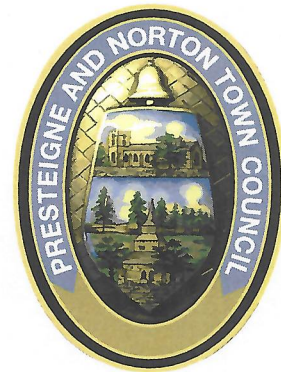


**Cyngor Tref Llanandras a Norton  
PRESTEIGNE AND NORTON TOWN COUNCIL**

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Clerk, Mrs Tracey Price  
Garn Farm  
Chapel Lawn  
Bucknell  
Shropshire  
SY7 0BT

Email: [pntc@hotmail.com](mailto:pntc@hotmail.com)  
Telephone: 01547 528575



9th May, 2024

Dear Councillor,

There will be a meeting of Presteigne and Norton Town Council on **THURSDAY 16th May 2024 at 7.00 p.m.** at the Judge's Lodgings, Broad Street, Presteigne and you are hereby summoned to attend.

Following the election of Mayor/Chairman and Deputy Mayor/Vice-Chairman the meeting will adjourn and **re-locate to the East Radnorshire Day Centre**, Scottleton Street, Presteigne.

*PLANNING APPLICATIONS (IF ANY) SHOULD BE VIEWED ONLINE BEFORE THE MEETING.*

Zoom Joining Information –  
<https://us06web.zoom.us/j/85750239439?pwd=LnO3RYbg49zWoa6l0iWchesUnL1Wel.1>

Meeting ID: 857 5023 9439 Passcode: 973419

Or dial by your location - 0203 901 7895 United Kingdom

Find your local number: <https://us06web.zoom.us/j/85750239439?pwd=LnO3RYbg49zWoa6l0iWchesUnL1Wel.1>

*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.*

The public and press are cordially invited to attend the meeting.

Yours sincerely

Tracey Price  
**TOWN CLERK**

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**AGENDA**

**ANNUAL MEETING**

**1. APOLOGIES**

Agenda.16.05.24

Page 1 of 6

## **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. ELECTION OF TOWN MAYOR/CHAIRMAN FOR 2024/25**

And signing of declaration of acceptance of office.

## **4. APPOINTMENT OF DEPUTY MAYOR 2024/25**

## **5. REVIEW OF MEMBERSHIP OF COMMITTEES/WORKING GROUPS.**

Sites and Buildings Committee (5) plus outside representatives for Meadow matters (3) and allotments (1).

The following are the current non Councillors – Gareth Graham. Richard Rimington, Susan Robson (PNAA rep)(Cllr. Kirkby was an outside representative but has rejoined the Council)

Staffing Committee (5)

Climate Crisis Committee – (see separate report)

- To review whether to continue with the Committee
- To consider the name of Committee and to consider the Committee's own suggestions for updating the Terms of Reference (if the Committee continues only). These being  
*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 appoint membership (4 – plus 2 outside representatives) (if Committee continues only).
- To agree to the Committee's request to review its own terms of reference in full (if Committee continues only).

Library Services Working Group (5)

LDP Working Group (4)

Broadband Working Group (currently 2)

Leisure Centre Working Group (numbers flexible)

Grant Awarding Policy Working Group (4)

Dark Skies/Street Lighting Working Group (2 - plus one non Council Member)

Allotment Liaison Member (1)

Youth Representation Member(s)(2)

## **6. REVIEW OF APPOINTMENT OF COUNCIL REPRESENTATIVES TO OUTSIDE BODIES**

Presteigne Primary School (1)

One Voice Wales (2)(Mayor and Deputy Mayor)

Presteigne Area Community Development Group (1)

## **7. REVIEW AND CONFIRMATION OF COUNCIL DOCUMENTS**

- (a) To review and approve Council's Standing Orders. Including to re-affirm the serving of the meeting summons and associated papers via email.  
To consider whether printed copies should continue to be provided for meeting or posted.
- (b) To review and approve the Council financial regulations, debit card policy and internet banking policy.
- (c) To review all other Council Policy Documents (e.g. Freedom of Information, Data Protection, Social Media, Complaints). Documents can be found at <https://presteigne.org.uk/town-council/council-regulations>  
  
No changes proposed.
- (d) To confirm continued adoption of the revised Code of Conduct.  
(under Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016)
- (e) To confirm remuneration payments that may be claimed by Councillors in 2024/25.
- (f) To confirm the grant awarding policy/procedure for both general and climate crisis grants.
- (g) To review production and distribution of second Annual Report.

8. **MEMBER ATTENDANCE** To note Member attendance records for 2023/24.

## **9. GENERAL POWER OF COMPETENCE**

To note that the Council is unable to declare itself a 'competent' Council as it does not meet all three of the qualifying criteria which are -

- a) at least two-thirds of the total number of members of the council have been declared to be elected, whether at an ordinary election or at a by-election.
- b) the clerk to the council holds such qualification or description of qualification as may be specified by the Welsh Ministers by regulations.
- c) the council has received unqualified auditor's opinions from the Auditor General for Wales, for two consecutive financial years.

(Qualifications b and c have been met but the first qualification has not been met.)

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

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**AGENDA**  
**ORDINARY BUSINESS MEETING**  
(to follow immediately after Annual Meeting)

*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.*

**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 17th April 2024 are a true and accurate record and authorise the Chairman to sign the Minutes as such.

**4. CLERK'S REPORT AND UPDATE ON OUTSTANDING ITEMS**

From the Meeting of 17th April. Also to receive the Clerk's Report.

**5. FINANCE**

a) Donations: To approve the following grants/donations – none this month.  
To note letters of thanks from Presteigne Community Garden and Powys Citizens Advice Bureau.

b) Payments: to approve the following payments –

Mrs T. Price (salary) (inc allotment hours for 2023-24)	£1887.41
HMRC (Tax/NI)	£775.04
NEST (Pension)	£146.30 DIRECT DEBIT
T. Lloyd-John	£654.23
N. Close	£20.00
N. Close	£152.00 MEADOW ACCOUNT
Highground Maintenance	£449.69 MEADOW ACCOUNT
Knighton Men's Shed (insect hotels)(climate crisis fund)	£90.00
Artisan Print (Fold Farm)	£12.79
Artisan Print (Fold Farm)	£35.76
Amazon (graffiti spray)(refund T. Price)	£13.00 MEADOW ACCOUNT
EDF Energy (final bill – Wilson Terrace)	£32.98
British Gas Lite (first bill – Wilson Terrace)	£16.52
Presteigne Building Supplies	£230.47 MEADOW ACCOUNT
EDF Energy (Barn)	£20.45 MEADOW ACCOUNT
EDF Energy (Hereford Street)	£63.20
HSBC (Bank charges – Treasurer)	£8.00

- |  |        |                |
|--|--------|----------------|
| HSBC (bank charges)                          | £10.00 | MEADOW ACCOUNT |
| Information Commissioner (data registration) | £35.00 |                |
- c) Receipts: Powys County Council 1<sup>st</sup> Precept Payment £25,252.32  
Allotment Rent £140.00
- d) To receive the internal audit report on the accounts for 2023-24.
- e) External Audit/Annual Return and Governance Statement: To consider and approve the Annual Return and Annual Governance Statement 2023/24 for submission to the External Auditors together with associated papers. Clerk's Report 2b.
- f) Bank Balances as at 4th May 2024:
- |                          |            |                          |            |
|--------------------------|------------|--------------------------|------------|
| Treasurer                | £47,583.99 | Money Manager            | £33,845.68 |
| Meadow                   | £7076.78   |                          |            |
| Warden Reserve           | £1038.83   | Capital Reserve          | £126.07    |
| Money Market Account (1) | £20,204.94 | Money Market Account (2) | £31,000.00 |
- g) To review the signatories on bank mandate form.
- h) To approve the following bank transfers –
- |                                     |            |                       |
|-------------------------------------|------------|-----------------------|
| Treasurer Account to Meadow Account | £11,275.00 | Annual Precept amount |
| Treasurer Account to Meadow Account | £1739.79   | VAT Refund            |
- i) To note the new money market account (£20,000 plus interest) has been re-invested in a new five month money market account to September 2024.
- j) To receive the report of Cllr. Baynham on use of the balance of the Mayor's expenses for 2023/24.

