

**Forден with Leighton and Trelystan Community Council**  
**Cyngor Cymuned Ffordun gyda Thre'r-Llai a Threlystan**  
**Minutes of the meeting held on 28<sup>th</sup> June, 2018**  
**At Leighton Community Hall**

**586**

**PRESENT:** Cllr R Dawe (RD) Cllr L Corfield (LC)  
 Cllr S Rowlands (SR) Mrs V Griffith (Incoming Clerk VG)  
 Cllr C Alexander (CA)  
 Cllr N Edwards (NE)  
 Ms H Stanier (Outgoing Clerk HS)

**APOLOGIES:** Cllrs D Jones, R Tibbot, W Jones, M Williams, David Jones

**GUESTS:** None

**MINUTES OF THE MEETING** held on 24<sup>th</sup> May 2018, as circulated, were agreed as a true record and were signed by Cllr R Dawe (Chair)

Proposed by Cllr C Alexander and seconded by Cllr N Edwards - all agreed.

**Declaration of Interest:** None

Before the meeting started Cllr R Dawe welcomed the new Clerk (Mrs Vickie Griffith). He thanked Ms Helen Stanier for all her hard work as outgoing Clerk and presented her with a bouquet as a token of all the members' appreciation.

**MATTERS ARISING**

**1. Pavilion:**

Outstanding work	What was discussed:	Action:
Play Area	RD confirmed that the chippings/ bark for the Play Area would be in place by the next meeting.	Await completion of work

**2. Road/Highway situations:**

Situation/Location	Contact	Situation	Action
Trelystan – Short Cross down to Beeches	Ken Llewellyn, PCC	LC thinks wrong area has been resurfaced.	<b>LC to contact PCC for confirmation.</b>
Grove Lane Forден	Ken Llewellyn, PCC & Dave Gardner	Road has been resurfaced.	<b>RD to write to PCC to thank them. This matter is now closed</b>
Pot hole outside the school which has a bollard on it (2 or 3 sunken metal gulleys)	Ken Llewellyn, PCC	<b>(The Clerk has contacted Highways 26.11.17, 28.12.17, 30.01.18)</b>	LC will check on progress <b>Await work to be completed</b>
Leighton Bank	Ken Llewellyn, PCC	Drains are blocked and need emptying <b>(The Clerk contacted Highways 28.12.17 &amp; 30.01.18)</b>	PCC confirm to be cleared by Jetter when available. NE confirmed some activity near school <b>Await work to be completed</b>
Between Back Lodge and the Poultry House, Leighton	Ken Llewellyn, PCC	Bad pot holes <b>(The Clerk contacted Highways 13.03.18)</b>	PCC confirm to be filled when Roadmaster is in the area. <b>Await work to be completed</b>
<b>New Situation:</b> Pot holes outside Trelystan Church	Ken Llewellyn, PCC	WJ will contact PCC	<b>Await work to be completed</b>
Path in Forден from the Cock side of the village down to the school	Ken Llewellyn, PCC	Path is in a dreadful state and drains are blocked All Councillors will report	<b>Await work to be completed</b>

**3. The Cock Hotel, A490 Safety Concerns.**

It was confirmed that 'BUS STOP' was to be painted on the road but this had not yet happened. **587**

**ACTION:** Await work to be completed.

**4. Accessing the Pavilion/Facilities during School Time.** NE confirmed that there had been no progress on this matter.

**ACTION:** To be discussed at the next meeting.

**5. Sign bent, School turn.** The sign remained bent. LC had emailed Chris Lloyd of PCC (No change from last meeting)

**ACTION:** Await work to be completed.

**6. Risk Assessments.** Wire between the 2 pitches needs taking up. DTLJ will speak to Gary Morgan who has a tractor to see if he can move the wire. There was no further progress with this and it is to be discussed at the next meeting in DTLJ's absence.

**ACTION:** To be discussed at the next meeting.

**7. Signage.** Still waiting for signs (No change from last meeting)

**ACTION:** Await work to be completed

**8. NHS Future Fit.** The Clerk confirmed that poster were up in all the notice boards. It was agreed that the Council should make representations but this would be discussed and action agreed at next meeting when more members were present.

**ACTION:**

- i. Members to discuss and agree on representation at next meeting.
- ii. Clerk (VG) to put Future Fit Consultation link on the website

**9. Gutter needs cleaning.** Andrew Mellor has confirmed that he will trim back the hedge. NE confirmed that the gutter still needs cleaning. No change from last meeting.

**ACTION:** The hedge will be trimmed back following regulations regarding farmers cutting back hedges. DTLJ will speak to Gary Morgan. No change from last meeting.

**10. Lights at the Pavilion.** Steve Lowe, the Electrician has confirmed he has the bulb but just waiting for time to fit it. This had not been done but HS had given electrician VG's number to arrange the work to be done.

**ACTION:** Await small bulb to be fitted.

**11. Clerk Resignation.** The Chair confirmed the appointment of the new Clerk, Mrs Vickie Griffith. Clerk to liaise with HS and NE for moving of paperwork to new address asap. It was agreed that new Clerk should arrange to have old minutes archived with PCC. Chair thanked Cllr R Tibbott for her help with new contract of employment.

**12. Donation Request for County War Memorial, Montgomery.** Decision made by Councillors to donate £50 for the County War Memorial repairs. Cheque to be signed and sent at this meeting – **This matter is closed**

**13. Letter from Christine Walton regarding local boy Andrew Davies and a request to acknowledge his achievements..** The Clerk (HS) confirmed she had written to Mrs Walton. **This matter is now closed**

14. Wales Audit Office. Request for clerk to respond to National Survey. Clerk (HS) confirmed no response from OVW. **This matter is now closed.**

15. Data Protection. RT and SR had met with HS regarding GDPR. It was agreed that a new laptop would be needed which would include Office 365. A new more secure email address would be required. All old paper minutes should be archived with PCC. The filing cabinet would require a better lock for securing paperwork.

**ACTION:** Sub-Committee to carry this matter forward which would include  
i.Clerk getting quote from Microplus for new mid- priced laptop and printer to include Office 365  
ii.Clerk sorting old minutes and arranging their transfer to PCC archives.  
iii.Clerk to ask Llanfair Town Council to share costs of printing

16. Independent review panel for Wales. The Clerk confirmed that she has put on the website that Councillors have made the decision to opt out of the issue of making funds available for reimbursement of costs.

**ACTION – new Clerk to inform IRP of this decision by 30<sup>th</sup> September deadline**

17. Cluster Group.. MW had written to query contribution to the Cluster Group. RD confirmed that the job for a Clerk to develop the Cluster had been advertised. It was agreed that the Council should stay in the Cluster discussions.

18. Bowling Club. Councillors confirmed yellow line has been painted. Still awaiting response from Bowling Club. In the meantime risk assessment of Bowling area is in hand.

**ACTION:** Await response from Bowling Club regarding solutions and costings for hand rail.

19. Church Farm Fly Tipping. LC confirmed that most of the rubbish had been removed but some remained but she will monitor the situation.

**ACTION:** LC will monitor this situation

20. Website Policies. RD confirmed that he and RT were still working on these

**ACTION:** Policies to be put on the website and guidance to be obtained from One Voice Wales.

21. Andrew Lloyd Festival. SR confirmed that the Electrician completed all the electrical work required including heavy duty sockets, SR wished to thank both Dave Taylor for his work which he did not charge for and CEF in Welshpool for donating the parts.

**ACTION: Clerk to write to both Dave Taylor and CEF to thank them**

22. Update on Bench by the War Memorial. Still waiting for the cheque from the Treasurer so a new bench can be purchased – donated by funds from the yearly Bike Show. HS confirmed that funds had not yet been received.

23. Trees behind the Multi Purpose Courts. NE confirmed that he had started the work. The rest would be done next year. **This matter is now closed.**

24. Vegetation cut back, Heritage Green. The HS this had been done. **This matter is now closed**

25. Bad pot hole along the Forden to Caerhowel road. The Clerk confirmed that the cut off point along the road is at the bad bend by the Equestrian Centre. HS confirmed these had now been done. **This matter is now closed.**

26. Review of the Electoral arrangements. LC along with the Clerk to send representation dealing with the 2 proposed new Wards. Clerk and LC made representations to the Boundary Commission on behalf of the Community Council. **This matter is now closed.**

27. Multi Purpose Courts. Problems were raised regarding usage of the Multi Purpose Courts during the Summer Period. Clerk (HS) has written to all concerned. **This matter is now closed.**

28. Railings by the Chapel, Forden. Railing fixed. **This matter is closed.**

**29. Grass Verges.** NE raised the issue of these generally being grown over. LC confirmed that Powys County Council has a programme of work in relation to importance and that the junctions will be done first for safety reasons. In relation to a question raised regarding a footpath from the Compass Pub to the Gables, Forden, LC confirmed the guidelines for safe routes in Community funding could not be met, therefore due to the costly and complex existing road layout and boundaries, any application to extend the existing Cycle/Footpath would unlikely to be approved. LC requested amendment as above. **This matter is now closed**

**30. Tree at the Cemetery.** The Clerk (HS) confirmed she had contacted Mrs Jones regarding the tree being pruned back and confirmed NE had trimmed tree back to prevent damage. **This matter is now closed.**

**31. Pavilion/Cleaning.** SR confirmed that the Sanitary Bin needs emptying. The Clerk will speak to Shirley Edwards in an effort to get this emptied at the same time as the Community Centre. SR confirmed that she will be speaking to Popsies Cleaners about leaving the rubbish bags in the Cemetery bin to ensure collection. Update: Neil Bennett confirmed that the recreation assoc have a contract with PCC to service the bins and the bins had been swapped to facilitate emptying of all bins.

**ACTION:** Clerk (VG) to contact PCC regarding regular service

**32. Work carried out by Severn Trent Water.** LC confirmed repair had been carried out. **This matter is now closed.**

**PLANNING: (Councillor Linda Corfield left the room during these discussions)**

**589**

**New Applications:**

Application Ref:	Grid Ref:	Description:	Comments:
VAR/2018/0027	324208.27/302589.24	Application to discharge Section 106 legal agreement attached to planning permission M/2000/0826 & M/2000/0956 & Deed of variation attached to planning permission M/2001/0944 (occupancy restriction) at 14 Heather Wood Forden Welshpool Powys	<b>SUPPORTED</b>
P/2018/0027	323145.1/303085	Application to Demolition of the existing garage & rear extension and erection of a single storey extension to the side & rear at Hill Crest, Forden, Welshpool, Powys	<b>SUPPORTED</b>

**2. Planning decisions as received from Powys County Council as below:**

P/2017/1346	19.07.18	Pen-y-Derw	Extension to existing poultry unit	Conditional consent	Supported with concerns over heavy vehicle traffic
-------------	----------	------------	------------------------------------	---------------------	--

**FINANCE:**

1. Payment of the following bills was proposed:

Payee	Details	Power to Pay	Chq No	£
Montgomery Town Council	Donation	s.2	990	£50
H Stanier	Salary (Salary £459.00+postage £19.97)	Schedule 12, paragraphs, 30,30D and 30E	991	£487.97
HMRC	Income tax (PAYE)		992	£51.20
Powys County Council	Business Rates	s.164, s.44, ss 9&11	DDR	£144.00
Suzanne Rowlands	Cash Tin etc		993	£8.99
Forden Recreation Assoc	Rooms, bookings, interviews and meetings	LG1972 S.12	994	£24.00
Waterplus	Water	S.125	995	£26.16
Popsie's Mops cleaning Services – Cheque made payable to Paula Haynes-Brown	Cleaning	s.133, s.19	996	£96.00
	<b>Total</b>			<b>£879.32</b>

As of 24/6/18

Current Account

Balance

£12,264.44

Business Premium ME

£14,847.84

Payment of the bills proposed by Cllr L Corfield and seconded by Cllr N Edwards - All agreed

**590**

1.Grass Cutting – The Clerk has sent the schedule of grass cuts to SR. LC to confirm and clarify grass cutting areas.  
**ACTION:** See above.

HS confirmed that Audit had been sent to External Auditor

Mandate to change signatories had been obtained by HS and new Clerk to complete with all concerned.  
Action: Clerk (VG) to complete process with Barclays

**CORRESPONDENCE:**

a. Correspondence received from IRP regarding payments made to councillors .

**ACTION:** Clerk (VG) to complete pro forma by 30<sup>th</sup> September deadline

b.Letter received from WAG regarding Annual Monitoring Exercise

c. Letter received from OVW regarding Annual meeting of Montgomeryshire Area Committee on 11<sup>th</sup> July 2018

d. Letter from Wales and West Utilities advising of summer consultation. Clerk (HS) has put this link on website. **This matter is now closed.**

e. Clerk (HS) read out thank you letter from Shirley Edwards regarding Recreation Association instalment.

**MATTERS RAISED:**

1. Consumables. SR required toilets rolls hand towel and soap for Pavilion.

**ACTION:** Clerk (VG) to order asap

2. Leighton Village Hall committee. CA relayed the request for 20mph LED speed limit signs outside school and village hall. LC confirmed road outside had had a new surface skim.

**ACTION:** LC to look into this with PCC

3. Hedges. Hedges by school need cutting back.

**ACTION:** Clerk (VG) to contact Stuart Shepperd to action this.

4. Tirdu Charity. Discussion where had as to where does this work lie.

**ACTION:** Clerk (VG) to look into this and report at next meeting.

5. Risk Assessment. Clerk (HS) handed LC a template risk assessment. It was agreed that the Bowling Green needed looking at. SR reported she had the meter readings.

**ACTION:** Awaiting completion of risk assessments by LC and DJ.

6. Clerk (HS) had received a letter from a resident regarding the damage to the wall at Leighton Church. It was unclear as to who owned the wall.

**ACTION:** Enquiries to be made as to who owns the wall and Clerk (VG) to write to resident to inform him of this.

7. Tokens. SR informed the members she had 200 tokens for the floodlights at the Pavilion. Token price is £2 each.

8. Sign at Pavilion. SR informed the members about a new sign that had appeared on the door along side the community council sign stating 'This Pavilion is for everybody'. It was agreed that both signs would stay in place.

9. Clerk (HS) read a letter from a resident regarding the new houses on Heritage Green.

Meeting ended at 8.35pm

**591**

**Date of Next Meeting: Thursday 26<sup>th</sup> July 2018 at 7pm at Forden Community Centre.**

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

Date \_\_\_\_\_

Cllr R Dawe (Chair)