

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

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Mrs Tracey Price (Clerk)
Garn Farm
Chapel Lawn
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11th April, 2024

Dear Councillor

There will be a meeting of Presteigne and Norton Town Council on **WEDNESDAY 17TH APRIL, 2024 at 7.30 p.m.** at the Assembly Rooms, Broad Street, Presteigne and via video conferencing and you are hereby summoned to attend.

The public and press are cordially invited to attend.

Join Zoom Meeting

<https://us06web.zoom.us/j/86946166481?pwd=q51w5SkgBXSIBh0RaWBbWaCeOW2bA0.1>

Meeting ID: 869 4616 6481 Passcode: 488098.

Or dial by your location - 0203 481 5237 United Kingdom. Find your local number: <https://us06web.zoom.us/j/kcQ9oGa6e0>

Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda SUBJECT TO PRIOR NOTIFICATION TO THE CLERK AND THE CONSENT OF THE CHAIRMAN.

Yours sincerely

Tracey Price

TOWN CLERK

AGENDA

Prior to the commencement of the formal meeting Chairman, Cllr. Baynham will hold a short Member's briefing.

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 20th March, 2024 are a true and accurate record and authorise the Chairman to sign the Minutes as such.

To approve that the Minutes of the Climate Crisis Committee meeting held on 3rd April, 2024 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 Meeting of 20th March. Also to receive the Clerk's Report for April.

5. FINANCE

a) Donations: To approve the following donations:-

East Radnorshire Care	2000
Mid Border Arts	1500
Norton Community Trust	2000
PACDG	250
Presteigne Festival	1250
Presteigne & Norton Community Support	250
The Judge's Lodging Trust Ltd	2000
Powys CAB	200
The Samaritans	250
Youth Project	1000

All as precepted.

To consider the precepted donation to the Wales Air Ambulance (£250). Clerk's report 2a.

To consider the grant application from Presteigne Community Garden.

b) Payments: to approve the following payments:-

One Voice Wales (conference fee – Cllr. Baynham)	£60.00
One Voice Wales (annual membership)	£582.00
Society of Local Council Clerks (membership)	£288.00
Highground Maintenance Ltd	£345.89 MEADOW ACC
Microsoft (email storage)	£19.99
EDF Energy (Hereford Street Toilets)	£94.51
EDF Energy (Meadow)	£22.03 MEADOW ACC
Artisan Print (printing for Fold Farm footpath)	£15.25
Mrs T. A. Price	£1588.84
HM Revenue & Customs	£601.38
NEST (Direct debit)	£146.30
Wallgate Ltd (soap for toilets)	£99.98
J. Wilding (refund high security lock)	£30.00 MEADOW ACC
T. Lloyd-John	£447.49

- | | |
|---------------------|--------------------|
| N. Close | £104.00 |
| N. Close | £128.00 MEADOW ACC |
| RB Landscaping | £648.00 MEADOW ACC |
| HSBC (bank charges) | £8.00 |
| HSBC (bank charges) | £9.93 MEADOW ACC |
- c) To note the following receipts:
- | | |
|---|----------------------------------|
| Allotment Rent | £196.00 MEADOW ACCOUNT |
| | (£168.00 in 23/24, £28 in 24/25) |
| Powys County Council (final sum - wildflower grant) | £2601.97 |
- d) To consider renewal of the three month and six month money market bonds.
e) Annual Accounts 2023/24: To approve the annual accounts.
f) Internal Audit: To note the accounts are with the internal auditor.
g) To note that the VAT return for 2023/24 has been submitted.
h) To note that the return to the Independent Remuneration Panel for 2023/24 has been made.
i) Budget Update to end of March 2024: To receive the report as circulated.
j) To note and review the year end project balances.
k) Purchase of Laptop: To agree that the Clerk proceed to purchase a new laptop providing it is within the allocated budget.
l) Mayor's Expenses/Allowance: To confirm allocation of remaining funds.
m) Request by Tree Group to organise a Community Engagement Day on the Nature Reserve (as TC volunteers) and funding request of £200 plus travel expenses.

6. PLANNING

(a) To consider applications received:

24/0262/HH Grid Reference: E:331414 N: 264389 Proposal: Installation of an air source heat pump Site Address: Corner House (The Cottage), 53 High Street , Presteigne, Powys LD8 2BE.

24/0285/LBC Grid Reference: E:331281 N: 264546 Proposal: Retention of the erection of a timber frame outbuilding and renovation of an existing outbuilding to form a manager's cottage. Site Address: Radnorshire Arms Hotel , High Street, Presteigne, LD8 2BE.

24/0284/FUL Grid Reference: E:331281 N: 264546 Proposal: Retrospective application for the erection of a timber frame outbuilding and renovation of an existing outbuilding to form a manager's cottage. Site Address: Radnorshire Arms Hotel, High Street, Presteigne, LD8 2BE.

24/0338/FUL Grid Reference: E:330723 N: 264464 Proposal: Erection of a holiday chalet, extension to drainage field and installation of new private treatment plant Site Address: Holiday Chalet at Harp Meadow, Warden Road, Presteigne, LD8 2NL.

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 – None at issue of agenda.
(c) Email from Llandrindod Wells Town Council requesting support in a request for a referendum on wind turbine developments in Powys.

7. HIGHWAYS, HOUSING AND ENVIRONMENT

a) Dark Skies Project: Update. Clerk's Report 4b.

b) Climate Crisis Matters:

- To consider the recommendations of the Climate Crisis Committee and make any decisions required as follows –
To confirm the attendance of Cllr. Ramsay at future Climate Crisis Stakeholder Group Meetings.

To recommend that a review of the name of the Committee be considered at the Annual Full Council Meeting in May 2024.

To recommend the following changes to the Terms of Reference be considered at the Annual Full Council Meeting in May, 2024 –
Membership – 2: Clerk to amend wording to clarify that 'Members' related to Members of the Town Council not Committee Members.
Responsibilities – 12: Add reference to solar panels and wind turbines.

To request permission to review the full terms of reference at a future Committee meeting for consideration by Full Council in May 2025.

To note the update on progress of nature reserve project. NB Now managed under Sites and Buildings Committee.

To note the Committee request for an updated hedge management policy.

- To consider appointment of a representative on the Pethau Bychain Meetings (green network for Town and Community Councils).
- Places for Nature Top Up Packages.

c) High Street Grant: Update.

d) Fold Farm DMMO Application Update and to agree any supplementary comments.

e) Presteigne Car Parks: To consider the financial information received, to receive a short report on the PCC Car Park Review and to consider a potential asset transfer request for one or more of the Presteigne sites.

f) Lugg Bridge Repair Update (Clerk's Report 4a).

g) Request for additional works, Clatterbrook Footpath. See Clerk's report 4c.

h) Update on Cleaning of Pavement Slabs, Broad Street. Clerk's Report 4d

i) Wilder Marches Consultation Project Consultation (as emailed 9th April).

j) Forest Management carried out by Pryor & Rickett Silviculture Ltd; Consultation on Forest Management. (As emailed 11th April).

8. NORTON

a) Norton Community Trust Update.

9. SITES AND BUILDINGS MATTERS

a) Public Conveniences: To consider the following –
 need for extra clean due to mould.
 Update re toilet roll thefts.
 Recent graffiti.

b) Allotments: To include –

- Update on grant and agreement for small composting area to be included;
 - Completion of car park works.
 - Update on vacant plots.
- c) Meadows: To include –
- Request from Grass Cutting Contractor to change mowing regime.
 - Update on work day and approval for purchase of bag of stone (£110) /refreshments.
 - Use Request MBA 26/27th July.
 - Use by Chatterbrook WI 11th July (6-8pm)
 - Request for works to improve access to bottom area of meadow and associated budget.
- d) Nature Reserve Matters: To receive a general update from Cllr. Ramsay and consider any decisions needed. To consider the adding of the site to the regular inspections of Council property.
- e) Update re. storage container.
- f) Community Store/Bar Project: To receive an update from Cllr. Kirkby on planning permission/updated designs and to consider whether to proceed with the project to the next stages. To note letters of support (as supplied)

10. CORRESPONDENCE/GENERAL ITEMS

- a) Leisure Services Review Update. (If any).
- b) Memorial Hall Update re. EOI for Hall. To consider EOI process for additional areas of land (used for car parking).
- c) EMERTS/Air Ambulance Update. Produced by Builth Wells TC for One Voice Wales.
- d) Sustainable Powys Briefing Notes; To receive the briefing notes and consider any action/comment needed. Produced by Builth Wells TC for One Voice Wales.

11. COUNTY COUNCILLOR'S REPORT

12. CO-OPTIONS

To receive an update on the situation regarding the two current vacancies.

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

Enc. *Clerk's Report April. Minutes from March, 2024. Climate Crisis Committee Minutes, Various background papers.*

Cyngor Tref Llanandras a Norton
PRESTEIGNE AND NORTON TOWN COUNCIL

MINUTES OF THE MEETING HELD ON 20TH MARCH 2024
HELD AT THE ASSEMBLY ROOMS, BROAD STREET, PRESTEIGNE AND ALSO VIA
VIDEO CONFERENCING

Present: Cllrs. B. Baynham (Mayor), T. Owens (Deputy Mayor), M. Price, D. Edwards, A. Van Huls, J. Wilding, F. Preece, C. Kirkby MBE, J. Ramsay.

Apologies: Cllrs. L. Abecasis, M. Williams.

Further three-month absence for Cllr. Abecasis approved at meeting.

In Attendance: Mrs T. Price, Town Clerk.

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. D. Edwards, re school transport changes , employed by a school bus contractor.

MIN 4314 APPROVAL OF MINUTES

The Minutes of the meeting held on 21st February, 2024 were approved without amendment. The Chairman duly signed the Minutes.

