



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

FINAL MINUTES OF COUNCIL ORDINARY BUSINESS MEETING
On Thursday 29th February 2024 at 7pm
at Forden Community Centre

107/23 Welcome, Attendance, Apologies for Absence: to record attendance.

Attendance in the hall: Cllr Di Stevens, Cllr Anthony Day, Cllr Suzanne Rowlands (Chair), Cllr Adam Lloyd and Cllr Shaun Rees

Attendance online: Cllr Neil Edwards

The Chair welcomed Councillors and Clerk to the meeting.

Apologies for absence approved by Council: Cllr Rachael Briggs and Cllr Mark Williams

Apologies for absence received:

Other members absent:

In attendance: Rachel Tibbott (Clerk to the Council)

108/23 Declarations of Members' Interests and Dispensations: to receive declarations of interest from Members in accordance with Part III of the Local Government Act 2000, which established the Local Government Code of Conduct for Members, and to note Members' dispensations. Members are asked to submit any declaration forms to the Clerk.

None

109/23 Public Participation: to receive members of the public who wish to address the council in respect of any item of business included in the agenda. Any member of the public wishing to speak must notify the Clerk by email clerk@fltcc.org.uk no later than 15 minutes prior to the start of the meeting. Members of the public addressing the council are asked to respect matters of confidentiality and privacy.

None

110/23 Minutes of Previous Meeting

110/23.1 To approve and sign the minutes as a correct record of the Ordinary Business Meeting on 25th January 2024

RESOLVED: The minutes of the Ordinary Business Meeting on 25th January 2024 were approved and signed as a correct record.

110/23.2 No Matters arising that aren't included later in the agenda.

111/23 County Councillor Reports: to receive updates for information on County Council matters from the County Councillors.

Cllr Brignell-Thorp gave an overview of the budget discussions held at County. Councillors are encouraged to send a representative to the Sustainable Powys consultations. A warning has been received regarding an increase in farm thefts. Tavern Park – new sewage plant in the process of being built and new wooden barriers erected which Cllr Thorp will update Highways on and chase up information regarding the new wall.

Generally, potholes are an issue throughout the County as any repairs aren't lasting long. Issues with fly tipping in the area were reported to Cllr Thorp who will follow it up with Powys.

Cllr Amanda Jenner no report received and not in attendance.

112/23 Planning & Building Control

112/23.1 Planning & Building Control Correspondence

Initials:

112/23.1.1 Planning Aid Wales: to receive latest planning news and training opportunities

Noted

112/23.1.2 Other correspondence: to receive and circulate for information such other planning and building control correspondence as will be brought to the attention of the council by the Clerk.

None

112/23.2 Powys CC Planning Determinations: to report from Powys CC notifying the community council of planning decisions, if any, in the community council area.

Noted

112/23.3 Planning Inspectorate Appeals: Notices of Appeals: to receive and resolve responses to Notices of Planning Appeals including but not limited to those listed below. Later Notices may be considered at the discretion of the Chair.

None

112/23.4 Pre-application Consultations by Developers: to receive and resolve responses to pre-application consultations including but not limited to those listed below. Later applications may be considered at the discretion of the Chair.

Noted

112/23.5 Planning Applications Consultations

112/23.5.1 To receive for information, representations regarding planning applications.

None

112/23.5.2 To receive and resolve responses to consultations (full applications(s) details(s) at <http://pa.powys.gov.uk/online-applications/?lang=EN>) including but not limited to those listed below. Later applications may be considered at the discretion of the Chair:

Ref:	Site	Description	Comments
24/0227/FUL	Land Near To Goppas , Leighton, Welshpool, SY21 8LW	Erection of a replacement dwelling, creation of access, installation of a septic tank and associated works	Supported
24/0254/VAR	The Paddock, Fron, Welshpool, Powys SY21 8RX	Application for removal of Section 106 legal agreement attached to planning approval M/2009/1172	Not supported

112/23.6 Planning Enforcement

112/23.6.1 From other bodies to FLTCC: to report for information, planning enforcement matters within the community as will be brought to the attention of the council by the Clerk.

None

112/23.6.2 From FLTCC to other bodies: to resolve reports of planning enforcement matters within the community.

None

113/23 Highways, play & recreation parks and buildings.

113/23.1 To report and resolve if desired any business in connection to the highways within the parish.

113/23.1.1 Letter from Leighton School regarding the issue of pedestrian access to the public playpark and the Village Hall for Playgroup sessions and Elections during the school day, now all access gates are locked. The only access is via the narrow and fast main road.

RESOLVED: Clerk to contact Highways regarding this issue and ask them to suggest a solution. Active Travel aims cannot be met safely in this part of the village.

CLERK TO ACTION

113/23.2 To report and resolve if desired any business in connection to the play, recreation parks and outdoor spaces managed or influenced by the council.

Initials:

113/23.2.1 Report on meeting with Forden Football Club to discuss charges – representatives of the football club were invited to the meeting to discuss pitch proposals and Cllrs to resolve the way forward.

The representatives explained the issue with the drainage of the pitch and the financial cost to the club when having to cancel games. At the end of this season, they would like to add sand and get the drains working again at a total cost of £5500 which will hopefully solve the problem. As they cannot progress any further until they have a hard stand and 50 seater stand, then this will be their next plan when they can hopefully apply for a grant to cover the costs for these mandatory areas and add disabled access too.

RESOLVED: To support improvement of drainage and, as this is improving FLTCC sports ground, to contribute 50% of the total costs of verti-draining up to a maximum of £3000.

RESOLVED: To support the initial proposal of a hard standing area, 50 seater stand and possible path.

CLERK TO INFORM FOOTBALL CLUB

RESOLVED: To ask Insurers if we are covered for Football club to use their own mower to mow the pitch and to store their mower in our shed (fuel to be stored elsewhere).

CLERK TO CONTACT INSURERS AND ALSO CHURCHSTOKE CC TO SEE HOW THEY MAINTAIN THEIR PITCH.

RESOLVED: To support local clubs with a “fees break” on their proposed fees for 24/25 - the Football Club will only have a 3% increase on last year, taking it to £170 for 24/25. Tennis club will be lowered to £250 for 24/25 to hopefully help them increase their membership and promote their club. Both clubs to be informed their fees will rise for 25/26 inline with actual expenditure needed to run the facilities.

CLERK TO INFORM CLUBS

113/23.2.2 Sewage Treatment Plant update

Nothing more to report on this.

113/23.3 To report and resolve if desired any business in connection to the buildings managed or influenced by the council.

113/23.3.1 To report and resolve any work undertaken and future works needed at the Pavilion: Metrorod completed more works at the Pavilion and on the School playground during half term. All pipework has apparently been repaired, lined the pipes and fixed broken ones.

a. Changing of locks to code locks on main door of pavilion – Cllr Stevens to provide any advice received.

RESOLVED: to purchase yale locks without a front on it for the 3 changing rooms and self-closing arms so they do latch.

b. Shower quotes – Resolve to undertake works and quotes received.

As soon as quotes come in, clerk to call an extra-ordinary Teams meeting.

CLERK TO ACTION

c. Legionella and Fire Assessments due for renewal. – the Pavilion Working party met before the main meeting to go through the above risk assessments and the following jobs need addressing:

1. Replace any signs on doors that say keep door locked with keep door shut.
2. Need evacuation map and congregation position.
3. Add plastic wall holder for emergency file.
4. Pull cord and light need adding to disabled toilet – Pete Sheppard
5. Hole in roof in hallway.

Initials:

CLERK TO ACTION

- d. Any future works needed.
As above

114/23 Finance and Assets

114/23.1 Finance Specific Correspondence

114/23.1.1 To circulate for information such other financial correspondence, if any, as will be brought to the attention of the council by the Clerk.

None

114/23.2 Items for Payment: to resolve to approve items for payment for February 2024.

Invoice Summary February 2024				
Payee	Details	Power	Type	£
Rachel Tibbott	Wages £792.86 & HP £4.49	Schedule 12, paragraphs 30, 30D and 30E, s144	BACS	£797.35
Carters Cleaning	Pavilion cleaning	s.133	BACS	None
LGPS	Pension		BACS	£288.78
SITC	Monthly Office 365 charge	Schedule 12, paragraphs 30, 30D and 30E, s144	BACS	£54.26
Quickbooks	Online Accounts		DDR	£16.80
Forden Recreation Committee	Hire of hall for meetings		BACS	£52.00
Savings account	Transfer from current		STD	£100.00
Leighton Village Hall	Hire of hall for meetings		BACS	£60.00
Arbserve	Tree Survey		BACS	£870.00
Davies Roberts & Bowen	Pavilion leading repair		BACS	£574.00
Stuart Sheppard	Heritage Green works		BACS	£90.00
	TOTAL			£2,903.19
Income	Tennis club subs 23/24			£546.00
	Credit from insurance			£101.65
Current Account Balance	21.2.23			£17,963.46
Business Premium ME	21.2.23			£21,728.19
Current Account Balance	When above expenses are taken out			£15,060.27
Business Premium ME				£21,828.19

RESOLVED: Above February 24 payments accepted for payment.