## 6. PLANNING

- a) To consider the following applications:- None at issue of agenda.

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.

## 7. HIGHWAYS, HOUSING AND ENVIRONMENT

- a) Dark Skies Project Update. To review possible locations for signs.
- b) Climate Crisis Update: To include –
- locations for hedge/wildflower signs (as emailed 25<sup>th</sup> April).
  - Possible solar panel grant for Public Toilets.
  - 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) Clatterbrook Footpath: To note the Officer's reply. Clerk's Report 4a.
- d) Update re. Fold Farm DMMO Application.
- e) Presteigne Car Parking Arrangements To consider the report provided.
- f) Further damage to Lugg Bridge.

## 8. NORTON

- a) Community Trust Update.

## 9. SITES AND BUILDINGS

- a) Public Conveniences: To receive any update from the Clerk.

- b) Allotments: To receive an update on vacant plots.  
 To consider quote for replacement parts for allotment pumps.  
 To receive an update on rent payments.  
 To receive an update on the grant for raised beds etc.  
 To consider weed control covering for vacant plots  
 To note temporary closure and consider repairs to pedestrian bridge onto site.(also closure of second bridge on Lower Went's Meadow and possible removal)
- c) Meadows: To consider the following –  
 Use Request for 8<sup>th</sup> June – Fitness Day/Music (private instructor)  
 Use Request for 29<sup>th</sup> May – Create play session (commissioned by PCC)  
 Use Request for Powys Radnor Federation WI Murder Mystery/Picnic: 14<sup>th</sup> or 15<sup>th</sup> August.  
 Use Request for Create Play (on behalf of PCC) 29<sup>th</sup> May 10.30am to 12.30pm.  
 Update on Work Day and remaining items to be completed (Cllr. Preece). See Clerk's Report 3a.  
 To consider obtaining quotes for any major items remaining.  
 To consider plan for minor items.  
 To consider a date for the next Sites and Buildings Committee and any items to be considered.
- d) Nature Reserve: To consider any matters requiring attention including leaning/fallen tree.

**10. CORRESPONDENCE/GENERAL ITEMS**

- a) Leisure Centre Update.
- b) Presteigne Memorial Hall Update.
- c) EMERTS/Air Ambulance Update. Produced by Builth Wells TC for One Voice Wales (see April meeting papers) and letter from Wales Air Ambulance Charity (as emailed 8<sup>th</sup> May).
- d) Further Reply from WAST re. response times/first responders.
- e) Sustainable Powys Briefing Notes; To receive the briefing notes and consider any action/comment needed. Produced by Builth Wells TC for One Voice Wales.
- f) Broadband Update and Report on Meeting 13<sup>th</sup> May with PCC. Also to note letter from resident of Slough Road

**11. COUNTY COUNCILLOR REPORTS**

**12. COUNCIL VACANCIES**

To receive an update on the two vacancies/co-option.

**13. URGENT BUSINESS INFORMATION ONLY ITEMS (at discretion of Chair).**

**Enc.** *Minutes from April Meeting, Annual Governance Statement and External Audit Papers, Clerk's Report May.*

## Climate Crisis Committee – Review

There are a number of considerations for the Annual meeting. These are -

- To review whether to continue with the Committee and if so then
- To consider the name of Committee
- To consider the Committee's own suggestions for updating the Terms of Reference (if the Committee continues only). These being
  - 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 appoint membership (4 – plus 2 outside representatives)
- To agree to the Committee's request to review its own terms of reference in full.

1. Need for Committee/Name of Committee: As requested by the Committee I have looked at other Councils to see if they have this type of committee.

Llandrindod, Builth, Welshpool – no committee. Working Groups used as needed.  
Brecon - Working Group formed as and when needed.  
Newtown – Economy and Environment Committee.

Outside immediate local area –  
Sheringham TC – Community and Climate Committee  
Folkestone TC – Climate and Environment Committee  
Thornbury TC - Climate and Nature Committee  
Abergavenny TC – Environment Committee  
Didcot TC - Environment and Climate Committee  
Tiverton TC – Climate Change Committee

There was also mention of the TC Climate Crisis Committee sitting as a sub committee under Sites and Buildings. I see no logical reason for this. A sub committee by definition deals with matters its parent Committee wishes to delegate and that fall within the remit of that parent committee. (i.e with the suggestion made it was to sit under sites and buildings so it would only be sites and buildings matters).

I did not find any climate committees sitting as sub committees. All were stand alone. To structure the Committee as a 'Sub Committee' would restrict it and prevent it from considering other matters, for example the current discussions on wind farms in Mid Wales and so wind farms generally, energy efficiency, recycling and support/help with local initiatives (the general energy audit carried out via PAVO for example). It would not be able to work with the Leisure Centre on a solar panel project. As things stand it can produce reports on Council matters (such as the hedges) for consideration but it can also, if the need arises, consider wider issues – the climate crisis does not just relate to Town Council sites. The proposed update terms of reference above would immediately be incorrect (including solar panels/wind turbines) if a Sub Committee was formed.

If the committee is to continue then it would be most logical and allow most scope for it to do so as a Committee in its own right. This will enable it to report to Full Council and if needed to Sites and Buildings.

Alternatively it could be changed to a Working Group which would be more flexible regarding meeting arrangements/timings but of course not carry the weight of a regular Committee.

A quick check of the PCC site (a much larger Council) reveals only a very few Sub Committees.

2. Updated Terms of Reference: The immediate changes put forward seem to be sensible and fit in with those currently within the terms of reference.
3. Full Review of Terms of Reference: The original terms were drawn up with the deliberate intention of being broad in order to give the Committee scope to consider as wide a remit as it wished to in relation to climate matters. To define the terms more precisely would mean that the Committee would be more tightly restricted on the topics it could cover. Ordinarily I would expect the Council to define the remit of a committee, it is for Council to determine what it requires the Committee to consider but I see no problem with the Committee making suggestions if Members are happy that it does so.
4. Finally the Committee currently has no designated budget for any activities it may wish to consider. In future budgets Council could consider allocating a small budget for the Committee to draw on subject to Council approval on the specific project/amount).



**PRESTEIGNE AND NORTON TOWN COUNCIL**  
**MEMBER ATTENDANCE 2023-24**

	Possible	Actual Attended	%
<b>NORTON WARD</b>			
Cllr. Deb Edwards	14	13	93
Cllr. Lewers Firth	9	7	85.5
Cllr. Andre Van Huls	14	14	100
Cllr. John Wilding	14	12	85.7
<b>PRESTEIGNE WARD</b>			
Cllr. L. Abecasis	14	6	4
Cllr. Rose Bamford	6	3	50
Cllr. Beverley Baynham	14	14	100
Cllr. Juliet Grey	9	6	66
Cllr. T. Owens	14	14	100
Cllr. Jem Poster	6	5	83
Cllr. Fiona Preece	14	13	93
Cllr. Mark Price	14	13	93
Cllr. Mark Williams	14	11	78.6
Cllr. C. Kirkby	3	3	100
Cllr. James Ramsay	3	3	100

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

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**MINUTES OF THE MEETING HELD ON 17<sup>TH</sup> APRIL 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, F. Preece, C. Kirkby MBE, J. Ramsay (via video link), L. Abecasis, M. Williams (via video link).

Apologies: Cllr. J. Wilding.

In Attendance: Mrs T. Price, Town Clerk. One member of the public.

Prior to the start of the formal meeting Cllr. Baynham announced that the Council had been successful in the recent One Voice Wales national awards, winning the Sustainability Category with the Dark Skies Project and receiving commended awards in the Annual Report and Environmental categories.

She also reminded Members of the need to ensure that the Clerk was kept advised of the work of any volunteers and that records needed to be provided each time volunteers were on any of the Council sites with details of names, addresses, times on site and work to be carried out. Without this any volunteers would not be covered by the Council's insurance.

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. Ramsay re planning applications 24/0285/LBC and 24/0284/FUL, owner of land adjacent to application site therefore any decision made could affect his well-being or financial position.*

**MIN 4324 APPROVAL OF MINUTES**

The Minutes of the meeting held on 20<sup>th</sup> March, 2024 were approved without amendment. The Chairman duly signed the Minutes.

The Minutes of the Climate Crisis Committee meeting held on 3<sup>rd</sup> April, 2024 were approved without amendment. The Chairman duly signed the Minutes.

**MIN 4325 UPDATE ON OUTSTANDING ITEMS**

(1) Flooding, Slough Road: Cllr. Baynham reported that the Highways Department had now carried out investigations in the area and had identified an issue with run off into a soakaway. It was hoped to carry out some capital works in the Summer holiday period to alleviate the problem.

(2) Warden Guardian Foundation: Cllr. Kirkby had attended the recent AGM and gave a short report. He praised the support and assistance given to the Foundation by the County Council Officer responsible for the site.

(3) Sign at Maes Corton: A replacement had been promised but was not yet in place. The Clerk would chase.

(4) Return of the Sleeping Dragon: To return to the site on 27<sup>th</sup> April at 3pm.

(5) Welsh Water Phosphate Permit: It was noted that this had been granted.

(6) Clearance of Pathway, Back Lane: This had been cleaned and tidied by the Guerrilla Gardeners after the Clerk forwarded a request from a resident. Thanks had been sent from the Town Council

**MIN 4326 FINANCE**

(1) Donations: The following precepted donations were confirmed:-

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

Members also confirmed that the donation to the Wales Air Ambulance also be paid as precepted.  
Wales Air Ambulance £250.00

Application to Climate Crisis Grant Fund – Presteigne Community Garden: Members considered the application for £249.00. Members noted that the group had formed a Community Interest Company but were concerned that the site was not easily accessible for those on foot. Cllr. Kirkby proposed that the donation be agreed and this was seconded by Cllr. Ramsay and agreed unanimously subject to the group being asked to look at ways of improving access to the site.

Presteigne Community Garden £249.00

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

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
Zoom (annual subscription)	£155.88	
Amazon (wood stain for Barn)	£19.99	MEADOW ACC
L. Stephens (internal audit fee)	£92.00	
C. Kirkby (refund of expenses)	£27.00	

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

Allotment Rent (£168.00 in 23/24, £28 in 24/25)	£196.00	MEADOW ACCOUNT
Powys County Council (final sum - wildflower grant)	£2601.97	
HM Revenue & Customs (VAT refund)	£9030.11	

(4) Money Market Bonds: It was agreed that the Clerk re-invest the bonds in further three or six month accounts depending on the interest rates available at maturity.

(5) Annual Accounts 2023/24: Resolved that the annual accounts be approved.

(6) Internal Audit: Members noted that the accounts papers were currently with the internal auditor. The Clerk advised that the audit was complete and that the full report would be presented to the May meeting.

(7) VAT return for 2023/24: Noted as submitted.

(8) Independent Remuneration Panel Information: Members noted that the annual return to the IRP had been submitted.

(9) Budget Update to end of March 2024: Members noted the update as provided.

(10) Review of Year End Project Balances: Members reviewed the year end balances and allocated reserve information. It was agreed that the surplus from the Tree Hub project be transferred to the Climate Crisis Grant Fund and the balance of £100 in the footpath repairs fund be returned to general reserves. The

free reserve balance was at three months expenditure and this was considered adequate given that allocated reserves were in place for ongoing projects.

(11) Purchase of Laptop: Agreed that the Clerk proceed to purchase a new laptop within the budget allocated.

(12) Mayor's Expenses/Allowance: Cllr. Baynham advised that she hoped to use her Mayor's Expenses in part to purchase two two-seater benches and asked if these could be sited on the Nature Reserve. This was agreed and Cllr. Baynham asked Cllr. Ramsay if he could meet her to discuss their exact locations on the site. She added that with the remaining monies she intended to make a donation to the Sleeping Dragon Fund. The Clerk would purchase the two seats and advise Cllr. Baynham of the balance remaining.

(13) Tree Group Community Engagement Day: It was agreed that the Tree Group could organise this event on behalf of the Town Council on the Nature Reserve. The Council would provide funding of £200 plus 45p per mile travel expenses for the event.

## **MIN 4327 PLANNING**

(1) Planning applications: The following applications were considered:-

*Cllr. Edwards left the room for the duration of the following items.*

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. Resolved no objection be raised.

*Cllr. Ramsay was placed in the online waiting room for the duration of the following two items.*

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. Resolved to make the following comments -

The application appears to relate to two developments and the Council feels it would have been clearer for two separate applications to be made. Members agreed the following - Timber Frame Outbuilding: The Council is disappointed that this has been applied for retrospectively; otherwise no objections. Manager's Cottage: the Council is disappointed that this has been applied for retrospectively; the retrospective nature means no professional bat or reptile survey was carried out prior to development; application says no reptiles but area is known as a slow worm site; the comments of Natural Resources Wales regarding the connection for foul flows from the development were noted. Other than the above comments the Council has no objections providing the Built Heritage Officer is satisfied.

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. Resolved to make the following comments - The application appears to relate to two developments and the Council feels it would have

been clearer for two separate applications to be made. Members agreed the following - Timber Frame Outbuilding: The Council is disappointed that this has been applied for retrospectively; otherwise no objections. Manager's Cottage: the Council is disappointed that this has been applied for retrospectively; the retrospective nature means no professional bat or reptile survey was carried out prior to development; application says no reptiles but area is known as a slow worm site; the comments of Natural Resources Wales regarding the connection for foul flows from the development were noted. Other than the above comments the Council has no objections providing the Built Heritage Officer is satisfied.

*Cllr. Ramsay returned to the meeting.*

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. Resolved to comment that the application states it is not a new build although it is. Also to note that there is a mature oak tree sited on the opposite side of the lane but whose roots may reach across onto the site. Care should be taken to not damage the root system. Otherwise no objections.

*Cllr. Edwards returned to the room.*

(2) Planning Decisions: No decisions this month.

(3) Email from Llandrindod Wells Town Council requesting support in a request for a referendum on wind turbine developments in Powys: Cllr. Baynham made Members aware that the request had already been refused by the Chief Executive of the County Council who had stated that the consultation process was in the hands of Welsh Government and that the role of the County Council

was to provide technical advice/comment. Under the circumstances Members suggested that an approach to Welsh Government would be more appropriate. The Clerk would write to the Llandrindod Wells Town Council with this suggestion.

#### **MIN 4328 HIGHWAYS, HOUSING AND ENVIRONMENT**

(1) Dark Skies Project: Members noted the update in the Clerk's Report on the intention of the Secondary School to include Dark Skies education within its science lessons. With regard to the dark sky signage the Clerk had now received a draft of the sign approved by Highways but the officer had requested what3words details for the potential locations before a more accurate estimate of costs could be obtained.

(2) Climate Crisis Matters: Members considered and agreed the following recommendations from the Climate Crisis Committee -

Confirmed the attendance of Cllr. Ramsay at future Climate Crisis Stakeholder Group Meetings.

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

Agreed that 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.

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

Noted the update on progress of nature reserve project. (Now managed under Sites and Buildings Committee).

Noted the Committee request for an updated hedge management policy.

Appointment of a representative on the Pethau Bychain Meetings (green network for Town and Community Councils): Deferred.

Places for Nature Top Up Packages: Deferred.

(3) High Street Grant: The Clerk provided a brief update to the project and advised that around eleven businesses had indicated that they wished to be part of the application. She hoped to finalise the application early the following week.

(4) Fold Farm DMMO Application: Cllr. Kirkby reported that he had obtained a further 58 witness statements (with two more expected) and had also drafted a supplementary document for further submission to the County Council. Members were pleased to learn of the additional statements and agreed that the additional response to the draft report be submitted. Cllr. Baynham would hand deliver the witness statements to County Hall the following week.

(5) Presteigne Car Parks: Deferred to the May meeting.

(6) Lugg Bridge Repair Update: Repair had now been completed.

(7) Request for additional works, Clatterbrook Footpath: The Officer had replied to the request for further works as follows '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.' The Officer would like to carry out some additional works but this would be with volunteers at some point in the future. Cllr. Kirkby stated that there was a further section that would benefit from stoning and the Clerk was asked to contact the Officer to ask if this could be done.

(8) Update on Cleaning of Pavement Slabs, Broad Street This should have been done but Cllr. Kirkby reported that the section from the Assembly Rooms to the Judge's Lodgings had not been cleaned. The Clerk would report this.

(9) Wilder Marches Consultation Project: Noted.

(10) Forest Management - Pryor & Rickett Silviculture Ltd; Consultation: Noted. No comment to be made.

## **MIN 4329     NORTON**

(1) Community Trust Update: A very successful open day had been held with many visitors to view the new facility. The foul water connection was now complete and much of the work was now complete. There would be an official opening in June. It was agreed that the Clerk and Cllr. Edwards arrange for the June Council meeting to be held in the new Hub. A letter of congratulations would be written to all those involved in the project.

(2) Weed Clearing; Thanks noted to Cllr. Edwards for clearing the pavement/roadside edges of weeds.

(3) Speeding in the Village: Cllr. Edwards reported that there had again been some complaints about this.

## **MIN 4330     SITES AND BUILDINGS**

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

Need for extra clean at Wilson Terrace Toilets: Agreed for an additional morning's work to provide a full Spring clean.

Update re toilet roll thefts: This had reduced for a time but had now re-started.

Recent graffiti in Hereford Street: This had largely now been removed.

(2) Allotments – The following matters were discussed –

Update on grant: Request submitted to County Council. Members agreed that they were happy for a composting area to be added to the request.

Completion of car park works: Completed successfully.

Update on vacant plots: Several had been re-let. Plot 36 remained vacant pending the grant application for raised beds and there was one further plot still to let. The Clerk would publicise that plot to try to get it let in the next few weeks.

Weed proof Covering: The PNAA had raised this for vacant plots. Members agreed not to act yet but to re-consider in May.

(3) Meadows: The following matters were discussed –

Request from Grass Cutting Contractor to change mowing regime: Members were disappointed that the current regime was not working but noted that this was the third year of the contract. It was agreed to change the mowing arrangements to every seven to ten days at the increased cost. Cllr. Ramay asked if mowing arrangements on the site generally should be reviewed. Cllr. Baynham replied that there were already areas left unmown on the site but that the remaining area was mown to provide an amenity area for football, dog walking etc.

Cutting of Back/Car Park Field: The Clerk had spoken to the Carnival Committee and the volunteer was willing to cut the field again in June prior to the Carnival.

Update on work day: Cllr. Preece update Members on the Work Day and approval was given for the purchase of stone (approx. £110) and refreshments for the volunteers.

Use Request MBA 26/27<sup>th</sup> July: Agreed.

Use by Chatterbrook WI 11<sup>th</sup> July (6-8pm): Agreed.

Request for works to improve access to bottom area of Meadow: Members noted the generous offer to improve the access and agreed that this work be done and to fund the purchase of the necessary stone at an approximate cost of £150.

(4) Nature Reserve Matters: Cllr. Ramsay reported on matters on the Reserve and that work was continuing. It was agreed that the site be added to the regular inspection list for the Council's sites. The Clerk would arrange this. The Clerk had brought for information the signs purchased as part of the wildflower grant and it was agreed that the larger round signs would be placed on the Nature Reserve with Cllr. Baynham liaising with Cllr. Ramsay over the exact locations and the small set to be placed on the Meadow. Cllr. Preece to keep those signs and possible locations to be considered when on site during the work day that weekend. Mr. Close would be asked to install if not done as part of the work day.

(5) Update re purchase of storage container: This had arrived on site but was not in position due to the wet condition of the ground.

(6) Community Storage/Bar Project: Cllr. Kirkby had investigated and if the project went ahead then planning permission would be required whatever the size of the proposed building. There was therefore no advantage in adjusting the size. With regard to funding he said that in the past the Town Council had contributed 10% (approx. £3000 in this case) of the cost of projects on the site but that he had identified grant funds that would provide most of the funding needed together with donations/crowd funding as needed. The Clerk advised that any commitment of funds would need to be on a future agenda so Members could give it full consideration.

Members then considered in some detail whether to proceed with the project. Cllr. Kirkby proposed the project go ahead, this was seconded by Cllr. Ramsay and proceeded to a vote. There were four votes in

favour of the proposal and five against. Cllr. Baynham did not cast her vote and the motion was defeated. The project would therefore not go ahead.

At this point Cllr. Kirkby indicated that he was extremely disappointed with the outcome of the vote and that he no longer wished to serve on the Council. He announced his resignation from the Council and left the meeting.

**MIN 4331 CORRESPONDENCE/GENERAL ITEMS**

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

(2) Memorial Hall Update: Cllr. Baynham reported on the most recent updates from both the County Council and the current acting Hall Committee. The formal expression of interest form had been completed by the Committee but more information had been requested including a formal constitution and terms of reference. The most recent emails from the Committee were read to the meeting. Members noted the request for the support of the Council in obtaining confirmation of the County Council intent to transfer the additional areas of land (BT site and old play area) and to ask for a timeline for the transfer of these areas and agreed that the Clerk should do this. This item would be on the agenda again in May for a further update.

Due to the length of the meeting the remaining agenda items were deferred until May.

**MIN 4332 COUNTY COUNCILLOR REPORTS**

None made.

**MIN 4333 URGENT BUSINESS INFORMATION**

None.

The meeting closed at 10.06pm.

# PRESTEIGNE AND NORTON TOWN COUNCIL

## CLERK'S REPORT - MAY 2024

### 1. INFORMATION –

a) No items for information only this month.

### 2. FINANCE

a) Note of thanks: Presteigne Community Garden has asked that I pass on their thanks for the donation agreed last month.

b) Annual Return to Wales Audit Office: Please do take a moment to look through your annual return papers. You will be required to confirm the annual governance statements made.

### 3. SITES AND BUILDINGS –

a) Meadow Work Day: Report from G. Graham –

Despite it being a beautiful day turnout wasn't large but we tackled a fairly large number of the jobs on the list considering.

RR and GL removed the blocks of the bbq down to a good base level and rebuilt it using bricks, they have been back since to complete the brickwork and have done a lovely job. The bent grill is with me and I can straighten it but the tray is beyond repair. I believe R is working on a design proposal to replace the metalwork which we may be able to discuss at the next meeting. The old blocks are in my yard and I will dispose of them at some point.

Cllr Preece sorted the refreshments and painted the side of the old barn. She was joined by a lady called OV who I think is Ukrainian and her daughter and they managed to do the whole slatted side of the barn and touch up some graffiti inside which was great. About half of the tin of paint is left.

HR repaired some of the cracks in the floor of the new barn.

JH representing Sheep Music came down and we cleared the bank between the two barns of a lot of brambles and nettles and cut the lower branches from the two trees. The bank is designed for sitting on during events so now people can shelter under the trees although the grass is still pretty rough. It would be great if high ground could mow/strim the bank if it can be done without much extra expense.

Cllr's Baynham and Edwards helped me burn two large piles of thorn trees which had been cut down a year ago which was much appreciated. OV and daughter also helped with this. RB joined later and we burnt the smaller bits left from the 2023 fruit tree pruning which still amounted to a large pickup load but fortunately burnt really cleanly as it was all lovely and dry. It was great that the tree surgeons had chipped the majority of it last year.

Some stone was put in the entrance to the field where the path leads to the day centre.

RB also built up the area behind backstage of the barn with the majority of the dumpy bag of stone and compacted it and used some of it to do a temporary repair on the path leading to the Withy beds as over the winter this had washed out to the membrane. Repairing the path could do with being on the sites and building agenda again which it probably already is. RB stayed on and fitted the chicken wire to the sleeper steps which was really good of him.

So we tackled a large number of jobs on the list. Two we didn't get to which stand out as more urgent than the rest are to remove some small graffiti in the new barn before it breeds and a small area of sunken paving in the garden as it is a bit of a trip hazard.

Thanks to everyone involved.

### 4. HHE –

a) Clatterbrook Path Works: Reply from PCC Officer was *'The contractor sent me photos of the new steps on the end of the bridge on Thursday (18<sup>th</sup> April) and all the barriers were removed then. When on site, myself and the contractor discussed the section in your 2<sup>nd</sup> photo and decided not to surface this section. The only bits of the path which have had imported stone is along the fence, where we have had to essentially build up the ground to provide the new path.'*