MIN 4315 UPDATE ON OUTSTANDING ITEMS

- (1) Pothole Survey: The Clerk confirmed that due to ill health Cllr. Williams had not as yet started on the report.
- (2) Flooding, Slough Road: Cllr. Kirkby asked if the drain had been cleared and if not could this be chased. Regarding the water in and around the school Cllr. Baynham confirmed that she had requested a site meeting with the Officer concerned and would report back once this had been held.
- (3) Car Park Charges: The Clerk confirmed that the County Council owned the car park machines and that she had been told it was not possible to provide costings for individual car parks. She had requested total cost details for car parks in Powys and this had been received earlier in the week and would be on the April agenda. Cllr. Kirkby felt that a request should be made to the County Council for free car parking or an asset transfer to the Town Council. Cllr. Baynham stated that this would need to be a formal agenda item and it was agreed to add it to the April agenda for discussion. The Clerk would be attending the presentation of the car parking review document on 26th March and would report back to the Council in April.
- (4) Sleeping Dragon: Due to be replaced on site on 27th April.
- (5) Clatterbrook Footpath Works: Cllr. Kirkby reported that the bridge was now installed and other works were ongoing. He added that there was an additional section that needed re-stoning and he had asked that this be done while contractors were on site. It was agreed that the Clerk write to confirm this request.
- (6) Street Lighting: Cllr. Baynham reported that a site meeting had been held and that the Street Lighting Manager had identified solutions. Works would take place over the next few months.
- (7) Places for Nature Leaflet: Circulated to Members. Cllr. Edwards pointed out that there was no mention of Norton and this was noted for any future documents.
- (8) Bench for Nature Reserve: Donation of bench confirmed and would be sited in the Spring.
- (9) Visit to Secondary School: Cllr. Owens had not yet circulated his notes but would do so.
- (10) Mid Wales Tourism App: Cllr. Baynham confirmed that this had been raised at the meeting with the High Street traders and there had been no interest. The Clerk had confirmed this to the project manager.
- (11) Warden Guardian Foundation: Currently no representative following the resignation of Cllr. Bamford and left vacant pending the return to a full complement of Councillors. Agreed that Cllr. Kirkby attend the AGM on behalf of the Town Council.
- (12) Maes Corton Estate: The Clerk confirmed that the sign and oak trees would be replaced.
- (13) Went's Meadow Diary: Members noted the need to refer applications to use the Meadow to the Clerk.

MIN 4316 FINANCE

(1) Donations: No donations this month. Members noted the email from PACDG regarding insurance costs of £166 but confirmed that the donation for 2024/25 would remain at £250 as per the budget.

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

Highground Maintenance Ltd	£345.89	MEADOW ACC
EDF Energy (H'fd Street Toilets)	£46.34	
EDF Energy (Meadow)	£11.03	MEADOW ACC
RB Landscaping (allotment gate)	£354.00	MEADOW ACC
A. Jervis (orchard pruning)	£105.00	MEADOW ACC
Mrs T. A. Price	£1579.20	
HM Revenue & Customs	£611.02	
NEST (Direct debit)	£146.30	
T. Lloyd-John	£395.49	
N. Close	£16.00	
N. Close	£152.00	MEADOW ACC
Powys County Council (green waste bin)	£50.00	
(for guerilla gardeners)		
S. Jones Containers Ltd	£3481.20	
Wildflower Grant -		
School Sign Shop	£133.20	
O. Rimington	£500.00	
O. Rimington	£800.00	
Clicied	£67.68	
Naturescape	£293.99	
Lazy Dog Tools Ltd	£339.60	
Naturescape	£195.99	

(3) Receipts: The following receipts were noted:-

Allotment Rent	£312.00	MEADOW ACC
Powys County Council (wildflower grant)	£477.15	
NB grant overspend of £1.17 noted.		

(4) Final Report of Independent Remuneration Panel: Members noted that the mandatory amounts payable remained unchanged and confirmed that for 2024/25 the following would be payable –

- Member Working from Home Payment £156.00 (mandatory)
- Member miscellaneous Expenses £52.00 (mandatory)
- Refund of Care Expenses (mandatory)
- Travel Expenses (outside area) (optional – Town Council Policy)
- Mayor/Chairman's Allowance (optional – Town Council Policy)

The Clerk confirmed that due to a change in the descriptions for the two basic payments it was no longer necessary for these to go through the payroll.

MIN 4317 PLANNING

(1) Planning applications: None this month.

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

- 23/1420/HH Millfields, Hereford Street, Presteigne – Approval 26th February.
- 23/1421/LBC Millfields, Hereford Street, Presteigne – Consent 26th February
- 23/1735/FUL Western Way, Broadaxe Business Park, Presteigne – Approval 4th March.

(3) Industrial Land Plots sold by Welsh Government: Cllr. Wilding raised concerns that three plots, although sold, remained undeveloped despite there being a condition that building commenced within a specified time scale. The Clerk was asked to contact Welsh Government to ask for an update on the situation and also to ask about any future development plans for Presteigne.

MIN 4318 HIGHWAYS, HOUSING AND ENVIRONMENT

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

- Signage/locations: Cllr. Kirkby reported that the working Group had agreed the sign wording to be Presteigne and Norton Dark Skies Community and that the preferred locations were on the road entrances to the town/village with the intention of utilising the existing town name

sign posts. The Clerk had asked the County Council for approximate sign costs and whether the proposed locations would be allowed but had not as yet had a reply.

- Proposed Spring Bat Walk: Agreed to guarantee the event against loss.
- Commendation by Astronomer Royal noted.
- Sheep Music hoping to link 2024 bonfire with Dark Skies. Matter to be discussed by at the next working group meeting.
- Cllr. Ramsay agreed to replace Cllr. Williams on the Working Group.
- Entry on the Visit Wales website agreed.
- Need for production of Annual Report: Not needed for at least twelve months. The Clerk would check when exactly the first report would be needed.

(2) Climate Crisis Matters:

- Next Committee Meeting 3rd April.

(3) High Street Grant: Cllr. Baynham reported on the meeting with traders which had been well attended. Cllrs. Edwards and Owens had also attended. Overall the meeting was felt to be positive and information had been circulated to those still interested. Traders now needed to obtain quotes for the works required and also to check whether any planning or conservation area consents would be required.

(4) Fold Farm DMMO Application: Members had all received a copy of the draft responses compiled by Cllr. Kirkby and agreed that they were happy that they be submitted immediately. In addition, Cllr. Kirkby reported that he was in the process of seeking additional witnesses/path users for submission to the County Council. Members agreed that an item could be placed in the Community News and on Presteigne History Project page asking further witnesses to come forward. Cllr. Kirkby added that some documentation was only available from London and it was agreed to meet the costs of obtaining a copy of this as evidence. An extension for comments had been granted until the end of April and this would allow time for the further witness statements to be obtained and submitted.

(5) Broad Street Pavings Slabs: Although a clean had been promised this had not yet taken place. The Clerk would chase the matter up. The repair needed following the electrical fire in High Street had been completed.

(6) Reply from Welsh Ambulance Service: Members had all received a copy of the response received. Cllr. Owens had written a number of follow up questions/comments which Members had all seen. It was agreed that these should be collated into a letter of response. The letter to include in particular – a request for details on the timing of the original telephone calls to 999 and also to reiterate that in the absence of any current First Responders that the Fire Service Co-responders should be made available in the interim.

MIN 4319 NORTON

(1) Community Trust Update: The sewage connection could now be connected and an open day was therefore planned for Easter Monday. Cllr. Edwards reported that some bookings were already in the diary.

(2) Presteigne and Norton Community Trust Meeting: 18th April.

(3) Norton Sewage Works – Phosphate Permit: Clerk to check but it was believed this had been issued. Cllr. Ramsay to circulate a link to information on the monitoring of phosphate levels in the river.

MIN 4320 SITES AND BUILDINGS

(1) Public Conveniences: The following matter were discussed:-

Painting of Hereford Street: Some initial work had now been carried out.

Theft of Toilet Rolls: This had recommenced recently.

(2) Allotments – The following matters were discussed –

Further consideration of quote for allotment car park: Agreed to accept the quote and that the Clerk commission the work as soon as possible. Payment to come from the allotment reserve.

Vacant Plots: Three currently vacant. Agreed that if not let by 25th March then the plots be offered to the existing tenants for one year only at half rent. If not then the plots would need to be covered over for the time being.

Grant Update: Confirmed that the Clerk request two raised beds for plot 36 to provide an accessible plot for the less able and a picnic bench for siting by the communal shed.

(3) Meadows: The following matters were discussed –

Arrangements for Community Work Day: Cllr. Preece confirmed as 20th April.

Use of Field for Parking, 23rd March: Cancelled as ground too wet.

Update re community payback/purchase of fire-retardant paint: The Clerk reported that the supervisor was no longer working in the area and so she had delayed purchasing the paint

to await further instructions from Council. It was agreed that the paint not be purchased until the availability of the payback team could be confirmed. The Clerk was also instructed to ask the paint manufacturer if the paint could be applied using a sprayer. She would also chase up the Community Payback Manager for details on what works might be possible during 2024.

Purchase of Bee Houses for Eddie's Meadow: Agreed that three could be purchased at £30 each.

Work on Eddie's Meadow and Volunteers: Cllr. Kirkby reported that volunteers were willing to carry out the grass cutting/invasive weed removal as per the new management plan. Cllrs. Baynham and Wilding reminded the meeting that it had been agreed to not implement the full plan as Members believed there should be as little as possible intervention. At the time the volunteers locally had felt they did not have sufficient numbers to carry out the extra works. It was agreed that the volunteers could proceed providing they had a suitable way of disposing of the grass cuttings. Cllr. Kirkby would check and report back to Council. The Clerk stressed that any volunteers must notify her prior to going on site with names, work done, item spent etc. Without this there would be no cover under the Council's insurance. Cutting of Paths, Eddie's Meadow: Cllr. Kirkby stressed that this needed to be done. The Clerk would ask if the Community Payback team could carry out periodic cutting of the paths.

(4) Nature Reserve Matters:

Cllr. Ramsay reported that volunteers continued to work on site and the Scout 'Squirrels' had also been on site assisting. The ponds continued to establish although their ability to retain water over the drier months would need to be assessed in due course.

National Forest Network Meeting: Cllr. Ramsay had attended this on behalf of the Council. He felt it had been a worthwhile meeting and that support/information would continue to be available through the group.

Entry on the Visit Wales Website: Agreed. Clerk would submit.

(5) Update re purchase of storage container; Now ordered. Cllr. Wilding would site the container on arrival.

(6) Community Store/Bar Project: At the request of Cllr. Kirkby the original drawings had been re-circulated. A discussion on the need for planning permission took place and Cllr. Kirkby asked that the Council fund a planning application for the building. Cllr. Wilding felt that the design could be modified given the Council would shortly have a storage container on site for its larger items and also that any re-design/re-sizing could possibly remove the need for planning permission. Cllr. Kirkby was asked to conduct more research into the maximum possible size that could be built without needing planning permission and Members would then review whether or not they wished to go ahead with the project. Cllr. Baynham stressed that this project was entirely separate to the storage container purchased and that even if this project went ahead it would not directly affect the siting of that unit.

MIN 4321 CORRESPONDENCE/GENERAL ITEMS

(1) Leisure Services Review Update: Nothing to report at present but information expected shortly.

(2) Memorial Hall Update: Cllr. Baynham had received an email update from one of the Committee Members that evening but had not yet had chance to read it. The Clerk would circulate to Members for information. Cllr. Baynham stated that the County Council wished to complete the transfer of the Hall to the new Committee as soon as possible however the separate parcels of land would be done separately as they did not form part of the Trust. Cllr. Owens felt very strongly that all the areas should be transferred at the same time. The matter would be kept on the agenda for the time being.

Cllr Edwards left the room for the duration of the following item having declared a prejudicial interest.

(3) Future Education Provision in Presteigne: Cllr. Baynham reported that the present Head had been re-deployed to another school that was currently in special measures. In the interim Ms Craddock-Bennett had overall responsibility for the John Beddoes Campus. She added that the introduction of a through school for Presteigne was still the intention although, at least initially, this would probably be over the two existing sites.

Bus Routes and School Catchments: Cllr. Wilding expressed concern that some students were being directed towards other High Schools when they would have formerly been given transport to John Beddoes. Cllr. Baynham had checked with the school transport section and been told that there had been no recent changes. She would check to see if there had been any over the previous years. She would circulate the information she had received.

Cllr. Edwards returned to the room.

(4) Wales Air Ambulance Review: Committee decision date had been delayed for a week but the recommendation was to close the Welshpool base.

MIN 4322 COUNTY COUNCILLOR REPORTS

Cllr. Edwards reported the following:-

Attendance at the Have Your Say Consultation in Knighton.

Attendance at a recent Local Development Plan Meeting.

Cllr. Baynham had nothing to add this month.

MIN 4323 URGENT BUSINESS INFORMATION

(1) Co-Option: Closing date was 31st March.

(2) Lighting at Radnor Hills Site: Cllr. Baynham would approach the company to ask if it was possible to adjust the lighting.

The meeting closed at 9.52 pm.

DRAFT

PRESTEIGNE AND NORTON TOWN COUNCIL

CLERK'S REPORT

APRIL 2024

1. INFORMATION –

a) Pathway, Back Lane: Cleaned and tidied by the Guerrilla Gardeners after I forwarded a request from a resident. I have sent thanks from the Town Council.

2. FINANCE

a) Wales air Ambulance Donation: This was precepted in January but given the current situation I thought it best for you to review the payment as was discussed when the review of the service was first discussed.

3. SITES AND BUILDINGS –

No items this month.

4. HHE –

a) Lugg Bridge Repair: I have chased this up and received the following reply –
We haven't had any works in the area with our structures planned maintenance since I met with you on site. I will pass it to the local highways depot as our planned maintenance budget next year will not include re bedding a coping as we have got a number of structures around the county in a very drastic state. I will keep you informed once I get a reply from the highways depot.
Sorry I cannot bring better news, but hopefully I can get it done through another source.
Work completed on 5th April.

b) Dark Skies Education: Leigh Harling-Bowen has now made contact with the Secondary School (Tina Coulthard). The new Welsh Curriculum is a lot more flexible than the old National Curriculum and they hope to be able to incorporate dark sky education into their science curriculum. They are going to get back to him on incorporating some work on dark skies.

c) Request for additional works, Clatterbrook: I have received the following reply:- *the funding for the contractors is all allocated, they are currently making some steps to go on the end of new metal and plastic bridge and then that will be them finished on the works at Presteigne. I do know the section Mr Kirby is referring to (I have just replied to his email direct) and I would like to carry out some additional works here, but this will be with myself and volunteers at some point in the future. Before that can happen I will need to arrange some matters with the landowner first.*

d) Broad Street Pavements: The pressure washing should have happened on 3rd April.

Cyngor Tref Llanandras a Norton
PRESTEIGNE AND NORTON TOWN COUNCIL

MINUTES FROM THE CLIMATE CRISIS COMMITTEE MEETING
HELD 3RD APRIL 2024
IN THE GREEN ROOM, ASSEMBLY ROOMS, BROAD STREET, PRESTEIGNE AND VIA
VIDEO CONFERENCING

Present: Cllrs. Ramsay (Chairman), Edwards (Vice-Chairman), Baynham and Kirkby MBE.
Outside Representatives Ms. K. Van Den Ende, J. Mottershead (via video link)

Apologies: None.

In Attendance: Mrs T. Price, Town Clerk.

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 and the Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016.

Personal: None. Personal and Prejudicial: None

Cllr. Baynham opened the meeting as Chairman of the Council given there was no committee Chair in place.

9/23. ELECTION OF CHAIRMAN 2023/24

Due to the resignation of Cllr. Poster it was necessary to elect a new Chairman and Vice-Chairman. Nominations were invited by Cllr. Baynham.

Cllr. Ramsay was proposed by Cllr. Kirkby and seconded by K. Van Den Ende and elected unanimously.

10/23. ELECTION OF VICE CHAIRMAN 2023/24

Cllr. Edwards was proposed by Cllr. Baynham, seconded by Cllr. Kirkby and elected unanimously.

11/23. CLIMATE CRISIS STAKEHOLDER GROUP:

Agreed unanimously that Cllr. Ramsay fill the vacancy on the Group.

12/23. CLIMATE CRISIS GRANTS: UPDATE.

The Clerk explained the process for applications and the need for groups to have a bank account and constitution for applications to be considered. She stressed that the Council could not give to individuals or informal groups of individuals and that the Council monies were public money and as such needed to be used carefully. Decisions on grants were made by Full Council but the Committee was asked to promote the scheme.

With regard to small projects/events such as events on the nature reserve or wildflower planting, it was stressed that as this was Council land then volunteers could work under the auspices of the Town Council and the Council, if it agreed to support the proposals would pay any costs direct.

A short discussion followed on the need for two grant schemes (general and climate crisis) and the Committee felt that it would be better to retain the two schemes although it would be for Full Council to consider any changes to the present arrangements.

13/23 COMMITTEE NAME AND TERMS OF REFERENCE

Name: Cllr. Baynham had asked for this to be on the agenda so that the Committee could suggest alternatives for consideration by Full Council in May. A number of options were considered involving climate change, climate crisis, sustainability and biodiversity but no consensus was reached. It was agreed that the Clerk investigate the names used by other local Councils and report back to the Full Council meeting in May for a decision. Cllr. Kirkby suggested that the Committee become a sub committee of Sites and Buildings. The Clerk advised that the remit of the Committee was broader than just looking at Council property and did not feel this was appropriate. It was not taken further at this point.

Terms of Reference: Cllr. Ramsay stated that he felt that the terms were too broad and needed to be more specific. The Clerk advised that the terms were deliberately not specific in order to allow the committee more freedom to discuss relevant matters. It was agreed to put forward some small changes for consideration by Full Council in May and that the Committee would ask to review the full terms before the May 2025 meeting. The changes suggested were –

- Membership – 2: Clerk to amend wording to clarify that ‘Members’ related to Members of the Town Council not Committee Members.
- Responsibilities – 12: Add reference to solar panels and wind turbines.

14/23 UPDATES ON PREVIOUS MATTERS

Hedge Management: Cllr. Ramsay asked for the updated management plan. The Clerk apologised that she did not have an updated version but would consult with Cllr. Wilding and produce one.

Nature Reserve: Ms. Van Den Ende reported that 90% of the new trees had survived and that left over trees were being planted in Dog Kennel Lane and used for infill on Went’s Meadow. There were now four areas of wildflower planting (including one on Went’s Meadow). Some areas on the reserve would benefit from a high cut in due course. She added that the Radnorshire Wildlife Trust had asked that a blog be written on the site. Cllr. Baynham stressed that as a Council site, requests should come through the Council not direct to volunteers. Cllr. Ramsay reported that the inside lip of the ponds needed to be seeded and some grass seed would need to be sown on areas compacted by the pond work. The ponds were currently full but would need review after the Summer months. The ditch created to assist with water flow had been eroding and small dams were being put in place to assist with that. The Clerk asked about the situation with water from the reserve running off from the site onto the School/Slough Road and Cllr. Ramsay had looked at this and there was no more water leaving the site than previously with the ponds actually retaining water for a period of time. He added that it seemed there were highways issues both above with water being diverted from the road above the school via a public pond and causing a large amount of excess water. There was also an issue with drainage on Slough Road in front of the school.

It was agreed that given the site would develop over time it would be useful to put some signage on site to advise of that. Agreed that a request be made to Full Council for funding for such signs.

It was stressed that volunteers need to email the Clerk and confirm when they would be working on site and what they would be doing etc. If this was not done then volunteers would not be covered by Council insurance not would any work they carried out be covered in the event of any accident.

15/23 BIODIVERSITY REPORT

This was confirmed as being next due in December 2025. A copy of the previous reports was on the Council website. The Clerk confirmed that she was not aware of any monitoring for such reports by Welsh Government.

The latest climate crisis report was also online. There was an issue with the links to the report and a climate crisis policy. The Clerk would review this and improve the page so it was clearer.

16/23 DECLARATION OF CLIMATE EMERGENCY

It was confirmed that the Council had acknowledged the climate emergency and Cllr. Edwards added that the Council had not felt it was qualified to declare an emergency but wished to acknowledge the situation.

17/23 WIND FARM/PYLONS – EMAIL FROM LLANDRINDOD TOWN COUNCIL

There was a short discussion on the position of the Committee on green energy and wind turbine options but no consensus was reached. Cllr. Baynham was able to confirm that the County Council had, in any event already refused the request. It was agreed that that a response to the email be made by Full Council and it would be on the April agenda.

18/23. URGENT BUSINESS INFORMATION

- Replacement of Oak Trees, Maes Corton Housing Association had confirmed it would replace.
- Tree Group; Ms. Van Den Ende asked if the Council was holding any monies on behalf of the Tree Group. The Clerk was not aware of anything and added that in general the Council did not hold monies for other bodies as this would be an issue during the audit process.
- Item for July Agenda submitted by Cllr. Baynham – Solar Panels, East Radnor Leisure Centre.

19/23. DATE OF NEXT MEETING

3rd July 2024

Summary of Full Council Decisions Required –

*To confirm the attendance of Cllr. Ramsay at future Climate Crisis Stakeholder Group Meetings.
To recommend that a review of the name of the Committee be considered at the Annual Full Council Meeting in May 2024.*

To recommend the following changes to the Terms of Reference be considered at the Annual Full Council Meeting in May, 2024 –

- *Membership – 2: Clerk to amend wording to clarify that 'Members' related to Members of the Town Council not Committee Members.*
- *Responsibilities – 12: Add reference to solar panels and wind turbines.*
-

To request permission to review the full terms of reference at a future Committee meeting for consideration by Full Council in May 2025.

To note the update on progress of nature reserve project. NB Now managed under Sites and Buildings Committee.

To note the Committee request for an updated hedge management policy.

The meeting closed at 8.08 pm.

Expenditures	Final Budget 2023/24	Spend to end of March 2024
Council Administration Costs		
Mayor's Allowance	1000	0
Mayor's Expenses	500	265.69
Clerk's Salary PAYE inclusive. See note 1	28100	28344.61
Audit Fee (Internal and External)	800	583.00
Insurance (3 year agreement exp. 2/9/22)(1431.62, 35.69)	1450	1467.31
Membership of SLCC	250	236.00
Stationery & Computer Sundries/Petty Cash inc computer repairs	750	618.06
Video Conferencing Licence (zoom)	100	119.90
One Voice Wales Annual fee	520	546.00
Training/Conference Fees for Clerk (reserve held)	0	170.00
Travelling Expenses	200	44.25
Election Expenses (reserve held)	0	0
Remuneration of Councillors/Cllr Expenses. See note 2	0	208
Councillor Training.	100	0
Information Commissioner Data Registration	35	35.00
Website (funded via advertising income)	0	0
Bank Charges Treasurer Account	110	102.47
	33,915.00	32,740.29
Donations and S137s		
Air Ambulance (to be reviewed if Mid Wales Base removed)	300	300
British Legion (Remembrance Wreaths)	60	60
East Radnorshire Care	2000	2000
Memorial Hall	1000	1000
Mid Border Arts	1250	1250
Norton Community Trust	5000	5000
Norton Sports Committee (Fireworks)	200	200
PACDG	250	250
Presteigne Festival	1250	1250
Presteigne Fireworks Display (Sheep Music) - £500 guarantee against loss	0	0
Presteigne Little Peoples Playgroup (not required 2023-24)	0	0
Presteigne & Norton Community Support	250	250
The Judge's Lodging Trust Ltd	2000	2000
Powys CAB	200	200
Radnorshire Wildlife Trust	0	0
The Samaritans	250	250
Wardens Guardian Foundation (not required 2023-24)	0	0
Youth Project	1000	1000
Miscellaneous	500	0
	15,510.00	15,010.00
Ongoing Projects:		
Anchorage Test for Xmas Lights	125	0
Toilet Blocks (2) (reserves to be used for balance)	12000	10,171.61
Funding twds Town Library Service (reserve held)	0	0
Presteigne Christmas Lights.	1100	1037.50
Wildflowers/ Bulbs/Verges/Roundabouts (Corton roundabout only)	250	275
Street Lighting/Dark Skies Project	0	0
Climate Crisis Project Grants (unspent reserve held)	250	250
	13,725.00	11,734.11
New Projects 2023-24		
Coronation of King Charles III (£250 Norton, £250 Presteigne)	500	500
Additions to Christmas Lighting (poss lights for Christmas Trees)	500	0
Mayor's Honours Board	0	0
Regular Updating of Website	100	0
Speed Indicator Signs, Norton	0	0
New Street Cleaning Arrangements	1000	246.52
	2,100.00	746.52
Went's Meadow Site inc MUGA etc, Eddie's Meadow		
Weekly Inspections (inc defib checks)	1500	1520.00
General Maintenance	2000	2732.93
Dog Bags NB bulk buy in February using 24/25 budget	1400	1400.00
Grass Cutting/weed killing	3600	3458.88
Professional Inspections (tree survey paid in 22/23)	925	184.90
MUGA / New Barn Reserve	2000	0
Allotments (funded via rental income)	0	359.00
Utilities	350	255.36
Misc.(to include bank charges)	300	252.40
	12,075.00	10,163.47

TOTAL EXPENDITURE	77,325.00	70,394.39	
less £4400 to be used twds toilet expenditure	-4400.00		
Precept Demand therefore will be	72,925.00		
Monies Allocated to Specific Reserves	2125.00		
Spending not within original budget			
Dark Skies printing (from allocated reserve)		30.84	
Website (funded via advertising)		192	
Norton Christmas Lights		200.00	
Wildflower Works (grant funded)		4117.17	
Nature Reserve (grant funded)		35,786.24	
Tree Hub Costs		24.00	
Contribution twds Library Service (reserve held)		1,000.00	
Donation from 22-23 Reserve to Sleeping Dragon Fund		300.00	
Mid Wales Ecology - Eddie's Meadow Management Plan from Climate Crisis Donation Reserve		175.20	
Misc works and materials N. Close		176.50	
Misc - lock for temporary storage		19.72	
Bulk buy - dog bags using 24-25 budget		1006.35	
Storage Container (using reserve/budget allocated 24/25		2,901.00	
	VAT Treasurer	7290.32	
	VAT Meadow	1739.79	
Grand Total Actual Spend (as per accounts)		125,353.52	
Check Totals			
Treasurer	112,443.91		
Meadow	12,909.61		
	125,353.52		

2023-24- Project Balances at 31st March 2024		
Meadows	8,082.62	Own Account, as bank balance.
Meadows notice account	20,000.00	
allotment monies	-	£4023.27 - now held in Meadow Account
Warden/Eddie's Meadow Reserve Fund	1038.83	
Remuneration of Councillors	1592.00	
Councillor Training	652.50	
Wildflower Mix / Bulbs	231.16	
Website	1315.00	
Christmas Lights Anchorage Testing	448.80	
Renewal of Christmas lights	1177.95	
Toilets (both blocks)	18869.77	
Election Fund	6859.92	
Norton Lights	150.00	
Clerk's Training	265.50	
Library and Devolved Services	5854.00	
Xmas Lights Annual Costs	454.80	
Norton Community Fund	354.07	
Capital Receipt (can only be spent on capital items)	125.86	capital ring fenced monies
Dark Skies/Street Lighting NEW	1,111.40	
Climate Crisis Grants	1158.57	
Footpath Maintenance	100.00	Allocated reserve created Jan 2022, remove?
Tree Hub Monies	826.00	add to climate crisis grant fund?
HSBC SIX MONTH ACCOUNT - CAPITAL MONIES	31000.00	capital ring fenced monies
	101,668.75	
<i>Governance and accountability for local Councils in Wales - A Practitioners Guide recommends that free reserves of 3 to 12 months expenditure are held by local Councils</i>		
Bank Balances at 31st March 2024		
8,082.62	Meadow	
26,602.00	Treasurer	
33,790.01	General Reserve	
1038.83	Warden Reserve	
125.86	Capital Account	
20,000.00	HSBC Three month notice acc (Meadow monies)	
31,000.00	HSBC Six month notice acc	
0.00	less cheques to clear	
120639.32	Year End Balance	
NB VAT TO BE RECLAIMED		
Ear marked Reserves	101668.75	
Total Minimum Level Free Reserves	18,938	2024/25 budget £75,752.32
Total Maximum Level Free Reserves	75,752	
120606.75	<i>Minimum Total Balance rec'd Practitioners Guide (min. free reserve + allocated reserves)</i>	
177420.75	<i>Maximum Total Balance recommended - max free reserve plus allocated reserves</i>	