

Forden with Leighton and Trelystan Community Council
Cyngor Cymuned Ffordun gyda Thre'r-Llai a Threlystan
Minutes of the meeting held on 27th July 2017
At Forden Community Centre

PRESENT: Cllr D T Jones (DTJ) Cllr W Jones (WJ)
 Cllr R Dawe (RD) Cllr C Alexander (CA)
 Cllr S Rowlands (SR) Ms H Stanier (Clerk)
 Cllr R Tibbott (RT)

APOLOGIES: Cllr C Alexander advised that she will be arriving late, Cllr D Jones, Cllr L Corfield (Belated)

MINUTES OF THE MEETING held on 29th June 2017, as circulated, were agreed as a true record and were signed by Cllr D T Jones (Chair)
 Proposed by Cllr R Dawe and seconded by Cllr S Rowlands– all agreed.

Declaration of Interest: None were recorded.

527

.MATTERS ARISING

1. Pavilion/Sports Field. Assembly of the Junior Goal Posts still in progress.

ACTION: RD to inspect the goalposts once assembled.

2. Tennis Courts/All Weather Pitch. It was confirmed that the drainage work had been finished. MW had previously advised that he was disappointed with the completed work, he felt the drainage pipe was very shallow and that he was of the opinion that a trench was to be dug and a drainage pipe to be installed and filled with stone, rather than just clean the ditch and lay the pipe with the stone put on top. Decision made for RD to inspect the work and see whether the surface was wet or dry. RD will email everyone with his findings.

ACTION: RD to email everyone with his findings.

3. Caretaker. The following issues were discussed:

Title	What was discussed:	Action:
Job Description	DTJ confirmed that he has drafted out job description.	DTJ to speak to the Caretaker
Bin by the Amenity Area	Bin has been purchased and put in place.	The Caretaker to make the bin more secure
Set of new keys	Await response from NE – NE was absent from this meeting.	NE to obtain a set of keys
Things left outside the Ladies Toilet	Await clarification that any items have been removed and disposed of.	Await clarification
Fixture List – Bowls and Football	Fixtures have started to come in and sent to the Caretaker	Await the rest of the Fixture Lists
Play Area	Caretaker suggested purchasing a Power Washer (for £80) from Aldi or Lidl to clean the Play Area.	Awaiting reply from the Caretaker that this has been done.
Mouse in the Storage Shed	The Mouse is still alive. The trap was put down at the beginning of July. DTJ will speak to the Caretaker. SR will monitor the situation.	DTJ will speak to the Caretaker. SR will monitor the situation.
Weeds growing through the Multi Purpose Courts	Caretaker to be asked to spray the weeds	DTJ will speak to the Caretaker
Snag List	DTJ to speak to the Caretaker to ensure the Snag List is in the Pavilion Area.	DTJ to speak to Caretaker regarding the Snag List

4. Road/Highway situations:

528

Situation/Location	Contact	Situation	Action
Ménage Upper House, Leighton	Dave Gardner, PCC Highways	Highways advised this is ongoing	Await further response from Highways
Flooding, entrance to Tavern Park, Forden	Ken Llewellyn, PCC	Ken Llewellyn confirmed still needing to see the extent of the problem in dry weather	No change in progress from April/May 2017 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
Sunken drain, Leighton School	Ken Llewellyn, PCC	Work complete	No Further Action
Road to Lower Leighton, turning for Welshpool	Ken Llewellyn, PCC	Work in progress	Await work to be finished
Grove Lane, Forden	Ken Llewellyn, PCC	Work complete	No Further Action
Trelystan – Short Cross down to Beeches	Ken Llewellyn, PCC	Port holes due to be filled shortly	Await work to start
Heatherwood, Forden	Ken Llewellyn, PCC	Road repaired, white lines still to be done	Await work to be finished
Kingswood	Ken Llewellyn, PCC	Work complete	No further action
Debris on the footpaths - Forden school to the junction and from the junction towards Montgomery	Ken Llewellyn , PCC	Reported 25/7/17	Await work to start
NEW SITUATION: Pot holes between Trelystan and Marton Road, just past the Church	Ken Llewellyn , PCC	The Clerk to report	The Clerk to report

5. Pavilion Checks. The Clerk confirmed that there had been no reply from Montgomery Glazing. An estimate had been received from Geoff Roberts for the guttering, fascia board, downpipes - £400 + VAT (this was an approximate sum). Councillors asked the Clerk to contact Rob Walton to ask him for a combined quote for the work including, Fascia/Guttering/remove moss from roof. The Clerk is to email Councillors with the response.

ACTION: The Clerk is to email Councillors with the response.

6. Andrew Lloyd Football Festival Funds. SR confirmed that she is still in contact with the Defibrillator trainer but he has been busy. (There will be no charge for this but donations welcomed)

ACTION: SR will organise the training.

7. Cemetery. The Clerk confirmed that work is complete and invoice in this month's batch. RD will inspect the work and cheque will be held until confirmation received.

ACTION: RD to inspect the work.

8. The Cock Hotel, A490 Safety Concerns. The Clerk confirmed that Chris Lloyd had contacted John Forsey and suggested that dates are needed now to meet up. The Clerk to contact Mr Lloyd and Mr Forsey and ask them to suggest dates but to bear in mind it is important to meet during school term between the hours of 8.00 am – 8.30 am. The Flashing Speed signs are to be discussed at the next meeting due to LC's absence.

ACTION: Possible grants for Flashing Speed Signs to be discussed at next meeting. The Clerk to contact Mr Forsey and Mr Lloyd at Powys County Council – this will be after the school holidays.

9. Accessing the Pavilion/Facilities during School Time. DTJ advised discussions still ongoing. Davies family seem open to negotiations.

ACTION: DTJ will continue discussions with the Davies Family.

10. Election. Cllr Rachel Tibbott signed the Declaration of Acceptance of Office after recent co-option. **This matter is now closed.**

11. Sign bent, School turn, Forden/New sign needed for the turn by the Cock Hotel showing Leighton Road. No change from last meeting.

ACTION: Await new signs from Powys County Council.

12. BT Phone Boxes. The Clerk confirmed an adoption form had been received. DTJ will take this away and check all details. The Clerk confirmed a suggestion had been received from Shaun Rees confirming an idea to sell the excess vegetables from the allotments. (By doing this the gardeners could raise money for the Community. RD pointed out that they were not allowed to sell the produce from the allotments and run a business from the site)

ACTION: DTJ to read the adoption form. The Clerk to reply that the boxes are not in our possession yet but to thank him for his idea.

13. Leighton Road. This issue is to be carried forward in LC's absence.

ACTION: LC will check on the visibility issue.

14. Water Bill. The Clerk confirmed that she could not contact Gary Roberts but had been in contact with Mike Compton and Mike Boldeston who both confirmed there were no pipe leaks above ground. SR advised that the connection between the stand pipe and the hose keeps coming away with water pouring onto the ground, she confirmed that she has contacted members of the Bowling Club on a few occasions.

ACTION: DTJ will speak to Mike Compton.

15. Forden Juniors. The fixture dates have started to come in. **This matter is now closed.**

16. Offa's Dyke Path. DTJ confirmed the fencing problem along the walk has now been dealt with. **This matter is now closed.**

PLANNING:

New Applications:

1.

Application Ref:	Grid Ref:	Description:	Comments:
P/2017/0780	324693.64/305094.04	For LBC: Internal and external alterations, namely changes to doorways and windows and the erection of internal walls at Brook House, Leighton, Welshpool, Powys	The Clerk to establish what work is proposed as the maps advise that it is work to the outbuilding. Description states work at Brook House.

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

530

P/2017/0526	28/06/2017	Building 3B The Gaer Welshpool Forden	Full: Erection of an agricultural livestock building	Consent	Supported (May 2017 Meeting) on the proviso that no mess is left on the roads
P/2017/0529	28/06/2017	Building 3A The Gaer Welshpool Forden SY21 8NR	Full: Erection of an agricultural livestock building	Consent	Supported (May 2017 Meeting) on the proviso that no mess is left on the roads
P/2017/0380	19/06/2017	Land at Greenfields Welshpool Forden SY21 8LJ	Reserved matters application for appearance, landscaping, layout and scale relating to proposed dwelling following outline approval P/2014/0814	Consent	Supported – May 2017 Meeting
P/2016/1024 LBC	27/06/2017	Park Cottage Welshpool Leighton SY21 8HJ	Listed Building Consent: Internal and external alterations	REFCADW	Supported - Oct 2016 Meeting
P/2017/0293/CLA1	05/07/2017	Rock House Farm, Trelystan, Leighton, Welshpool, SY21 8HZ	Section 191 application for lawful development certificate for the occupation of dwelling without compliance of condition 3 of permission M24384 (agricultural & forestry occupancy)	APPROVE	Supported - March 2017 Meeting

FINANCE:

