

**Forden with Leighton and Trelystan Community Council**  
***Cyngor Cymuned Ffordun gyda Thre'r-Llai a Threlystan***  
**Minutes of the meeting held on 29<sup>th</sup> June 2017**  
**At Leighton Village Hall**

**PRESENT:** Cllr D T Jones (DTJ) Cllr W Jones (WJ)  
 Cllr N Edwards (NE) Cllr D Jones (DJ)  
 Cllr S Rowlands (SR) Cllr C Alexander (CA)  
 Cllr R Dawe (RD) Cllr L Corfield (LC)

**APOLOGIES:** Helen Stanier (Clerk) – due to illness, Cllr S Rowlands took the minutes in her absence.

**MINUTES OF THE MEETING** held on 18<sup>th</sup> May 2017, as circulated, were agreed as a true record and were signed by Cllr D T Jones (Chair)  
 Proposed by Cllr L Corfield and seconded by Cllr W Jones– all agreed.

**Declaration of Interest:** None were recorded.

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**MATTERS ARISING**

1. Pavilion/Sports Field. The Caretaker asked for clarification on position of new Steep Slope sign; this was confirmed by Councillors as needing to be positioned between the edges of the Tennis Courts. It was confirmed that Forden United have removed the cricket crease and that the junior goals are mostly completely assembled – it is hoped that these will be completed by 1<sup>st</sup> July 2017.

**ACTION:** RD to inspect the goalposts once assembled.

2. Kingspan Sensor Smartserv. It was confirmed that a reply had been received from Russ Barrett PCC which advised that the sewage plant was not the responsibility of PCC. The Clerk has confirmed that invoice raised for the school and payment has been received. Contact had been made with Kingspan. **This matter is now closed.**

3. Tennis Courts/All Weather Pitch. The Clerk had confirmed that permission has been gained from the people who rent the access field and that the drainage work could start on Tuesday 25<sup>th</sup> June 2017, work had been slightly delayed due to Rob Walton having had a road accident on the Tuesday.

**ACTION:** The Clerk to report back with progress

4. Caretaker. The following issues were discussed:

Title	What was discussed:	Action:
Job Description	The Caretaker confirmed that he does not want to go self employed. Councillors discussed options. DTJ will write new job description and terms and conditions, then meeting with Caretaker to discuss. Proposal was raised as regards increasing hourly rate to £8.50 per hours and for the Caretaker to claim a month in arrears.	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	NE confirmed that this was in hand (no spare keys for the referees room)	NE to obtain a set of keys
Things left outside the Ladies Toilet	Items are to be removed and DTJ to ask the Caretaker to remove what is left and dispose of anything not identified	Caretaker to dispose of anything left that has not been identified
Fixture List – Bowls and Football	The Caretaker has requested a fixture list for both	Obtain Fixture Lists
Play Area	Caretaker suggested purchasing a Power Washer (for £80) from Aldi or Lidl to clean the Play Area.	To request the Caretaker to purchase one.
Snag List/Guttering	Councillors confirmed that the Snag List needs to be in the Pavilion, not in the cleaning cupboard. DTJ to speak to Caretaker regarding this. Quotation still pending from Geoff Roberts.	The Clerk to speak to Geoff Roberts. DTJ to speak to Caretaker regarding the Snag List

5. Road/Highway situations:

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Situation/Location	Contact	Situation	Action
Ménage Upper House, Leighton	Dave Gardner, PCC Highways	Matter now out of Planning hands and Highways is to look into it.	Await response from Highways regarding whether or not the area of the verge where the boulders are placed is deemed to be in the ownership of the property concerned
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 is in progress along Forden to Chirbury Road	Await work to be finished
Sunken drain, Leighton School	Ken Llewellyn, PCC	Ken Llewellyn advised work should start in the next couple of weeks	Work to start in the next couple of weeks
Road to Lower Leighton, turning for Welshpool	Ken Llewellyn, PCC	Ken Llewellyn advised work should start in the next couple of weeks	Work to start in the next couple of weeks
Grove Lane, Forden	Ken Llewellyn, PCC	Pot holes and drains need filling in. Gullies and ditches to be checked and cleared	Response is that this work is on the capital list for some resurfacing and checks. <b>Await this to be completed.</b>
Trelystan – Short Cross down to Beeches	Ken Llewellyn, PCC	Request for pot holes to be filled and reported sides of the road have eroded and need attention	Response is that this is on the Capital List for resurfacing. Pot holes will be filled in the interim. <b>Await this to be completed.</b>
Heatherwood, Forden	Ken Llewellyn, PCC	Crumbly road surface on entrance plus no white line road markings where entrance/exit joins the Leighton Road	Response is that this is on the Capital List and they will look into reinstating the white lines in the interim. <b>Await work to be carried out.</b>
Kingswood	Ken Llewellyn, PCC	Ruts and pot holes to be attended to on the road above Orchard House	Response is that this is on the Capital List and that they will carry out some repairs in the interim. <b>Await work to be carried out.</b>

6. Pavilion Checks. Councillors request the Clerk to remind Geoff Roberts regarding the quotation which has still not been received, this work being for Guttering and Fascia Board repairs, they also require the Clerk to ask Montgomery Glazing for a quotation for the same work.

**ACTION:** The Clerk to remind Geoff Roberts and also to ask Montgomery Glazing for a quote.

7. Andrew Lloyd Football Festival Funds. SR and RD confirmed that they have made contact with a Defibrillator Trainer. Training proposed to be held at the Cock Hotel. SR will organise advertising, training to be held before end of July 2017 if possible.

**ACTION:** SR will organise the training.

8. Cemetery. Quote received from Robert Walton for the Cemetery Gate work, this being for £248.00 + VAT, no quotation had been received from Geoff Roberts. Councillors made decision to give the work to Robert Walton. Proposed by Cllr R Dawe, seconded by Cllr L Corfield – all agreed.

**ACTION:** The Clerk to let Robert Walton know that Councillors would like him to do the work.

9. The Cock Hotel, A490 Safety Concerns. It was confirmed that the Clerk has written to Chris Lloyd, PCC and he had replied that he needs to make enquiries with Police and Passenger Transport Team. LC will research grants for Flashing Speed Signs.

**ACTION:** Await further reply from Chris Lloyd. LC will research grants for Flashing Speed Signs.

10. Accessing the Pavilion/Facilities during School Time. DTJ confirmed that he has spoken to the Davies Family and he will continue discussions.

**ACTION:** DTJ will continue discussions with the Davies Family.

11. Election. It was confirmed that there has been an application for the position, this being Rachel Tibbott from Leighton. Councillors have agreed to co-opt Ms Tibbott as a new councillor for the Trelystan Ward. Proposed by Cllr N Edwards, seconded by Cllr C Alexander – All agreed.

**ACTION:** DTJ to contact Ms Tibbott to let her know that she has been successful.

12. 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.

13. Token Meter. No issues have been reported recently regarding the Meter. It was confirmed that the Clerk had contacted Steve Lowe and that the light has now been replaced. **This matter is now closed.**

14. BT Phone Boxes. The Community Council are still awaiting a response from BT.

15. Pathway from the Compass to the Gables, Forden. LC confirmed that that David Allday had responded to query over a possible grant and that no funding was available. **This matter is now closed.**

16. Mouse in the Storage Shed. This issue still continues.

**ACTION:** Await confirmation that this matter has been dealt with.

17. Leighton Road. It was confirmed that Adrian Jarvis has responded to advise that Anti Slip patches were not possible as it is a rural road and too costly.

**ACTION:** LC will check on the visibility issue.

18. Defibrillator Pads. SR confirmed that she had established that Adult Pads are sufficient to use for a child so there would be no need to purchase specific children's pads. **This matter is now closed.**

#### **PLANNING:**

##### **New Applications:**

1.

<b>Application Ref:</b>	<b>Grid Ref:</b>	<b>Description:</b>	<b>Comments:</b>
P/2017/0666	320902.49/299637.02	For Full: Demolition of existing building and erection of replacement machinery store/workshop at The Gaer Forden Welshpool Powys	Supported
P/2017/0063	323737.37.304184.89	For Erection of 2 X holiday lets at Under Moorwood Leighton Welshpool Powys <b>**Additional Information**</b>	Supported
P/2017/0675	324242.07/3054240.8	For LBC: Works to a Listed Building to include alterations to form a WC in Building N4, alterations to provide a restroom and Kitchen in Building Q1, provision of Kitchen and WC and new window in Building X1 at Leighton Centre Leighton Welshpool Powys.	Supported
P/2017/0703	0/0	For Outline application for residential development of up to 7 dwellings, installation of sewage treatment plant and associated works at Oaklands Forden Welshpool Powys	Unable to comment due to it being an outline Planning Application – The Community Council are concerned however about access and it being outside of the development boundary.

**FINANCE:**

1. Payment of the following bills was proposed:

<b>Payee</b>	<b>Details</b>	<b>Power to Pay</b>	<b>Chq No.</b>	<b>£</b>
Mr N Lloyd	Wages	s.164, s.44, ss 9&10	913	£150.00
H Stanier	Salary (£975.56- Expenses=£27.00)	Schedule 12, paragraphs 30, 30D and 30E	914	£1,003.56
HMRC	Income Tax		915	£97.50
Powys County Council	Business Rates	s.164, s.44, ss 9&11	DDR	£140.00
Viking	Outdoor Bin	s.164, s.44, ss 9&11	917	£160.80
Viking	Hand Towel and Toilet Roll	s.164, s.44, ss 9&12	916	£37.40
Waterplus	Water Charges	s.125	918	£118.93
J W Graphics	Signs	s.144	919	£34.00
T K Tabner	Internal Audit Charge	ss37-47	920	£195.00
	<b>TOTAL</b>			<b>£1,937.19</b>

Current Account Balance	£10,908.08
Business Premium ME	£13,630.99

Payment of the bills proposed by Cllr R Dawe and seconded by Cllr D Jones– all agreed.

2. Audit – The Clerk left information to inform councillors that the internal audit had been carried out with issues raised which will be acted upon at the next audit and that it is now necessary to approve the Annual Return prior to External Audit.

**Approval of Financial Accounts**

That the Financial Accounts for the year ended 31<sup>st</sup> March 2017 be approved by the Council, following internal audit but prior to external audit.

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

**Approval of Statement of Accounts**

That Section 1 – The Statement of Accounts of the Annual Return for the year ended 31<sup>st</sup> March 2017 be approved by the Council following internal audit.

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

**Approval of Annual Governance Statement**

That Section 2 – The Annual Governance Statement of the Annual Return for the year ended 31<sup>st</sup> March 2017 be approved by the Council.

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

**Action:** Clerk to send Annual Return and supporting records to External Auditors.

3. Finance Monitoring. RD to arrange a date with the Clerk to carry out the twice yearly checks.

**ACTION:** Date to be arranged for Finance checks.

4. Review of Budget 2017/2018. Profit & Loss Performance report was handed out.

**ACTION:** The Clerk to ensure these are sent out electronically prior to the meeting to enable Councillors to read beforehand.

5. Monthly Payment/Clerk. The Clerk had asked if she could be paid monthly from now on. Councillors agreed. Proposed by Cllr L Corfield, seconded by Cllr D Jones – all agreed.

#### **CORRESPONDENCE:**

a) Broadband Summit. Email from Russell George inviting a representative to attend a Montgomeryshire Broadband Summit, Monday 17<sup>th</sup> July 2017 at the Elephant & Castle Hotel in Newtown.

b) Appointment of Town/Community Councillor to the Powys County Council Standards Sub-Committee. Letter received with ballot paper attached containing the nominations.

c) Press Release from the Community Delivery Project. Email received detailing information on Community volunteers wanting to improve Right of Way network.

d) Thank you from Cllr R Dawe. Email received thanking Councillors for their kind thoughts and get well card.

e) Proposed 40mph buffer zone along the Leighton Road. Detailed information sent from Chris Lloyd PCC advising on deadline for objections, this being Tuesday 4<sup>th</sup> July 2017.

f) Invite to Reception to be held at the Royal Welsh Show 2017. Invite for 2 representatives from Powys County Council.

g) Thank you card. Thank you card received from Mr Derek Clare for his leaving gift after 30 years service to the Community Council.

h) Welshpool Town and Community Plan 2017. Enclosed draft of the Town and Community Plan.

#### **MATTERS RAISED:**

1. Water Bill. Invoice received from Waterplus for £118.93 which is more than the amount for the same period last year. NE had since read the meter since and a large amount of water had been used. SR reported that the bowling green had an issue with a stand pipe and a broken hose. Councillors have requested the Clerk to contact Gary Roberts regarding the issue due to financial implications and also to ask for a Bowling Club fixture list.

**ACTION:** The Clerk to contact Gary Roberts regarding the issue due to financial implications and also to ask for a Bowling Club fixture list.

2. Forden Juniors. Forden Juniors would like to train in an evening as well as playing games on a Saturday and festivals. SR and NE discussed and there was no issue with this. SR to let the Clerk have a list of fixtures and to ask Jonny Roberts from Forden United for their fixture list as well.

**ACTION:** SR to let the Clerk have a list of fixtures and to ask Jonny Roberts from Forden United for their fixture list.

3. Mr Henry Evans. Councillors passed on their best wishes to Mr Henry Evans on his 100<sup>th</sup> Birthday.

4. Pavements from the Village to the School turn. NE raised the issue that the pavements from the School turn towards Montgomery are covered in debris and need to be cleaned.

**ACTION:** The Clerk to report the issue to Powys County Council.

5. Tennis Courts/Grass and weeds growing. NE reported that there is grass and weeds growing through the courts. Councillors have requested the Caretaker to spray it but confirming that it needs brushing first.

**ACTION:** The Clerk to ask the Caretaker to spray the courts.

6. Leighton Dairy – Closed Meeting. DTJ confirmed that he has been invited to a closed meeting regarding Leighton Dairy.

7. Offas Dyke Path. Issues of fencing on the path due to livestock. DTJ has spoken to CADW who advised that an email needs to be sent fully explaining the issues so that they can respond. Councillors requested the Clerk to send the email once full information had been received.

**ACTION** The Clerk to send an email to CADW.

8. Proposed Diversion of Footpath 7 within Forden Community. Letter received from Roger Parry & Partners LLP – application for a Public Path Order to Powys County Council for consideration on behalf of Mr Mark Williams. Letter asking if there is any comments/objection. None were made.

**Date of Next Meeting: 27th July 2017 at Forden Community Centre. Start Time 7pm.**

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

Date \_\_\_\_\_