



**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 1st May 2025 at 7pm

**remotely online and at Leighton Village Hall**

**141/24 Welcome, Attendance, Apologies for Absence:** to record attendance.

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

Attendance online:

The Chair welcomed Councillors and Clerk to the meeting.

Apologies for absence approved by Council: Cllr Mark Williams, Cllr Neil Edwards, Cllr Shaun Rees, Cllr Rachael Briggs and Cllr Terry Lomas.

Apologies for absence received:

Other members absent:

In attendance: Rachel Tibbott (Clerk to the Council)

**142/24 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**

**143/24 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](mailto: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**

**144/24 Minutes of Previous Meeting**

144/24.1 To approve and sign the minutes as a correct record of the Ordinary Business Meeting on 27th March 2025 **RATIFIED**

144/24.2 To report, for information purposes only, matters arising from the minutes of the Meeting on 27th March 2025

a. New tennis post hole covers purchased and fit well.

**145/24 County Councillor Reports:** to receive updates for information on County Council matters from the County Councillors.

The suggestion brought by Cllr Brignell-Thorp from Chris Lloyd (Montgomeryshire Area Traffic Engineer): that the stretch between Church Farm and the Church would be 30mph, the stretch between Tavern Park and Church Farm would be 40mph, and the section in front of the school would be 20mph as at present, was **RATIFIED** by the Councillors.

Cllr Brignell -Thorp explained the decision with post 16 education will be made in the Autumn.

Cllr Jenner absent.

**146/24 Planning & Building Control**

146/24.1 Planning & Building Control Correspondence

146/24.1.1 Planning Aid Wales: to receive latest planning news and training opportunities

Initials:

146/24.1.2 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.

146/24.2 Powys CC Planning Determinations: to report from Powys CC notifying the community council of planning decisions, if any, in the community council area

146/24.3 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

146/24.4 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.

146/24.5 Planning Applications Consultations

146/24.5.1 To receive for information, representations regarding planning applications (if any).

146/24.5.2 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
	None		

146/24.6 Planning Enforcement

146/24.6.1 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.

146/24.6.2 From FLTCC to other bodies: to resolve reports of planning enforcement matters within the community.

## 147/24 Highways, play & recreation parks and buildings.

147/24.1 To report and resolve if desired any business in connection to the highways within the parish.

147/24.1.1 Results of request for advice on pavement issue Infront of Leighton School - Cllr Jenner  
ONGOING

147/24.2 To report and resolve if desired any business in connection to the play, recreation parks and outdoor spaces managed or influenced by the council.

147/24.2.1 New Risk assessments from Football Club – not received.

147/24.2.2 ROSPA Inspection reports – Leighton Playground update.

Carpenter and Pattersons have very kindly removed the metal work from Leighton Playground to be sanded down, repaired and repainted before replacing.

**RESOLVED** to allow Clerk to purchase paint and wood stain – max £250 for painting the wooden playshed and also the benches at Leighton Playpark.

Many thanks to Cllr Williams for all his work taking down and transporting the basketball posts.

Cllrs Lloyd and Day to meet Wednesday at 5pm to paint uprights on the slide at Leighton.

147/24.2.3 Update on Sewage Treatment Plant.

Nothing more to report.

147/24.2.4 Resolve replacement of bottom gate post and pipe running under the gate in sports field.

The football club are apparently replacing the posts in the sports field.

**ACTION: ADD TO AGENDA REGARDING THE PIPEWORK**

Initials:

147/24.2.5 Review all risk assessments. – completed.

There are posts in the hedge near the junior pitch which need looking at and also the steps going down from the Pavilion need some repair work

**ACTION: CLERK TO ADD TO NEXT AGENDA**

**ACTION: CLERK TO CONTACT GROUNDSMAN REGARDING THE HEDGE BEHIND THE TENNIS COURTS.**

**ACTION: CLERK TO COST UP SOME TABLES AND TROLLEY FOR THE PAVILION.**

**ACTION: CLERK TO COST UP BIRD SCARERS FOR PAVILION.**

147/24.2.6 Review of the Open Space Assessment (by 28.3.25) **CLOSED**

147/24.2.7 Biodiversity and Ecosystems Resilience Duty (section 6) by end of year

**ACTION: ADD TO AGENDA FOR WORKING PARTY TO LOOK AT.**

147/24.3 To report and resolve if desired any business in connection to the buildings managed or influenced by the council.

147/24.3.1 To report and resolve any work undertaken and future works needed at the Pavilion:

- a. Working party to clear the storeroom further. – Monday 19<sup>th</sup> May at 6pm to finish painting the playpark, clear the shed.
- b. Repair of ducting by Pete Sheppard

## **148/24 Finance and Assets**

148/24.1 Finance Specific Correspondence

148/24.1.1 To circulate for information such other financial correspondence, if any, as will be brought to the attention of the council by the Clerk.

None

148/24.2 Items for Payment: to resolve to approve items for payment for April 2025.

PAYMENTS ON NEXT PAGE

Initials:

Invoice Summary April 2025				
Payee	Details	power to pay	Type	£
Rachel Tibbott	Wages £815.74 + HP Ink £5.49	Schedule 12, paragraphs 30, 30D and 30E	BACS	£821.23
LGPS	Pension	Schedule 12, paragraphs 30, 30D and 30E	BACS	£300.35
SITC	Monthly Office charge	ss.37-47	BACS	£54.26
Powys County Council	Business rates	s.164, s.44, ss 9&11	ddr	£144.80
Quickbooks	Accountancy Package	Schedule 12, paragraphs 30, 30D and 30E	ddr	£19.20
Carters Cleaning	inv 3459 3483 3504 3546	s.133	BACS	£156.00
Mr N Edwards (Forden Newsletter)	Donation (always paid to councillor Neil Edwards)	LGA 2000 s.2	BACS	£30.00
Leighton Newsletter	Donation	LGA 2000 s.2	BACS	£30.00
Tennis Court Supplies	Cap cover for post holes x 2		BACS	£29.00
OMG Trading Ltd	Backboards for Basketball posts		BACS	£346.80
Audit Wales	Audit Fees 22/23		BACS	£325.00
Fawns Recreational Services Ltd	Thermo Markings Hardcourts		BACS	£4,155.30
Andrew Evans Landscapes	inv 3111		BACS	£729.00
Natural Resources Wales	Discharge Licence		BACS	£1,278.00
Stuart Sheppard	Repair of pagola in Leighton Playpark		BACS	£450.00
Transfer to Savings	Leisure Facilities - ringfenced		STD	£300.00
	<b>TOTAL</b>			<b>£9,168.94</b>
<b>Income</b>	Internment Francesa Pinchera			193
Current Account Balance				£2,842.84
Business Premium ME				£110,069.47
<b>After the above payments are taken/added</b>				
<b>Current Account Balance</b>				<b>-£6,326.10</b>
<b>Business Premium ME</b>				<b>£110,369.47</b>

148/24.3 Financial Balances: to report for information the consolidated balances to date, after transfers, receipts and payments. **RATIFIED**

148/24.4 To resolve budget v actual funds. **RATIFIED**

148/24.5 To resolve acceptance of new model Financial Regulations 2024 - ONGOING

148/24.6 To resolve charges for Tennis and Football clubs for 25/26 plus motorbike show

**RESOLVED** to charge £20 per session for the above regular bookings, including hire of the Pavilion (morning/afternoon/evening).

**ACTION: CLERK TO CONTACT TENNIS, FOOTBALL AND MOTORBIKE SHOW STATING NEW CHARGES. ALSO INFORM MOTORBIKE SHOW OF THE NEW MARTYNS LAW.**

148/24.7 To resolve charges for pavilion hire, bowling green hire, hardcourt hire

**RESOLVED** to charge £50 per session (morning/afternoon/evening) for one off parties and bookings using the Pavilion plus the hardcourt area, bowling green or sports ground..

**RESOLVED:** to charge £5 per hour to hire just the hardcourt area or just the sports ground without the use of the Pavilion.

148/24.8 To resolve quotes for FLTCC insurance for next 3 years.

**RESOLVED** to accept Zurich quote of £1698.25 for three years.

**ACTION: CLERK TO ASK ZURICH ABOUT THE GRAVESTONES COVER**

148/24.9 To resolve update of Asset register.

**RESOLVED** to upgrade the following on the asset register and inform Zurich of the update:

Initials:

Increase the Sports Pavilion Asset Value to 300,000

Take out the cemetery shed as its not used.

Add 4 defibs - one is at the Chapel Forden not the Cock Hotel, one is at Trelystan, one is at Leighton Centre and one at Forden Community Centre.

Bins – 1 not on main path in Forden but 2 now in Leighton.

Upgrade wooden notice boards for Trelystan & Leighton to £500 each.

148/24.10 To resolve results of full audit 23/24.

The tri-annual audit for 2023/2024 has come back from the Auditors as “Qualified”. The Notice of Conclusion to be displayed in the three noticeboards and also on the website. The Annual Return is also to be displayed on the website. **RATIFIED**

148/24.11 To resolve acceptance of public liability insurance for the Tennis club, Football club, Andrew Evans Landscapes and Stuart Sheppard.

**RESOLVED** to accept the evidence of acceptable cover for the Tennis club, Andrew Evans Landscapes and Stuart Sheppard. None received from the football club.

**ACTION: CLERK TO CONTACT FOOTBALL CLUB AGAIN.**

148/24.12 To resolve changeover of sharepoint from Acronis to Microsoft **RATIFIED**

#### **149/24 Training: to resolve any training undertaken and to be done.**

Clerk and Cllr Lloyd completed Section 6 training – Biodiversity and EcoSystems

#### **150/24 Councillor Vacancies – one on Forden ward**

150/24.1 To re-appoint Mrs Claire Jones as Minor Authority Governor (representing FLTCC) for another 4 year period on Leighton CP School Governing Body **RATIFIED**

#### **151/24 Correspondence**

151/24.1 One Voice Wales (OVW) and Society of Local Council Clerks (SLCC)

151/24.1.1 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.

- a. Ethical Framework Event 14<sup>th</sup> May 2025
- b. OVW e-bulletin
- c. Welsh Government Democratic Engagement Grant

151/24.2 General Correspondence: To note, discuss and resolve, if necessary, any actions that arise from previously distributed correspondence.

#### **152/24. Chairperson's & Members Announcements, Items for Future Agenda & Date of Next Meeting**

152/24.1 Chairperson's announcements: to receive for information announcements from the Chairperson, Members and Clerk.

None

152/24.2 Items for future agenda: to bring forward for information items for consideration by the Clerk for future agendas.

None

152/24.3 Date of next hybrid meeting for information: ORDINARY BUSINESS MEETING 29<sup>th</sup> May 2025 followed by the ANNUAL MEETING at Forden Community Centre.

Initials:

**153/24 CONFIDENTIAL SESSION EXCLUSION OF PUBLIC AND PRESS**

153/24.1 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.

153/24.2 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.

None

Meeting closed 20:50pm

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Initials: