

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

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Mrs Tracey Price (Clerk)  
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8<sup>th</sup> April, 2025

Dear Councillor

There will be a meeting of Presteigne and Norton Town Council on **MONDAY 14<sup>th</sup> April, 2025 at 7.00 p.m.** at the **East Radnorshire Day Centre, Scottleton 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/82356221472?pwd=1ACZ9OOWTwb2ATKqIEIDH8NBzAkbks.1>

Meeting ID: 823 5622 1472 Passcode: 445584

Or dial by your location - 0131 460 1196 United Kingdom

Find your local number: <https://us06web.zoom.us/j/kq27yLtfP>

*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**

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**AGENDA**

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 19<sup>th</sup> March, 2025 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 19<sup>th</sup> March. Also to receive the Clerk's Report for April.

### 5. FINANCE

#### a) Donations: To approve the following donations:-

Presteigne Memorial Hall (re VE Day Event)	£150.00
(From Mayor's Allowance, Cllr. Owens)	
Annual Grants as precepted -	
Wales Air Ambulance	£250.00
East Radnorshire Care	£2000.00
Presteigne Memorial Hall	£1500.00
Mid Border Arts	£1500.00
Presteigne and Norton Community Trust	£2000.00
PACDG	£250.00
Presteigne Festival	£1500.00
Judge's Lodgings Trust Ltd	£2000.00
Powys CAB	£200.00
Brecon and Radnor Samaritans	£250.00
Presteigne Youth Project	£1000.00

#### b) Payments: to approve the following payments:-

Mrs T.A. Price (pay)	£1622.20
HM Revenue & Customs	£703.97
NEST	£150.64
Highground Maintenance Ltd	£449.69 MEADOW ACC
Lyreco (toilet rolls)	£38.35
Microsoft (email storage)	£19.99
British Gas Lite (Wilson Terrace Toilets)	£15.00
SLCC (annual membership)	£300.00
One Voice Wales (annual membership)	£612.00
EDF Energy (Meadow/Barn)	£19.74 MEADOW ACC
Chemassist	£406.80
T. Lloyd-John	£434.49
N. Close	£100.00
N. Close	£140.00 MEADOW ACC
HSBC (bank charges)	£8.00
HSBC (bank charges)	£8.00 MEADOW ACC

#### c) Receipts: To note the following receipts –

Allotment Rent	£168.00 (2024-25 Accounts)
	£56.00 (2025-25 Accounts)
	£28.00 (2025-26 Accounts – Deposit)
Website Income (2024-25 Accounts)	£26.00

#### d) Approval of Annual Accounts 2024-25.

e) To note completion of end of year VAT return, HMRC information and Councillor Remuneration Payments Return.

f) To consider the report of Cllr. Harling-Bowen on renewal of Christmas Lighting in Presteigne (as emailed 3<sup>rd</sup> April, 2025).

g) Budget Update/Review of Allocated to end of March, 2025.

h) Review of Bank Accounts: To consider amalgamating the two main savings accounts and transferring the balance of the Warden Reserve to the Meadow Account. Clerk's Report 1.



## **6. PLANNING**

(a) To consider applications received:

25/0011/FUL Grid Reference: E:331313 N: 264509 Proposal: Internal and external works to include, replacement windows and external ramp and steps (part retrospective) Site Address: Poste House, 32 High Street, Presteigne, Powys LD8 2BE.

25/0010/LBC Grid Reference: E:331313 N: 264509 Proposal: Internal and external works to include, replacement windows and external ramp and steps (part regularisation of works) Site Address: Poste House, 32 High Street, Presteigne, Powys LD8 2BE.

25/0420/FUL Grid Reference: E:331339 N: 263945 Proposal: Erection of two general industrial units and associated infrastructure Site Address: Plot 5 , Broadaxe Business Park, Presteigne, LD8 2UH.

*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 –

24/1806/FUL, Went's Meadow Storage, Presteigne: Approval 28<sup>th</sup> February.

24/1417/FUL, Western Way, Broadaxe Business Park, Presteigne: Refused 28<sup>th</sup> February.

25/0199/TRE, Appletree Lodge, Hereford Street, Presteigne: Approval 5<sup>th</sup> March.

24/1180/HH, The Rectory, St. David's Street, Presteigne: Approval 21<sup>st</sup> March.

25/0203/REM, Unit 1, Presteigne Mill: Approval 26<sup>th</sup> March.

24/1149/LBC, 11 & 12 Broad Street, Presteigne: Approval 28<sup>th</sup> March.

24/1148/FUL, 11 & 12 Broad Street, Presteigne: Approval 28<sup>th</sup> March.

24/1567/FUL, Lloyds ATM, Presteigne: Approval 28<sup>th</sup> March.

24/1568/LBC, Lloyds ATM, Presteigne: Approval 28<sup>th</sup> March.

(c) Open Spaces Assessment (GI Suggestions). Cllr. Ramsay.

(d) Pre Planning Consultation: Land North of Scottleton Street, Presteigne. To review and consider comments.

## **7. HIGHWAYS, HOUSING AND ENVIRONMENT**

a) Dark Skies Project: To receive an update from the Working Group.

b) Climate and Environment Matters: To include –

c) High Street Grant – Update.

d) Fold Farm DMMO Application: To receive an update on progress (if any).

e) Car Parking: Update.

f) Active Travel Guidance Consultation (closes 17<sup>th</sup> April). As emailed 31<sup>st</sup> March.

g) Slough Road Issues Update (Cllr. Baynham).

h) Mill Lane Issues (email from resident). Clerk's Report 6.

## **8. NORTON**

a) Update on general works.

b) To agree Kiosk repair (basic repair approx. £50).

## **9. SITES AND BUILDINGS MATTERS**

a) Public Conveniences: To note Wilson Terrace Toilets now re-opened and disabled cubicle lock repaired.

To authorise repair to rotting cladding, Wilson Terrace Toilets. (Approx one days work plus materials.)

Toilet Roll Thefts. See Clerk's Report 4.

b) Allotments: To include –

Update on rabbit proofing/Request for materials from PNAA Clerk's Report 5.

Update on Unpaid rent (two to pay at issue of agenda).

Disposal of abandoned Storage Box.

c) Meadows: To include –

Update - café bar/storage. (Cllr. Kirkby).

Update – Brilliant Basics Grant (paths)

Condition of New Barn Ironwork (beginning to rust): To consider any action needed.

Update re. bike track works (Cllr. Owens)

Concern over rubbish/stones regularly left on floor of new barn.

Tree Guards, Community Orchard: No longer rabbit proof. To consider replacements.

d) Nature Reserve Matters: To receive a general update from Cllr. Ramsay and consider any decisions needed.

**10. CORRESPONDENCE/GENERAL ITEMS**

a) Leisure Services Review: Update.

b) Town Council Surgeries – Update on earlier items.

Items from April Surgery

Member(s) to attend May Surgery.

c) Removal of Lloyds Bank Cashpoint.

d) Notification of next Sustainable Powys Events (as emailed 3<sup>rd</sup> April).

e) One Voice Wales: Invitation to submit up to two motions for consideration for debate at National Conference in October.

f) Report on Meeting with High School (Cllrs. Baynham, Owens, Wilding).

**11. COUNTY COUNCILLOR'S REPORTS**

**12. ANY URGENT BUSINESS INFORMATION (at discretion of Chair)**

**Enc.** Clerk's Report April. Minutes from March, 2025. Annual Accounts 2024-25. Any other background papers.



## PRESTEIGNE AND NORTON TOWN COUNCIL

### CLERK'S REPORT - APRIL 2025

**1. Amalgamation of Bank Accounts:** You will note the current bank balances on the Project Balances Sheet. As a separate record is now kept of monies that must be spent on capital (receipt from the sale of the cemetery ground) I am suggesting that it makes sense to close the 'capital account' and transfer the balance to the main savings account.

The Warden Reserve account was set up originally from monies from the Water Board following the transfer of the former reservoir ground. It's balance is now just over £1000. This account can be kept or the balance transferred into the Meadow current account from which day to day spending would be taken. Interest on the account over the year is £19.94.

**2. End of Financial Year:** Accounts to 31<sup>st</sup> March supplied. VAT refund requested. End of year HMRC return made. Councillor Remuneration for the year reported as required. These items are on the agenda to note. The internal audit will be carried out over the next few weeks and that report, plus the external audit paperwork will be on the agenda for your May meeting. The Town Council will be subject to a full transactional audit this time.

**3. New Website:** The chosen provider has confirmed acceptance of the work and I will be meeting with them over the next few months.

**4. Toilets:** The Cleaner reports that the thefts seem to have stopped at the moment.

**5. Allotment Rabbit Proofing:** As requested I approached the PNAA about checking the rabbit proofing and have received the following reply – *'There are 3 active holes in the netting, where rabbits are getting in. While we do, as a group, have some netting from private contributions, it would be appropriate for the TC to cover the cost of some more netting - after all the rent we all pay should contribute to rabbit security! I have as yet not had a chance to check the roadside defences, but there is evidence of rabbit activity where the water board disturbed the fence 2 years ago. This area also needs some fence posts in order to make a secure boundary. It is also suggested that the old bridge, which has been closed off, is providing a way in for rabbits. Again this would need to be securely fenced with buried netting and supporting posts. It is probably not reasonable to expect the TC to actually secure the boundaries against rabbits - although some plot holders suggest it is the TC's responsibility, I think we can muster enough voluntary help to do the work ourselves, provided the TC supplies (pays for) the required materials.'* I have asked for approximate costs for the materials but have no information as yet.

**6. Mill Lane:** The following email has been received from a resident –  
Issues on Mill Lane, Presteigne.

1. The condition of stone wall on the southside of Mill Lane is deteriorating and large stones falling on to the road and occasionally the road. The contractor cutting the verge has hit the stones and not completed the verge cutting to avoid damaging his machine. He has occasionally hit the wall knocking more stones out. The verge cutting contractor may have reported these stones, but it would be appropriate for the stones to be moved before the next verge cutting. I am not sure who is responsible for the wall, but the owner of the field beyond is elderly and not capable of removing the stones. I had approval from him to removed them. I have removed some, but some need more than one person to shift. Can you arrange for someone to remove them? – We are happy to assist.
2. There is an overgrown hedge on the boundary of the old council depot. The developing trees are leaning further into the lane to the extent that lorries collecting or delivering to our address have to drive on the opposite verge to get through. Ideally, the larger stems need to cut down and the remaining hedge relayed. Again, I am not sure who is responsible for the hedge, the new owner of the depot or the council. There appears to be a boundary fence on the opposite side of the hedge to the lane. We are prepared to contribute to the work, or undertake the work in return for the firewood, if we had the support of the council.
3. The triangle of grass at the western end of Mill Lane is Council Property as far as the gate of the Old Mill. The verge cutting contractors used to cut this area but have not done it in the last four years, except on the occasion when I asked the driver to do it. It is challenging to cut by hand. Could you formally request the contractor to do it?



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

**MINUTES OF THE MEETING HELD ON 19<sup>TH</sup> MARCH 2025  
HELD AT THE ASSEMBLY ROOMS, BROAD STREET, PRESTEIGNE AND VIA VIDEO  
CONFERENCING**

Present: Cllrs. T. Owens, (Mayor), A. Van Huls (Deputy Mayor), D. Edwards, C. Kirkby MBE, A. Ramsay, L. Harling-Bowen, M. Price C. Ross, F. Preece, B. Baynham.

Apologies: Cllrs. J. Ramsay, N. Rogers, J. Wilding.

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:*

*Cllr. F. Preece, trustee of Presteigne Scout Group, re. request from Scouts to site a storage container adjacent to the Scout Hut.*

*Personal and Prejudicial:*

Cllr. C. Ross, applicant for planning application, re. application reference 25/0359/HH.

**MIN 4451 APPROVAL OF MINUTES**

The Minutes of the meeting held on 19<sup>th</sup> February, 2025 were approved as a true and accurate record subject to one change to Minute 4442 (1) – draft dark sky signage ‘in progress’ not ‘now done’ and the Chairman duly signed the Minutes.

## MIN 4452 UPDATE ON OUTSTANDING ITEMS

- (1) Pollarding of Trees, Station Road: No reply as yet. Clerk would chase.
- (2) Former Agricultural Show Trophies: Cllr. Owens reported that these had now been returned and would be kept in the Judge's Lodgings as previously discussed. Twelve trophies in total had been received.
- (3) Bench, Ligne Garden: Confirmed that this would be repaired by a volunteer.
- (4) Bench in Withy Beds: Cllr. Kirkby reported that this had been destroyed but that he had put a resident in touch with Radnorshire Wildlife Trust as they were willing to provide a new bench.
- (5) Meeting with High School: Confirmed for 10<sup>th</sup> April, 2pm.

## MIN 4453 FINANCE

- |   |   |          |
|---|---|----------|
| (1) Donations: The following donation was confirmed - |   |          |
|   | Presteigne Little People's Playgroup                | £250     |
|   | (as agreed February 2025, from Climate Crisis Fund) |          |
| (2) The following payments were agreed –              |   |          |
|   | Mrs T.A. Price (pay)                                | £1631.00 |
|   | HM Revenue & Customs                                | £627.29  |
|   | NEST  | £150.64  |
|   | Highground Maintenance Ltd                          | £449.69  |
|   | T. Lloyd-John                                       | £382.49  |
|   | N. Close  | £292.00  |
|   | N. Close  | £164.00  |
|   | HSBC (bank charges)                                 | £8.00    |
|   | HSBC (bank charges)                                 | £8.00    |
|   | EDF Energy (July-January)                           | £215.95  |
|   | A. Jervis (orchard pruning)                         | £122.00  |
|   | Powys County Council (green waste bin)              | £60.00   |



British Gas Lite (Wilson Terrace Toilets)	£13.23
Presteigne Building Supplies (Norton Benches)	£12.68
EDF Energy (February)	£17.64 MEADOW ACC
EDF Energy (H'fd Street Toilets)	£87.11
Mrs T. Price (refund stamps)	£62.40
Artisan Print (posters – work day)	£19.84 MEADOW ACC
Presteigne Baptist Church (refund A. Wake)	£25.00

(3) Receipts: The following receipts were noted –

Allotment Rent	£504.00
Allotment Plot Deposit	£28.00
Powys County Council (High Street Grant)	£3753.75

(4) Review of Asset Register: Members had all received a copy of the Asset Register with the meeting papers. Agreed as circulated.

(5) Review of Risk Assessment: Members had all received a copy with the meeting papers. Agreed as circulated.

(6) Final Report of Independent Remuneration Panel: Members noted the final report of the Remuneration Panel. Members noted that the mandatory amounts payable remained unchanged and confirmed that for 2025/26 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)

(7) Council Insurance: Members noted that due to the structure of the new barn the options for insurance cover at renewal would be limited and that one company had declined to provide a quote for cover when the current policy expired in the Summer.

(8) New Website: Members considered the report provided and the three quotes submitted. Following a discussion on the merits of each and the drawback of using company specific software (option 3) it was agreed to accept the quote from Parish Council Websites (option 2). Following a suggestion from Cllr. Kirkby it was agreed that the new site would primarily be for Council information, that advertisements no longer be provided on the new site and that a single page of local information would contain links to other groups/organisations in the area rather than separate pages for each. The existing site would remain live until the end of the current hosting agreement (towards the end of 2025).

(9) Reply from PACDG re CONNECT monies: Members were pleased to note that the organisation was carefully considering the use of the monies received and had already earmarked some to cover bank charges and for a notice board refurbishment in Norton. It had confirmed that it was considering using the remaining monies for their own projects but would be monitoring the spend over the coming months.

(10) Renewal of Money Market Bond (£50,000): Agreed that the Clerk re-invest in a six-month money market bond subject to this being the best option at the time of investment. The Clerk was authorised to invest for a shorter period of time if she felt this was a better option.

(11) Future Venue/Budget for Room Hire in 2025-26: Members considered the options provided on the report and discussed various possibilities. It was agreed to increase the number of meetings in the Norton Hub to once each quarter, subject to this remaining free of charge and to accept the offer of the Day Centre, free of charge for the remaining meetings. As the Centre was unavailable on a Wednesday it was agreed to move meetings to the third Monday of each month subject to the Members not present at the meeting being available. The Mayor-Making would continue to be held in the Judge's Lodgings. The Clerk would make the necessary arrangements and if a Monday was not possible then the decision would be reviewed at the April meeting.

(12) Nature Reserve Budget for 2025-26: Members had all received details of the request however it was not possible to delegate authority to a community group for the spending of Council monies. There was also concern over how the budget would then be monitored. It was agreed that for small amounts the Group could approach the Clerk for permission to spend and the Clerk was given delegated authority to agree this. For the larger elements of the budget then the Group would need to put a proposal to the Council, with



quotes if needed, for a decision to be made. The Clerk would advise Cllr. J. Ramsay so he could notify the group.

#### **MIN 4454 PLANNING**

*Cllr. Edwards left the room at this point due to her position on the County Council Planning Committee.*

*Cllr. Ross left the room having declared a prejudicial interest in the planning application.*

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

25/0359/HH Grid Reference: E:331570 N: 264494 Proposal: Erection of replacement garden shed Site Address: 3 Church View, Broad Street, Presteigne. Resolved no objections to this application providing there is no development into accommodation at a later date.

*Cllrs. Edwards and Ross returned to the room.*

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

24/1598/HH 4 Greenfield Road, Presteigne: Consent 18<sup>th</sup> February.

#### **MIN 4455 HIGHWAYS, HOUSING AND ENVIRONMENT**

(1) Dark Skies Project Update: Cllr. Harling-Bowen provided a brief update as follows –

- Presentation recently given to Talgarth Town Council.
- Discover Parks Open Day later in April.
- Further presentation at Trefonnen School.
- Replacement of Christmas Lights: Report being produced for consideration at a future meeting.
- Visit to Presteigne by journalist to write a piece on dark skies (in association with Dark Sky International).
- Dark Skies Working Group working on a short documentary with CPRW on the process of Presteigne and Norton obtaining dark sky status. £3000 grant money had been obtained from the Ashley Foundation and further monies was being provided by CPRW.
- Visit by Jane Dodds confirmed for 1<sup>st</sup> May. Cllr. Preece to ask if a room at the Radnorshire Arms could be used to provide a meeting point.
- Conference Report: The following topics were covered –
  - The launch of the Good Practice Guidance on dark skies (I've attached a page from the Guidance showing dark sky areas, including Presteigne and Norton) (also see <https://www.gov.wales/dark-skies-guidance>)
  - Dark skies and light pollution
  - Biodiversity and Resilient Ecological Networks
  - Designated landscapes, character and tranquillity
  - Understanding lighting standards
  - Retrofitting existing lighting with dark sky compliant lighting and;
  - An International perspective.

(2) Climate and Environment Update: In his absence Cllr. J. Ramsay had reported the following –

- Nov 2023 Council report update in process.
- County Council Open Space Assessment: needs to add the new Nature Reserve. Noted as already done.
- County Council Green Infrastructure Mapping - This requested proposals of even very small spaces on a Green Infrastructure Suggestions map. Deadline 17th April. Agreed that Cllr. J. Ramsay convene the Climate and Environment Working Group to consider this in early April

(3) Fold Farm DMMO Application: Cllr. Kirkby reported that as agreed at the February meeting comments had been circulated to all Members, some small amendments made and then formally submitted to the County Council. There was as yet no Committee date but meetings were held on a three week schedule. The Clerk confirmed that the Officer was unwilling to commit to a date until all the latest comments had been reviewed. Cllr. Kirkby added that the Rambler's Association had also submitted detailed further comments. He asked whether the Town Council would be able to speak at the Committee meeting and it was agreed that this would be checked and that if this was possible Cllr. Kirkby be appointed to speak on behalf of the Council.

(4) Car Parking: Cllr. Baynham had recently attended a County Council Working Group meeting and a paper was now being prepared to go to the Cabinet for consideration. She added that it was expected that all car parks would revert to allow short stay parking (resulting in a reduced shorter stay charge to that currently available in the long stay car parks) and that the suggestion of a short period of free parking was discussed but not any possible asset transfer.



(5) Review of 20mph Limits: Members noted there were no changes proposed for Presteigne but that a change was proposed for Norton with an increase of the speed limit back to 30mph on the Northern approach to the village to the pedestrian sign and on the Southern approach to just North of the junction with Caefelyn.

(6) Complaint re lack of lighting, Hereford Street Car Park: Members noted the comments made. Cllr. Harling-Bowen had obtained details of dark sky compliant lighting that could be used either on the toilet block or on the car park. Members did not feel that any change to the current toilet lighting was appropriate, particularly given the dark sky status of the town. They also felt there were sufficient areas in the car park with ample lighting and that users could park in those areas if they were concerned. The Town Council was also not responsible for the car park itself and Cllr. Baynham felt that adding additional lighting was unlikely to be a priority. It was agreed however that the Clerk pass on the resident comments and the lighting details Cllr. Harling-Bowen had obtained.

(7) Various Highways Complaints re Slough Road: Members had all received a copy of the email regarding a number of issues along Slough Road. Cllr. Baynham stated that the potholes should now be filled but accepted that parking outside the school was a problem. She agreed to ask if a small number of passes for the Shoppers Car Park could be provided to school staff. The Clerk would also ask the School to remind parents about considerate parking and about the availability of passes for the Shoppers Car Park to cover the morning and afternoon drop off and pick up periods. Item to be on the agenda for an update in April.

#### **MIN 4456      NORTON**

(1) General Works: The two benches had now been completed and the refurbished milestone was back in place. The budget for the year was now spent. Cllr. Edwards had cleaned the kiosk and removed the historic Minutes from the kiosk due to slug damage/damp. It was agreed that for the future a notice be placed in the kiosk advising of where the Minutes could be accessed and how to obtain a hard copy if necessary. Cllr. Baynham suggested a QR code be added to the notice and it was agreed that this be done.

(2) Telephone Kiosk: Cllr. Edwards reported that the one bottom corner of the door was rotting and needed attention. The Clerk was asked to get an estimate from Mr. Close for a repair.

(3) Norton Churchyard: It was noted that this was looking very tidy.

#### **MIN 4457      SITES AND BUILDINGS**

(1) Public Conveniences:

- Toilet Roll Thefts: Seemed to be reducing.
- Disabled Lock, Wilson Terrace: Clerk to ask Mr. Close to look at this given the high cost of a replacement lock.
- Opening for Spring/Summer: The Clerk reported that she had had to open the toilet block at Wilson Terrace early (due to the availability of the contractor) and asked for agreement to ask the cleaner to start work earlier in the year than normal. Members agreed that the Cleaner be asked to work an additional two-three hours to cover the additional period.

(2) Allotments: The following matters were considered -

- Complaint re. rabbits entering through perimeter fence: Clerk to ask PNAA to carry out its annual inspection and to report on any materials needed.
- Request for siting of storage box on Allotment Plot: Agreed on a temporary basis.
- Update re deposits: The Clerk reported that the first deposit due had now been paid. She had also carried out some research on the charging of deposits generally and a number of other Councils did charge deposits. Deposits would be listed separately on the allotment register.
- Update re PNAA: Members noted that the PNAA had now obtained sufficient members to continue for the current year.

(3) Meadows: The following matters were discussed -

- Update - café bar/storage: Cllr. Kirkby provided an update as follows -
  - Planning permission obtained. A condition was included which asked for three trees to be planted to replace the one that needed to be removed and trees had been sourced free of charge by Ms. Bamford. The Clerk was asked to formally thank Ms. Bamford.
  - Initial work had started pm 1<sup>st</sup> March with the one shed being removed and some wood now stored in the Council's container on site.
  - Groundworks to start on 7<sup>th</sup> April.
  - Soil removed now not to be taken to below bike track but would be used between the new barn and the proposed building.



- Fund-raising page now set up by Sheep Music and currently £2725 of the £5000 needed had been raised. Clerk would check to make sure the page was on the Council's social media pages.
- Update – Brilliant Basics Grant (paths): The Clerk confirmed that the detailed submission had been provided to the County Council which had now submitted the full grant application. Cllr. Baynham reported that she was still trying to arrange a meeting with the County Council Officer regarding the short length of path at the Mill end of the footpath. The Clerk would provide Cllr. Kirkby with a copy of the submission.
- Request from Scouts to site 20ft storage container: Members were concerned that the proposed site would be very visible and also at the need for a container of the size proposed. The Clerk was asked to reply asking if alternative storage could be considered (smaller container/wooden shed) and also if the storage could be sited behind the Scout Hut where it would be less visible or possibly adjacent to the Council's current storage container.
- Cllr. Kirkby suggested that he assess the need for storage of not only the Scouts but also the Norton Hub (which had approached the Council about storing some items in the Council's storage container. This was agreed. He would report back to a future meeting.
- Use Request – Regular Fitness Classes on Tuesday Evenings: Agreed however it was noted that not all regular users donated towards the upkeep of the building or electricity costs and the Clerk was asked to write to all users reminding them that donations were encouraged and that if donations were not made then a formal charge for use would have to be considered.
- Eddie's Meadow Bench: Old bench now removed and new bench could now be put in place.
- (4) Nature Reserve Matters: Cllr. J. Ramsay had given a general update via email as follows –
  - All tasks in hand: pond plants planted; Spring tasks will include upgrade of the gravel access path.
  - Tool sharing agreed to be too administratively complex, will not be pursued.
  - The mature Crimean pine in the primary school grounds, a major visual feature of the landscape adjacent to the reserve, has been drastically cut, apparently on safety grounds as advised by the County Council.
- (4) Renewal of Electrical Certificate – Norton Kiosk: Members noted the quote received and asked that a further quote be obtained.

#### **MIN 4458 CORRESPONDENCE/GENERAL ITEMS**

- (1) Leisure Centre Update: The Working Group had met again and discussed possibilities and suggestions for maximising revenue and also for areas of the finances that needed more information. Cllr. Baynham read the list compiled from the meeting and it was agreed that the Clerk circulate this for Members to add additional comments prior to Cllr. Baynham submitting it to the County Council.
- (2) Report on Fire Service Webinar: Cllr. Kirkby had attended this webinar and gave a short report on matters discussed and questions raised. He had asked if there were any proposals to close local stations and had been told not at present although it had later been advised that nothing was 'off the table'. It had also been stressed that the number of times attendance had been needed at wild fires had greatly increased and Cllr. Kirkby had suggested that special crew be trained to deal with these instances. Cllr. Baynham confirmed that County Councillors had also obtained a briefing from the Fire Service.
- (3) Christmas Trees on Shops 2025: The Clerk advised that the volunteer who had previously installed the trees was no longer willing to do so. Agreed that this be considered when discussing the renewal of the Christmas lights later in the year.
- (4) VE Day: Cllr. Baynham had spoken to the Memorial Hall Committee and it had agreed to hold a street party style celebration on 11<sup>th</sup> May. Cllr. Owens stated that he would consider providing a donation towards the event from his Mayor's Allowance.
- (5) Report on March Town Council Surgery: Cllrs. Preece and Kirkby had attended and had received just two visitors but with a number of issues raised. One issue (loud exhausts) was a police matter and the Clerk would pass on the details to the police. The other matters related to highway and footpath issues and the Clerk would report these to the County Council and provide Cllr. Baynham with details.

The Clerk reminded Members to make the public aware of any matters the responsibility of the County Council as had been done at the March Surgery.

Cllr. A. Ramsay agreed to attend the April Surgery.



The Clerk had received a message from the Farmer's Market organisers regarding a table for future months with the smaller room now being run by the Memorial Hall Committee. Cllr. Kirkby advised that he had been told that a table would be available each month.

(5) Senedd Constituency Review Final Determinations: Members noted the final decision on the new constituency which would include Brecon and Radnor.

#### **MIN 4459 COUNTY COUNCILLOR REPORTS**

Cllr. Baynham reported the following –

- New Political Group in the County Council, the Reform Group.
  - Many potholes filled locally in recent weeks with some exceptions and she was meeting with the Highways Officer shortly to discuss those remaining.
  - New Bus Shelter in Presteigne.
  - Attendance at Social Care Workshops.
- School Catchment Review with Cllr. P. Roberts and Director of Education provided with a tour of the John Beddoes feeder primary schools.

Cllr. Edwards reported that she too was chasing multiple pothole repairs.

#### **MIN 4460 URGENT BUSINESS INFORMATION**

(1) Warden Guardian Foundation 27<sup>th</sup> March. Cllr. Kirkby could not attend. Cllr. Owens would try to attend.

(2) Community Banking Provision: Cllr. Kirkby advised that sessions would take place on Tuesdays in the Assembly Rooms. The Clerk would put details on the Council's social media pages.

(3) Sheep Music Grant Application: Cllr. Kirkby advised that the group was submitting a grant application for new equipment and it was agreed that the Clerk write a letter of support.

The meeting closed at 9.55 pm.

PNTC  
2024/25

Expenditures	Final 2024/25	Budget Update to end March 2025
<b>Council Administration Costs</b>		
Mayor's Allowance ( NB inc unspent amount from 23-24)	1000	1459.32
Mayor's Expenses (some spend from 23/24 budget inc allowance)	500	0
Clerk's Salary PAYE inclusive. <b>See note 1</b>	28880	29,379.43
Audit Fee (Internal and External)	350	492
Insurance (3 year agreement exp. 2/9/25)	1550	1534.62
Membership of SLCC	250	288
Stationery & Computer Sundries/Petty Cash inc computer repairs	800	720.70
Video Conferencing Licence (zoom)	130	129.90
One Voice Wales Annual fee	575	582
Training/Conference Fees for Clerk (reserve held)	0	72.50
Travelling Expenses	150	58.05
Election Expenses (reserve held)	0	0
Remuneration of Councillors/Cllr Expenses.	0	559.90
Councillor Training.	0	160
Information Commissioner Data Registration	35	35
Website (funded via advertising income)	0	252
Bank Charges Treasurer Account	110	101
	<b>34,330.00</b>	<b>35,824.42</b>
<b>Donations and S137s</b>		
Air Ambulance	250	250
British Legion (Remembrance Wreaths)	75	75
East Radnorshire Care	2000	2000
Memorial Hall	1000	1000
Mid Border Arts	1500	1500
Norton Community Trust	2000	2000
Norton Community Trust (Fireworks)	400	400
PACDG	250	250
Presteigne Festival	1250	1250
Presteigne Fireworks Display (Sheep Music)	500	500
Presteigne & Norton Community Support	250	250
The Judge's Lodging Trust Ltd	2000	2000
Powys CAB	200	200
The Samaritans	250	250
Youth Project	1000	1000
Miscellaneous	500	0
	<b>13,425.00</b>	<b>12,925.00</b>
<b>Ongoing Projects:</b>		
Anchorage Test for Xmas Lights	125	to allocated reserve
Toilet Blocks (2) (reserves to be used for any excess)	10000	9362.86
Funding twds Town Library Service (reserve held)	0	0
Presteigne Christmas Lights (installation/balance twds renewal)	2000	1226.55
Wildflowers/ Bulbs/Verges/Roundabouts - reserve held	0	80
Street Lighting/Dark Skies Project	0	0
Climate Crisis Project Grants (unspent reserve held)	0	via allocated reserve
Regular Updating of Website	300	0
New Street Cleaning Arrangements - unspent 23-24 to allocated reserve	250	0
Storage Container	1000	purchased in 2023/24
	<b>13,675.00</b>	<b>10,669.41</b>
<b>New Projects 2024-25</b>		



PNTC  
2024/25

Expenditures	Final 2024/25	Budget Update to end March 2025
Council Laptop	750	630.11
Christmas Lights, Norton	500	284.55
Maintenance and Tidy Up, Norton - inc painting of kiosk/benches	500	500
Maintenance Presteigne & Norton inc grass cutting	1000	0
	<b>2,750.00</b>	<b>1,414.66</b>
<b>Went's Meadow Site inc MUGA etc, Eddie's Meadow</b>		
Weekly Inspections (inc defib checks)	1650	1444.00
General Maintenance	1500	3638.41
Dog Bags (bulk buy twds end of 23/24)	1750	1050.50
Grass Cutting/weed killing	3600	4410.38
Professional Inspections	225	225.50
MUGA / New Barn Reserve	2000	to allocated reserve
Allotments (funded via rental income)	0	see below
Utilities	350	334.53
Misc.(to include bank charges)	200	271.45
	<b>11,275.00</b>	<b>11,374.77</b>
<b>TOTAL EXPENDITURE</b>	<b>75,455.00</b>	<b>72,208.26</b>
<b>Monies Allocated to Specific Reserves</b>	2125.00	
<b>Spending not within original budget</b>		
Allotments (funded via rents/reserve)		963.42
Fold Farm DMMO		80.17
Climate Crisis Grant - Community Garden		249.00
Climate Crisis Grant - Knighton Men's Shed -boxes E/Meadow		90.00
Climate Crisis Grant - Eco event Nature Reserve		220.70
Nature Reserve inc tree felling		184.63
High Street Refurbishment (grant funded)		49,892.39
Storage Container keys		7.50
Lugg Bridge		9.11
War Memorial Clean		650.00
Norton General Works (using allocated reserve)		363.70
Renewal of Green Bin		60.00
Climate Crisis Grant to Presteigne Little People's Playgroup		250.00
Climate Crisis Grant Presteigne Baptist Church		25.00
	VAT Treasurer	935.05
	VAT Meadow	1928.54
<b>Grand Total Actual Spend (as per accounts )</b>		<b>128,117.47</b>
Check Totals		
Treasurer	113,666.11	
Meadow	14,451.36	
	<b>128,117.47</b>	



2024-25- Project Balances at 31st March 2025		(Prior to 2025-26 Precept)	
Meadows (as bank balance)	8,464.38		
allotment monies (Held in Meadow Acc) £2047.61	-		
Warden/Eddie's Meadow Reserve Fund (as bank balance)	1058.77		
Remuneration of Councillors	1176.00		
Councillor Training	472.50		
Wildflower Mix / Bulbs	151.16		
Website	1212.00		
Christmas Lights Anchorage Testing	573.80		
Renewal of Christmas lights	1177.95		
Toilets (both blocks)	29506.91		
Election Fund	6859.92		
Norton Lights	365.45		
Clerk's Training	233.00		
Devolved Services inc library	5854.00		
Xmas Lights Annual Costs	1228.25		
Norton General	0.00		
Dark Skies/Street Lighting NEW	1,111.40		
Climate Crisis Grants	1149.87		
MUGA/New Barn	15250.00		
Storage Container	599.00		Move to MUGA/Barn??
	<b>76,444.36</b>		
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			
Bank Balances at 31st March 2025			
8,464.38	Meadow		
58,553.71	Treasurer		
34,439.76	General Reserve		
1058.77	Warden Reserve		
2,473.63	Capital Account		
50,000.00	Money Market Account		
0.00	less cheques to clear		
0.00	projected spend to year end N/A		
-20000.00	Lottery Grant not spent		
-13000.00	Free reserves allocated for 25-26 Budget		
2864.22	VAT refund currently due		
<b>124854.47</b>	Projected Year End Balance		
Ear marked Reserves			
	76444.36		
Total Minimum Level Free Reserves	22,275		2025-26 Budget
Total Maximum Level Free Reserves	89,098		
98719.36			
Minimum Total Balance rec'd Practitioners Guide (min. free reserve + allocated reserves)			
165542.36			
Maximum Total Balance recommended - max free reserve plus allocated reserves			
NB ring fenced reserves - spending allowed on capital items only		£29,379	
Included in overall reserve balances			



CAPITAL MONIES				
(From proceeds of cemetery land)				
Initial Balance		40,000		
<b>Expenditure</b>				
laptop (July 2020)		492		
contribution twds additional land purchase cemetery (2020)		5000		
storage container 2024		2901		
laptop (June 2024)		630.11		
fire retardant paint treatment for new barn 2024		1326.03		
new allotment pump/parts 2024		271.45		
Total Capital Spent		10620.59		
<b>Balance</b>		<b>29,379</b>		
NB This is not an allocated reserve but a record of monies held that are required to be spent on capital				
<i>During 2025-26 £3000 spend due on new storage, £3000 on new paths which can reduce the above capital total.</i>				