

Cyngor Tref Llanandras a Norton
PRESTEIGNE AND NORTON TOWN COUNCIL

MINUTES OF THE MEETING HELD ON 20th OCTOBER 2025
HELD AT EAST RADNORSHIRE DAY CENTRE, SCOTTLETON STREET, PRESTEIGNE
AND ALSO VIA VIDEO CONFERENCING

Present: Cllrs. D. Edwards, (Mayor), C. Ross (Deputy Mayor), T. Owens, A. Ramsay, C. Kirkby MBE, B. Baynham (via video link), N. Rogers, F. Preece, M. Price, J. Ramsay and F.H. Fleming.

Apologies: Cllr. Harling-Bowen.

In Attendance: Mrs T. Price, Town Clerk.

Declarations of Interest: Members were requested to declare any personal and/or prejudicial interests they may have in matters to be considered at the meeting in accordance with the terms of the Local Authorities (Model Code of Conduct Order) (Wales) Order 2008.

Personal: None.

Personal and Prejudicial:

Cllr. T. Owens, close friend of applicant, re. planning application 25/1366/HH

Cllr. N. Rogers, related to applicant, re. planning application 25/1366/HH.

MIN 4535 APPROVAL OF MINUTES

The Minutes of the meeting held on 15th September, 2025 were approved as a true and accurate record and the Chairman duly signed the Minutes.

MIN 4536 UPDATE ON OUTSTANDING ITEMS AND CLERKS REPORT

(1) Missing Bin, High Street: Still not replaced but Cllr. Ross confirmed that it was on the list to be done.

(2) Planning Enforcement, Old Depot Site: The Clerk had been in touch with the Planning Department and had been advised that an enforcement officer had been out, planning permission was required and an application was expected any day.

(3) Community Apple Juicing Event: Cllr. Kirkby advised that this had been very successful and that the use of the new storage/bar building had been very helpful and much appreciated.

(4) Permissive Path, Rockbridge: The Clerk had been in touch with the caravan park management and they had confirmed they were aware of the path and confirmed that they did encourage people to use it.

(5) Presteigne Fire Station: Cllr. Kirkby confirmed that the Station had won the top fundraiser award and Mr. Preece had come second in the award for Community Champion. The Clerk would write again to congratulate all involved.

Cllr. Baynham joined the meeting at this point.

(6) Presteigne and Norton Community Trust: Cllr. Kirkby confirmed that the Trust was next meeting on 21st October and that all was progressing as discussed at the September Council meeting.

(7) Buses: Cllr. Edwards confirmed that timetables were now in place.

(8) Active Travel: Members were advised that comments had been sent to County Council and the priority for the proposed Presteigne to Norton route and the concerns re the Presteigne to Rockbridge route had been noted.

(9) Full Fibre Broadband: Broadband Update: The Clerk had followed up the progress of full fibre for Presteigne and was updated as follows - Presteigne exchange is included in the Openreach commercial programme, and Openreach was currently targeting build completion by the end of next year. Residents will be FTTP-enabled at various stages throughout the build, depending on where the network was constructed first. BT would build as much as it could but not all premises in the exchange area will be included in the commercial build plans, as some properties would not be commercially viable. BT did however expect to build to some premises in the area using direct

funding from UK Government within the Project Gigabit procurement. If residents in the area wished to be kept up to date with the plans they should register for updates online

MIN 4537 FINANCE

- (1) Donations: The following donation was approved –
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|--------------------------------------|--------|
| Royal British Legion (poppy wreaths) | £75.00 |
|--------------------------------------|--------|
- (2) Payments: The following payments were approved –
- | | |
|--|----------------------|
| Mrs T.A. Price (pay) | £1668.44 |
| HM Revenue & Customs | £733.21 |
| NEST | £155.40 |
| Highground Maintenance Ltd | £469.96 MEADOW ACC |
| T. Lloyd-John | £735.23 |
| N. Close | £12.00 |
| N. Close | £184.00 MEADOW ACC |
| Lyreco (toilet rolls) | £49.50 |
| Lyreco (office supplies) | £10.79 |
| John Cromar (tree survey) | £1350.00 MEADOW ACC |
| British Gas Lite | £17.27 |
| Presteigne Building Supplies | £52.34 MEADOW ACC |
| RB Landscaping | £324.00 MEADOW ACC |
| EDF Energy | £20.98 MEADOW ACC |
| EDF Energy | £43.65 |
| Powys County Council (bunting licence Christmas Lights) | £130.00 (debit card) |
| William Smith Group (signs Brilliant Basics Grant Project) | £54.18 |

Noted that a £2 refund had been made to an allotment tenant who paid into the Council Meadow account in error.

(3) Budget Update to end of September, 2025: Noted. Agreed to remove the allocated reserves for the website (£1212) and storage container (£599) and return both to general reserves. The possibility of creating a new allocated reserve for comms etc should this be needed was raised by Cllr. Ross and it was felt that this could be considered in the future if appropriate.

(4) Interim Internal Audit Update: The Clerk confirmed that this had been completed with no issues raised.

(5) Grant Application: Presteigne Little People's Playgroup: Members considered the grant application for £250 towards gardening tools and set up costs for the allotment plot. It was agreed to approve the application and for the money to come from the miscellaneous donations budget. The Clerk would also remind the group that the Council had an annual grants scheme should they wish to apply for funding in future.

Presteigne Little Peoples Playgroup	£250.00
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(6) Democracy and Boundary Commission Draft Report on Councillor remuneration for 2026-27: Noted. Resolved no comment be made.

(7) Renewal of Money Market Bond: Agreed to renew the bond for a six-month period. Cllr. J. Ramsey commented on the Council using an ethical bank and it was agreed that this was something that would need to be considered at a future date, possibly at the next Annual Meeting.

(8) Receipts: The following receipt was noted –

HM Revenue & Customs (VAT refund – mid-year)	£5876.45
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(9) Bank Transfer: The following transfer was approved –

Treasurer Account to Meadow Account	£5476.10
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j) Update re. Code of Conduct Training Cost: Cllr. Baynham advised that the County Council was again emailing out to Town and Community Councils to try to improve take up for the training and so reduce the current figure of £60 (increased from £30 in the initial offer letter). Following a short discussion Members agreed not to take up the offer of training given the suggested increase in cost to £60. Cllr. Baynham abstained from the vote on this matter.

MIN 4538 PLANNING

Cllr. Edwards left the room due to her position on the County Council Planning Committee and Cllr. Ross took the Chair.

(1) Applications: The following applications were considered –
25/1267/TPO Grid Ref: E: 330858 N: 264438. Proposal: Removal, Pollarding and Crowning of 7 trees (TPO-543) Location: Silia Cottage, Warden Road, Presteigne LD8 2NL. Resolved no objections be raised.

25/1250/RES Grid Reference: E:331819 N: 263670 Proposal: Reserved matters (access, appearance, landscaping, layout and scale) in respect of outline consent 20/0116/OUT for the erection of 35 dwellings (11 affordable) and associated works Site Address: Land at Broadaxe Farm, Broadaxe, Presteigne, Powys LD8 2LA. Resolved that Members wished to make the following comments -

- a need for the dwellings to be highly energy efficient with the aim of achieving as close to net zero as possible - this should be achieved via air source heat pumps, solar panels, insulation etc.
- no detail provided on the management of the 11 affordable housing units e.g. ownership, shared ownership, renting etc.
- all external lighting to be dark skies compliant,
- Members noted that NRW had raised a number of matters from the 2019 ecological report and it supported these comments.
- The large oak on site should have its roots protected during construction in line with BS5837.
- It was felt that in order for residents of the new properties to access a safe pavement to get into the town from the site, a new pedestrian crossing should be provided across Joe Deakins Road and also that in order for this new crossing to be as safe as possible the 30mph limit should be extended so traffic has slowed sufficiently before the new crossing is reached.

Cllrs. Owens and Rogers left the room for the duration of the following item having declared a prejudicial interest.

25/1366/HH Grid Reference: E:333408 N: 263535 Proposal: Erection of rear extension and dormer window (part retrospective) Site Address: The Heath, Presteigne, LD8 2HG. Resolved Members had no objections but felt that the sparrow terrace and house martin nest cups should be located on the eaves of the property. They also asked that any external lighting be dark skies compliant.

Cllrs. Owens and Rogers returned to the room.

25/1432/TRE Grid Ref: E: 331550 N: 264286 Proposal: Removal of 14 trees within a conservation area Location: Presteigne Youth Centre, Hereford Street, Presteigne Powys LD8 2AR. Resolved no objections be raised.

25/1478/TRE Grid Ref: E: 331390 N: 264251 Proposal: Pollarding of 9 lime trees and felling of one sycamore tree Location: Street Record, Station Road, Presteigne LD8 2UG. Resolved no objections be raised.

25/1408/HH Grid Reference: E:331663 N: 264551 Proposal: Structural repairs and waterproofing of side elevation Site Address: 3 Fold Farm, Broad Street, Presteigne, LD8 2AG. Resolved no objections be raised.

25/1409/LBC Grid Reference: E:331663 N: 264551 Proposal: Structural repairs and waterproofing of side elevation Site Address: 3 Fold Farm, Broad Street, Presteigne, LD8 2AG. Resolved no objections be raised.

Cllr. Edwards returned to the room and re-took the Chair

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

25/0592/FUL Land at Lower Rowley, Evenjobb: Refused 8th September.

25/0784/LBC 51a High Street, Presteigne: Approval 25th September.

(3) Trees and TPOs: The Clerk advised that the list was now almost ready for submission to the County Council with one query remaining and which Cllr. A. Ramsay was going to check. Cllr. Ross asked if the list could be provided to the tree group so it was aware of trees already submitted to the County Council. The Clerk confirmed that she would do this but that landowner details would need to be removed.

MIN 4539 HIGHWAYS, HOUSING AND ENVIRONMENT

(1) Dark Skies Project: Cllr. Harling-Bowen had provided the following written update:

- Enquiries from interested groups regarding obtaining International Dark Sky Community Status were obtained from a community group at Hundred House (Powys), Archenfield Community Environment Group (Herefordshire), Wadhurst District Council (East Sussex) and Highley Parish Council (Shropshire).
 - First meeting of the Presteigne and Norton Dark Skies Support Group took place on the evening of the 26th September 2025. This was well attended. Further meetings are planned and will be advertised on social media. Discover Parks volunteered to produce a Presteigne and Norton dark sky publicity leaflet/brochure free of charge, as long as Rockbridge dark sky retreat is included. This would help attract tourism into the town. The Town Council would need to have editorial oversight to ensure that the publication balances the needs of the Town with that of Discover Parks.
 - John Beddoes High School had now incorporated dark sky education into both the Science curriculum and Design & Technology curriculum. It is also interested in getting the students to help with light pollution measurements in Presteigne and Norton.
 - Budget allocation needed to be made soon regarding the installation of “dark sky compliant” Christmas lights in 2026.
 - Notification from Dark Sky International that the first Dark Sky Annual Report for Presteigne and Norton will be due by the 31st January 2026.
- (2) Climate and Environment Matters: Cllr. J. Ramsay reported the following –
- Next Section 6 Biodiversity Report due in December. He would bring a draft report to the November Council meeting for Members to consider. The Clerk reminded Members that a new report needed to be submitted in December at the latest.
 - Request for Ideas for the Working Group had been biodiversity and connectivity, energy, river water policy and pesticides policy. The Working Group would look at these in due course.
- (3) Fold Farm DMMO Application: Cllr. Kirkby reported that the County Council Officer had informed the Clerk that a significant volume of new evidence had been submitted and that it was not possible to provide a timetable until this had been fully assessed. The Clerk was asked to respond asking that the Town Council be informed of the expected timetable as soon as it was available; how the process will be managed – by PEDW or the County Council; whether the new evidence has been received via formal statements as was the case with the various witnesses who had supported the DMMO application and if not why other written evidence was not included originally due to it not being formally taken; to request that that evidence also be included in the report for PEDW and when the Town Council could review this new evidence.
- (4) Car Parking: The Clerk confirmed that she had submitted the request for more information and that it had been treated as a Freedom of Information request. A reply was due by 28th October in order to comply with FOI regulations.
- (5) Tree Work/Surveys: Members noted the reply from the County Council and were pleased to learn that the survey work was finished and the trees in Station Road and at the Scallions were listed for work to be done.
- (6) Reply from David Chadwick MP re consultation on use of biocides etc: The Clerk was asked to chase NRW and the Environment Agency for a response to her emails. Cllr. Kirkby reported that David Chadwick MP was being formally approached and asked to raise a parliamentary question on this matter.
- (7) Reply from County Council re. damage to Lugg Bridge: Cllr. Kirkby reported that the County Council did not feel there should be a width restriction but had offered to place a 10mph sign before the bridge to try to slow traffic down. Members felt this would be of little use and it was pointed out that there would still be no sign on the Herefordshire side of the bridge. The County Council had agreed to repair the recent damage to the bridge as soon as possible.
- (8) Update on various Highway Items:
- Poor Road Surface, Warden Close – County Council has confirmed that a job has been created for this to be done.
 - Slabs, Broad Street – PCC had advised these had been cleaned etc. Members advised that this had certainly not been done recently and the Clerk would report this. Members also listed a large number of broken/cracked slabs in Broad Street and High Street. The Clerk would report these.
 - Overgrown Hedge just past Warden Close: The County Council has created a job for this and it would be done when the hedge trimmer is next in the area.
 - Dead End Sign, Scottleton Street: Still not done.

- Lights at Bottom of Broad Street: New light to be put at Roseland, light at 1 Church Close to be removed.
- Name Sign, Caenbrook Meadow: Still missing.
- Road Surface/Potholes, Road to Cemetery: Still no action from Herefordshire Council.
- Pothole in Greenfield Road: Filled.
- Potholes filled on By Pass Car Park.

The Clerk would report any new items and follow up any existing issues.

(9) Topple Testing of Memorials in Presteigne Cemetery: Cllr. Kirkby had brought this issue to the attention of Members and he reported that forty-six headstones had been marked as needing attention to avoid being laid flat. He did not believe that the majority of these were actually unsafe and suggested that the Town Council contact the managers of the Pryce Williams Trust to see if some of the annual income from the fund be provided to the Town Council to carry out any work needed. Cllr. Baynham advised that any such work would need to be carried out by a stone mason if so. Members discussed the validity of the regulations that required such testing and agreed that action on this could be considered further at a future meeting if felt necessary. In the meantime Cllr. Kirkby was asked to contact the Pryce Williams Trust and the Clerk was asked to contact the County Council for the time scales on action in the Cemetery.

(10) Replies re. cross border funding on Health Provision: Members noted the replies. Cllr. Kirkby advised that individuals affected to complain to the Ombudsman and he was aware of some people who intended to do this.

(11) Management of Roundabouts in 2026: Members discussed the management of the roundabouts in 2026 and the Clerk confirmed that both sponsors were willing to continue in 2026. Cllr. Baynham reminded Members that ultimately the roundabouts were under the management of the County Council. Following a vote it was agreed that the two sponsors be asked to continue for 2026.

Cllr. Edwards reported that two small trees seemed to be growing on the paved area of the Leominster roundabout. It was also noted that the trees at Maes Corton had still not been replaced. The Clerk would follow this up with the developer.

(12) Daffodil Bulbs and Planting: The Clerk advised that there was a small budget set aside for the purchase of bulbs but that the normal supplier was out of stock. It was agreed to purchase additional bulbs for Norton and Presteigne and if possible to purchase both the regular and native bulbs. If not then all regular bulbs would be bought. Clerk to source.

MIN 4540 NORTON

- (1) 2nd November: Annual Bonfire and Fireworks.
- (2) Speed Check: Recent speed check by local PCSO in the village.

MIN 4541 SITES AND BUILDINGS

(1) Public Conveniences: The Clerk reported the following:

Hereford Street Toilets: Contractor still hoped to paint in the next few weeks.

Wilson Terrace Toilets: Community Payback Team had a small amount of work to do to complete this block.

Theft of Toilet Rolls: Seems to have improved since changing from the larger commercial rolls.

(2) Allotments: An update was provided on the following matters –

- Meeting with PNAA: Cllr. Edwards reported that she had met representatives of the Association together with the Clerk and Cllr. Preece to discuss the various matters raised over the previous months. The Association would additionally give a verbal report to the Sites and Buildings Committee on 27th November.
- Untidy Plots Update: Two now vacant, one dug and covered and one soon to be dug and covered. One plot remained as a real problem and the Clerk had been unable to contact the tenant despite trying via email, letter and telephone. It was agreed that as no attempt had been made to tidy and cultivate the plot since early in the year then the Clerk should commence eviction proceedings.
- Need for Replacement Gate Post at Site Entrance: Clerk to get a price for this work and arrange for it to be done.
- Current Waiting List: There was no one on the waiting list at present.

(3) Meadows: The following matters were discussed –

- Update - café bar/storage: Cllr. Kirkby reported that the project was now almost complete.
- Update – Brilliant Basics Grant (paths): Cllr. Preece provided a short update. Work was progressing well and she was hoping that the project would be finished very soon. She was meeting with the

contractor again later in the week. The Clerk had not yet received anything from the County Council on carrying out work at the Mill end of the path and would chase again.

- Hedge Management Review Update: Cllr. J. Ramsay reported on the review carried out on site by himself and Cllr. Price. Hedges and Lower Went's Meadow were now all cut. This had been done earlier than normal this year as work had been needed to allow the paths project to continue. Cllr. J. Ramsay suggested that a full review was needed before the next cutting season although it was noted that the present policy allowed for the three-year cycle to be repeated.
- Hedge along East Side of path from Scottleton Street: Cllr. J. Ramsay had been approached by the owner of the hedge who had suggested that it was not his responsibility to cut the hedge on the Meadow entrance side. Cllr. Ross checked on the County Council website and advised that hedges were the responsibility of the owner and as this was not the Town Council then it was the responsibility of the property owner. The Clerk had spoken to the contractor who had cut the hedge in the past for the property owner. Agreed that the Clerk write to the resident confirming the position.
- Tree Survey Report: To be discussed fully at the Sites and Buildings Committee Meeting.
- Meadow Use Request – Sheep Music 8th November (fireworks/music etc): Agreed.
- Complaint re. hedge cutting/new paths: The Clerk read the emails and her reply to the initial comments to the meeting. Members felt that all necessary had been covered in the initial response and agreed that no further reply was needed at present.

(4) Nature Reserve Matters: Cllr. J. Ramsay reported the following –

- Stream just starting to flow and ponds to refill.
- Paths weeded by volunteers.
- Volunteers remained active and engaged with the project.
- Winter task list being compiled.
- Tree Group would like to provide input to the tree survey report on trees on the reserve.
- Improvement/Repairs to Path: Draft budget of £250 for material and £200-250 for hire/delivery of equipment. It was agreed that a spend of up to £500 from the nature reserve budget could be made.
- Budget for 2026-27: To be discussed at the Sites and Buildings Committee Meeting.

MIN 4542 CORRESPONDENCE/GENERAL ITEMS

(1) Leisure Services Review: No update.

(2) Recent Burglaries in Presteigne: Cllr. Baynham had nothing further to report and it was agreed no further action be taken.

(3) Future Town Carnivals - Report on AGM: Cllr. Preece reported that the AGM had gone well and that a new Committee with two joint Chairmen had been chosen.

(4) Full Fibre Broadband Update: The Clerk had checked on the progress of full fibre and was updated as follows – 'Presteigne exchange is included in the Openreach commercial programme, and it is currently targeting build completion by the end of next year. Residents will be FTTP-enabled at various stages throughout the build, depending on where the network is constructed first. It will build as much as it can but not all premises in the exchange area will be included in the commercial build plans, as some properties won't be commercially viable. It does however expect to build to some premises in the area using direct funding from UK Government within the Project Gigabit procurement'. If residents in the area would like to be kept up to date with the plans they could register for updates online.

(5) Telephone Box Adoption – Update: Members noted the suggestions received including a book swap, site for defibs and a little art gallery. Members had already considered a book swap and felt that it was better to encourage support of the library. The town already had several defibs and those stored outside were in protective cabinets. However they were very interested in the Little Art Gallery idea and the Clerk was asked to seek more information and a firm commitment from the resident. Adoption would be considered once this was received and agreed.

(6) Residents' Email re swift boxes for new development on former Kayes' Site: Agreed to support the request both for the former Kaye's Site and for the proposed dwellings off Broadaxe.

(7) Christmas Lights/Christmas Trees Update:

- Main Lights: Bunting licence applied for and received. Contractor would advise of installation date when known.
- Small Trees: These had been ordered from the usual supplier. Cllr. Kirkby confirmed that the Fire Brigade had agreed to put the trees in place and would advise of the date as soon as known so the Clerk could arrange delivery. He agreed that the trees could be delivered to his home. Cllr. Preece had removed the lights from the store and purchased the new batteries needed.

MIN 4543 COUNTY COUNCILLOR REPORTS

Cllr. Baynham reported that the next Sustainable Powys meeting would be on 26th November at 7pm in Llandrindod Wells.

No other items were reported.

MIN 4544 CASUAL VACANCY

The Clerk confirmed that no formal election had been called and she had therefore put up the necessary co-option notices.

MIN 4545 URGENT BUSINESS INFORMATION

(1) Reminder for Remembrance Sunday: All encouraged to attend.

(2) Letter of congratulations to be sent to Robert Weale on his induction into the World Bowls Hall of Fame.

The meeting closed at 9.36 p.m.

DRAFT