1. Payment of the following bills was proposed:

Payee	Details	Power to Pay		£
Mr N Lloyd	Wages	s.164, s.44, ss 9&10		£120.00
Ms Helen Stanier	Wages = £300.48 Postage = £8.26	Schedule 12, paragraphs 30, 30D and 30E		£308.74
Powys County Council	Business Rates	s.164, s.44, ss 9&11	DDR	£140.00
Gloversure	Domain renewal	s.142		£24.00
Gloversure	Hosting of Website	s.142		£102.00
Robert Walton	Repair to Cemetery Gates	ss.9/10, s.214, s.125		£297.60
Robert Walton	Multi Purpose Court drainage	Community Infrastructure Levy Regulations 2010		£3,144.00
John Lowe Electrical	Replacing Tennis Court Light	Community Infrastructure Levy Regulations 2010		£340.32
	TOTAL			£1,332.66

Total value of Cheques - £4,477.66

Current Account Balance £4,754.39
 Business Premium ME £13,730.99

Payment of the bills proposed by Cllr R Dawe and seconded by Cllr S Rowlands– all agreed.

2. Finance Checks/Review of Budget 2017/18. Profit and Loss report sent electronically to Councillors prior to the Meeting. Councillors looked at the area's where there could be an over spend at the end of the year and discussed the low balance in the Current Account. Councillors stated that it was important not to let this get too low and to be cautious in spending, particularly with Grants and Donations. A decision was made for RD to look at the Finance again prior to the next Budget checks. RD confirmed that the half yearly Finance checks had taken place on the 19th July 2017 and that he was satisfied the way the Finances were handled and that QuickBooks was being updated competently. He confirmed that he was happy that the Finance was in good hands. A decision was made for the Clerk to complete BACS payments from now as this would be more efficient. RD mentioned that the Clerks Laptop was XP and no longer supported but also pointed out that the budget was under strain.

ACTION: The Clerk to raise BACS payments from now on. RD to look at Finance again with the Clerk prior to Councillors next Budget check.

3. Clerks Salary. RD raised the issue of the Clerks hourly rate and compared this to the Caretakers. Councillors made a decision to increase the Clerks hours to 10 hours per week as the hourly rate was already set at the National Spine Point of £9.39. Proposed by Cllr R Dawe and seconded by Cllr S Rowlands – all agreed.

CORRESPONDENCE:

- a) Thank you received. Letter received from Shirley Edwards, Secretary of Forden Recreation Association formally thanking the Community Council for the £950.00 received as a revenue support grant.
- b) Household waste Recycling Centre. Correspondence received - opening days are to increase to five days a week.

MATTERS RAISED:

1. Accident Book. The Clerk showed Councillors the new Accident Report Form that she had typed out. Councillors asked the Clerk to put this in a file and keep in the kitchen area of the Pavilion, they also asked the Clerk to let each Club know and to put details in the local newsletter.

ACTION: The Clerk to put new Accident Report file in the Pavilion and to let the relevant clubs know.

2. Public Liability Insurance. The Clerk confirmed that the policies held for the Bowling Club and Tennis Club were out of date. SR confirmed the Forden Football club were covered by the league. Councillors requested the Clerk to ask Cllr Neil Edwards to help to obtain a copy of the Tennis Club's policy and to chase again with the Bowling Club.

ACTION: The Clerk to ask again for the up to date policies.

3. Risk Assessments. The Clerk confirmed that the Risk Assessments were due for the Pavilion and the Sports Field. Councillors asked the Clerk to send these electronically to LC and DJ.

ACTION: The Clerk to send these electronically to LC and DJ.

4. Signage. Councillors confirmed the following: Halmer Drive sign in Forden bent and barriers damaged. Cilcewydd sign on the floor. Warning sign for the bend coming from the Cock Hotel side heading towards Cilcewydd (on the left side) is too near the actual bend and needs to be more the Forden side to have any affect.

ACTION: The Clerk to report to the Highways Dept. Powys County Council.

5. Leighton Village. Correspondence received from Jane Walton, issues raised from LVH Meeting:

- a) Continuing problem with drainage on the Village Hall field.
- b) Suggested that maybe the curbs on both sides of the Leighton road be lowered to help alleviate accidents.
- c) BT Phone Box suggestion.

ACTION: Drainage – The Clerk to query with LC. Leighton Road – The Clerk to advise that this had been noted. BT Phone Box – The Clerk to advise that suggestions are still being sought.

Date of Next Meeting: 24th August 2017 at Leighton Village Hall. Start Time 7.15pm.

Signed _____
Cllr D T L Jones (Chair)

Date _____