



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 24th November 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 Anthony Day, Cllr Di Stevens, Cllr Neil Edwards, Cllr Adam Lloyd, Cllr Shaun Rees and Cllr Mark Williams

1.2 Invited Guests in attendance: Cllr Amanda Jenner and Cllr Jeremy Brignell Thorp

1.3 Apologies:

1.4 *for absence approved by Council:*

1.4.1 *for absence received:* Cllr Clive Eaton-Stevens away working and Cllr Rachael Briggs previous appointment **ACCEPTED**

1.5 *Other Members Absent:*

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

2. Declarations of Members' Interests and Dispensations:

2.1 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 following:

4.1.1. Ordinary Business Meeting 27th October 2022 **RATIFIED**

4.1.2. Confidential Minutes of Ordinary Business Meeting 25th September 2022 (amended) **RATIFIED**

Confidential Minutes of Ordinary Business Meeting 27th October 2022 **RATIFIED**

4.2. To report, for information purposes only, matters arising from the minutes of the following:

4.2.1 Ordinary Business Meeting 27th October 2022

4.2.1 – De-fib at the Cock Hotel – Defib cupboard received and handed over to Pete Shepherd to install. **HOPEFULLY BEING INSTALLED THIS WEEK.**

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.

RATIFIED- PUT LOCK ON BOTH. ACTION: CLERK TO GO AHEAD AND ORDER.

Initials:

19:06 CLLR NEIL EDWARDS JOINED THE MEETING

7.1 Are other policies in place for staff complaints? **NONE IN PLACE.**

It was agreed to consult with One Voice Wales or SLCC for advice on this **CLERK TO AWAIT CLERKS TRAINING FOR ANSWERS. CARRY OVER**

6.1.1 Draft Remuneration panel report (Cllr allowances and consumables)—**CLERK HAS BEEN ADVISED THESE PAYMENTS CAN BE OPTED OUT OF IF COUNCILLORS WISH.**

6.1.5 Air Ambulance support – **EMAILED & CLOSED.**

8.1.1 Heritage Green playpark – **STARTING WEEK BEGINNING 21/11/22**

8.2.2.1 Cherry Tree works - **WORKS COMPLETED & CLOSED.**

8.3.1 Sports Pavilion – Showers not working again. **VERBAL UPDATE FROM CLLR NEIL EDWARDS – Got them working - Splash going to email with recommendation of work that needs doing.**

8.3.2 PAT testing of Pavilion equipment **ACTION: CLLR SUZANNE ROWLANDS TO CONTACT DAVE TAYLOR - He will do it 19th December if not before - free of charge. Display the report to advertise his work.**

9.1.1 Notice of Powys Planning Committee meetings

EMAIL FORWARDED FROM CLLR KARL LEWIS AND CLLR JAKE BERRIMAN WHO AGREED TO MEET VIA TEAMS - Send email to Amanda, will support as agrees with point made. Does Powys have the power to stipulate this or is it Welsh legislation? ACTION: Invite Jake clerk to next meeting.

10.3 Setting draft budget for 23/24. **MAIL FROM POWYS, BUDGET FIGURES WONT BE EMAILED OUT TO COUNCILS UNTIL 25TH NOVEMBER.**

10.6.1 Upgrading cloud support to premium from basic with SITC **UPGRADED AND CLOSED.**

10.7 Donation to Forden Church. **CLERK ALSO RECEIVED REQUEST FOR DONATION TO LEIGHTON CHURCH & TRELYSTAN CHURCH TOWARDS GRAVEYARD MAINTENANCE.**

Agreed to donate to Trelystan and Leighton too, same amount. RATIFIED

11.1 Completion of Training Plan – Cllrs Di Stevens and Rachael Briggs met with Clerk to complete.

5. County Council reporting

5.1 To receive reports from County Cllr Jeremy Thorp and County Cllr Amanda Jenner

5.1.1 **Cllr Thorp** – Awaiting a meeting with Richard Edwards to review the Tavern site to check what planning applications are in place. Cllr Thorp has asked where he can review the documents supporting this planning. More than 40 units are permanent, awaiting confirmation there is permission in place for these. Contacted Cllr Jake Berriman who replied with the fact they are under resourced. 4 units paying council tax. Concern that original static caravans have gone and are starting to get replaced with full time residential units. Concerns with highways, sewage etc.

Cllr Thorp to invite Cllr Jake Berriman for site visit and also to search for documentation.

Initials:

5.1.2 Cllr Jenner – casework includes rat issue up on top of the hill which is all in hand. Attended Remembrance Day service with Leighton school. Involved in social services children and adults to look at PCC budget for next year. Ongoing issues with waste collection. Road drains in Leighton ongoing. Salt bins and salt piles – link on PCC website if you need more salt.

6. Correspondence

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

6.1.1 Creating warm spaces (sent 4/11/22)

A discussion took place regarding the availability of sites and their access. It was decided to advertise both Welshpool and Montgomery warm spaces in Leighton and Forden (as both very close), if there is a lot of uptake from our area then we could look into it further. Advertise them on social media as access on bus routes. Newsletters on social media. **ACTION: Cllr Thorp to put on Forden and Cllr Rowlands in Leighton.**

6.1.2 Powys Local Planning Authority (LDP) request for sites (sent 7/11/22)

6.1.3 Letter from returning officer giving election costs which will be invoiced later £509.28 + £271.

6.1.4 Emergency Air Ambulance committee meeting (sent 10/11/22)

6.1.5 One Voice Wales Conference Resources (sent 15/11/22)

6.1.6 OVW Council Tax Draft Regulations (sent 14/11/22)

6.1.7 Gloversure price increase to £71+Vat per hour

6.1.8 Finance & governance Toolkit – see later in agenda (sent 15/11/22)

6.1.9 Bullying & Harassment in Councils Guidance (sent 14/11/22)

6.1.10 Pre-app site notice for land at Woodlands, Forden (sent 16/11/22)

6.1.11 Draft regulations to amend class 6 of the exceptions to the council tax premiums for second homes (sent 17/11/22). Any responses to be returned by Wednesday 7th December.

6.1.12 Invite to Vicar's licensing service 3rd December at Berriew at 3pm – need to reply.

ACTION: Cllr Lloyd to represent FLTCC and to reply directly.

7. Policies/Committees

7.1 To set up meeting dates for new committee to look at risk assessments/hire agreements/policies for sports pavilion, tennis courts, bowling green, football pitch, playgrounds etc.

Thursday 8th December at Forden Community Centre at 5pm

8. Highways, play & recreation parks and buildings.

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

Heritage green roadway in poor disrepair lots of potholes. **ACTION: Cllr Rowlands to report directly to PCC.**

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

8.2.1 To discuss any updates regarding the land adjoining Lyndale, Forden. **TO BE DISCUSSED UNDER CONFIDENTIAL ITEM 12.1**

8.2.2 Sewage Plant works – no invoices/information received

Initials:

Maintenance and emptying – ACTION: Clerk to find old invoices and correspondence and go from there.

8.2.3 Noticeboards on Trelystan and in Leighton

Hedgecutter on Trelystan has wiped out noticeboard which contractor has agreed to pay for replacement. Rod Stevens will put it up. ACTION: Clerk to locate replacement and discuss payment with contractor.

Leighton Noticeboard needs some maintenance. ACTION: Cllr Day has volunteered to look at it.

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

9. Planning & Building Control

9.1.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
None

9.2.Powys CC Planning Determinations: to report from Powys CC notifying the community council of planning decisions in the community council areas (Check correspondence)
None

9.3.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:

9.3.1. From other bodies to FLTCC: to report for information, planning enforcement matters within the community.
None

9.3.2. From FLTCC to other bodies: to report planning enforcement matters within the community.
None

10. Finance

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

RATIFIED

Payee	Details	Payment type	Power	£
Rachel Tibbott	Salary £656 + £4.49 HP	BACS	Schedule 12, paragraphs 30, 30D and 30E	£660.49
Shropshire ITC Limited	Microsoft Office monthly charge	BACS	s.2	£13.68
Shropshire ITC Limited	Microsoft Domain annual charge	BACS	s.2	£12.00
Popsie's Mops	Pavilion cleaning	BACS	s.133	£90.00

Initials:

Powys County Council	Business Rates	DDR	s.164, s.44, ss 9&11	£150.00
Forden Church	Donation towards poppy wreath and maintenance of churchyard	BACS		£250.00
PCC	ROSPA reports	BACS		£216.00
Quickbooks	Online Accounts	DDR		£14.40
SLCC	Various clerks training	BACS		£204.00
Arbserv	Cherry Tree work in playpark	BACS		£120.00
Pear Technology	Digital Cemetery work	BACS		£1,740.00
Andrew Evans	Sports Field Cutting	BACS		£521.15
GA Morgan	Hedgebrushing	BACS		£105.00
Savings account	Transfer from current	STD		£100.00
	TOTAL			£4,196.72

Income

ME & A Hughes	Rita May Hughes	Memorial Inscription	£30.00
ME & A Hughes	Margaret Ann Griffiths	Memorial Inscription	£30.00

Current Account

Balance **£13,275.07**

Business Premium ME **£20,317.76**

After the above payments are taken

Current Account

Balance **9078.35**

Business Premium ME **20417.76**

10.3 Setting draft budget for 23/24 – are we to include draft allowances? **YES**

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

10.5 Adding Cllr Shaun Rees to the mandate – keep trying. **ONGOING**

10.5 New clerk salary scales – Clerk to try and find out more. **ONGOING**

10.6 To agree any expenses to come out of reserves – Cemetery costs

The Cemetery Committee brings all finance requests through to the ordinary council meetings for ratification. All transactions come through full council. **Action: Clerk to send cemetery minutes through to all councillors.**

Cllr Jenner left the meeting at 20:11

Initials:

10.7 Finance Toolkit

It was agreed to look at this at each ordinary meeting to complete in stages **ACTION: add to each agenda.**

10.8 Training Budget

Cllr Stevens, Cllr Briggs and the clerk were thanked for their work on this. OVW give free training for 5 modules to 2 councillors. It was agreed for Cllr Stevens and Cllr Lloyd to attend these first ones. Add £1500 to the budget for councillor training and add clerk training too. Booking through clerk

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

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

None

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

A discussion followed regarding the proposed Solar farm in Forden. It was agreed to contact Roger Parry regarding any possible community fund that could be made available to the community. **ACTION: Clerk to reply to the Roger Parry email regarding the possibility of this.**

Date of next hybrid meeting for information: **ORDINARY BUSINESS MEETING Thursday 15th December to be held at Leighton Village Hall.**

Cllr Thorp left at 20:35pm

12. 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.

12.1 Discuss any matters regarding Lyndale Forden

12.1.1 A solicitor has been appointed to represent FLTCC and is working with the family's solicitor to move the agreement forward.

Meeting closed at 20:37pm

Signature: _____ Date: _____

Initials: