



**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

**DRAFT MINUTES OF COUNCIL ORDINARY BUSINESS MEETING**  
**On Thursday 29<sup>th</sup> May 2025 following on from the Annual Meeting at 7pm**  
 at Forden Community Centre

**10/25 Welcome, Attendance, Apologies for Absence:** to record attendance.

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

Attendance online:

The Chair welcomed Councillors and Clerk to the meeting.

Apologies for absence approved by Council: Cllr Neil Edwards, Cllr Shaun Rees and Cllr Terry Lomas

Apologies for absence received:

Other members absent:

In attendance: Rachel Tibbott (Clerk to the Council)

**11/25 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**

**12/25 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**

**13/25 Minutes of Previous Meeting**

13/25.1 To approve and sign the minutes as a correct record of the Ordinary Business Meeting on 1st May 2025 and Extra Ordinary Business Meeting on 15<sup>th</sup> May 2025

**RESOLVED:** The minutes of the Ordinary Business Meeting on 1st May 2025 and Extra Ordinary Business Meeting on 15<sup>th</sup> May 2025 were approved and signed as a correct record.

**14/25 County Councillor Reports:** to receive updates for information on County Council matters from the County Councillors.

Cllr Amanda Jenner - need a list of white lines needed, incase Powys get funding in the future.

Highways resources – urgent potholes should have been done now. £5000 anti-poverty fund issued to each County Councillor to be used by 1<sup>st</sup> July, could pool funds between councillors, open to ideas. Will send through documents. Needs to be a policy about Estate Farms.

Cllr Jeremy Brignall-Thorp – update on county farms from meeting in Sarn. Anti-Poverty fund needs to be sorted.

**15/25 Planning & Building Control**

15/25.1 Planning & Building Control Correspondence

15/25.1.1 Planning Aid Wales: to receive latest planning news and training opportunities

**Noted**

Initials:

15/25.1.2 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**

15/25.2 Powys CC Planning Determinations: to report from Powys CC notifying the community council of planning decisions, if any, in the community council area.

**Noted**

15/25.3 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**

15/25.4 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**

15/25.5 Planning Applications Consultations

15/25.5.1 To receive for information, representations regarding planning applications.

**None**

15/25.5.2 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
	NONE		

15/25.6 Planning Enforcement

15/25.6.1 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**

15/25.6.2 From FLTCC to other bodies: to resolve reports of planning enforcement matters within the community.

**None**

## 16/25 Highways, play & recreation parks and buildings.

16/25.1 To report and resolve if desired any business in connection to the highways within the parish.

16/25.1.1 Results of request for advice on pavement issue Infront of Leighton School - Cllr Jenner  
ONGOING

16/25.2 To report and resolve if desired any business in connection to the play, recreation parks and outdoor spaces managed or influenced by the council.

16/25.2.1 Risk assessments and evidence of Insurance from Football Club – received today and will bring to next meeting

16/25.2.2 ROSPA Inspection reports – Leighton Playground update.

**RESOLVED:** Paint bought for playshed. Cost up plastic for windows.

16/25.2.3 Update on Sewage Treatment

**RESOLVED:** Still not working despite being reported to PCC 3 times. Send Cllr Brignall-Thorp email about sewage treatment plant who will try and find who to talk to.

16/25.2.4 Resolve replacement of pipe running under the gate in sports field. ONGOING

16/25.2.5 Review all risk assessments. – completed but need to look at:

Initials:

- a. Posts in junior pitch hedge - add to next agenda
- b. Steps going down from Pavilion – asked Stuart for a quote. Ask Andrew Evans to quote too. Take 4 front pavers off and move them to the front. Fill the gap with concrete.
- c. Signage behind football posts pulling fence down.

**RESOLVED:** Speak to football club to work together to make good the fence that is weighing down with the rubber. Can it be taken off and the fence made good again and banners put directly on to the fence.

16/25.2.6 New basketball nets purchased for posts as non found in storeroom.

**RESOLVED:** purchased and given to C&Ps. **CLOSED**

16/25.2.7 Tree in sports ground been felled and wood advertised for sale.

**RESOLVED:** Advertised.

16/25.2.8 Biodiversity and Ecosystems Resilience Duty (section 6) by end of year – set up a working party to look at this.

**RESOLVED:** Cllrs Adam Lloyd, Anthony Day, Suzanne Rowlands and Clerk to meet via TEAMS.

16/25.3 To report and resolve if desired any business in connection to the buildings managed or influenced by the council.

16/25.3.1 To report and resolve any work undertaken and future works needed at the Pavilion:

- a. Repair of ducting by Pete Sheppard and looking at token machine - ongoing
- b. Purchase of new folding tables for Pavilion to be stored in the new cupboard

**RESOLVED:** Purchase 4 of the cheaper beech at £781.15 in total.

- c. Adding of 2 new shelves in the new cupboard to store consumables – quote received for Roy Evans of £100 approx. ONGOING
- d. Bird Scarers

**RESOLVED:** to purchase 2 plastic owl bird scarers from Amazon and plastic covers for the bottom windows so they no longer reflect/encourage the birds.

- e. Results of storeroom clearance – need to dispose of chemicals stored, will need to be specialist bio hazard company.

**RESOLVED:** Clerk to contact companies.

- f. Request to purchase cleaning consumables for Pavilion. Open account with Border Janitorial?

**RESOLVED:** Agreed and if we need any hand soap containers etc then that's fine.

- g. Resolve to accept quotation from Pumpworld for servicing of water tank in 2026 including Legionella testing £1558.80.

**RESOLVED:** Build it into budget for next year and agree

## 17/25 Finance and Assets

17/25.1 Finance Specific Correspondence

17/25.1.1 To circulate for information such other financial correspondence, if any, as will be brought to the attention of the council by the Clerk.

17/25.2 Items for Payment: to resolve to approve items for payment for May 2025. **RESOLVED**

**See over page**

Initials:

Invoice Summary May 2025				
Payee	Details	power to pay		£
Rachel Tibbott - Clerk	Wages £815.74 (plus HP ink £5.49 and bird scarer materials for Pavilion and basketball nets £30.21 )	Schedule 12, paragraphs 30, 30D and 30E, s144	BACS	£851.44
LGPS	Pension	Schedule 12, paragraphs 30, 30D and 30E, s144	BACS	£300.35
Powys County Council	Business rates	s.164, s.44, ss 9&11	ddr	£148.00
SITC	Monthly Office charge	Schedule 12, paragraphs 30, 30D and 30E, s144	BACS	£54.26
Quickbooks	Accountancy Package	Schedule 12, paragraphs 30, 30D and 30E, s144	ddr	£19.20
Carters Cleaning	Cleaning Pavilion inv 3576 3605 3655	s.133	BACS	£107.25
Zurich	Insurance	s.226	BACS	£1,698.25
Andrew Evans Landscapes	Mowing Inv	s.164.s.44,ss.9 & 10	BACS	£486.00
Boys & Bodens	Paint for playshed and benches			£71.17
Arbserv	Removal of T8 at sports ground			£1,830.00
Transfer to Savings account	transfer		TRF	£300.00
	<b>TOTAL</b>			<b>£5,865.92</b>
Income	Precept			<b>18946</b>

17/25.3 Financial Balances: to report for information the consolidated balances to date, after transfers, receipts and payments. **RESOLVED**

17/25.4 Results of Cllr Rees internal audit on April payments.

**RESOLVED** Chose Andrew Evans - invoice and statement agreed.

17/25.5 Resolve acceptance of draft audit to be sent to internal auditor, to be agreed by 30<sup>th</sup> June, and Audit notice. **RESOLVED**

17/25.6 Resolve Final Budget v Actual 2024/25 figures. **RESOLVED**

17/25.7 Resolve Final Bank Reconciliation 2024/25 figures. **RESOLVED**

**18/25 Training: to resolve any training undertaken and to be done.**

None

### 19/25 Councillor Vacancies x 1

Received resignation from Cllr Edwards after 13 years serving as a community councillor for Forden ward.

**RESOLVED** to accept the resignation of Cllr Edwards and add the grateful thanks from FLTCC for all his dedication and support to all three villages over the years.

### 20/25 Correspondence

20/25.1 One Voice Wales (OVW) and Society of Local Council Clerks (SLCC)

20/25.1.1 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.

20/25.2 General Correspondence: To note, discuss and resolve, if necessary, any actions that arise from previously distributed correspondence.

### 21/25. Chairperson's & Members Announcements, Items for Future Agenda & Date of Next Meeting

Initials:

21/25.1 Chairperson's announcements: to receive for information announcements from the Chairperson, Members and Clerk.

21/25.2 Items for future agenda: to bring forward for information items for consideration by the Clerk for future agendas.

21/25.3 Date of next hybrid meeting for information: ORDINARY BUSINESS MEETING 26<sup>th</sup> June 2025 at Leighton Village Hall.

## **22/25 CONFIDENTIAL SESSION EXCLUSION OF PUBLIC AND PRESS**

22/25.1 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.

22/25.2 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 20:55**

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