



**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 26th March 2026 at 7pm**  
At Leighton Village Hall

**117/25 Welcome, Attendance, Apologies for Absence:** to record attendance.

Attendance in the hall: Cllr Suzanne Rowlands, Cllr Anthony Day, Cllr Adam Lloyd, Cllr Terry Lomas, Cllr Clayton Bowen and Cllr Rachael Briggs.

Attendance online: Cllr Shaun Rees

The Chair welcomed Councillors and Clerk to the meeting.

Apologies for absence approved by Council: Cllr Mark Williams and Cllr Di Stevens

Apologies for absence received:

Other members absent:

In attendance: Rachel Tibbott (Clerk to the Council)

**118/25 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.**

**119/25 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**

**120/25 Minutes of Previous Meeting**

120/25.1 To approve and sign the minutes as a correct record of the Ordinary Business Meeting on 26th February 2026. **RATIFIED**

120/25.2 Matters Arising from the above meeting.

**121/25 County Councillor Reports:** to receive updates for information on County Council matters from the County Councillors.

**Cllr Jenner** has asked PCC if there had been any site visits regarding the Gypsy & Traveller consultation, they've confirmed that they haven't done any testing and still considering the new submissions and looking at the brown fill sites that they had disregarded.

PCC says the Trelystan road that floods needs to go on the capital list as it is major work. Cllr Stevens has asked for a speed limit sign along the road.

No response from Biomethane Farm Ltd requesting more information.

**Cllr Brignell-Thorp** - development at Church Farm has been withdrawn. As above.

**122/25 Planning & Building Control**

122/25.1 Planning & Building Control Correspondence

122/25.1.1 Planning Aid Wales: to receive latest planning news and training opportunities

Initials:

122/25.1.2 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 at date of issue of Agenda.*

122/25.2 Powys CC Planning Determinations: to report from Powys CC notifying the community council of planning decisions, if any, in the community council area.

122/25.3 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 at date of issue of Agenda.*

122/25.4 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.

**122/25.4.1 Proposed anaerobic digestion plant and all associated works at Lower Leighton Farm, Leighton.**

**No requested information received**

122/25.5 Planning Applications Consultations

122/25.5.1 To receive for information, representations regarding planning applications (if any).

122/25.5.2 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	Date received
None	None	None	None

122/25.6 Planning Enforcement

122/25.6.1 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.

122/25.6.2 From FLTCC to other bodies: to resolve reports of planning enforcement matters within the community.

**123/25 Highways, play & recreation parks and buildings.**

123/25.1 To report and resolve if desired any business in connection to the highways within the parish.

123/25.1.1 Mud on roads surrounding The Gaer Forden

Resident has complained regarding the mud on the road. Cllr Brignell-Thorp has taken it up with PCC officers who are going to speak to the farmer to clean the road, as it is his responsibility. The wide tractors are also damaging the verges which in turn will damage the road. PCC powerless to do anything about that as there is no limit on the width of vehicles.

Q: Does the PCC take this into consideration when planning apps are received to expand farms?

A: Cllr Brignell-Thorp responded that apparently it's not in PCCs remit to question the sort of vehicles that will be used which isn't satisfactory.

**ACTION: Cllr Brignell-Thorp to check that the officers have been back to the farm.**

123/25.2 To report and resolve if desired any business in connection to the play, recreation parks and outdoor spaces managed or influenced by the council.

123/25.2.1 Football Club

- a. No insurance certificate received yet but football club meeting with Insurers to check ONGOING

Initials:

b. Adding to FLTCC insurance? ONGOING

123/25.2.2 Resolve quote for replacement of pipe running under the gate in sports field together with new posts and gate . Cllr Day to contact ONGOING

123/25.2.3 Review all risk assessments. – completed but need to look at:

a. Posts in junior pitch hedge ONGOING

b. Signage behind football posts pulling fence down. IN PROGRESS

123/25.2.4 Trees growing around/above the lights on hardcourt area – awaiting dry period for work.

123/25.2.5 Treatment Plant – maintenance plan.

Email received from Phil Sherrard 19<sup>th</sup> Feb to say “I am currently advising our property team about the issues with STP and the school, so hope this will progress shortly”. ONGOING

123/25.2.6 Cemetery

a. Original Conveyance located – need to register ownership under FLTCC. Resolve to engage solicitor to register on our behalf (may need a valuation doing first).

b. Potholes on boundary of highway where it joins the car park – reported to highways as very dangerous for users of cemetery and church. Dave Gardener has forwarded it to relevant inspector 17<sup>th</sup> Feb.

**ACTION: Clerk to contact again. Also send photos of dangerous manhole cover.**

c. Request from an ex-resident for a resident’s rate on the erection of a memorial stone in the cemetery.

**RESOLVED:** to accept residential rate.

123/25.2.7 Notice boards in Leighton & Trelystan in need of maintenance work.

**ACTION: Clerk to contact Cllr Stevens husband to have a look to see what can be done.**

123/25.2.8 Community noticeboard by bus shelter/existing FLTCC noticeboard?

**ACTION: Clerk to contact Andy King to ask if a community noticeboard could be added to the new bus stop.**

123/25.2.9 The Green, Forden resolve ownership

**RESOLVED:** not to proceed with legal ownership

**ACTION: Clerk to contact solicitor to cancel. Carry on with costings for new pathway, potholes and cemetery pathway using same dimensions as last time.**

123/25/2.10 Leighton Playpark – urgent work needed as branch from tree in school playground has fallen in storm and damaged roof of junior climbing frame.

**ACTION: Contact PCC to move this forward and repair equipment.**

**ACTION: Accept quote for removal of 3 trees in Leighton Playpark.**

123/25.3 To report and resolve if desired any business in connection to the buildings managed or influenced by the council.

123/25.3.1 To report and resolve any work undertaken and future works needed at the Pavilion:

a. Urgent Electrical works completed on boiler system, awaiting servicing 2<sup>nd</sup> April.

b. Electrical testing of main supply etc ONGOING

## 124/25 Finance and Assets

124/25.1 Finance Specific Correspondence

124/25.1.1 To circulate for information such other financial correspondence, if any, as will be brought to the attention of the council by the Clerk.

124/25.2 Items for Payment: to resolve to approve items for payment for March 2026. **RATIFIED**

Initials:

Mar-26				
Payee	Details	TYPE	Power	£
Rachel Tibbott	Wages £838.70 & HP £6.49	BACS	Schedule 12, paragraphs 30, 30D and 30E, s144	£845.19
LGPS	Pension			£310.05
HMRC	PAYE	BACS	Schedule 12, paragraphs 30, 30D and 30E	£845.01
Carters Cleaning	Pavilion cleaning 4592 4610	s.133	BACS	£105.60
Shire-Tech Services	Monthly Office 365 charge	BACS	Schedule 12, paragraphs 30, 30D and 30E, s144	£50.84
Quickbooks	Online Accounts	DDR		£19.20
Councillor Allowances	Annual Return	BACS		£1,092.00
Forden Community Centre	Meeting for Feb	BACS		£13.00
Pumpworld	Service of Cylinders	BACS		£636.00
FirstAid4Less	Defib pads x 4 plus batteries x1	BACS		£777.00
OVW	Membership 26/27	BACS		£349.00
Pete Sheppard	Ducting at Pavilion	BACS		£810.00
Pete Sheppard	Cylinders at Pavilion	BACS		£840.00
Pete Sheppard	lights at Pavilion	BACS		£2,034.00
Savings account	Transfer from current		STD	£300.00
	<b>TOTAL</b>			<b>£9,026.89</b>
<b>Income</b>	Interest			£288.79
	Memorials for Pinchera, Clifford and Humphreys			£473.00
	<b>Current Account Balance</b>			£18,716.97
	<b>Business Premium ME</b>			£114,438.09
	When above expenses are taken			
	<b>Current Account Balance</b>			£10,451.87
	<b>Business Premium ME</b>			£115,026.88
General playparks				£3,600.00
Cemetery				£20,000.00
Pavilion				£10,000.00
Sports Ground				£10,000.00
Adjoining field to Sports Ground				£10,000.00
Leighton Playground				£10,000.00
Heritage Green Playground				£10,000.00
Forden School Playground				£10,000.00
Hardcourt Area				£17,520.00
				<b>£101,120.00</b>

Initials:

124/25.3 Financial Balances: to report for information the consolidated balances to date, after transfers, receipts and payments. **RATIFIED**

124/25.4 To resolve budget/expenditure so far. **RATIFIED**

124/25.5 To resolve to take any extra expenditure on budgets out of reserves **RATIFIED**

124/25.6 Financial Regulations (Clerk & Chair) ONGOING

124/25.7 Councillor Allowances – To resolve the following from the Independent Remuneration for Wales Report 25/26:

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 25/26. **RATIFIED**

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. **RATIFIED**

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. **RATIFIED**

d. Council received notification that the panel has received guidance from HMRC that councillor allowances for homeworking and consumables are to be tax exempt. **RATIFIED**

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. **RATIFIED**

### **125/25 Training: to resolve any training undertaken and to be done.**

Cllr Stevens has completed planning training. Clerk and Cllr Rowlands will be attending audit training.

### **126/25 Councillor Vacancies**

**One**

### **127/25 Bio-Diversity Section 6**

127/25.1 Biodiversity Grant Application successful. Received bird box, hedgehog box and Bug hotel.

### **128/25 Deed of Easement**

128/25.1 Awaiting amended Deed of Easement.

### **129/25 IT support – resolve to accept quote or find new supplier.**

Initials:

**RESOLVED:** to carry on working with Aden but now as Shire-Tech Services. Look for other companies too.

### 130/25 Correspondence

130/25.1 One Voice Wales (OVW) and Society of Local Council Clerks (SLCC)

130/25.1.1 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

130/25.2 General Correspondence: To note, discuss and resolve, if necessary, any actions that arise from previously distributed correspondence.

### 131/25. Chairperson's & Members Announcements, Items for Future Agenda & Date of Next Meeting

131/25.1 Chairperson's announcements: to receive for information announcements from the Chairperson, Members and Clerk.

131/25.2 Items for future agenda: to bring forward for information items for consideration by the Clerk for future agendas.

131/25.3 Date of next hybrid meeting for information: ORDINARY BUSINESS MEETING 30th April 2026 at Forden Community Centre.

Meeting closed at 8:35

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