

# Cyngor Tref Llanandras a Norton PRESTEIGNE AND NORTON TOWN COUNCIL

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## MINUTES OF THE MEETING HELD ON 28<sup>TH</sup> SEPTEMBER 2022 HELD AT THE ASSEMBLY ROOMS, BROAD STREET, PRESTEIGNE AND ALSO VIA VIDEO CONFERENCING

Present: Cllrs. D. Edwards (Mayor), B. Baynham (Deputy Mayor), F. Preece, T. Owens, R. Bamford, M. Williams, L. Abecasis, J. Poster, M. Price.

Apologies: Cllr. J. Gray.

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

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: None.*

The meeting commenced with a minute of silence in memory of HRH Queen Elizabeth II.

### **MIN 4096 APPROVAL OF MINUTES**

The Minutes of the meeting held on 17<sup>th</sup> August, 2022 were approved without amendment. The Chairman duly signed the Minutes.

### **MIN 4097 UPDATE ON OUTSTANDING ITEMS**

- (1) External Audit: The Clerk confirmed that the papers required for the full audit had been delivered to the Wales Audit Office.
- (2) Street Lighting, Milbank, Norton: New pillar not yet in place. Cllr. Edwards to chase.
- (3) Condition of Bus Shelters: The Clerk reported that she had been informed that the County Council was in the process of renovating all the bus shelters in Powys but asked that Members let her know if no work happened or if there were still issues afterwards.
- (4) Christmas Lights: The Clerk had applied for and received the licence for the lights and the contractor had been advised.
- (5) Permissive Footpath Agreement, Rockbridge Now signed and a copy sent to County Council and the landowner.
- (6) Renew Wales: This programme had now finished. Detailed information on what is in place for the future had been circulated.

### **MIN 4098 FINANCE**

(1) Donations: No donations this month.

Members considered the process for national grant applications and agreed that the policy as in 2021-22 become permanent with applications from national organisations being

(2) Payments: The following payments were approved –

Powys County Council (licence – Christmas lights)	£111.00 (Debit Card Payment)
Clean my (anti-viral cleaner)	£45.65
Border Janitorial (toilet rolls)	£85.70
Presteigne Building Supplies	£147.60
Highground Maintenance Ltd	£345.89 MEADOW ACC
Lyreco Ltd (stationery)	£6.86
NEST (pension payment)	£132.30
Mrs T.A. Price (salary Sept)	£1423.24
HM Revenue & Customs	£561.53
Leo Pest Control (wasp infestation – H/S toilets)	£69.60

N. Close	£290.50
N. Close	£150.50 MEADOW ACC
Play Inspection Company	£208.80 MEADOW ACC
T. Lloyd-John (cleaning)	£667.23
Hart Plumbing	£52.30 (Debit Card Payment)

(3) Receipts: The following receipts were noted -

Powys County Council (second precept instalment)	£23,549.04
Presteigne and Norton Community Trust (craft fair donation)	£60.00
Helen Boley Pilates (website advert – part year)	£8.50

(4) Climate Crisis Donation Fund: Members considered the request for a donation from Presteigne Community Energy Project as outlined in the Clerk's Report. Members raised concerns over what exactly the money would be used for, where the money would be paid to and the constitution of the group. Whilst it was felt that the project could well be worthwhile it was agreed that more information was needed. The request did not indicate when a decision would be needed. The Clerk was asked to write stressing that while the Council was not rejecting the application at this stage it did require more information.

Review of Grant Application Process (both general and climate crisis grants): Cllr. Baynham suggested that the existing application form for general grants be adjusted for use for climate crisis fund grants and so help to ensure that standard information would be supplied by all and in accordance with the existing grant policy. This was agreed and the suggested working group meeting was therefore not required.

(5) Website Work: Members approved the work needed on the website in order for it to meet the latest software requirements at an estimated cost £180 plus VAT. The need for an annual review of updates was considered and it was agreed to defer this and consider it when setting the budget for 2023-24.

#### **MIN 4099 PLANNING**

Cllr. Edwards left the room for the duration of the planning application items due to her position on the County Council Planning Committee. Cllr. Baynham took the Chair for this item.

(1) Planning applications: The following planning application was considered –

22/1323/HH Grid Reference: E:331399 N: 267686 Proposal: Erection of an extension Site Address: Fairview, Stonewall Hill, Presteigne, Powys LD8 2HB. Resolved that the Clerk comment on the lack of information on protected species and the fact that a previous planning permission had required the creation of a passing bay but that this had not been done. Otherwise there were no objections

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

22/1063/HH – 6 Appletree Meadow, Presteigne: Approval.
22/1104/HH – 2 Woodyard, Greenend, Presteigne: Approval.
21/1949/HH – 2 Pound Lane, Presteigne: Refused.
21/1950/CAC – 2 Pound Lane, Presteigne: Refused.
22/1172/HH – Taylor's Farmhouse, Norton: Approval.
22/0186/LBC – Ivy House, Broad Street, Presteigne: Approval.

Cllr. Edwards returned to the room.

(3) Tree and TPO Information: Members noted the latest replies from the County Council and considered further steps required. Cllr. Poster expressed concern that there were no specific agreements only general statements and felt that more action was needed. After discussion it was agreed that the Clerk reply asking if the TPO information could be uploaded urgently to the PCC website, ask for a copy of the updated list for placing on the Town Council website and ask to be kept updated on progress. The issue of funding for a tree officer was also discussed and Cllr. Baynham reminded Members that the County Council did have an officer covering trees although he had primarily been employed to deal with ash die-back disease.

(4) Consultation - Titley Neighbourhood Plan: Resolved no comment be made.

(5) LDP Candidate Sites Methodology Consultation: Resolved no comment be made but the need for the LDP Working Group to be formed in the near future was noted.

(6) Planning Enforcement Query: Cllr. Williams explained the situation regarding a concern brought to him by a resident. He was advised that the County Council asked for enforcement queries to be made direct and Cllr. Baynham confirmed that there was a form on the website. Cllr. Williams would pass this on to the resident.

#### **MIN 4100 HIGHWAYS, HOUSING AND ENVIRONMENT**

(1) Dark Skies/Lighting Application Update: *Presteigne Lighting*: The 2700K trial light on Broad Street was to be replaced with a 2200K fitting. With regards to completion of the lighting upgrades, there was a conservative expectation of December, although it was hoped to finish before then.

The light on Assembly Rooms will have the retrofit LED tray fitted and the remaining High Street lights will have brackets and light guards fitted to them.

*Dark Skies Application:* It was hoped to make the application very soon and Mr. Asfuroglu expected to have a draft lighting policy available for consideration by the end of October. The aim was to first obtain preliminary status and when the project was finalised, to submit the evidence along with a revised application document. The intention was that the town would earn DS Community Status by 2023.

(2) Climate Crisis Update: The following matters were discussed -

- Nature Reserve Grant Update on land purchase etc: Cllr. Bamford reported that the land purchase had been held up with a couple of issues still to resolve. However she confirmed that all the planned works had been able to be pushed back until early 2023.
- Tree Hub Update: The Clerk confirmed that the old school had been accepted as a hub and opening times for tree collection agreed. Further information on training etc was to be sent out shortly. Cllr. Bamford explained that the Old School was hoping to obtain rent for the project and that there was funding available. The Clerk would check.

(3) Fold Farm Footpath Update: Members were unanimous in their disappointment at the reply from the Portfolio Holder and expressed their strong dissatisfaction with the time the matter was taking. However it was agreed that the Clerk respond indicating that the Council was very disappointed with the reply but nonetheless looked forward to being notified when work re-commenced.

(4) Lugg Bridge Update: Cllr. Baynham reported that she had attended a meeting with residents from both sides of the border and who lived nearby. She had also met with the Powys residents, together with the Emergency Planning Officer. NRW were being pressed to complete works on the damaged flood defences and it was understood that it had agreed to carry out some emergency temporary flood defence works.

(5) Clatter Brook Drainage and Footpath Issues: Members noted the comments submitted and the replies from the Countryside Services Officer. Members asked the Clerk to follow up with the Officer and also to chase the Highways Department over the gully clearance. The Clerk was also asked to signpost the resident to the volunteer group assisting with footpath works.

(6) Welsh Water System Upgrade Update: Nothing further to report. Remove from agenda until 2023.

#### **MIN 4101      NORTON**

(1) Norton Community Trust Update: Members had all received a copy of the most recent newsletter and were pleased to learn of the grant award.

#### **MIN 4102      SITES AND BUILDINGS MATTERS**

(1) Public Conveniences: The following items were noted -

New emergency light now fitted Hereford Street.

New Guttering installed Wilson Terrace Toilets, since vandalised and again replaced.

Wilson Terrace Toilets to close after the firework event as usual.

(2) Allotments: Members noted that the Clerk had asked a local contractor to inspect the fence but due to the amount of foliage he had been unable to ascertain any specific weak spots. The Clerk had contacted the Allotment Association and advised that it would probably be best to re-visit the site in December when growth would have died back. Members agreed that this would be the best way forward.

(3) Meadows: The following matters were discussed –

Small shed (left from build a shed competition) and possible electrical supply: agreed that as a temporary structure no permanent electricity supply should be connected. The future of the shed generally was considered. The Clerk advised that there had been no Council agreement for the sheds to remain on site and that there were ongoing costs in keeping the sheds in good repair and that they were subject to vandalism on occasion. It was agreed that Sites and Buildings Committee should consider this is due course.

Recent vandalism and possible security options: The Clerk advised that she had previously met with a Crime Prevention Officer and had been advised that lighting would be needed in order to use cctv in any prosecution and that for data protection reasons any images captured would need to be securely stored with restricted access. It was agreed that the Clerk produce a note for nearby residents asking that they dial 101 if they saw any incidents on the meadow. It was thought that a vehicle had been accessing the field and the Clerk was asked to contact a local contractor to ask for a cost to re-install the gate and post.

Rospa Inspection of Play Areas: The Clerk confirmed that this had taken place at the end of August. Several minor matters had been raised and were being dealt with. The main issue was the need to replace the timber steps at the skateboard area and the Clerk had obtained a quote for this work and also to

replace the weed proof membrane and wood chip. She had also asked for a quote to replace the rotting fence posts. Given the quote supplied it would be necessary to try to obtain further quotes and the Clerk would report back to a later meeting.

Need for replacement (oak) post, Scout Hut Car Park: This had been removed in the recent incident of vandalism and was too rotted at the base to replace. A number of other posts were deteriorating but not in need of immediate replacement. The Clerk was asked to investigate the cost of a replacement and the work to install.

Back up arrangements for maintenance tasks, Meadow etc: Due to the current incapacity of the Council's usual handyman alternatives were needed to cover in case of work being needed, particularly in the event of an emergency. Members had some suggestions and would let the Clerk have contact details. Hourly rate to be offered the same as for the current contractor.

Request to plant tree in memory of Dan Cadman (Cheshire Prune) in Orchard: Agreed.

Complaint re. Nettles at Knighton Road/Scottleton Street Entrance: The Clerk to ask the Council contractor if he could monitor that entrance.

(4) Boulthibrooke Weir: Works had been completed but re-growth needed to be monitored.

(5) Storage Container Update: No update at this stage.

(6) Withy Beds: The Clerk explained that the County Council Officer had suggested a meeting to discuss the future ownership and management of the site and Cllrs. Bamford, Baynham and Edwards agreed to attend.

### **MIN 4103      CORRESPONDENCE AND GENERAL ITEMS**

(1) Town Wifi Update. Inc parking sensor project: Members noted the information on the project which was part of the Powys SMART towns initiative. Highways had still to give approval and a street works licence would need to be applied for. All costs would be met through the SMART towns monies available.

The new free town wifi would collect visitor data and it was possible that this could be used to produce data, for example, on the effect (or lack of effect) on providing free parking for a trial period in the town. The Clerk advised that she had still not heard regarding the siting of units on the Assembly Rooms and Cllr. Baynham agreed to chase this.

(2) Community Broadband Scheme Update: There was as yet no news on the grant application. Broadway Partners was in the process of producing a timetable for works on the various Powys projects and the Clerk would update Members as soon as she had more information.

(3) Powys Investment Plans Initiative – Presteigne: Members had all received a copy of the survey data and the draft plan was now being written. Cllr. Baynham stressed the need for the plan to be ambitious in its aims. The Steering Group would meet in the near future to discuss the draft plan.

(4) Making Council Tax Fairer: Welsh Government Consultation: Resolved no comment be made.

(5) Consultation on adding more public bodies to the well-being duty of the Well Being of Future Generations Act 2015: Resolved no comment be made.

(6) Issues with Clatter Brook: Members had all received a copy of the email and the Clerk had made initial contact with the Countryside Services Officer and Highways and some initial responses had been received. She was asked to chase the gully clearance, to update the resident and to also advise the resident of the volunteer group run by the County Council to carry out maintenance works on rights of way.

(7) Planning Seminar: Members noted that Cllr. Edwards and the Clerk had attended the recent seminar.

(8) Annual Report: Members had all received a copy of the draft annual report. The Clerk reported that she had some small pieces to add and would re-circulate for final approval at the October meeting. Members confirmed that the report should be made available online but that there would be no printed copies produced.

(9) Removal of Glass and Paper Recycling Banks: Noted. No comments.

(10) Report on Operation London Bridge: Cllr. Edwards reported on the recent events following the death of Queen Elizabeth II. The Town Council had had a plan and policy in place and all had worked well with good liaison between the County Council, Church and the Town Council. A Town Council book of condolence had been placed at the Judge's Lodgings for public use and thanks were due to the Trust for allowing this. Cllr. Edwards also congratulated Cllr. Baynham for reading the proclamation for the new King. It was agreed that Cllr. Owens and the Clerk would now work on updating the policy for the future.

### **MIN 4104      TOWN COUNCIL SURGERY**

It was agreed to stop surgeries for the time being and assess the need in May at the annual meeting.

#### **MIN 4105 COUNTY COUNCILLOR REPORTS**

Cllr. Edwards reported on the following –

- Cost of living and warm spaces information etc in progress
- Forthcoming refresher courses for mature drivers
- Highways Department had a number of vacancies.

Cllr. Baynham reported the following –

- Briefing for proposed removal of the Wales Air Ambulance base at Welshpool.
- Public Meeting on Air Ambulance to be held in Knighton on 11<sup>th</sup> November.
- Grass Verges had now had their final cut. Some grass had been raked up but she reminded all that the leavings were not collected by the County Council and some other arrangement would need to be made for future years. She had asked if they could be collected this year but had not yet heard if this would be possible.
- Attendance at the Beating Retreat at Brecon Barracks although the event did not happen due to the death of Queen Elizabeth II.

#### **MIN 4106 APPLICATIONS FOR CO-OPTION**

Three applications had been received for the remaining three vacancies on the Norton Ward. It was agreed to co-opt the following to fill these vacancies –

Lewers Firth  
Andre Vanhul  
John Wilding

The first meeting for these new Members would be October.

#### **MIN 4107 REVIEW OF MEMBERSHIPS – COMMITTEES AND WORKING GROUPS**

Deferred to the October Meeting when the new Members could indicate their areas of interest. Existing Members to also consider which groups they would be interested in.

#### **MIN 4108 REVIEW OF APPOINTMENT OF COUNCIL REPRESENTATIVES TO OUTSIDE BODIES**

Presteigne Primary School – confirmed as Cllr. Preece

One Voice Wales – Cllrs Edwards and Baynham.

East Radnorshire Care – Cllr. Edwards. Second representative to be considered in October.

Warden Guardian Foundation – Deferred to October.

Presteigne & Norton Community Trust: Deferred to October

PACDG – Deferred to October.

#### **MIN 4109 URGENT BUSINESS INFORMATION**

None.

#### **MIN 4110 ITEMS FOR NEXT AGENDA**

Items to be include were –

- Christmas Fair
- Warm Spaces.

The meeting closed at 21.54pm.