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 30th July 2026 at 7pm
At Leighton Village Hall

39/26 Welcome, Attendance, Apologies for Absence: to record attendance.
Attendance in the hall: Cllr Suzanne Rowlands, Cllr Terry Lomas, Cllr Rachael Briggs, Cllr Di Stevens, Cllr Adam Lloyd, Cllr Clayton Bowen, Cllr Mark Williams and Cllr Anthony Day
Attendance online:
The Chair welcomed Councillors and Clerk to the meeting.
Apologies for absence approved by Council: Cllr Shaun Rees
Apologies for absence received:
Other members absent:
In attendance: Rachel Tibbott (Clerk to the Council)

40/26 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.

41/26 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

42/26 Minutes of Previous Meeting
42/26.1 To approve and sign the minutes as a correct record of the Ordinary Business Meeting on 25th June 2026. **RATIFIED**
42/26.2 Matters Arising from the above meeting.
a. Clerk has written letter of support for the Community Speedwatch Programme and sent to resident **CLOSED**
b. Clerk has written regarding the community growing **CLOSED**

43/26 County Councillor Reports: to receive updates for information on County Council matters from the County Councillors.
Cllr Brignell-Thorp – there is still no decision regarding the Gypsy & Traveller site as they are still doing tests and surveys which may take till Christmas or later. The decision mechanism is apparently the planning policy document.
Cllr Jenner – we asked for a scoring matrix of criteria which they were using at this stage, but they said they are going by the usual rules and guidance. When they were asked are they in touch with G&T residents, there was no clarity. This is holding up the LDP which council is required to produce.
Going to ask PCC for feedback from staff on the ground regarding bin collections.

44/26 Planning & Building Control
44/26.1 Planning & Building Control Correspondence

44/26.1.1 Planning Aid Wales: to receive latest planning news and training opportunities
44/26.1.2 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.

44/26.2 Powys CC Planning Determinations: to report from Powys CC notifying the community council of planning decisions, if any, in the community council area.

44/26.3 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.

44/26.4 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.

1. ***Farm Biomethane Ltd - report of farm visit by Cllrs Lloyd and Williams.***
   The Councillors discussed the visit in detail and resolved to respond to the request from Powys for their views, in full, on a Scoping Opinion Consultation which will be published as part of September's meeting minutes.

44/26.5 Planning Applications Consultations
44/26.5.1 To receive for information, representations regarding planning applications (if any).
44/26.5.2 To receive and resolve responses to consultations (full applications(s) details(s) at https://service.powys.gov.uk/pr/s/register-view?c__r=Arcus_BE_Public_Register) including but not limited to those listed below. Later applications may be considered at the discretion of the Chair:

Ref:	Site	Description	Resolved
P/26/0689/SCO	LOWER LEIGHTON, LEIGHTON, WELSHPOOL, SY21 8HH	Scoping Opinion Consultation	**To respond Next month.**
P/26/0381/FUL	Existing base station, Kingswood Farm, Forden, SY21 6TS	The proposed upgrade of an existing base station comprising the removal of a 14.5m monopole and installation of an 18.1m lattice mast, supporting 3 no antennas and 1 no 600mm dish together with associated works	SUPPORTED

44/26.6 Planning Enforcement
44/26.6.1 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
44/26.6.2 From FLTCC to other bodies: to resolve reports of planning enforcement matters within the community.
None

45/26 Highways, play & recreation parks and buildings.

45/26.1 To report and resolve if desired any business in connection to the highways within the parish.

1. Streetlights in Forden

   Resolved: Cllr Brignell-Thorp to request they are left in place.

45/26.2 To report and resolve if desired any business in connection to the play, recreation parks and outdoor spaces managed or influenced by the council.

45/26.2.1 Football Club

a. Insurance certificate received and accepted. **CLOSED**
b. Adding to FLTCC insurance – Clerk to contact Zurich again? **ONGOING**
c. Contract showing Football Clubs responsibility for their assets **ONGOING**

d. Montgomery Town FC have been hiring ground and Pavilion as their ground is not playable. **NOTED**

45/26.2.2 Resolve quote for replacement of pipe running under the gate in sports field together with new posts and gate **ONGOING**

45/26.2.3 Review all risk assessments. – completed but need to look at:

a. Posts in junior pitch hedge
b. Signage behind football posts pulling fence down.
   Resolved: Cllr Day to look into again, if not heard anything by the next meeting, then will ask someone else.

45/26.2.4 Treatment Plant – maintenance plan.
Email received from the Powys Property Officer: Our Lawyer has returned from annual leave, and I had a meeting about this yesterday. Our suggested draft legal paperwork is being drawn up this month and will be sent to you prior to your meeting on Thursday 24/09/2026 for your comments back.
Resolved: to await update at September meeting.

45/26.2.5 Cemetery

a. Original Conveyance located – all information given to Dave Jones at MMP.
b. Potholes on boundary of highway where it joins the car park.
   Email received from the Highways Inspector: A programmed works ticket has been raised for the defects at this location. As the lay-by is not a designated or routinely inspected footway, it is inspected as part of the carriageway. Consequently, it is assessed using the carriageway intervention criteria, with repairs prioritised through the Council's risk-based approach to highway maintenance.
   The defects have been included within the local works programme; however, there is currently no confirmed timescale for completion. The location will continue to be monitored through scheduled highway inspections and, should the condition change to meet the intervention criteria for repair, an appropriate timescale will be assigned in accordance with the Council's Highway Asset Management Plan.
   Resolved: to monitor.

45/26.2.6 No agreement can be found showing FLTCC are responsible for Forden School playpark or Leighton School playpark.
Email received from the Property Surveyor: Please accept my apologies for the delay in responding. I have been following up with School Services to obtain their formal approval to renew the agreement. Once this has been received, I will prepare and send the Heads of Terms, which I anticipate will closely reflect the provisions of the current agreement. I hope to be in a position to provide you with a further update next week.
Resolved: to await an update at the next meeting.

a. Leighton Playpark ROSPA – still needs cap cover on ramp, wood filler on bottom of uprights outside playhouse. Replacement of metal rope on infant ramp (previously agreed but tricky to install). Paint underneath infant slide area. Replacement of broken roof part from C&Ps. **ACTION: Clerk to inform Stuart to request work done asap.**
b. Forden School Playpark ROSPA, small hole to be repaired on top of slide post and replacement of some rotten posts. **ACTION: Clerk to request Stuart to get work done asap.**
c. Heritage Green Playpark ROSPA – missing cap, missing bolt, more woodchip, remove weeds, reattach edging board, replace decayed posts. **ACTION: Clerk to request Stuart to get work done asap.**

45/26.2.7 Defibrillators – Forden Community Centre Defib recently used during a tennis game with a positive outcome. New pads purchased and replaced. **NOTED**

45/26.3 To report and resolve if desired any business in connection to the buildings managed or influenced by the council.

45/26.3.1 To report and resolve any work undertaken and future works needed at the Pavilion:

a. Electrical testing of main supply etc **ONGOING**
b. Existing bird scarers now not working. Working party completed cleaning works.
   Resolved: to thank all Councillors for their work also Jonathan and Rod for their help.
c. Football club have been given a defib
   Resolved: FLTCC will supply the electricity to run the Defib which can be mounted on the Pavilion. **ACTION**: **Clerk to contact football club to state above and contact Pete Sheppard to install (which FLTCC will also fund).**
d. Clerk to purchase cleaning materials for Pavilion together with replacement of some broken equipment
   1. Stuart - Replacement of hinge of Wicket into sports ground (off its hinges). Ask if it needs a new post. **RATIFIED**
   2. Purchase of toilet rolls, green hand towels, white bin in visitors.
      Resolved: Don't purchase handtowels. **ACTION**: **Ask Pete to cost 4 hand driers.**
   3. Replacement toilet holder in mens and fitted by handyman? **RATIFIED**
   4. Handyman – replacement screw in soap holder in visitors, officials drain in middle of room not screwed down. **RATIFIED**
e. Quote received for cleaning white guttering etc £395 **RATIFIED**

46/26 Finance and Assets

46/26.1 Finance Specific Correspondence

46/26.1.1 To circulate for information such other financial correspondence, if any, as will be brought to the attention of the council by the Clerk.

46/26.2 Items for Payment: to resolve to approve items for payment for July and August 2026.

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Invoice Summary JULY 2026

Payee	Details	power to pay	Chq No.	£
Rachel Tibbott	Wages £826.90 + £6.49 HP ink +£14.98 Amazon Toilet roll holder, £6.99 Tesco white bin + £4.99 Aldi toilet roll+ £ 20.11 Amazon bird shadows (pd)	Schedule 12, paragraphs 30, 30D and 30E, s144	BACS	£860.35
LGPS	Pension	Schedule 12, paragraphs 30, 30D and 30E, s144	BACS	£257.11
Powys County Council	Business rates	s.164, s.44, ss 9&11	DDR	£190.00
Andrew Evans Landscapes	Ground Maintenance Inv 2800,	s.164.s.44,ss.9 & 10	BACS	£486.00
Shire Tech	Monthly Office charge 0195	ss.37-47	BACS	£45.54
Quickbooks	Online package	Schedule 12, paragraphs 30, 30D and 30E, s144	DDR	£19.20
Audit Wales	24/25 audit fees		BACS	£200.00
Roy Evans	Leighton Play & Leighton & Trelystan Noticeboards		BACS	£360.00
First Aid 4 Less	New defib pads for Community Centre		BACS	£167.46
Carters Cleaning	Invoice 4984, 5000		BACS	£105.60
Splash	Servicing of Pump Set - Pavilion		BACS	£93.60
Forden Recreation Association	Room Hire			£26.00
Savings account	Transfer from current		STD	£300.00
	TOTAL			**£3,110.86**
Income	Hire of Pavilion etc Montgomery FC			**£42.00**
	Transfer £10000 to Business Premium from current			**-£10,000.00**
Current Account Balance				**£21,614.29**
Business Premium ME				**£116,255.31**
Current Account Balance	**After above expenses taken out**			**£8,545.43**
Business Premium ME				**£126,555.31**

RATIFIED

Invoice Summary August 2026

Payee	Details	Power to Pay	Payment type	£
Rachel Tibbott	Clerk Wages £826.9 +HP Ink £6.49	Schedule 12, paragraphs 30, 30D and 30E, s144	BACS	£833.39
LGPS	Pension	Schedule 12, paragraphs 30, 30D and 30E, s144	BACS	£257.11
Powys County Council	Business Rates	s.164, s.44, ss 9&11	DDR	£190.00
Forden Recreation Assn	Revenue Grant	s.52	BACS	£2,000.00
Leighton Village Hall	Revenue Grant	s.52	BACS	£2,000.00
ShireTech	Office monthly charge 0250	ss.37-47	BACS	£45.54
Andrew Evans Landscapes	Sports Field cutting	s.2,s.133,s.19	BACS	£486.00
Quickbooks	Online package	Schedule 12, paragraphs 30, 30D and 30E, s144	DDR	£19.20
Carters Cleaning	Cleaning of Pavilion 5023 5080	s.133	BACS	£191.40
Savings account	Transfer from current		STD	£300.00
	TOTAL			**£6,322.64**
Income	Precept due 31.8.25			£18,444.00
Current Account Balance				**£26,969.01**
Business Premium ME				**£126,555.31**
Current Account Balance	**After above expenses taken out**			**£20,646.37**
Business Premium ME				**£126,855.31**

RATIFIED

46/26.3 Financial Balances: to report for information the consolidated balances to date, after transfers, receipts and payments. **RATIFIED**

46/26.4 To resolve budget/expenditure. **RATIFIED**

46/26.5 Financial Toolkit (to be worked through each meeting) – Theme C – Social Media Policy **ONGOING**

46/26.6 Microsoft Contract **ONGOING**

46/26.7 Transferring £10,000 from current to savings. **RATIFIED**

46/26.8 To resolve payment of Revenue Grants to Leighton Village Hall and Forden Community Centre. £2000 each **RATIFIED**

47/26 Training: to resolve any training undertaken and to be done.

None

48/26 Councillor Vacancies x 1

48/26.1 Application for co-option on Trelystan ward.

Not received

49/26 Bio-Diversity Section 6

49/26.1 Biodiversity Grant - resolve what to do with bird boxes, hedgehog box and Bug hotel.

- Need to allocate to each site. **ONGOING**

50/26 Website and Advertising

1. New page added to website for public to hire facilities (Clerk will manually add football and tennis club bookings). **NOTED**
2. Social media advert for Pavilion and Hardcourt areas. **NOTED**
3. Adding Welsh to the website.
   RESOLVED: Translate First page only in first instance.

51/26 Cemetery

51/26.1 Contacting owners of benches **ONGOING**

52/26 Public Meetings

52/26.1 Where are meetings to be held and when? Do we need advertising information for meetings?
RESOLVED: To attend coffee mornings In Leighton and possible weekend food surplus events in Forden.

53/26 Correspondence

53/26.1 One Voice Wales (OVW) and Society of Local Council Clerks (SLCC)

53/26.1.1 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

53/26.2 General Correspondence: To note, discuss and resolve, if necessary, any actions that arise from previously distributed correspondence.

54/26. Chairperson's & Members Announcements, Items for Future Agenda & Date of Next Meeting

54/26.1 Chairperson's announcements: to receive for information announcements from the Chairperson, Members and Clerk.

None

54/26.2 Items for future agenda: to bring forward for information items for consideration by the Clerk for future agendas.

None

54/26.3 Date of next hybrid meeting for information: 24th September 2026 ORDINARY BUSINESS MEETING at Forden Community Centre.

55/26 CONFIDENTIAL SESSION EXCLUSION OF PUBLIC AND PRESS

55/26.1 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.

None

55/26.2 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 21:08

Signed: _____ Date: _____