

**Minutes of the meeting held on 23 April 2015
At Leighton Village Hall**

PRESENT: Cllr L Corfield (Chair) Cllr W Jones (WJ)
Cllr D Clare (DC) Cllr N Edwards (NE)
Cllr D T Jones (DTJ) Mrs M Hewitt (Clerk)

APOLOGIES: Cllr D Jones, Cllr C Alexander, Cllr M Williams

GUESTS: Helen Stanier

MINUTES OF THE MEETING held on 26 March 2015, as circulated, were agreed as a true record and were signed by Cllr L Corfield (Chair).

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

MATTERS ARISING

1) Web site – Actions carried forward. Web site to be updated with agenda, minutes etc.

Action: Clerk to update web site.

2) Risk Assessments Sports Fields and Playgrounds – Electric circuitry – Clerk has tried contacting Mr Stafford but with no response to date of meeting. Will keep trying.

Action: Clerk to contact Mr Stafford

3) Bus Shelter – LC contacted Mr Clive Jones at PCC who has acknowledged our interest and added us 'to the list'. However, it seems that the repair work may have already started. LC to check again with PCC and DTJ to check if work has started and then liaise re further action.

Action: LC and DTJ to action as above.

4) Play areas – Re Forden playground

a) Safety surface needs cleaning – MW has confirmed that he has a water container which can be used to help with the cleaning of the playground surface. Any further action deferred to the next meeting when councillors will arrange for the cleaning to take place in conjunction with the caretaker.

b) Springers – The new springer has now been fitted and the tractor taken away to see if it can be repaired as it was deemed too dangerous to remain on site.

6) Playground Inspection Reports – Heritage Green – DTJ to check if work has commenced in conjunction with the work on the bus shelter.

Action: For DTJ as above

7) Dogs on sports field – Signs have been ordered but the wrong one was delivered. Awaiting delivery of the correct signs.

- 8) Street light on pathway to pavilion – Peter Sheppard has checked the light but new parts are required, for which he is awaiting delivery.
- 9) Cemetery – Moles – The work may have been done – **this matter is now closed.**
- 10) Road speed, Leighton – Correspondence received from PCC and they will be carrying out some work on the corner near the School. They will be upgrading the signing with a new 'Reduce Speed Now' sign and ARAF/SLOW marking on the road. The speed limit signs will also be changed to incorporate a request for highway user to 'drive carefully'.

No further action has taken place regarding the speeding in the 30mph area near the Church. PCC have confirmed that no request has been made by the police for speed monitoring strips to be fitted.

Action: CA to check again with the police.

- 11) PCC proposals for Community Delivery (Clustering) – LC & NE attended the meeting in Montgomery and have agreed, in principle to join the cluster. Apparently it will be possible to dip in/dip out of the services on offer as required. Councils attending have now been asked to nominate 2/3 delegates to attend future meetings who would have the authority to make decisions on behalf of their respective councils.

That being the case it was proposed that his Community Council should join the Montgomery cluster and Cllr L Corfield, Cllr N Edwards and Cllr D T Jones be nominated as our delegates. These councillors, when attending clustering meetings, will have the authority to make decisions and commitments on behalf of Forden Community Council.

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

- 12) Leighton Bank – Drains and Potholes – PCC have contacted the clerk and have informed her that it has been checked and that they can see that some of the drains need to be cleaned out. They will check again in due course.

Action: LC will raise at the meetings with Highways on 19 May 2015.

- 13) War Memorial – Additional names – No feedback was received from the article in the Newsletters. Additionally, the clerk has made enquiries regarding plaques commemorating Victoria Cross recipients and it seems that at the moment it is only applicable to people who served in the First World War. Councillors agreed to defer any discussion to the next meeting.
- 14) Grove Lane – During the onsite meeting PCC advised that they intended to carry out work on the verges and ditches to improve the drainage of water from the road. None of the work has taken place.

Action: LC will raise at Highways meeting on 19 May 2015.

- 15) Councillor vacancy – Clerk had put advertisements onto the notice boards and to date of meeting one response has been received. Unfortunately she had omitted to put a closing date on the advertisement so 18 May 2015 will now be added to give all electors a fair chance to apply. She is to respond to the current applicant and inform him that we will respond again after the May meeting.

Action: Clerk to add closing date to adverts and contact current applicant.

- 16) Forden Utd Football Club – Sports Field improvements – No further information is available to date of meeting.

17) Clerk resignation –

- a. Councillors interviewed to fill the vacancy on 16 April and Ms Helen Stanier has been offered the position, subject to satisfactory references. As soon as the references are received and are satisfactory the current clerk will be handing over with a view to full handover at the AGM in May.
- b. New email address – LC has approached PCC and it may be possible to have a .gov.uk email address. Awaiting further information.
- c. Virus protection – Clerk will investigate and download free virus protection software.
- d. Storage cabinet – This can be closed for the time being.

Action: Clerk to action as above.

18) National Eisteddfod – Cheque is included with this month's payments. **This matter is now closed.**

19) Coat of Arms – The information/details/request will be put forward at a Vestry Meeting on 26 April 2015. Await response.

20) Risk Assessments – Not completed to date of meeting. Action for TD & DTJ carried forward.

21) Forden Rail Crossing Removal – Update from PCC – Work has now been completed. **This matter is closed.**

22) Workplace Pensions – Correspondence received from the Pensions Regulator as this Community Council will need to enrol and contribute towards a Workplace Pension Scheme for its employees. The commencement date for this Council will be 1 January 2017 but there is work to be done in the meantime. Initially we need to nominate a contact (to be the clerk) for receipt of communications.

Action: Clerk to complete online nomination form.

PLANNING

P/2015/0329: VAR: Removal of conditions 6,7 & 8 of permission P/2012/1139 relating to the requirement for the Code for Sustainable Homes at Former St John's Brigade Hall, Forden, Welshpool – Supported.

FINANCE

1) Payment of the following bills was proposed: -

Payee	Details		Chq	£
Mr N Lloyd	Wages	s.164, s.44, ss 9&10	755	£104.00
Powys County Council	Business rates	s.164, s.44, ss 9&11	DDR	£134.60
Public Works Loan Board	Loan Repayment	s.164, s.44, ss 9&12	DDR	£971.63
Forden Newsletter	Donation	LGA 2000 s.2	756	£30.00
Leighton Newsletter	Donation	LGA 2000 s.3	757	£30.00

Viking	Hand towels/ toilet rolls for pavilion	s.164, s.44, ss 9&11	758	£61.74
One Voice Wales	Trainign Fee re Cllr Alexander	??	759	£17.50
Natn Eisteddfod	Donation	LGA 2000 s.3	760	£100.00
Leighton Village Hall	January meeting	LGA1972 S.12	761	£10.00
GL Jones	New springer	LGA 1976 s.19	762	£1,564.61
				£2,920.08

393

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

Please note that the cheque book is currently with the auditor and cheques will be issued when it is returned.

- 2) Bank Mandate – New clerk to be appointed shortly at which time the new mandate can be resolved.
- 3) QuickBooks – Clerk reported that the QuickBooks software is due to expire in May. She has contacted QuickBooks and there is nothing that can be done to extend the life of the software as our version is no longer updated or supported. The clerk is, therefore, to investigate replacements and report back to the Council.

Action: Clerk to action as above

- 4) 2014-15 Accounts – The 2014–15 accounts have been produced and are currently with the Internal Auditor.

CORRESPONDENCE

- 1) Leighton Centre – Invitation received for councillors to visit the Leighton Centre now a lot of the improvements have been completed. It was agreed that 14 May 2015 at 7:00pm was a suitable date and LC will liaise and confirm this date. When confirmed the clerk will notify councillors.

Action: LC & Clerk to action as above.

- 2) Reforming Local Government – One Voice Wales response to the White Paper regarding reforming Local Government received. It is available from councillors to read if desired.
- 3) Clustering - Letter received from PCC giving an update on progress and next steps. Letter covers the following:

- Development of a Guidance Document
- Commissioning and Community Asset Transfer
- Access to Services
- Clustering of Services
- Universal Access

- 4) Local Government (Democracy) (Wales) Act 2013 – Updated information received from One Voice Wales regarding the following:
 - Electronic Publication of Information – need to publish information regarding the clerk, councillors, agenda and minutes of meetings and audited statement of the council’s accounts
 - Register of Members Interest – To be maintained by the council and in future published on the web site. However, other changes are in the pipeline so no amendments are required until such time as they have all been finalised.

- Joint Standards Committees – No amendments at this time but may be under review by the Welsh Government later in the year.
- Referral of Misconduct Cases/ Dispensation Applications – The Welsh Government will be carrying out a consultation later in the year on the provision for Welsh Ministers to refer matters or applications to another authority's standards committee.

MATTERS RAISED

1) Pothole Forden side of the Gaer – LC will raise at meeting with Highways on 19 May 2015.

Action: LC to action as above.

Date of Next Meeting: 21 May 2015 at 7:00 pm at Forden Community Centre.

Councillors please note change of date as neither the Chair or Vice Chair were available on 28 May 2015.

Signed: -----
Cllr L Corfield (Chair)

Date: -----