

# Forden with Leighton and Trelystan Community Council

## *Cyngor Cymuned Ffordun gyda Thre'r-Llai a Threlystan*

**Minutes of the meeting held on 26<sup>th</sup> October 2017**

**At Forden Community Centre**

**PRESENT:** Cllr R Dawe (RD) Cllr W Jones (WJ)  
 Cllr L Corfield (LC) Cllr D Jones (DJ)  
 Cllr S Rowlands (SR) Cllr C Alexander (CA)  
 Cllr N Edwards (NE) Cllr R Tibbott (RT)  
 Cllr M Williams (MW) Ms Helen Stanier (Clerk)

**APOLOGIES:** Cllr D T Jones

**GUESTS:** Mr Vince Jones

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**MINUTES OF THE MEETING** held on 28<sup>th</sup> September 2017, as circulated, were agreed as a true record and were signed by Cllr R Dawe (Vice Chair)

Proposed by Cllr D Jones and seconded by Cllr N Edwards - all agreed.

**Declaration of Interest:**

Name	Category	Personal	Prejudicial
Cllr M Williams	Planning Application P/2017/1105	✓	✓
Cllr D Jones	Planning Application VAR/2017/0023	✓	✓
Cllr D Jones	Planning Application VAR/2017/0027	✓	✓

**MATTERS ARISING**

1. Caretaker. The following issues were discussed:

Title	What was discussed:	Action:
Amenity Area	Bin needs to be secured. The Caretaker confirms this is in hand. The Caretaker confirmed he will pressure wash the mats in the Amenity area after Christmas (no new update received)	RD requested the Clerk to remind him of all o/s issues so he can remind the Caretaker
Set of new keys	NE confirmed this was still pending (no change from last meeting)	NE to obtain a set of keys
Things left outside the Ladies Toilet	Councillors confirmed all items left are now in the shed. NE confirms he has time to dispose of these.	RD requested the Clerk to remind him of all o/s issues so he can remind the Caretaker
Play Area	The Caretaker waiting for the Power Washers to come back into stock	RD requested the Clerk to remind him of all o/s issues so he can remind the Caretaker
Weeds growing through the Multi Purpose Courts	The Caretaker is aware this job is in hand and happy to unscrew the gully and deal with the weeds.	RD requested the Clerk to remind him of all o/s issues so he can remind the Caretaker
Snag List	The Caretaker confirmed he needs to purchase a spanner to deal with the loose tap in the toilets. Councillors confirmed during the meeting that the Snagging List had disappeared. New Snag List passed to SR so it can be displayed in the Pavilion	RD requested the Clerk to remind him of all o/s issues so he can remind the Caretaker
<b>New Issue:</b> Fridge needs to be cleaned	Fridge has been turned off with something left inside. The Caretaker to be asked to clean the fridge. The Clerk to do a "Do not turn off" sign.	RD will let the Caretaker know that this needs doing

2. Road/Highway situations:

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Situation/Location	Contact	Situation	Action
Ménage Upper House, Leighton	Dave Gardner, PCC Highways	Boulders moved back but Highways are liaising with the Occupiers to move further back	Highways liaising with the Occupiers (no change from September meeting)
Main Road, Forden – poor road conditions after pipe work repairs	Ken Llewellyn, PCC	Work on Forden/Chirbury Road complete. Await work to be done Forden to Montgomery road	Highways advised that this is a street works issue (David Rowe) Await work to be finished
Trelystan – Short Cross down to Beeches	Ken Llewellyn, PCC	Highways confirm that pot holes are due to be done by Jet Patcher	Await work to start
Pot holes between Trelystan and Marton Road, just past the Church	Ken Llewellyn, PCC	Highways confirm work part completed	Work to be completed
Grove Lane Forden	Ken Llewellyn, PCC & Dave Gardner	Highways have been and cleaned gulleys but ditches are still encroaching on the gulleys	The Clerk to report to Ken Llewellyn
<b>New Issues:</b> Hem Bank Forden – pot holes	Ken Llewellyn, PCC	Highways previously confirmed these had been filled but road still in a bad state of repair	The Clerk to report to Ken Llewellyn

3. Pavilion Checks. The Clerk advised that Rob Walton confirmed he is a couple of weeks behind but work should be carried out the first week of December 2017.

**ACTION:** Work should be carried out the first week of December 2017.

4. Andrew Lloyd Football Festival Funds. No progress on obtaining contact so SR to speak to Shirley Edwards who might be able to help

**ACTION:** Allow 1 more month

5. The Cock Hotel, A490 Safety Concerns. The Clerk confirmed Chris Lloyd was on Annual Leave so has not replied to the reminder. LC confirmed that we are on the waiting list for funding regarding the Flashing Speed Sign.

**ACTION:** Wait for a date for Councillors to meet on site with Chris Lloyd and John Forsey.

6. Accessing the Pavilion/Facilities during School Time. No update. DTJ absent from the meeting.

**ACTION:** Still in discussion.

7. Sign bent, School turn, Leigh Williams from Powys County Council confirmed on the 12<sup>th</sup> September 2017 that the sign is in the process of being manufactured but she cannot give an installation date at this moment in time. She confirmed that she will email LC once she gets a clearer picture. LC confirmed as far as the budget for PCC, Warning signs would be done first.

**ACTION:** Await update from Leigh Williams

8. BT Phone Boxes. The Clerk confirmed that confirmation had been received that contract had been received and that telephone equipment will be removed and once done contact will be made.

**ACTION:** Await telephone equipment to be removed.

9. Public Liability Insurance. The Clerk confirmed copies of all policies have been received. **This matter is now closed.**

10. Risk Assessments. This matter is in hand.

**ACTION:** The Assessments will be completed shortly.

11. Signage. Councillors confirmed the following: The sign situation for Halmer Drive, Forden is being considered by Leigh Williams, PCC. The sign for Cilcewydd has been ordered by Chris Lloyd, PCC and should be replaced once warning signs for the bend are completed. No change from September 2017 meeting.

**ACTION:** Await work to be carried out.

12. ROSPA Play Area Safety Inspection Reports. RT confirmed that she has passed Leighton's report to Leighton Recreation Association. This issue is to be discussed at the next meeting due to DTJ's absence. Previous minutes suggest we look at a sub-committee for this to move the progress forward. The Clerk to remind DTJ regarding Heritage Green issues.

**ACTION:** Councillors agreed to discuss at the next meeting.

13. Road Sign, opposite main entrance to Leighton Hall. LC confirmed that the issue of the road sign held on by wire has been reported at the latest Powys County Council Depot Meeting.

**ACTION:** Await sign to be put right.

14. Dog Fouling. Due to recent dog fouling problem, the following action has taken place: Letter printed in the County Times, letters sent to all clubs who use the facilities and problem raised in Forden Newsletter. The Clerk will remind the organisers of the Bike Show nearer the time. This situation will be monitored but for the time being: **This matter is now closed.**

15. Offa's Dyke Footpath. Reply received from Calum Carr confirming that he has spoken to the landowner and CADW about the sheep hurdle problem and walkers access, he advised that he has asked the Landowner to stop obstructing the width of the path. Calum Carr will organise repairs on the field gate which is difficult to open. **This matter is now closed.**

16. Carpet in the Pavilion. DJ confirmed a price of £32.99 for a new rubber safety mat from the DIY shop in Welshpool. Councillors gave their go ahead to purchase. **This matter is now closed.**

17. Pavilion access. The Clerk confirmed that a letter has been sent to the Chairman of the Bowling Club re equal access. **This matter is now closed.**

18. Sewage Treatment Plant. The Clerk handed a new sign to SR to put in place to request that the power switch for the Sewage Treatment Plant is not turned off. **This matter is now closed.**

19. Local Development Plan. The Clerk confirmed that an email reply has been sent to Andrew Jones re concerns about the conduct of the planning policy in Powys. **This matter is now closed.**

#### PLANNING:

##### New Applications:

1.

Application Ref:	Grid Ref:	Description:	Comments:
P/2017/1105	322323.47/301410.96	for Outline application for residential development for up to 5 No. dwellings with detached garages, installation of septic tank, formation of vehicular access road	<b>Not Supported - Does not meet local housing needs and concerns about affordability</b>

		and associated works at Land adjoining Foxgloves Forden Welshpool Powys	<b>544</b>
VAR/2017/0023	323041.72/300704.16	for Discharge of a S106 relating to application M96/143 regarding the removal of the local occupancy condition at Ty Hapus Forden Welshpool Powys	<b>Supported</b>
P/2017/1103	322801.42/300996.58	for Outline - Erection of 9 dwellings, formation of access points, installation of sewerage treatment plant and all associated works at Little Acre Forden Welshpool Powys	Mr Vince Jones attended the meeting and pointed out that 5, possibly 6 of the 9 dwellings will be starter homes and the remainder being retirement bungalows.  <b>Supported on the proviso that the road is widened for parking and that the majority are Starter homes</b>
P/2017/1118	323873.77/301982.95	for Full: Conversion of existing store building to a dwelling, and the erection of an extension at Store Dyke Lands, Forden, Welshpool, Powys	<b>Supported</b>
DECC2017/0024	323943.75/304300.13	for DECC: Application for consent under Section 37 of the Electricity Act 1989 for the change of use from service only to main line (Retrospective) at Land opposite Leighton Back Lodge Forden Powys	<b>Supported</b>
P/2017/1214	324271.98/305295.2	for Listed Building - Repair and alteration of building J, K and K1 of the Leighton Centre at Leighton Centre Welshpool	<b>Supported</b>
VAR/2017/0027	323025.68/300670.86	for Application to discharge Section 106 legal agreement attached to planning permission M20926 (occupancy restriction) at Ty-Dolef Forden Welshpool Powys	<b>Supported</b>
P/2017/0910	324159.302350.02	for Outline application (with some matters reserved) for up to 4 dwellings and garages, formation of vehicular access road and all associated works at land adjoining Rose Hill Kingswood Lane Forden Welshpool	<b>Not Supported. concerns about access, density, affordability and sewage impact.</b>
Sent from Roger Parry and Partners re intention of Client Mrs Helen Williams to submit application to PCC	Contact prior to going to Planning due to size	Pen y Derw, Grove Lane, Forden, Welshpool, Powys, SY21 8NH. The proposal is to expand the existing poultry unit on farm to accommodate a further 16,000 Free Range Birds.	<b>Clerk informed Roger Parry and Partners that Councillors decision would be to support with concerns regarding heavy sized vehicles on the road when this is submitted by Powys County Council</b>

**1. Payment of the following bills was proposed:**

Payee	Details	Power to Pay	Chq	£
Mr N Lloyd	Wages (new rate of £8.50 per hour and-paid for hours worked)	s.164, s.44, ss 9&10	939	£42.53
Ms H Stanier	Wages £367.20 - last months tax that had not been deducted £23.20 + £11.00 cartridges + £10.80 postage=£365.80	Schedule 12, paragraphs 30, 30D and 30E	940	£365.80
Powys County Council	Business Rates	s.164, s.44, ss 9&11	DDR	£140.00
PWLB	Loan Repayment	s.2	DDR	£971.63
Forden Recreation Assn	Room Hire (28.9.17)	LGA1972 S.12	941	£12.00
Suzanne Rowlands	Key Cut (for Adult Football Team)	s.133, s.19	942	£3.50
Forden United Junior Football Club	Cement for Junior goal posts	s.19, s.54		VAT Invoices required before payment can be made
Wales Audit Office	External Audit charge	Act 1972, Schedule 12, paragraphs 30, 30D and 30E	943	£243.00
	<b>TOTAL</b>			<b>£1,778.46</b>

Current Account Balance	£10,179.81
Business Premium ME	£14,030.99

Payment of the bills proposed by Cllr L Corfield and seconded by Cllr C Alexander – All agreed.

**2. Internal Auditor.** RD confirmed that he has checked with One Voice Wales and that we can hire anyone with the right background as an internal auditor. The Clerk confirmed she has quotations from different internal auditors. Councillors asked the Clerk to arrange for Graham Smith and Ruth Lewis to a forthcoming meeting.

**ACTION:** The Clerk to invite Graham Smith and Ruth Lewis to a forthcoming meeting.

**3. Finance Checks.** RD confirmed that Finance Checks with the Clerk took place on 17<sup>th</sup> October 2017. He reports that is satisfied that all areas of finance are being look after. RD and the Clerk pointed out the following issues to be looked at when setting the budget for the forthcoming year:

- Electricity Tokens/Club Fees. Different ideas put forward, these being taking away the token system/increasing the annual fees/installing a coin meter. Councillors organised a sub-committee to look into this. SR and RT will bring forward recommendations to the next meeting.
- Admin Costs. RD pointed out the need to add an allocation of money in the budget for Councillor Training.
- Amenity Areas. RD advised that we need to consider the maintenance of the play areas when setting the budget.
- Sports Field Drainage. NE pointed out that he feels this should stay for contingency.
- Sewage Treatment Plant. RD feels someone should look at the contract again for the forthcoming year. Last year it was decided to stay with Kingspan. The Clerk raised the issue that the plant had not been emptied since 2015. Councillors gave the go ahead for the Clerk to arrange for this to be emptied.

**CORRESPONDENCE:**

- a) Waste and Recycling Collections. Confirmation collections will be 5 times a week.
- b) Barclays. Changes to terms and conditions.
- c) Boundaries for Commission for Wales. Revised proposal for changes to Parliamentary constituencies in Wales.
- d) Welsh Government – identifying Communities that do not charge for child burials. Survey to be completed.
- e) Citizen Advice Bureau/Marie Curie – Request for support. None given due to economic situation.
- f) St Michael and All Angels Church Forden. Request for yearly contribution. Councillors agreed to a £250 contribution. Proposed by Cllr M Williams, seconded by Cllr S Rowlands.
- g) Free Planning Training – Planning Aid Wales. Free planning training workshop, Elephant and Castle, Newtown. 2 spaces available. **ACTION:** The Clerk to book places for DJ and NE

#### **MATTERS RAISED:**

1. Recycling left by Powys County Council. MW advised that recycling had not been collected by Powys County Council at his property. The Clerk will make contact with PCC to advise.

**ACTION:** The Clerk to contact PCC

2. Key Holders. The Clerk advised on the difficulties of making a list of key holders and time being spent on it. Decision made by Councillors not to continue. **This matter is now closed.**

3. Pavilion Match Changing Rooms. SR confirmed that the signs on the external doors didn't match the actual rooms. SR will ask Jonny Roberts to change the signs.

**ACTION:** Jonny Roberts to change the signs.

4. Future Fit. The Clerk confirmed that an enquiry had been received from Mr Rob Davies asking what plans the Community Council had in place for the forthcoming consultation and options given. The Clerk confirmed to Councillors that she had contacted Adrian Osborne (Assistant Director, Powys Teaching Health Board) who confirmed that the consultation should start at the end of November and that he would send out posters and links to help. The Clerk advised that she had contacted Mr Davies to let him know that this was being looked into.

**ACTION:** Await consultation to start and information to be received to start the process.

5. Electrics Cupboard, Pavilion. SR confirmed that the lock is stiff on the cupboard. RD will contact the Caretaker to ask him to deal with.

**ACTION:** RD will contact the Caretaker

6. Football Pitch dug outs. These have fallen over and could be a Health and Safety concern. NE will remind Shane Clee to put them in the correct position.

**ACTION:** NE will contact Shane Clee

7. Soccerholics, after school activities. Councillors pointed out that the sports fields are being used for after school activities; they requested the Clerk to contact Soccerholics regarding their intended period of usage so that a charge could be worked out and also to query their public liability insurance.

**ACTION:** The Clerk to contact Soccerholics.

8. Church Farm Development. MW confirmed that debris has been abandoned on site. LC will look into this.

**ACTION:** LC will look into this matter.

9. Mud left on the road. Councillors requested the Clerk to write to Mr David Gethin regarding the state of the road past the Gaer, Forden. Mud has been left with no attempt to clear it up. Road was left in a dangerous state.

**ACTION:** The Clerk to write to Mr David Gethin.

**Date of Next Meeting: 23<sup>rd</sup> November 2017 at Forden Community Centre. Start Time 7pm.**

Signed \_\_\_\_\_  
Cllr D T L Jones (Chair)

Date \_\_\_\_\_