



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 28th February 2023 at 7pm.
Held remotely via Teams and at Forden Community Centre

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 Shaun Rees, Cllr Rachael Briggs, Cllr Anthony Day, Cllr Adam Lloyd and Cllr Neil Edwards

1.1.2 Invited Guests in attendance: Cllr Amanda Jenner

1.1.3 Apologies:

1.1.4 *For absence approved by Council:*

1.1.5 *for absence received:* Cllr Di Stevens and Cllr Mark Williams **ACCEPTED**

1.2 *Other Members Absent:*

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

2. Declarations of Members' Interests and Dispensations:

None

3. Public Participation:

3.1 None

4. Minutes of Previous Meeting(s)

4.1. To approve & sign the minutes as a correct record of the Ordinary Business Meeting 19th January 2023 **RATIFIED**

4.2. To report, for information purposes only, matters arising from the minutes of the Ordinary Business Meeting 19th January 2023

None

5. County Council reporting

5.1 To receive report from County Cllr Jeremy Brignell-Thorp

Cllr Brignell-Thorp's report was read out in his absence. The onsite meeting regarding the Tavarn Park with the planning officers was constructive and will be continued with Richard Evans in the future.

Cllr Jenner reported the historical planning for 3 chalets 2020 2103/4 in Leighton has had concerns raised by local residents. Cllr Jenner to look into this further.

Initials:

Cllr Edwards joined meeting at 7:20pm due to technical issues.

6. Correspondence

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

1. Biodiversity report – first one in 2019 and this one should have been done by Dec 22. Section 6. Published on website or available to view on request. **ACTION: ADD TO NEXT AGENDA**
2. OVW Value of Planning Training 22/3/34 £40 **ACTION: CLLR EDWARDS TO ATTEND**
3. Community Ownership Application
4. Forden Rec Ass AGM March 2nd at 7pm **ACTION: CLLR ROWLANDS TO ATTEND**
5. Keep Wales Tidy – Great British Spring Clean 17/3 to 2/4. Do we want to officially join? **ACTION: NO - CLOSED**
6. King Charles Coronation Awards for all lottery funding available **ACTION: NOTED**

7. Highways, play & recreation parks and buildings.

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

7.1.1 The flooding issue outside Tavarn Park. **ACTION: REPORT IT TO HIGHWAY (JACKIE JONES) BUT TAKE PHOTOS AS EVIDENCE.**

7.1.2 The regular flooding of the Airport road and the resulting extra traffic on the smaller roads. **ACTION: CLLR JENNER TO SEND A PREVIOUSLY RECEIVED REPORT ON THE SUBJECT TO CLLR THORP.**

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

7.2.1 To discuss any updates regarding the land adjoining Lyndale, Forden.

7.2.1.1 To agree the Draft Deed of Easement received on 15.12.22 and forwarded on 16/1/23. **ACTION: RECEIVED AND NOTED.**

7.2.2 Sewage Plant works.

7.2.2.1 Update on the meeting at the school on 27th January with David Thompson.

7.2.2.1.2 The clerk reported a very constructive meeting had been held at the school with the Headteacher and David Thompson of Powys.

7.2.2.2 Update on the CCTV inspection of drains leading to the Treatment Plant.

ACTION: HOLD ON TO THE QUOTES UNTIL THE REPORT FROM METROROD HAS BEEN RECEIVED.

7.2.2.3 Quotations received for the annual maintenance of the Treatment Plant

ACTION: HOLD ON TO QUOTES UNTIL OWNERSHIP OF THE TREATMENT PLANT HAS BEEN DETERMINED.

7.2.3 Noticeboards on Trelystan and in Leighton

7.2.3.1 To select from anonymised quotations for the two new noticeboards.

ACTION: QUOTE B ACCEPTED – MIKE CARDWELL. CLERK TO RECOUP COST OF REPLACEMENT ALUMINIUM BOARD FROM THE HEDGECUTTER.

Initials:

7.2.4 ROSPA Inspection

7.2.4.1 Agree quotation received for the urgent works to the Leighton Playground and Forden (School) Playground. **ACTION: AGREED £288 WORKS ON LEIGHTON PLAYGROUND AND £265 ON FORDEN SCHOOL PLAYGROUND.**

7.2.4.2 To plan the next stage of repairs/maintenance. **ACTION: ADD THIS TO NEXT AGENDA.**

7.2.5 Defib cupboards

7.2.5.1 To agree the re-siting of the Defib Cupboard from The Cock Hotel to The Chapel, Forden **ACTION: AGREED. CLERK TO WRITE TO GEOFF ROBERTS THANKING HIM FOR HIS SUPPORT.**

7.2.5.2 To agree any issues with the Defib Cupboard at Forden Community Centre. **ACTION: PETE SHEPPARD TO LOOK AT IT THIS WEEK.**

7.2.5.3 Update on the siting of the Defib cupboard at the crossroads, Trelystan. **ACTION: AWAITING FITTING OF ELECTRICS.**

7.2.6 To agree the quote from Andrew Evans for grass cutting and hedgecutting of bowling club hedge to be added to his existing contract. **ACTION: ASK STUART SHEPPARD FOR QUOTE TOO.**

7.2.7 To agree revised quote from Stuart Sheppard for fencing in cemetery and also cutting grass (due to request to now remove all grass) **ACTION: QUOTE OF £1950 ACCEPTED FOR CEMETERY GROUND MAINTENANCE AND ALSO £2100 FOR HIGH HEDGE WORKS.**

7.2.8 Request from football club to add a goal for children to use. **ACTION: AGREED MUST BE CONCRETED IN AND SITE AGREED BEFORE WORKS START. FINANCIAL SUPPORT FROM FLTCC UNAVAILABLE AT THIS MOMENT.**

7.2.9 Tennis club request to pay as they go. **ACTION: REFUSED AS TOO MUCH ADMINISTRATION INVOLVED. KEEP TO ANNUAL SUBSCRIPTION. FEES TO BE REVIEWED.**

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

7.3.1 Pavilion

7.3.1.1 Update on the urgent electrical issues with emergency lighting at the Pavilion and the corner of the pathway. **ACTION: PETE SHEPPARD TO LOOK AT THEM AND REPORT BACK BEFORE WORKS START.**

7.3.1.2 To agree the decisions made at the Pavilion Working Party held on 22.1.23 and plan the next stage forward. **ACTION: AGREED. JACK HOLLY REPLACING DRIPPING TAP. LOOK AT BOOKING OF SKIP NEXT MEETING.**

7.3.1.4 To agree for more keys to be cut that are missing/limited in the key cupboard. **ACTION: AGREED. LEAVE ONLY ONE SPARE IN THE CUPBOARD.**

Initials:

7.3.1.5 To agree a Legionella plan for future. **ACTION: ASK PAULA HAYES IF SHE IS WILLING TO TAKE THIS ON. CLERK TO GET SHEETS PRINTED TO SIGN.**

8. Cemetery

8.1 To discuss and resolve the possibility of graves being reserved in the cemetery. **ACTION: ASK CARWYN JONES TO COME TO THE NEXT CEMETERY MEETING IN APRIL.**

8.2 To receive information from Cllr Briggs. **ACTION: NOTED**

9. Website

9.1 To report and resolve upgrade of website or complete rebuild. **ACTION: QUOTES FOR COMPLETE REBUILD FROM 3 COMPANIES. FIND OUT DOMAIN NAME FIRST WHO OWNS IT.**

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) **(Sent out 8.2.23)**

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
None	None	None	None

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

10.3.2 From FLTCC to other bodies: to report planning enforcement matters within the community. **NOTED**

11. Finance

11.1 To receive report from RFO to include items for Payment: to resolve to approve items for payment **ACTION: RATIFIED**

Initials:

Invoice Summary February 2023

Payee	Details	Power	Type	£
Popsie's Mops	Pavilion cleaning	s.133	BACS	£75.00
Rachel Tibbott	Wages £656.20 & HP £4.49 plus Files, paper & poly pockets £18.90	Schedule 12, paragraphs 30, 30D and 30E, s144	BACS	£679.59
C&L	Emptying treatment plant 30.1.23	s.19, s.54	BACS	£504.00
SITC	Monthly Office 365 charge	Schedule 12, paragraphs 30, 30D and 30E, s144	BACS	£13.68
Pete Sheppard	Replacement of old defib Cupboard at The Cock Hotel		BACS	£54.00
Quickbooks	Online Accounts		DDR	£14.40
One Voice Wales	Training AD		BACS	£35.00
Forden Recreation Committee	Hire of hall for meetings Oct & Dec 8th & Feb 23		BACS	£36.75
Savings account	Transfer from current		STD	£100.00
Leighton Village Hall	Hire of hall for meetings Sep, Nov, Dec 15th & Jan 23		BACS	£60.00
Andrew Evans Landscapes	July 22 invoice 2113 missed for payment		BACS	£521.15
	TOTAL			£2,093.57
Income				
SLCC	Refund of membership double payment			£154.00
SLCC	Refund of membership double payment	ERROR		£154.00
				£308.00
Current Account Balance	21.2.23			£11,420.99
Business Premium ME	21.2.23			£20,629.04
Current Account Balance	When above expenses are taken out			£9,327.42
Business Premium ME	When Feb £100 added			£20,729.04

11.2 Adding Cllr Shaun Rees to the mandate **ONGOING**

11.3 Finance Toolkit – to resolve plan to discuss and resolve financial report over whole year

ACTION: CLERK & CHAIR TO LOOK AT.

11.3.1 Finance Health Check **ACTION: CLERK & CHAIR TO LOOK AT.**

11.4 Asset Register

11.4.1 Should the defib cupboards and defibs be added to the register (and also insurance?)

ACTION: ADD TO ASSET REGISTER AND INSURANCE.

11.5 Financial Risk Assessment **ACTION: CHAIR AND CLERK TO LOOK AT**

11.5.1 Resolve special permission for the Pavilion Working Party to make emergency financial decisions on behalf of FLTCC up to the value of £500 **ACTION: AGREED FOR CLERK & CHAIR TO MAKE THIS DECISION.**

11.6 Purchase of laptop for Chairs use **ONGOING.**

Initials:

11.7 Results of Quarterly Councillors Financial check last month (January) **ACTION: CLLR BRIGGS COMPLETED THIS CHOOSING WELMEDICAL – INVOICE AND BANK STATEMENT PROVIDED AND AGREED.**

12. King Charles Coronation

12.1 To report and resolve requests from Leighton School and playgroup and Forden School and playgroup for celebrations. **ACTION: AGREED FOR INDIVIDUAL REQUESTS OF MEDALS FOR FORDEN, NATIONAL TRUST MEMBERSHIP AND WHOLE SCHOOL TRIP TO POWIS CASTLE FOR LEIGHTON SCHOOL AND MEDALS FOR LEIGHTON PLAYGROUP.**

13. Training

13.1 Councillors Training – to resolve any training undertaken and to be done. **ACTION: ADDED TO TRAINING FOLDER.**

13.2 Training Needs survey (sent 17.2.23) by 28th March **ACTION: CLLR STEVENS TO LOOK AT THIS.**

14. Councillor Vacancies - to discuss and resolve both vacancies **ACTION: CLERK TO LOOK AT GUIDANCE.**

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

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

NOTHING TO REPORT

15.2 Items for future agenda: to bring forward for information items for consideration for future agenda.

NONE

15.3 Date of next hybrid meeting for information: ORDINARY BUSINESS MEETING 30th March 2023 Leighton Village Hall

16. 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.

16.1 To resolve the clerk's new hourly rate as set by SLCC April 2022 to run from April 2023 **ACTION: AGREED TO INCREASE TO £14.38 PER HOUR INLINE WITH SLCC AGREEMENT FROM APRIL 2023.**

Meeting was closed at 21:10 and all thanked for attending.

Signed : _____ Date : _____

Initials: