

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

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**MINUTES OF THE MEETING HELD ON 15TH JUNE 2016  
AT THE SHIREHALL, BROAD STREET, PRESTEIGNE**

**Present:** Cllrs. J. Tennant-Eyles (Mayor), Ms B. Baynham, ( Deputy Mayor), G. Banks, Ms. N. Humphreys, Ms. H. Marchant, C. Kirkby MBE , J. Matthews, H. Owens, Ms. F. Preece, P. Robinson, B. Price, P. Smith, J Wilding.

**Apologies:** None.

**In Attendance:** Mrs T. Price, Town Clerk, Member 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 and the Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016.

*Personal:*

*Cllr. Banks, position as County Councillor re. all County Council related matters.*

*Cllr. Preece, position with 1st Presteigne Scouts re donation towards lighting for scout hut*

*Personal and Prejudicial: None*

*Cllr. Humphreys, owner of potential site re Home Presteigne.*

*Cllr. Marchant, employee of Powys Library Service re future of Presteigne Library.*

### **MIN 3143 APPROVAL OF MINUTES**

The Minutes of the meetings on 18th May 2016 were approved with three amendments to the ordinary meeting Minutes. These were

MIN 3135 (2) remove 'and assisting with the provision of additional benches'

MIN3135 (4) Amend description to 'Parking Spaces Opposite Farmer's Arms'

MIN 3142 (3) replace 'delicatessen' with 'Salty Dog'.

The Chairman then duly signed both sets of Minutes.

### **MIN 3144 UPDATE/CLERKS REPORT**

(1) Fund Raising: Cllr. Kirkby reported the recent fundraising event '3 Castles, 3 Breweries and 4 walks'. The walk which was from Bishop's Castle to Presteigne was followed by John Jones and the Reluctant Ramblers playing in the Assembly rooms and raised £1100.

(2) Road Infrastructure, Knighton Road Development: Despite a reminder there was still no reply from the County Council.

(3) Queen's 90th Birthday Celebrations: Cllr. Tennant-Eyles reported that the Chamber of Trade had been successful with the grant application to Awards for All and as a result would be refunding the net cost of the souvenir medals purchased by the Council. As part of the grant conditions the constitution of the Chamber of Trade was to be updated and Cllr. Tennant-Eyles sought Council permission to list the Council as the recipient of any monies should the Chamber cease to exist. These monies to be

distributed to appropriate community groups for the benefit of the community. Resolved that the Town Council was happy to be listed as the recipient in this way.

(4) Removal of Hedge, Knighton Road: The Clerk reported that she had checked again and the ecologist report was not yet complete.

(5) Parking Spaces Opposite Farmer's Arms: Cllr. Ms. Baynham reported that she had recently witnessed the end of an incident at the corner of High Street and Broad Street. Photographs she had taken had been previously circulated. Photographs had also been taken by a neighbouring shopkeeper and these too had been circulated. Cllr. Kirkby proposed that the photographs be sent to the County Council as further evidence of the ongoing problem. This was seconded by Cllr. Robinson and agreed. In addition the Clerk was asked to send the photographs of the illegally parked vehicles to the police.

(6) Pavings, Broad Street: These had not yet been done. The Clerk would follow up.

(7) Potholes towards Cemetery: Some of these had been repaired.

(8) Painting of Adopted Kiosk, Norton: No acknowledgement or reply had been received from Norton Civic Society. It was therefore agreed that the Clerk obtain quotes for the re-painting of the kiosk.

(9) Mortimer History Trail: Cllr. Kirkby informed Members that the book was on sale in the Judge's Lodgings and in London House shop.

(10) Clean for the Queen: Cllr. Tennant-Eyles reported on a very successful event which had been organised by Ann Wake.

(11) Chamber of Trade Event at Judge's Lodgings: This had been well attended and a small profit had been made.

(12) Presteigne Cemetery: Cllr. Tennant-Eyles explained the situation with the Community Hub Project and asked Cllr. Banks to press the case for its approval at the County Council. Part of this project was the purchase of the land for an extension to the cemetery and Cllr. Banks was asked to also press for the land to be purchased as a matter of urgency to secure it for the future.

(13) Attendance at Joint Welsh Conference: Members noted that the Clerk would be attending this event on 22nd June. Following a proposal by Cllr. Kirkby it was resolved that the Clerk claim travel expenses in respect of this event.

## **MIN 3145      FINANCE**

(1) Donations: The following donations were approved as precepted -

Presteigne Area Community Development Group	£250
Poetry in Presteigne	£50.00
BISYOC	£100.00

Letter of thanks had been received from Presteigne Festival and Presteigne Little People's Playgroup.

(2) Payments: the following payments were approved –

Mrs T. Price	£903.94
HMRC	£236.59
(income tax and employees and employers NI due on above)	
Clearview Cleaning Services Ltd	£815.74
Lyreco (office stationery)	£27.23
Tower Mint Ltd (commemorative medals)	£606.00
OCS Group UK Ltd (cannon)	£15.77
Npower (Wilson Terrace Toilets)	£11.95
M. Baker (refund allotment rent)	£22.50 ALLOTMENT ACCOUNT

Highground Maintenance (grass cutting)	£188.16 MEADOW ACCOUNT
Npower (electricity supply to Barn)	£27.17 MEADOW ACCOUNT
C.A. Williams (tree work)	£1545.00 MEADOW ACCOUNT
Presteigne Building Supplies	£11.74 MEADOW ACCOUNT
N. Close	£231.24 MEADOW ACCOUNT
N. Close	£37.50
Highground Maintenance (grass cutting/weed-killing)	£330.29 MEADOW ACCOUNT

Cllr. Kirkby asked that the £100 set aside for the replacement of the pump in Albert Square be paid as the work was now imminent and this was agreed.

S. Ingham                      £100.00

(3) 2016-18 National Salary Award: Members received and considered the NJC agreement on salary scales for the next two years. The corresponding increase in the Clerk's salary together with arrears for April-June (to be paid in July) was agreed together with the award for 2017-18.

(4) Receipts: The following receipt was noted -  
£22.50 Allotment Account (re-let allotment).

(5) Purchase of Road Closure Signs: Cllr. Tennant-Eyles presented a suggestion that the Town Council purchase a set of signs for general community use. The Chamber of Trade would provide 50% of the £500 cost. Members agreed that until the future of the local works depot was confirmed it would be premature to purchase signs and agreed that the matter would be re-visited in the future.

(6) Donation to 1st Presteigne Scouts: The Clerk advised Members that since the agenda had been issued she had been made aware of an additional grant fund that could, if successful, fund not only the lights but also a number of other outside works around the Scout Hut. The Scout Leaders were in favour of the application being made. It was agreed that the Clerk submit an application and that the work on the electrics would be deferred until a decision was known.

## **MIN 3146      PLANNING**

(1) Planning Applications: The following applications were considered -  
P/2016/0467 Grid Ref: 330091.92/263663.76 for Demolition of existing agricultural buildings and erection of a general purpose agricultural building and alterations to access at Land at Hill Farm Evenjobb Presteigne Powys. Resolved no objections be raised.  
P/2016/0586, provision of office accommodation and new vehicular access at Broadaxe, Presteigne. Resolved no objections be raised.

(2) Powys Local Development Plan Examination Notice of Suspension: Noted.

(3) Mid Wales Housing Association Confirmation of Cascade Provision for allocation of Knighton Road properties: Noted.

(4) Planning Decisions: The following decisions were noted -

P/2016/0203	Silia Caravan Park	Conditional Consent
P/2016/0306	2 Warden Terrace	Conditional Consent
P/2016/0033	Gumma Farm, Discoyd	Conditional Consent
P/2016/0139	Caenwood Rise, Presteigne	Conditional Consent
P/2013/0278	Jacks View, Norton	Conditional Consent with S.106

(5) Powys County Council Enforcement of Live/Work Unit Conditions: Members noted that the County Council would not monitor the usage but would take enforcement action if informed of a breach of conditions.

## **MIN 3147      HIGHWAYS, HOUSING AND ENVIRONMENT**

- (1) PACDG Update: Cllr. Tennant-Eyles reported that various projects were going ahead and that the planned open days would be held on 30th June, 1st/2nd July and he invited Councillors to attend.
- (2) Fold Farm Footpath Update. A recorded delivery letter had been sent to the landowner but no reply had been received. It was therefore resolved that a formal application for a DMMO be made.
- (3) Temporary Street Closure Notice (High Street) 11th June 2016: Noted.
- (4) Home Presteigne Update: Cllr. Ms. Marchant had, as requested, contacted the group. It had confirmed that it was still meeting and that a Town Council representative would be welcome. Cllr. Ms. Marchant would therefore continue in that role.
- (5) County Council Grass Cutting Schedule: The Clerk reported that areas inside the 30mph limit would receive three cuts, outside the limit one cut and recreation/play areas, housing sites would be cut three weekly. Visibility splays at highway basis would be cut as required to maintain safety.
- (6) Reporting of Highway Items for repair: The following items were reported -
  - blocked drains Scottleton Street: recent clearing had not worked;
  - drain at the end of St. David's Street still full;
  - one end of Lugg Bridge damaged againroundabout: the Clerk was asked to submit a request to the County Council for the Countrywide/Clatterbrune roundabout be named King's Turning roundabout and signed accordingly.
- (7) Depot Review: Members agreed to accept the offer of a meeting on 29th June at 6pm. The Clerk was asked to request a copy of the proposal before the meeting together with a map of the existing County Council depot site in Presteigne.
- (8) Future of Recycling Site: The reply from the County Council was noted. Members were pleased that there were presently no plans to close the site.
- (9) Amendment to Allotment Tenancy: The Clerk reported that a request had been received from a new tenant who now wished to have a joint tenancy with her neighbour. The Clerk reminded Members that in the case of long standing tenancies this was not to be recommended but that this was a new agreement, just weeks into the tenancy. Under these circumstances Members agreed that the tenancy be re-issued in joint names.
- (10) Legionella Risk Assessments, Public Toilets: Cllr. Tennant-Eyles reported that these were due and that the Clerk had obtained a quote of £140 plus VAT for Hereford Street and Wilson Terrace. Resolved that the Clerk arrange for these to be carried out as soon as possible.

## **MIN 3148      NORTON**

- (1) Email from Resident: Cllr. Tennant-Eyles reported on an email received from a Norton Resident. A full reply had been sent.

## **MIN 3149      WENT'S MEADOW AND EDDIE'S MEADOW**

- (1) Centenary Fields Programme: Protecting Valuable Green Space Across the Country: Noted. The Clerk was asked to research the possibility of registering the Council recreation ground.
- (2) Grant Applications Update: Applications had now been submitted to Groundworks for the lower Meadow works and to Awards for All for the car park extension only.

In addition as mentioned under 3145(6) an application would be submitted to Groundworks for works to the outside area around the scout hut and finally an application would be submitted to Groundworks for a new item of play equipment for the Wilson Terrace play area. County Council consent had been obtained for the latter project. Both these applications needed to be in by 19th June.

Finally the Clerk and Cllr. Tennant-Eyles would attend a funding surgery in Builth Wells on 28th June.

(3) Change of Date Presteigne and Norton Vintage Car Show: The new date of 24/25 September was noted.

(4) Strimming of Visibility Splay, Allotment Car Park: Cllr. Kirkby stated that this had been arranged and should take place during the current week and then monthly until the end of the season.

(5) Use Agreement for Tables: The folding tables were proving popular and a use agreement was being drawn up.

(6) Fallen Tree, Withy Beds: This had been reported and was being dealt with.

(7) Broken Glass etc: Several incidents involving broken glass and litter had been cleared up by Mr. Close. A number of stones had also been loosened and removed on the Meadow site and these had been re-set. The Clerk added that overnight the wrought iron at the barn had been bent over and damaged. All incidents had been reported to the police.

(8) Attendance by Police: The Clerk was asked to arrange for PC Barden to meet the Council at the Meadow on the evening of the Town Walk.

(9) Locking of Top Gate: Cars had been entering the Meadow via the top gate. Once the formal transfer to the Town Council was completed the Clerk would arrange for this gate to be locked (pedestrian access would still be available).

(10) ROSPA Inspection: This was still to take place.

(11) Euphorbia: This plant had now been removed from the Ligne Garden as the sap was irritating to the skin.

(12) Use by Vintage Sports Car Club: Noted for 8/9th October.

## **MIN 3150      CORRESPONDENCE/GENERAL ITEMS**

(1) Future of Day Centres in Powys: Cllr. Ms. Baynham reported that numbers were declining in part due to a reduction in referrals from the County Council. People could self refer and this was being encouraged. A meeting had been arranged between the Day Centre, the County Council Chief Executive and the relevant Portfolio Holder to discuss the future.

(2) Facebook, Posting of Public Comments: Cllr. Ms. Baynham reported that the Clerk had received a suggestion that the Town Council prevent comments being publicly posted on the Council page. Comments were already monitored by the Clerk and it was agreed that comments should be posted so that people could air their views. Offensive posts would be removed.

(3) Letter from Visitor re swifts: No action that the Town Council could take but the letter would be passed to PACDG in case the Group wished to take any action.

(4) Email from Campaign Group, closure of Gwernyfed/Brecon Secondary Schools: Noted. No further action.

(5) Invitation to Reception, Powys County Council: Cllr. Tennant-Eyles and one other would attend the Royal Welsh Show reception.

(6) Sustrans Visit to John Beddoes Campus: This was arranged for Monday 20th June at 9am. Cllrs. Robinson and Marchant would attend.

#### **MIN 3151 TOWN COUNCIL SURGERY**

- (1) Report on June Surgery: Cllr. Tennant-Eyles reported the following items -  
Sign for Hereford Street Car park the wrong way around: Reported to County Council  
Dutch translation on Warden Sign: does not make sense: To be reported to County Council  
Request for bypass verges to be left uncut (excluding junctions): No Action. Cuts were already reducing in number.  
Request for trees to be planted on verge to act as screening to recycling centre: Noted that the County Council would not want trees on the verges, and agreed that they would not in any case provide adequate screening.  
Follow up visit on access for mobility scooters: a letter detailing the Council's actions had been sent.
- (2) Arrangements for July Surgery: Cllrs. Tennant-Eyles and Wilding to attend.

#### **MIN 3152 DEVOLVEMENT OF SERVICES**

- (1) Youth Centre Building/Drill Hall: Project Update: The proposal was to be put before informal Cabinet on 28th June.
- (2) Tennis Courts/MUGA Update: Despite chasing the Solicitor the paperwork had still not been received.
- (3) Assembly Rooms Project/Library Services in Presteigne: The proposal had been submitted to the County Council.

#### **MIN 3153 COMMITTEE STRUCTURE/TERMS OF REFERENCE**

- (1) The draft terms of reference for the Staffing Committee and the Sites and Buildings Committee were agreed unchanged.
- (2) Representatives were appointed as follows -

##### Committees

Staffing: Cllrs. Baynham, Tennant-Eyles, Kirkby, Marchant and Preece.

Sites and Buildings: Cllrs. Kirkby, Tennant-Eyles, Wilding, Matthews and Owens.

Outside Representation for Sites and Buildings (Meadows only): Richard Rimmington plus 1 other to be appointed at a later date.

Outside Representation (Allotments only): The Clerk to ask the PNAA to nominate a representative.

##### Working Groups

Local Development Plan: Cllrs. Tennant-Eyles, Baynham, Price and Robinson.

Community Asset Transfer/Devolved Services: Cllrs. Tennant-Eyles, Kirkby, Wilding and Baynham.

The Clerk left the room for the duration of the next item.

#### **MIN 3154. PENSION PROVISION FOR COUNCIL EMPLOYEES**

Members considered the report provided. Following consideration it was resolved that the recommendations of the Pensions Working Group be adopted. These were -

Pension provision be provided via the NEST Scheme;

Contributions to be made on all basic earnings but not overtime;

Government set minimum contribution rates to be followed with a review to take place when setting the budget for 2017/18;

the chosen scheme be put in place as soon as practicable;  
monthly payments to NEST to be made by direct debit with the appropriate bank authority to be completed at the appropriate time.  
a pension policy be drawn up to cover present and future employees.

#### **MIN 3155      ACCESS TO COUNCILLOR CONTACT DETAILS**

The Clerk advised that the Welsh Government guidance on Access to Information on Town and Community Councils indicated that some form of contact to individual Members should be included on the Town Council pages of the website. Members agreed that email addresses should be added. Additional information could be included if Members wished.

#### **MIN 3156      INFORMATION**

There were no items for information this month.

#### **MIN 3157      URGENT BUSINESS INFORMATION**

(1) 100th Birthday: It was agreed that the Town Council would send a birthday card to a local resident shortly to turn 100.

(2) Occupation of Property Opposite Rockbridge: It was confirmed that there should be no permanent residency.

*Resolved under the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting during the consideration of the following business as publicity would be prejudicial to the public interest because of the confidential nature of the following items.*

(3) Knighton Road Housing Development: Cllr. Tennant-Eyles reported on the present situation on the delayed building works. He had spoken to the developer and the works were not delayed awaiting any permissions from the County Council but as a result of organisational difficulties experienced by the developer. The developer also confirmed that only one property had so far been allocated, that it had been allocated to a family in Presteigne, and that other properties would be allocated strictly according to the cascade provisions agreed with the Town Council giving the first priority to Presteigne residents.

The meeting closed at 10.05 pm