114/23.3 Financial Balances: to report for information the consolidated balances to date, after transfers, receipts and payments.

As above

114/23.4 To resolve employer discretions in order to join pension scheme (got to be done within 3 months). ONGOING

114/23.6 Internal Financial Audit – Cllr Day to Audit invoices from January 2024 payments.

114/23.7 New Clerk Contract – to resolve acceptance of new model contract.

RESOLVED: this contract is for new clerks only **CLOSED**

114/23.8 Councillor Allowances – To resolve the following from the Independent Remuneration for Wales Report 23/24:

Initials:

- a. Community Councillors should receive monies to which they are properly entitled as a matter of course. There must be no requirement for individuals to 'opt in' to receive payments. To resolve all Councillors receive the opt out forms for 23/24.
RESOLVED: all opt out forms available to sign if Councillors wish.
- b. Reimbursement for extra Costs Working from Home: All councils must pay their members £156 a year (equivalent to £3 a week) towards the extra household expenses (including heating, lighting, power and broadband) of working from home.
RESOLVED: To pay all members £156 per year.
- c. Council considers how to pay the Reimbursement for Consumables. Note: Councils must either pay their members £52 a year for the cost of office consumables required to carry out their role, or alternatively councils must enable members to claim full reimbursement for the cost of their office consumables. It is a matter for each council to make and record a policy decision in respect of when and how the payments are made and whether they are paid monthly, yearly or otherwise. The policy should also state whether and how to recover any payments made to a member who leaves or changes their role during the financial year.
RESOLVED: To pay reimbursement for office consumables upon production of receipt.
- d. Council received notification that the panel has received guidance from HMRC that councillor allowances for homeworking and consumables are to be tax exempt.
NOTED
- e. FLTCC proposes to discuss and set Costs of care or personal assistance:
by claim at set rates and proposes non-mandated determinations as follows:
- senior role: none
 - travel costs for approved duties: by claim at the set rates for duties outside the community
 - overnight and subsistence for approved duties: by claim at the set rates for duties outside the community
 - financial loss for attending duties: by claim at the set rates
 - attendance allowance: for approved duties to a maximum of £30 set out in a separate scheme: zero
 - payment to Civic Head (Chair): £150
 - payment to Deputy Civic Head (Vice-Chair): none
- Unless any individual Member chooses to forgo part or all of the entitlement to any of these payments by giving notice in writing to the proper officer of the council.
RESOLVED: all the above ratified

115/23 Training: to resolve any training undertaken and to be done.

115/23.1 Clerk attended training with SLCC on Use of IT, Social Media and Websites Module 16 and as a result, a publication scheme is to be added to website (see sharepoint).

RESOLVED: update publication scheme and bring it to next meeting for agreement

CLERK TO ACTION

116/23 Councillor Vacancies

RESOLVED: Put adverts in both newsletters and on fb pages.

CLERK TO ACTION

Initials:

117/23 Correspondence

117/23.1 One Voice Wales (OVW) and Society of Local Council Clerks (SLCC)

117/23.1.1 To receive and circulate for information such other items of OVW/SLCC correspondence as will be brought to the attention of the council by the Clerk.

Noted.

117/23.2 General Correspondence: To note, discuss and resolve, if necessary, any actions that arise from previously distributed correspondence.

117/23.2.1 Do we want a free portrait of the King for display in any buildings?

No thank you

117/23.2.2 Sustainable Powys meeting on 12th March 10-12 pm in Welshpool Town Hall?

A representative to attend if possible.

117/23.2.3 Letter from Steve Burgess giving notice of a planning application at Severn Leigh, Leighton. Noted

118/23. Chairperson's & Members Announcements, Items for Future Agenda & Date of Next Meeting

118/23.1 Chairperson's announcements: to receive for information announcements from the Chairperson, Members and Clerk.

118/23.2 Items for future agenda: to bring forward for information items for consideration by the Clerk for future agendas.

Cllr Edwards to take photos of discharge on junior football pitch and send them to Clerk to report it to NRW.

118/23.3 Date of next hybrid meeting for information: ORDINARY BUSINESS MEETING 28th March 2024 at Leighton Village Hall.

Apologise from Cllr Edwards.

119/23 CONFIDENTIAL SESSION EXCLUSION OF PUBLIC AND PRESS

119/23.1 Resolution to exclude the 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.

119/23.2 Confidential Correspondence (confidential reason: data protection of individuals): to receive, and resolve if desired, such other business or correspondence to let of a confidential nature as will be brought to the attention of the council by the Clerk.

None

Meeting closed at 21:00

Signed: _____ Date: _____

Initials: