trees within a conservation area. Yew Tree House, 13 High Street, Presteigne Powys LD8 2BA. Resolved no objections be raised.

Cllr. Bennett returned to the room.

20/0367/FUL Grid Reference: E:330456 N: 267257 Proposal: Change of use and internal alterations to create a community hub Site Address: St Andrew's Church, Norton, Presteigne, Powys LD8 2EN. Resolved to support the application.

(2) Planning Decisions: The following decision was noted –

- 20/0110/DIS Tan House, Broad Street, Presteigne: Approval 28<sup>th</sup> February.
- 19/1652/REM Land North of Clatterbrune, Presteigne: Approval 2<sup>nd</sup> March.
- 19/1726/DIS Warren Villa Garage, Wherby Lane, Presteigne: Split Decision 9<sup>th</sup> March.
- 19/1486/LBC 12 Broad Street, Presteigne: Refused 11<sup>th</sup> March.

## **MIN 3746 COUNTY COUNCILLOR'S REPORT**

Cllr. Baynham reported the following that Powys County Council had issued a statement on the current situation and that its business continuity plan was in operation. Further bulletins would be issued as matters progressed. The Council was working hard to put plans in place to cope with the crisis.

## **MIN 3747 CORONAVIRUS SITUATION**

Members considered the draft plan produced by Cllr. Owens and the Clerk and agreed the following points:

- No Town Council Surgeries for the foreseeable future.
- To suspend Council meetings until 30<sup>th</sup> April (minimum) unless legislation is passed to allow video conferencing in which case arrangements can take place to operate on that basis.
- To keep the Wilson Terrace Toilets closed and to review this at the end of April.
- To keep the Hereford Street Toilets open for the time being but the Clerk and Chairman to review the situation regularly. (Note the additional hours for cleaning at Wilson Terrace to be worked at Hereford Street whilst Wilson Terrace remained closed). The Clerk to source additional hand sanitiser dispensers if stock became available.
- To continue to follow all advice from national and Welsh Government regarding the Coronavirus/Covid19 outbreak and publish such advice on our website and social media channels.

- In the event of cases of the virus escalating the Town Council to focus its attention on the most vulnerable groups in the community - the elderly, especially the elderly who live alone; those with underlying health issues who live alone and any other obvious vulnerable groups.
- To liaise with East Radnorshire Day Centre particularly Home Support, Prestemedde, other registered homes, care providers and other such groups as necessary so they have a point of contact in order that they could highlight any particular issues they might have further down the line and that the Town Council could help with such as publicising the need for temporary staff.
- Residents should be encouraged by way of the website and social media to keep an eye on anyone living alone in case they need assistance with shopping etc but also to be reminded of the need to keep the 2m distance, to not carry out any tasks if feeling unwell or having any symptoms and not to enter other properties.
- To assist with the co-ordination of volunteers for some elements of work.
- To create a corona virus facebook page for posts on home deliveries, take away meals, offers of help etc.
- Finally Members agreed to extend the delegated powers of the Clerk to cover Council decisions and operations (including all finance, planning and any other necessary matters) during any period of restricted activity declared by the Government, recommend by One Voice Wales or when the Town Council felt local circumstances made it necessary in order to protect Members, staff and contractors in respect of the Covid-19 virus.

Before the meeting closed Cllr. Baynham gave Members details on the extension of Home Support which included taking over of the prescription delivery service from Presteigne Pharmacy and the introduction of Meals on Wheels for those in greatest need. The Day Centre itself was now closed until further notice.

Cllr. Bennett informed Members of the efforts of several residents to set up a resident support group. Following discussion Members discussed the various ways in which such a scheme could operate and were mindful of the need to avoid carrying infection, that volunteers should not use one mobile phone for contact for the same reason and that volunteers should not enter properties. Members were willing to support the printing of a leaflet, fund any reasonable printing costs and for the leaflet to carry the Town Council logo. Cllr. Bennett would forward the draft wording to the Clerk and Cllr. Owens for consideration and agreement.

**Note No other matters were discussed this month due to the coronavirus crisis.**

**In attending the meeting Members sat the required distance apart and used appropriate hand sanitiser. Tables and chairs had been disinfected.**

The meeting closed at 8.21 pm