



Cyngor Cymuned Ffordun gyda Thre'r-Llai a Threlystan
Forden with Leighton and Trelystan Community Council
 Cefn Derw, Forden, Welshpool, Powys. SY21 8LZ

Clerc i'r Cyngor | Clerk to the Council: Lee Davies

APPROVED MINUTES of COUNCILS ORDINARY BUSINESS MEETING
on Thursday 27th January 2022, 7:03pm
 held remotely via Microsoft Teams

1. Welcome, Attendance, Apologies for Absence:

- 1.1. The Chairperson welcomed Councillors and Clerk to the council's remote live-streamed ordinary business meetings and sought assurance that everyone could be heard and could engage in the meeting
- 1.2. Attendance: Cllr Suzanne Rowlands, Cllr Rachael Briggs, Cllr Anthony Day, Cllr Linda Corfield, Cllr Mark Williams, Cllr Shaun Rees, Cllr Neil Edwards
- 1.3. Apologies:
 - 1.3.1. *for absence approved by Council:* Cllr Clive Eaton-Stevens, Cllr Bill Jones
 - 1.3.2. *for absence received:*
- 1.4. *Other Members Absent:*
- 1.5. *In attendance:* Lee Davies (Clerk to the Council).

2. Declarations of Members' Interests and Dispensations:

- 2.1. Although the Clerk is not a member of council and therefore does not come under the same legal requirement to declare an interest, he still felt it was prudent to do so under section 7.3 planning.

3. Public Participation:

- 3.1. None

4. Minutes of the Meeting Dated 16th December 2021

- 4.1 To approve & sign the minutes as a correct record of the remote Meeting dated 16th December 2021 (paper 4.1)

APPROVED

- 4.2 To report, for information purposes only, matters arising from the minutes of the remote Ordinary Business Meeting 16th December, that are not in this agenda
 - 4.2.1 FUTURE MEETINGS – It is hoped the February meeting will be a hybrid meeting due to Welsh Government Covid rules changing. The Clerk will contact Forden Village Hall to seek confirmation that the Council can hold meetings in the small meeting room. A maximum number of members allowed will be 8 to include the Chairperson and Clerk as per the current agreed risk assessment on a first come first served basis. Due to the limited space members of the public will still only be allowed to join the meeting remotely.
 - 4.2.2 LEIGHTON PLAYPARK SIGNS – The 'No dogs' signs have been installed by a local contractor.
 - 4.2.3 LEVEL ACCESS TO THE BUS STOP OUTSIDE THE COCK HOTEL – The Clerk has received no further information and will continue to liaise with PCC to affect a solution.
 - 4.2.4 CHURCH DONATION – Forden Church have acknowledged receipt of the donation of £250.00 that was made via a bank transfer.

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- 4.2.5 HERITAGE GREEN PLAYPARK – The Clerk has received notice that PCC have assigned an officer to investigate historical planning gain / section 106 that could provide extra funds for this playpark. When all the facts are known the Clerk will bring these to the Council for further instruction.
- 4.2.6 MOLES IN CEMETERY – The pest control contractor attended the cemetery, and the issue has now been resolved.
- 4.2.7 CLEANING OF PAVILION – The Clerk made contact with Popsy's Mops and confirmed that cleaning will now be once a week on a Monday until further notice.

5. Correspondence

5.1 To note, discuss and resolve, if necessary, any actions that arise from previously distributed correspondence.

- 5.1.1 To note and discuss an email from the Clerk of the Leighton Village Hall Committee seeking representation to their committee and general enquiries about the Queen's Jubilee.
LEIGHTON VILLAGE HALL COMMITTEE REPRESENTATIVE – it was discussed and agreed that the Clerk would in the first instance contact Cllr Clive Eaton-Stevens and ask if he would be interested in taking on this role as the only current member who lives in Leighton.

Cllr Anthony Day joined the meeting at 7:14pm due to technical issues logging on

QUEEN'S JUBILEE CELEBRATIONS – after some discussion it was decided that the Council would like to support a couple of suggestions that were made. Previously the Council have given out mugs to celebrate a milestone event that the Queen has reached, and they would like to do this again. The Celebration mugs are to be given to all Primary school age children who live in the Forden, Leighton & Trelystan Community or attends Primary school.

Cllr Linda Corfield also remarked that both schools also enquired about the councils plans for the jubilee.

It was also resolved to plant three trees, one each in Forden, Leighton & Trelystan as part of "The Queen's Green Canopy: Plant a tree for the Jubilee". The location of where the tree should be planted is to be resolved in a future meeting.

ACTION: The Clerk to investigate the cost and availability of the celebration mugs from the same supplier as the diamond jubilee also the cost of the trees and suitable locations to plant them.

6 Highways, play & recreation parks and buildings.

6.1 To report and resolve if desired any business in connection to the highways within the parish of FLTCC.

- 6.1.1 STUBB ROAD PASSING PLACES – A response has been received from PCC to an email that was sent by the Clerk. It was reported that double yellow lines cannot be put on the road where the passing places are located. The highways department confirmed they do not install 'no parking' signs in passes places. They will, however, consider installing signs should if the community council fund this.

ACTION: The Clerk will investigate the cost of having signs installed by PCC.

- 6.1.2 SALT BIN AT THE TOP OF THE JUNCTION BY TO ST MICHAELS CRESCENT – The Clerk has yet to contact PCC.

ACTION: The Clerk to contact PCC

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- 6.1.3 SPEEDING TRAFFIC IN HERITAGE GREEN – An email was sent to PCC to which they replied that this is a matter for the developer. They have contacted the developer who will now send a letter to all residents asking them to reduce speed through the housing estate.
- 6.1.4 It was reported that two roadside gullies in the St Michaels Crescent area are blocked and need to be cleared before the next significant rainfall to help prevent flooding. Also, a blocked drain on the road between the Hem Crossroads and Woodlands Farm.

ACTION: The Clerk to make a report on the PCC portal.

6.2 *To report and resolve if desired any business in connection to the play, recreation parks and outdoor spaces managed or influenced by the council.*

- 6.2.1 SCOTTISH POWER LETTER (PAPER 6.2.1) A discussion was had and there are several issues the Council are not happy about with the positioning of the stays according to the plans that were received

ACTION: The Clerk to reply highlighting the issues and ask for a site visit to meet with Councillors if required

- 6.2.2 LEIGHTON SCHOOL SAFEGUARDING WORKS. It was discussed and approved to allow the wooden fence along the boundary between the play area and school grounds be removed and a new metal fence be installed as proposed by PCC as part of safeguarding measures for the school.

ACTION: The clerk to send confirmation to Leighton school.

6.3 *To report and resolve if desired any business in connection to the buildings managed or influenced by the council.*

- 6.3.1 The Pavilion condition survey (Paper 6.3.1) The Clerk gave the Council members a verbal report of the interim survey as written thus far. 'He' hopes to have the survey completed to present to the Council at next month's meeting.

- 6.3.2 It was reported that some of the lights along the path to the Pavilion are not working plus potential options to save water were also discussed.

ACTION: The Clerk will include these in the Condition Survey

7 Planning & Building Control

7.1 *Planning & Building Control Specific Correspondence: to receive and circulate for information such correspondence, if any, as will be brought to the attention of the council by the Clerk.*

- 8.1.1 Trelystan Church – Application Reference: 21/0422/FUL – Erection of a temporary marquee for wedding receptions (between April and October each year), creation of access, installation of infrastructure and siting of a temporary toilet unit.

The members were reminded of the letter sent from PCC that this application has been called in to be considered at the County Planning, Taxi Licensing and Rights of Way Committee on the 3rd of February, and those who wish to attend can by following the proper procedures outlined in the letter.

7.2 *Powys CC Planning Determinations: to report from Powys CC notifying the community council of planning decisions in all community council areas.*

NOTED

7.3 *Planning Inspectorate Appeals: Notice(s) of Appeal: to receive & resolve responses to Notices of Planning Appeal including but not limited to those listed below details of which can be found at <http://pa.powys.gov.uk/onlineapplications/> Later Notices may be considered at the discretion of the Chair.*

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The chair requested, and it was agreed, that planning matters be discussed at the end of the meeting to allow the clerk to leave due to a declaration of interest.

Ref.	Site	Description	Response
21/2124/FUL	Land East of Oaklands, Forden, Welshpool, Powys SY21 8NA	The erection of a detached dwelling with detached garaging and associated parking and new access through the subdivision of land	NOT SUPPORTED
<p>At the January meeting of council, this application was discussed, and the following objections and concerns were raised:</p> <ul style="list-style-type: none"> • Although the access has now moved off the B4388 there are still concerns the proposed new entrance may affect the safety of road uses in this area so close to the junction. • The council previous comments still stands that a prominent house built within proximity to the junction may cause a distraction to road users. • Concerns were still raised that the existing soak-a-way may be at capacity and additional measures need to be in place to ensure adequate filtration takes place before potentially hazardous effluent ends up on publicly accessible recreation grounds or other. • It was also observed that this project would remove what appear to be an old orchard, that the council think should be preserved. 			
<p>The Clerk left the meeting before application 21/2183/FUL was discussed and the council resolved to allow the Chair to make note of any decision and comments made that were passed to the clerk later that evening.</p>			
21/2183/FUL	Land Adjoining Cefn Derw, Forden, Welshpool, Powys SY21 8LZ	Siting of 5 safari tents for holiday use, formation of car parking, new access track and all associated works.	SUPPORTED
<p>Councillors commented that it is an appropriate site for development with its proximity to the Offa's Dyke path to attract walkers.</p>			

7.4 Planning Enforcement:

7.4.1 From other bodies to FLTCC: to report for information, planning enforcement matters within the community

7.4.2 From FLTCC to the bodies: to report planning enforcement matters within the Community TAVERN CARAVAN PARK – Development continues at this site, and it has been advised that should the Council wish to, they should complete the online PCC Planning Enforcement Complaint Form which will then formalise the complaint that the caravan park are replacing static caravans with permanent homes without planning permission.

RESOLVED – The council resolved to complete the online complaint form for the reasons mentioned in previous meetings.

ACTION – The Clerk to complete form on behalf of the council.

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8 Finance & Audit

8.1 To receive report from RFO to include items for Payment: to resolve to approve items for payment (paper 8.1)

Payee	Details	Power to Pay	Chq No.	£
Lee Davies	Wages £268.80 + 3.49 Printing Charge	Schedule 12, paragraphs 30, 30D and 30E, s144	BACS	£272.29
Helen Stanier	Wages £241.60 + £1.99 Printing Charge	Schedule 12, paragraphs 30, 30D and 30E, s144	BACS	£243.59
Powys County Council	Business Rates	s.164, s.44, ss 9&11	ddr	£150.00
Stuart Sheppard	Grass Cutting and hedges - Cemetery /hedge by school/Heritage Green	s.164.s.44,ss.9 & 10	BACS	£1,200.00
SITC	monthly charge	Schedule 12, paragraphs 30, 30D and 30E, s144	BACS	£27.36
Forden Church	Wreath	s.145	BACS	£19.00
Hafren Dyfrdwy	Water charge (payment taken from account 04.1.22)	s.125	DDR	£28.22
Geraint Peate	Refund (duplication of payment)		BACS	£300.00
	TOTAL			£2,240.46
Current Account Balance:		(Includes Dec Precept payment)		£12,632.65
Business Premium ME:				£19,609.68

APPROVED – Council approved payments listed in Paper 8.1

8.2 To receive report from the RFO updating the Council on the recent audit return, and resolve, if necessary, any recommendations that come out of this report (paper 8.2)

The comment from the auditor that the council has a high reserve was discussed. It was agreed that the reserves should be allocated for future high spend payments such as repairs and replacement to our many assets including the Pavilion, bowling green, MUGA, football fields and 3 playparks, as well as current high-level one-off payments towards new cemetery management tool, and a new website.

The members also wanted to thank the RFO for another faultless audit return.

RESOLVED: Council to maintain what may appear to be a disproportionately high reserve to cover the future cost as described for the disproportionately high number of facilities the council owns or manages.

ACTION: The RFO and the Clerk to create a reserve strategy for debate and resolution at a future meeting.

8.3 To receive report from the RFO on the Budget to Actual Finance Checks 2021-22 (quarterly) and resolve, if necessary, any recommendation that come out of this report (paper 8.3)

NOTED

8.4 SCRUTINY OF PAYMENTS QUARTERLY CHECK – To receive a verbal report from Cllr Linda Corfield of the recent check on payments (paper 8.4)

Cllr Corfield reported that the scrutiny of payment took place with the RFO and all was in order.

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9 Plaque Dedication

9.1 To receive an example, provided by the Clerk, of the wording for plaque in memorial of Richard Davys-Jones (Paper 9.1)

After a discussion it was decided that Council members would send the Clerk some ideas for the wording of the dedication to present at the next meeting. A decision will then be made on the final wording that will be sent to the family for their approval.

10 Chairperson's & Members Announcements, Items for Future Agenda & Date of Next Meeting

10.1 Chairperson's announcements: to receive for information announcements from the Chairperson and Members

The Council would like it noted that their condolences have been passed on to Annette after the passing of her husband Richard Dawes, ex Chair and valued Council member.

10.2 Items for future agenda:

May Annual Meeting – The meeting needs to be within 21 days of an election it was suggested to members that the May meeting be brought forward a week to the 19th May to ensure this is well within the date required.

ACTION: The Clerk to alter the calendar for approve at the next meeting.

10.3 Date of next meeting will be Thursday 24th February 2022 at 7:00pm and notification will be made if this will be held remotely or in Forden hall committee room as the first hybrid meeting.

Cllr Linda Corfield left the meeting at 8:23pm

Clerk Lee Davies left the meeting at 20:38 and it was agreed that Chairperson Cllr Suzanne Rowlands take minutes for the rest of the meeting

Meeting closed at 8:48pm

Signed on behalf of the council as a correct record



Date: Feb 24th 2022

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