

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

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Mrs Tracey Price (Clerk)  
Garn Farm  
Chapel Lawn  
Bucknell  
Shropshire.  
SY7 0BT

8th January, 2025

Dear Councillor,

There will be a meeting of Presteigne and Norton Town Council on **WEDNESDAY 15th January 2024 at 7.00 p.m.** at the Assembly Rooms, Broad Street, Presteigne and via video conferencing, and you are hereby summoned to attend.

Join Zoom Meeting

<https://us06web.zoom.us/j/85494367011?pwd=NzoYwb1FbaLjPu5e5slydK9KNwEkQ.1>

Meeting ID: 854 9436 7011 Passcode: 052761

Dial by your location - 0203 901 7895 United Kingdom  
Find your local number: <https://us06web.zoom.us/j/85494367011?pwd=NzoYwb1FbaLjPu5e5slydK9KNwEkQ.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.*

**PLEASE NOTE IN THE EVENT OF BAD WEATHER THE MEETING MAY BE HELD ONLINE ONLY. PLEASE CHECK THE COUNCIL FACEBOOK/WEBSITE FOR ANY UPDATES.**

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. **PLANNING**

To consider any applications received –

24/1806/FUL Grid Reference: E:330958 N: 264912 Proposal: Erection of community building  
 Site Address: Went's Meadow, Knighton Road, Presteigne, Powys LD8 2BW. Note this is a  
 Town Council application. NB TOWN COUNCIL APPLICATION.

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.

**4. FINANCE**

- (a) Payments: to approve the following payments –
- |   |            |            |
|---|------------|------------|
| Mrs T.A. Price (pay)                      | £1630.80   |            |
| HM Revenue & Customs                      | £627.49    |            |
| NEST                                      | £150.64    |            |
| Highground Maintenance Ltd                | £449.69    | MEADOW ACC |
| T. Lloyd-John                             | £408.49    |            |
| High Street Grant                         | £3480.64   |            |
| High Street Grant (2)                     | £13,834.80 |            |
| T. Owens (refund expenses)                | £44.46     |            |
| Cartridge People (ink toner)              | £152.90    |            |
| Cartridge People (ink toner)              | £286.70    |            |
| Lyreco (office supplies)                  | £63.72     |            |
| Lyreco (toilet rolls)                     | £19.18     |            |
| British Gas Lite (Wilson Terrace Toilets) | £10.59     |            |
| One Voice Wales (training)                | £40.00     |            |
| HSBC (bank charges)                       | £8.00      | MEADOW ACC |
| HSBC (bank charges)                       | £10.00     |            |
- (b) Donations: To consider the donation requests from national/larger organisations as follows (balance in miscellaneous donations is £500) –
- |   |          |  |
|---|----------|--|
| Cerebral Palsy Cymru                          |          |  |
| Urdd National Eisteddfod                      |          |  |
| To confirm the following precepted donation – |          |  |
| Presteigne Memorial Hall                      | £1000.00 |  |
- (c) Receipts: To note the following receipts -
- |  |            |            |
|--|------------|------------|
| Powys County Council Third Precept Payment | £25,250.00 |            |
| Website Advertising                        | £169.00    |            |
| Sheep Music (planning application storage) | £115.00    | MEADOW ACC |
- (d) Review of Allocated and Free Reserves and Budget Monitoring to end December and noting of the current bank balances.
- (e) To set the Budget and Precept for 2025/26 including consideration of the following:
- Recommendations of Staffing Committee for Clerk's Salary/training costs.
  - Allocation of Grant Awards for 2025-26.
  - Recommendations of Sites and Buildings Committee re. Budget for Allotments, Meadows, Nature Reserve and Public Conveniences.
  - Possible New Projects 2025-26 including -
    - New website
    - Disabled Access Paths, Went's Meadow

- New Storage/Bar Building
- Christmas Lighting
- Dark Skies Project
- East Radnor Leisure Centre
- Car Parks/Parking
- Replacement Folding Tables
- Contingency

Use of Allocated or free reserves in 2025-26.

Review/Confirmation of Charges – Allotment Rent (next review for March 2026) and Website Advertising (from April 2025).

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

6. **DATE FOR LEISURE CENTRE WORKING GROUP MEETING**

Enc: Various Budget papers.

# PRESTEIGNE AND NORTON TOWN COUNCIL

## LIST OF BUDGET DOCUMENTS

Page	
1-2	Budget Update to end of December
3	Estimated Spending to Year End
4	Project Balances
5	S.137 payments List
6	Precept Raising Figures/Recent Precepts
7-9	Draft Budget

	Final 2024/25	Budget Update to end Dec 2024
<b>Expenditures</b>		
<b>Council Administration Costs</b>		
Mayor's Allowance ( NB unspent amount from 23-24)	1000	1414.86
Mayor's Expenses (some spend from 23/24 budget inc allowance)	500	0
Clerk's Salary PAYE inclusive. See note 1	28880	22,152.64
Audit Fee (Internal and External)	350	292
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	238.86
Video Conferencing Licence (zoom)	130	129.90
One Voice Wales Annual fee	575	582
Training/Conference Fees for Clerk (reserve held)	0	32.50
Travelling Expenses	150	58.05
Election Expenses (reserve held)	0	0
Remuneration of Councillors/Cllr Expenses.	0	143.90
Councillor Training.	0	160
Information Commissioner Data Registration	35	35
Website (funded via advertising income)	0	252
Bank Charges Treasurer Account	110	75
	<b>34,330.00</b>	<b>27,389.33</b>
<b>Donations and S137s</b>		
Air Ambulance	250	250
British Legion (Remembrance Wreaths)	75	75
East Radnorshire Care	2000	2000
Memorial Hall	1000	0
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>11,925.00</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	7475.93
Funding twds Town Library Service (reserve held)	0	0
Presteigne Christmas Lights (installation/balance twds renewal)	2000	926.55
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 (£2500 held in capital account)	1000	purchased in 2023/24
	<b>13,675.00</b>	<b>8,482.48</b>
<b>New Projects 2024-25</b>		
Council Laptop	750	630.11
Christmas Lights, Norton	500	124.55
Maintenance and Tidy Up, Norton - inc painting of kiosk/benches	500	0
Maintenance Presteigne & Norton inc grass cutting	1000	0
	<b>2,750.00</b>	<b>754.66</b>
<b>Went's Meadow Site inc MUGA etc, Eddie's Meadow</b>		
Weekly Inspections (inc defib checks)	1650	1060.00
General Maintenance	1500	3101.88
Dog Bags (bulk buy twds end of 23/24)	1750	1050.50



<b>ESTIMATED SPENDING TO YEAR END</b>	<b>2024/25</b>		
Toilets			
(Cleaning £1300, elec £300, water 320, repairs 200)	2120		
Clerk's Pay inc pension payments/employer's NI	6775		
Clerk's allotment hours from meadow allocated reserve	400		
Mayor's Expenses Allowance	1400		
External Audit	300		
Christmas Lights	400		
Office/Travel/Bank Charges	150		
Misc	1000		
Meadow costs	1515		
	<b>14060</b>		
<b>VAT REFUND DUE TO END OF YEAR</b>	<b>(will go to each account as below)</b>		
Treasurer to date	818.99		
Meadow to date	1701.41		
(est to year end)	400		
	<b>2920.40</b>		

2024-25- Project Balances at 31st December 2024	(24/25 Precept added)
Meadows (as bank balance)	9,527.79
allotment monies (Held in Meadow Acc) £2047.61	-
Warden/Eddie's Meadow Reserve Fund (as bank balance)	1054.01
Remuneration of Councillors	1592.00
Councillor Training	512.50
Wildflower Mix / Bulbs	151.16
Website	1212.00
Christmas Lights Anchorage Testing	573.80
Renewal of Christmas lights	1177.95
Toilets (both blocks)	31393.84
Election Fund	6859.92
Norton Lights	525.45
Clerk's Training	233.00
Library and Devolved Services	5854.00
Xmas Lights Annual Costs	1528.25
Norton General	854.07
Dark Skies/Street Lighting NEW	1,111.40
Climate Crisis Grants	1424.87
MUGA/New Barn	15250.00
Storage Container	599.00
	<b>81,435.01</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 December 2024	
9,527.79	Meadow
43,357.27	Treasurer
34,284.65	General Reserve
1054.01	Warden Reserve
2,456.40	Capital Account
50,000.00	Money Market Account
0.00	less cheques to clear
-14060.00	projected spend to year end
2920.40	VAT refund currently due
<b>129540.52</b>	Projected Year End Balance

**NB VAT TO BE RECLAIMED**

Ear marked Reserves	81435.01	
Total Minimum Level Free Reserves	18,938	2024/25 budget £75,752.32
Total Maximum Level Free Reserves	75,752	

<b>100373.01</b>	<i>Minimum Total Balance rec'd Practitioners Guide (min. free reserve + allocated reserves)</i>
<b>157187.01</b>	<i>Maximum Total Balance recommended - max free reserve plus allocated reserves</i>

NB ring fenced reserves - spending allowed on capital items only **£29,379**  
 Included in general reserve balances



<b>SECTION 137 PAYMENTS 2025-26</b>		<b>DRAFT</b>	
<b>Expenditures</b>			
<b>Electors 2024 = 2218.</b>	<b>£11.10 per elector in 25-26.</b>	<b>£23,976.58</b>	<b>Applied For 25-26</b>
		<b>Notes</b>	
Air Ambulance			250
British Legion (Remembrance Wreaths)			75
East Radnorshire Care		Possible under recreation for part	2000
Norton Community Trust			2000
Presteigne and Norton Community Trust (Fireworks)			400
PACDG			300
Presteigne Fireworks Display (Sheep Music)			500
The Samaritans			250
Youth Project			1200
Miscellaneous Donations			500
Library Service			1000
Climate Crisis Grants Provisional Amount			500
			<b>8975</b>
<b>Non S137 Grants/Donations</b>			
Mid Border Arts		Local Government Act 1972, s.145	1500
Presteigne & Norton Community Support		Local Government and Rating Act 1997, s.26-29	250
Presteigne Festival		Local Government Act 1972, s.145	1500
Presteigne Memorial Hall		Local Government Act 1972 s.133	1000
Judges' Lodging Trust		Local Government Act 1972, s.144	2000
Citizens advice Bureau		LGA 1972 S.142	250
			<b>6500</b>
<b>Grand Total</b>			<b>15475</b>



<b>PNTC</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>	<b>2025/26</b>
<b>Precept Raising Powers</b>	£1 raises £1287.30	£1 raises £1308.28	£1 raises £1350.70	£1 raises £1352.72	£1 raises £1358.09
£					
53	68226.90	69338.84	71587.10	71694.16	71978.77
54	69514.20	70647.12	72937.80	73046.88	73336.86
55	70801.50	71955.40	74288.50	74399.60	74694.95
56	72088.80	73263.68	75639.20	75752.32	76053.04
57	73376.10	74571.96	76989.90	77105.04	77411.13
58	74663.40	75880.24	78340.60	78457.76	78769.22
59	75950.70	77188.52	79691.30	79810.48	80127.31
60	77238.00	78496.80	81042.00	81163.20	81485.40
61	78525.30	79805.08	82392.70	82515.92	82843.49
62	79812.60	81113.36	83743.40	83868.64	84201.58
63	81099.90	82421.64	85094.10	85221.36	85559.67
64	82387.20	83729.92	86444.80	86574.08	86917.76
65	83674.50	85038.20	87795.50	87926.80	88275.85
66	84961.80	86346.48	89146.20	89279.52	89633.94
67	86249.10	87654.76	90496.90	90632.24	90992.03
68	87536.40	88963.04	91847.60	91984.96	92350.12
69	88823.70	90271.32	93198.30	93337.68	93708.21
70	90111.00	91579.60	94549.00	94690.40	95066.30
<b>Other Town Council Precepts</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>	<b>% Increase</b>	
Brecon	158.56	161.73	168.43	4.14	
Crickhowell	48.23	51.65	55.82	8.07	
Hay	72.24	85.85	91.99	7.15	
Knighton	63.27	63.22	79.71	26.00	
Llanidloes	97.25	97.34	101.82	4.60	
Llandrindod	83.29	77.50	84.53	9.07	
Machynlleth	244.59	351.23	401.77	14.39	
Montgomery	108.26	105.08	107.24	2.05	
Newtown	178.54	179.21	198.99	11.04	
Rhayader	47.77	47.77	65.48	37.07	
Talgarth	82.74	95.43	98.18	2.88	
Ystradgynlais	103.46	112.24	129.96	15.79	
<b>Recent PNTC Precepts</b>					
2024-25 - £56.00					
2023-24 - £54.00					
2022-23 - £54.00					
2021-22 - £54.00					
2020-21 - £55.00					
2019-20 - £54.14					
2018-19 - £44.00					
Average Band D total overall for T & CCs £83.02					
This represents an increase of 8.84%					

Expenditures		Final 2024/25	Estimate to Year End	Notes	Draft 2025/26	Final 2025/26
<b>Council Administration Costs</b>						
Mayor's Allowance (AGREED TO USE AS EXPENSES CURRENT YEAR)		1000	1000		1000	
Mayor's Expenses		500	500		500	
Clerk's Salary PAYE inclusive. See note 1		28880	28,930	3% increase assumed	30,643	
Audit Fee (Internal and External)		350	350		350	
Insurance (3 year agreement exp. 2/9/25)		1550	1535	index linked values	1575	
Membership of SLCC		250	288		300	
Stationery & Computer Sundries/Petty Cash inc computer repairs		800	800		800	
Video Conferencing Licence (zoom)		130	130		150	
One Voice Wales Annual fee		575	582		600	
Training/Conference Fees for Clerk		0	0	Reserve Held	0	
Travelling Expenses		150	75		100	
Election Expenses (reserve held)		0	0		250	
Remuneration of Councillors/Clr Expenses.		0	416	Reserve held	0	
Councillor Training.		0	200	Reserve held	0	
Information Commissioner Data Registration		35	35		35	
Website (funded via advertising income)		0	0		0	
Bank Charges Treasurer Account		110	100		110	
		<b>34,330.00</b>	<b>34,941.00</b>		<b>36,413.00</b>	<b>0.00</b>
<b>Donations and S137s</b>						
Air Ambulance		250	250		250	
British Legion (Remembrance Wreaths)		75	75		75	
East Radnorshire Care		2000	2000		2000	
Memorial Hall		1000	1000		1000	
Mid Border Arts		1500	1500		1500	
Norton Community Trust		2000	2000		2000	
Norton Community Trust (Fireworks)		400	400		400	
PACDG		250	250		300	
Presteigne Festival		1250	1250		1500	
Presteigne Fireworks Display (Sheep Music)		500	500		500	
Presteigne & Norton Community Support		250	250		250	
The Judge's Lodging Trust Ltd		2000	2000		2000	
Powys CAB		200	200		250	
The Samaritans		250	250		250	
Youth Project		1000	1000		1200	
Miscellaneous		500	500		500	
		<b>13,425.00</b>	<b>13,425.00</b>		<b>13,975.00</b>	<b>0.00</b>



Expenditures		Final 2024/25	Estimate to Year End	Notes	Draft 2025/26	Final 2025/26
<b>Ongoing Projects:</b>						
Anchorage Test for Xmas Lights		125	0	For reserve.	125	
Toilet Blocks (2) (reserves to be used for any excess)		10000	9600	Reserve also held.	10,000	
Funding twds Town Library Service (reserve held)		0	1000	Reserve held	0	
Presteigne Christmas Lights (installation/balance twds renewal)		2000	1400	New contract in 2025	1200	
Wildflowers/ Bulbs/Verges/Roundabouts - 2024 via sponsorship		0	80	Reserve held	120	
Street Lighting/Dark Skies Project		0	116	see under new projects	0	
Climate Crisis Project Grants		0	1120	Reserve Held	0	
Regular Updating of Website		300	0		0	
New Street Cleaning Arrangements - unspent 23-24 to allocated reserve		250	0		0	
Christmas Lights, Norton		500	300	balance to reserve?	0	
Maintenance and Tidy Up, Norton - inc painting of kiosk/benches		500	300	balance to reserve?	0	
Maintenance Presteigne & Norton inc grass cutting		1000	0	create reserve?	0	
Storage Container (£2500 held in capital account)		1000	0	small reserve still held	0	
		<b>15,675.00</b>	<b>13,916.00</b>		<b>11,445.00</b>	<b>0.00</b>
<b>New Projects 2024-25</b>						
New website		0	0		2300	
Disabled Access Paths Meadow		0	0		3000	
New Storage Building		0	0		3000	
Christmas Lighting		0	0		5000	
Dark Skies Project		0	0		1500	
East Radnor Leisure Centre		0	0		10,000	
Replacement Folding Tables (5)		0	0		200	
Car Parks/Parking		0	0		500	
Contingency?		0	0		0	
		<b>0.00</b>	<b>0.00</b>		<b>25,500.00</b>	<b>0.00</b>
<b>Went's Meadow Site inc MUGA etc, Eddie's Meadow</b>						
Weekly Inspections (inc defib checks)		1650	1350		1500	
General Maintenance		1500	3300		1500	
Dog Bags		1750	1050	part was spent in 23/24	2000	
Grass Cutting/weed killing		3600	4425		4700	
Professional Inspections		225	225		1365	
MUGA / New Barn Reserve		2000	0	For reserve	2000	
Allotments (funded via rental income)		0	0		0	
Utilities		350	200		350	
Misc. (to include bank charges)		200	200		200	



Expenditures	Final 2024/25	Estimate to Year End	Notes	Draft 2025/26	Final 2025/26
Nature Reserve	0	185		900	
	11,275.00	10,935.00		14,515.00	0.00
<b>TOTAL EXPENDITURE</b>	<b>74,705.00</b>	<b>73,217.00</b>		<b>101,848.00</b>	<b>0.00</b>
no use of reserves					
Agreed to precept for £?????, £??? per Band D property					
<b>Precept Demand will be</b>					
Note 1: Any additional sum needed will be met from free reserves (pay award for 25/26 not yet known)					
<b>Precept Rate per £1 (Band D) £1358.09</b>					
2024/25 £1 raises £1352.72 (Band D Precept of £56) (£75752.32)					
2023/24 £1 raises £1350.70 (Band D Precept of £54.00) (£72,937.80)					
2022/23 £1 raised £1308.28 (Band D precept of £54.00) (£70647.12)					