



Cyngor Cymuned Ffordun gyda Tre'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 ORDINARY BUSINESS MEETING

On Thursday 27th March 2025 at 7pm

remotely online and at Forden Community Centre

128/24 Welcome, Attendance, Apologies for Absence: to record attendance.

Attendance in the hall: Cllr Suzanne Rowlands, Cllr Di Stevens, Cllr Adam Lloyd, Cllr Anthony Day and Cllr Rachael Briggs

Attendance online: Cllr Terry Lomas

The Chair welcomed Councillors and Clerk to the meeting.

Apologies for absence approved by Council: Cllr Mark Williams, Cllr Neil Edwards and Cllr Shaun Rees

Apologies for absence received:

Other members absent:

In attendance: Rachel Tibbott (Clerk to the Council)

129/24 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

130/24 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

131/24 Minutes of Previous Meeting

131/24.1 To approve and sign the minutes as a correct record of the Ordinary Business Meeting on 27th February 2025 **RATIFIED**

131/24.2 To report, for information purposes only, matters arising from the minutes of the Meeting on 27th February 2025

19:03 TL joined the meeting 19:05 AD joined the meeting

132/24 County Councillor Reports: to receive updates for information on County Council matters from the County Councillors.

Cllr Brignall-Thorp – The Estyn report about Powys Education service has been published. The new Potters booking system will have a review in 6 months.

Cllr Jenner – speed limit outside Leighton School – School has to be locked during school time, if children are coming to school late for whatever reason, then they cannot access through the pedestrian access and they have to risk walking across the dangerous road. The speed signage is ineffective. If there is an Election, then the school has to stay open but the gates have to remain locked, so elderly residents have to walk along the dangerous main road. Cllr Jenner to pass this information on to Highways.

A design for the waste water at Oaklands has been requested but not received yet.

Initials:

133/24 Planning & Building Control

133/24.1 Planning & Building Control Correspondence

133/24.1.1 Planning Aid Wales: to receive latest planning news and training opportunities

133/24.1.2 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.

133/24.2 Powys CC Planning Determinations: to report from Powys CC notifying the community council of planning decisions, if any, in the community council area

133/24.3 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

133/24.4 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.

133/24.5 Planning Applications Consultations

133/24.5.1 To receive for information, representations regarding planning applications (if any).

133/24.5.2 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	Date
25/0373/FUL	Gwyns Barn , Leighton, Welshpool, SY21 8LL	Construction of a slurry store and all associated works	SUPPORTED
25/0374/FUL	Gwyns Barn , Leighton, Welshpool, SY21 8LL	Construction of extension to existing silage clamp and all associated works	SUPPORTED
25/0395/REM	Electricity Sub-station, Leighton, Welshpool, Powys	Section 73 application for the removal of conditions 5 (landscaping scheme) of planning application 22/0472/FUL	While there was a lack of understanding of the planning application, we do as a Council support biodiversity and the need for it to be maintained. Comment only.
25/0384/RES	Residential Development at Church Farm, Forden, Welshpool, Powys SY21 8FD	Reserved matters application in respect of outline planning permission 24/1480/REM (18/0614/OUT) for erection of 9 dwellings, garages, installation of treatment plant	Active Travel – pathway needs extending to the new development. Speed limit will need extending to incorporate the new development. Should be affordable housing as this needs to be a priority and PCC is saying the plans aren't meeting those standards. Request for contribution to FLTCC to maintain current playpark at the school if more families using it. Comment only.

Initials:

		and associated works (all matters)	
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133/24.6 Planning Enforcement

133/24.6.1 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.

133/24.6.2 From FLTCC to other bodies: to resolve reports of planning enforcement matters within the community.

134/24 Highways, play & recreation parks and buildings.

134/24.1 To report and resolve if desired any business in connection to the highways within the parish.

134/24.1.1 Results of request for advice on pavement issue Infront of Leighton School - Cllr Jenner ONGOING (see Cllr Jenner's report above).

134/24.2 To report and resolve if desired any business in connection to the play, recreation parks and outdoor spaces managed or influenced by the council.

134/24.2.1 New Risk assessments from Football Club – not received. SR asked the football club again tonight ONGOING

134/24.2.2 ROSPA Inspection reports – resolve a plan of action for Leighton Playpark.

Resolved to accept Stuart Sheppard's quote for the repair of the pagoda at £400 but this doesn't include the replacement of the lattice work. Work to be done in the Easter holidays.

Carpenter & Pattersons are painting the metalwork during the holidays too.

Cllr Lomas will look at jet washing the safety surface.

134/24.2.3 Update on sports field and Sewage Treatment Plant. Results of meeting which took place with David Thompson on site Thursday 6th March 2025 1pm to 3pm.

Resolved to inform PCC that the better alternative is to contact Mr and Mr Davies who own the adjoining field and ask if PCC can stone the access road to provide all year round access to the treatment plant.

Option 2 is PCC make an access track across the school playing field (next to the playpark), joining the FLTCC ground behind the football club store and then down to the treatment plant with PCC accepting full maintenance of the road way.

ACTION – CLERK TO CONTACT DAVID THOMPSON

134/24.2.4 Resolve replacement of bottom gate post and pipe running under the gate in sports field. ONGOING

134/24.2.5 Review all risk assessments. ONGOING WITH CLLRS LLOYD AND DAY

134/24.2.6 Resolve quotes received for new thermo plastic markings of hardcourt area.

Resolved to accept quote from Playtime by Fawns at a cost of £3462.75+VAT. This wasn't the cheapest quote, but the Councillors felt the extra information supplied on the quote gave some peace of mind and reassurance of standard of work.

134/24.2.7 Resolve repair/renewal of Basketball boards, hoops and repainting of posts (need to remove and deliver to C&Ps), purchase of new tennis nets (and posts?).

Resolved to buy new backboards as the present ones are irreparable at a cost of £289+VAT. C&Ps will re hang them as they are kindly repainting the posts too. Cllr Williams to take the posts down and transport.

ACTION: NEED TO FIND NETS IN STOREROOM (CHECK FOR TENNIS NETS TOO).

134/24.2.8 Add re-staining of wooden fencing surrounding hard court area to the painting quote.

134/24.2.9 Football club request for new stand.

Initials:

Resolved to accept the Football club's proposal to site a ready-made stand between the existing dug outs, set back behind the path in the bank, which will be dug out to accommodate.

Clerk needs to be informed in advance before the work starts.

Concern is if the stand is left open at all times, then this could lead to damage.

New stand needs adding to the risk assessment, as do the rollers that are left in the field.

ACTION: CLERK TO INFORM FOOTBALL CLUB.

134/24.2.10 Tennis court posthole covers – letters from Forden School (trial cover purchased)

Resolved to look at replacement covers for the two post hole covers that are broken as urgent.

ACTION: CLERK TO PURCHASE ALTERNATIVES AS URGENT RISK, AND THANK FORDEN SCHOOL FOR THEIR LETTERS.

134/24.2.11 Removal of tree T8.

Company informed that this will hopefully happen in mid may when weather is better as got to get a big truck on there.

134/24.2.12 Review of the Open Space Assessment (by 28.3.25)

ACTION: CLERK TO EMAIL BACK ASKING WHY LEIGHTON PLAYPARK IS NOT INCLUDED.

134/24.2.13 Biodiversity and Ecosystems Resilience Duty (section 6) by end of year

Clerk attending training and hopefully Chair and vice chair too.

134/24.3 To report and resolve if desired any business in connection to the buildings managed or influenced by the council.

134/24.3.1 To report and resolve any work undertaken and future works needed at the Pavilion:

a. Update on new lock for main door.

This is now installed and working as it should.

b. Update on Showers.

Splash thanked for the wonderful job in the Pavilion. Pete Sheppard thanked for his work too.

Clerk to contact Pumpworld to arrange final check. Contact Ryan (original plumber) to thank him and say its completed. Contact PAVO to thank them for their support. Clerk thanked for all her work towards this too.

c. Working party to clear the storeroom further. TBA

134/24.3.2 To resolve to undertake advertising for the Pavilion to hire out for birthday parties including the possibility of bouncy castle on the bowling green (need new padlocks).

Resolved for clerk to go ahead and get photography done for hiring out Pavilion plus bouncy castle which will be lent to us for the photographs.

Ask Stuart Sheppard to cut off 3 padlocks into bowling green and replace at a maximum cost of £50.

135/24 Finance and Assets

135/24.1 Finance Specific Correspondence

135/24.1.1 To circulate for information such other financial correspondence, if any, as will be brought to the attention of the council by the Clerk.

135/24.2 Items for Payment: to resolve to approve items for payment for March 2025. **RATIFIED**

Initials:

Mar-25				
Payee	Details	TYPE	Power	£
Rachel Tibbott	Wages £823.34 & HP £5.49 plus toilet rolls £4.99 and hoover bags and mop bucket £63.88 (all pavilion)	BACS	Schedule 12, paragraphs 30, 30D and 30E, s144	£897.70
LGPS	Pension			£300.35
HMRC	PAYE	BACS	Schedule 12, paragraphs 30, 30D and 30E	£616.43
Carters Cleaning	Pavilion cleaning 3390 3413 3422	s.133	BACS	£113.52
SITC	Monthly Office 365 charge	BACS	Schedule 12, paragraphs 30, 30D and 30E, s144	£54.26
Quickbooks	Online Accounts	DDR		£19.20
Councillor Allowances	Annual Return	BACS		£936.00
Safe & Secure 247 Ltd	Remaining part of keyfob invoice	BACS		£387.71
Chris' Pests	Mole catcher	BACS		£100.00
Forden Community Centre	Meeting for March plus affiliation fees	BACS		£53.00
Savings account	Transfer from current		STD	£300.00
	TOTAL			£3,778.17
Income	Interest			£411.67
	Current Account Balance			£7,547.17
	Business Premium ME			£109,769.47
	When above expenses are taken			
	Current Account Balance			£3,769.00
	Business Premium ME			£110,069.47

135/24.3 Financial Balances: to report for information the consolidated balances to date, after transfers, receipts and payments. **RATIFIED**

135/24.4 To resolve budget v actual funds **RATIFIED**

Future earmarking of £300 will be leisure facilities generic.

135/24.5 To resolve acceptance of new model Financial Regulations 2024 - ONGOING

135/24.6 To resolve charges for Tennis and Football clubs for 25/26 plus motorbike show
Resolved Working group to meet 10th April at 7pm on teams to discuss further and bring recommendations to the next meeting.

135/24.7 To resolve charges for pavilion hire, bowling green hire, hardcourt hire.

See above

135/24.7 To resolve to take any extra expenditure on budgets out of reserves **RATIFIED (see below)**

£31 overspend on HP Ink due to extra printing needed for extra ordinary meetings.

£27 overspend for Quickbooks as budget set before increase received.

£1610 overspend on maintenance on sports field as it was agreed to support the club to upgrade their ground with a £2500 grant.

Initials:

£30,000 overspend on Pavilion maintenance but grant received of £24,066 which left an overspend of **£5934.**

£2000 overspend on the transfer to savings due to increase in costs.

135/24.8 Councillor Allowances – To resolve the following from the Independent Remuneration for Wales Report 24/25: **ALL RATIFIED.**

- 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 24/25.
- 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.
- 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.
- d. Council received notification that the panel has received guidance from HMRC that councillor allowances for homeworking and consumables are to be tax exempt.
- 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.

135/24.9 Internal Audit from October 2024 – Cllr Edwards **RATIFIED**

January 2025 – Cllr Briggs **RATIFIED**

135/24.10 Resolve Cllr Lomas becoming a Trustee on Tirdu charity? **RATIFIED**

136/24 Training: to resolve any training undertaken and to be done.

Clerk to undertake Section 6 training – Biodiversity and EcoSystems plus Cllr Rowlands and Cllr Lloyd.

137/24 Councillor Vacancies – one on Forden ward

138/24 Correspondence

138/24.1 One Voice Wales (OVW) and Society of Local Council Clerks (SLCC)

138/24.1.1 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.

138/24.2 General Correspondence: To note, discuss and resolve, if necessary, any actions that arise from previously distributed correspondence.

Initials:

139/24. Chairperson's & Members Announcements, Items for Future Agenda & Date of Next Meeting

139/24.1 Chairperson's announcements: to receive for information announcements from the Chairperson, Members and Clerk.

None

139/24.2 Items for future agenda: to bring forward for information items for consideration by the Clerk for future agendas.

None

139/24.3 Date of next hybrid meeting for information: ORDINARY BUSINESS MEETING 24th April 2025 at Leighton Village Hall.

140/24 CONFIDENTIAL SESSION EXCLUSION OF PUBLIC AND PRESS

140/24.1 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.

140/24.2 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.

Meeting closed at 20:50

Signed: _____ Date: _____

Initials: