



Cyngor Cymuned Ffordun gyda Thre'r-Llai a Threlystan
Forden with Leighton and Trelystan Community Council
Glanllyn Leighton Welshpool Powys SY21 8HJ

Clerc i'r Cyngor | Clerk to the Council: Rachel Tibbott

APPROVED MINUTES OF COUNCIL'S ORDINARY BUSINESS MEETING
On Thursday 15th December 2022 at 7pm.
Held remotely via Teams and at Leighton Village Hall

1. Welcome, Attendance, Apologies for Absence:

1.1 The meeting was held remotely online and at Leighton Village Hall and assurance was sought that everyone could be heard and could engage in the meeting.

1.1.1 Attendance - Cllr Suzanne Rowlands, Cllr Di Stevens, Cllr Adam Lloyd, Cllr Shaun Rees, Cllr Rachael Briggs and Cllr Mark Williams

1.1.2 Invited Guests in attendance: Cllr Amanda Jenner and Cllr Jake Berriman

1.1.3 Apologies:

1.1.4 *For absence approved by Council:*

1.1.5 *for absence received:* Cllr Clive Eaton-Stevens away working, Cllr Anthony Day poorly and Cllr Neil Edwards previous appointment **ACCEPTED**

1.2 *Other Members Absent:*

1.3 In attendance – Rachel Tibbott (Clerk to the Council)

2. Declarations of Members' Interests and Dispensations:

2.1 Cllr Mark Williams for agenda item 10.3 - 22/1463/FUL

3. Public Participation:

3.1 None

4. Notice of Planning Committee Meetings

4.1 Cllr Jake Berriman attended the meeting to discuss the one week notice period given by Powys for community councils to attend Powys County Planning meetings. Cllr Berriman suggested that a blind copy of the agenda could be sent to the relevant clerk a week before it is published online so that the community council has time, if needed, to call a meeting to discuss the information and plan the representation/comments if needed.

RESOLVED – It was resolved to ask Cllr Berriman to take this suggestion back to Peter Morris to see if it can be implemented.

Cllr Berriman added that due regard is always given to Community council views, but comments need to be relevant, to the point and clearly relating to the planning policy.

19:28 Cllr Jake Berriman left the meeting and was thanked for attending.

Initials:

5. Minutes of Previous Meeting(s)

5.1. To approve & sign the minutes as a correct record of the following:

5.1.1. Amended Final Minutes 29th September 2022

5.1.2. Amended Final Minutes 27th October 2022

(both amended as confidential minutes should not be minuted separately)

5.1.3. Ordinary Business Meeting 24th November 2022

5.1.4. Cemetery Minutes 24th November 2022

5.1.5. Pavilion Minutes 8th December 2022

ALL RATIFIED

5.2. To report, for information purposes only, matters arising from the minutes of the Ordinary Business Meeting 24th November 2022

4.2.1 – De-fib at the Cock Hotel – Defib cupboard received and handed over to Pete Shepherd to install. **HOPEFULLY TOMORROW OR THE NEXT DAY**

Two other defibs applied for and agreed from Save A life Cymru (one for Trelystan and one for Leighton Centre), won't be delivered until cupboards and electrics are in place.

MR JAMES POTTER HAS KINDLY AGREED TO PURCHASE A CUPBOARD FOR THE LEIGHTON CENTRE. LETTER OF THANKS TO BE SENT.

RESOLVED TO PURCHASE CUPBOARD FOR TRELYSTAN.

8.1.1 Heritage Green playpark – **COMPLETED AND INSPECTED BY CLLRS ROWLANDS AND WILLIAMS**

8.3.1 Sports Pavilion – Showers not working again. **SEE BELOW 8.2**

8.3.2 PAT testing of Pavilion equipment **TO BE DONE MONDAY**

10.3 Setting draft budget for 23/24 **SEE LATER IN AGENDA**

11.2 Solar Farm pre-planning notice – **CLERK EMAILED ROGER PARRY BUT NOT HEARD ANYTHING BACK SO FAR.**

6. County Council reporting

6.1 To receive report from County Cllr Amanda Jenner

Cllr Jenner gave a brief summary of her caseload. If there are any issues with rural crime then please let Cllr Jenner know and she will pass any information on and either arrange a surgery or any other support which may help.

19:46 Amanda left the meeting.

7. Correspondence

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

7.1.1 An email of thanks has been received from Forden Church, Trelystan Church and Leighton Church for the kind donation.

7.1.2 Register of Electors will be despatched during December and January.

7.1.3 Air Ambulance proposed changes (forwarded 6/12/22)

7.1.4 Single Use Plastic Bill (forwarded 8/12/22)

Initials:

7.1.5 FLTCC attendance at Forden Church Angel Festival – write a letter of thanks to Jane Walton who made an angel on behalf of FLTCC which was beautiful.

7.1.6 Phonecall from Luke Woosnam offering a monthly phonecall to all town/community councils to discuss any potential planning issues. Clerk thanked Luke for kind offer but felt it was a better use of time to know Luke can be called anytime to discuss any issues as they come up. All agreed.

7.1.7 Warm spaces directory (forwarded 9/12/22)

7.1.8 Electoral Administration and Reform White Paper (forwarded 9/12/22) to respond by 10/1/23

7.1.9 Powys Planning Decision Notices (forwarded 13/12/22)

7.1.10 Dispensations for Town & Community Councillors (forwarded 14/12/22)

8. Policies/Committees

8.1 To ratify proposals from the Cemetery committee 24/12/22

8.1.1 It was previously agreed to take £950 out of reserves for work on the cemetery hedges, the quote previously agreed is £1770. As there is only £1000 in the cemetery maintenance budget, the amount needed to be taken out of reserves is actually £770 **RATIFIED**

8.1.2 The total invoice for grounds maintenance of the cemetery and the playparks is £1800. Only £228 in budget against playparks for grass cutting, nothing for cemetery. Propose putting £228 of invoice against playpark budget. Also taking £1572 from reserves to cover cemetery grounds maintenance. **RATIFIED**

8.1.3 Digitalisation of cemetery invoice £1450, previously agreed to take £485 out of reserves to cover this invoice but will now need to increase to £1450 to cover total invoice as nothing left in cemetery budget.

RATIFIED

8.2 To ratify proposals from the Pavilion Committee 8/12/22

RESOLVED -It was resolved to contact Powys Safety Solutions to undertake a Health & Safety review of the Pavilion which will hopefully highlight any issues and provide a working plan for the way forward especially regarding water pressure and legionella.

RESOLVED – it was resolved to contact Pete Shephard to look at the path lights leading to the pavilion as one not working again. If it's a simple job then go ahead otherwise give a quote.

9. Highways, play & recreation parks and buildings.

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

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

9.2.1 To discuss any updates regarding the land adjoining Lyndale, Forden. **TO BE DISCUSSED UNDER CONFIDENTIAL ITEM 13.1**

9.2.2 Sewage Treatment Plant works.

No maintenance contract is in place. The compressor is tripping and is currently off, water is continually flowing into the system causing the compressor to overwork.

RESOLVED: Contact PCC to ask permission to inspect drains on school grounds and to ask if they will contribute towards the cost of inspection of water inlets.

RESOLVED: To ask for 3 quotes to:

A; provide an annual maintenance contract

B: provide a report and inspection of all water inlets.

Initials:

9.2.3 Noticeboards on Trelystan and in Leighton

After close inspection it was noted that the notice board in Leighton is rotten and in need of replacement. As the current site is not easily accessed it was agreed to locate a new site and purchase a new cupboard as appropriate.

RESOLVED: It was resolved to ask Leighton Church if a noticeboard could be sited next to the other two boards on the outer fence of the Churchyard and ask for quotes to have a matching noticeboard made.

RESOLVED: It was also resolved to have another wooden noticeboard made for Trelystan to replace the existing aluminium one which will be more in character.

9.2.4 ROSPA reports received (forwarded 8/12/22)

RESOLVED: set up a working group to look at all playgrounds/reports and bring back to the next meeting. Cllrs Lloyd, Rowlands and Williams.

9.2.5 Bowling club

RESOLVED: Ask Andrew Evans to add the ground maintenance of this to his existing contract.

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

Rubbish at the pavilion still an issue despite requests to all users to remove their rubbish.

RESOLVED: To remove outside bin. Remind the football club once again. Contact Forden School to see if any rubbish from inside Pavilion can be added to their refuse collection.

10. Planning & Building Control

10.1. 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.

10.2. Powys CC Planning Determinations: to report from Powys CC notifying the community council of planning decisions in the community council areas (Check correspondence)

10.3. 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/online-applications/?lang=EN> Later Notices may be considered at the discretion of the Chair: Planning Enforcement:

Ref.	Site	Description	Return date
22/1807/FUL	Barn At Rhydygroes , Marton, Welshpool, SY21 8JJ	Proposal: Conversion of barn to create 2 dwellings, installation of treatment plant, alterations to highway access and all associated works	SUPPORTED NO COMMENTS
22/1463/FUL	Pen-Y-Derw , Forden, Welshpool, SY21 8NH	Replacement of dilapidated Dutch barn with a new holiday let, together with associated parking and installation of a new private treatment plant	SUPPORTED NO COMMENTS

Cllr Mark Williams left the meeting to discuss the above planning 22/1463/FUL and rejoined after the discussion.

Initials:

- 10.3.1. From other bodies to FLTCC: to report for information, planning enforcement matters within the community.
- 10.3.2. From FLTCC to other bodies: to report planning enforcement matters within the community.

11. Finance

11.1 To receive report from RFO to include items for Payment: to resolve to approve items for payment.

Invoice Summary December 2022				
Payee	Details	Payment Type	Power	£
Rachel Tibbott	Salary £656.20 + Printing Charge £4.49	BACS	Schedule 12, paragraphs 30, 30D and 30E	£660.69
SDW	Heritage Green			£3,525.68
Powys County Council	Business Rates	DDR	s.164, s.44, ss 9&11	£150.00
Quickbooks	Online Accounts	DDR		£14.40
Hafren Dyfrydwy	Water charges			£42.11
Clerk Training	ILCA & FILCA			£288.00
Powys County Council	Election Services	BACS		£780.28
HMRC	PAYE payment	BACS	Schedule 12, paragraphs 30, 30D and 30E	£381.33
HMRC	PAYE penalty payment	BACS	Schedule 12, paragraphs 30, 30D and 30E	£200.00
SITC	Microsoft 365 monthly charge	BACS	ss.37-47	£13.68
Popsie's Mops	Pavilion cleaning	BACS	s.133	£120.00
Leighton Church	Donation towards churchyard maintenance			£250.00
Trelystan Church	Donation towards churchyard maintenance			£250.00
	defib cupboard Trelystan			
Savings account	Transfer from current	STD		£100.00
	TOTAL			£6,776.17
Income				
RG Peate	Ashes interred in grave Griffiths			£150.00
Current Account Balance	1.12.22			£9,074.35
Business Premium ME	1.12.22			£20,417.76
Precept Payment due at end of the month ***				
Refund requested	SLCC Membership paid twice in error			£154.00
Current Account Balance	after above exp taken out			£2,552.18
Business Premium ME	interest added £11.28			£ 20,529.04

RESOLVED: All Agreed for payment

11.2 Penalty payment to HMRC regarding late submission of PAYE for July and August. £200 fine.

Clerk has appealed and awaiting a reply. Penalty has been paid to avoid any increase.

11.3 Setting draft budget for 23/24 – training attended.

11.4 Councillors “Opt out” expenses forms for 22/23. ONGOING

11.5 Adding Cllr Shaun Rees to the mandate ONGOING

11.6 New clerk salary scales ONGOING

11.7 Finance Toolkit – LOOK AT IT NEXT YEAR BY RELEVANCE

11.8 Cloud storage to allow councillors to keep all meeting information in one place as opposed to being sent in separate emails. Also more environmentally friendly. Cost will be £1 per month per councillor/clerk.

RESOLVED: Agreed to add cloud storage for each councillor/clerk to SiTC agreement.

RESOLVED: To purchase a laptop for Chairs use at meetings and at home.

RESOLVED: To add a Chairs email address to the current agreement with SiTC.

12. Chairperson’s & Members Announcements, Items for Future Agenda & Date of Next Meeting

Initials:

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

None

12.2 Items for future agenda:

None

12.3 Date of next hybrid meeting for information: ORDINARY BUSINESS MEETING

Thursday 19th January 2023 at Leighton Village Hall at 7pm , keeping 26th January pencilled in if budgets need any further work before the 31st January deadline.

13. CONFIDENTIAL SESSION EXCLUSION OF PUBLIC AND PRESS

Under the Public Bodies (Admission to Meetings) Act 1960 (2) to resolve, if required, that members of the public and press be requested to leave the meeting by reason of the [specified] confidential nature of the business about to be transacted.

13.1 Discuss any matters regarding Lyndale Forden

Nothing further to add, email received from Gilbert Davies solicitors just before the meeting to be forwarded to all councillors.

Everyone thanked for attending and wished a Merry Christmas and a Happy New Year

Meeting closed at 21:15pm

Signature: _____ Date: _____

Initials: