

Forden with Leighton and Trelystan Community Council
Cyngor Cymuned Ffordun gyda Thre'r-Llai a Threlystan
Minutes of the meeting held on 26th May 2016
At Leighton Village Hall

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PRESENT:

Cllr D T Jones	(Chair)	Cllr W Jones	(WJ)
Cllr N Edwards	(NE)	Cllr R Dawe	(RD)
Cllr M Williams	(MW)	Cllr L Corfield	(LC)
Cllr D Jones	(DJ)	Ms H Stanier	(Clerk)
Cllr C Alexander	(CA)		
Cllr D Clare	(DC)		

APOLOGIES: Cllr S Rowlands. Retrospective apologies were given by Cllr C Alexander for the April 2016 meeting.

PUBLIC PRESENT: Sheila Bright

MINUTES OF THE MEETING held on 28th April 2016, as circulated, were agreed as a true record and were signed by Cllr D T Jones (Chair).

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

Declaration of Interest

None were recorded.

MATTERS ARISING

1. Risk Assessments - NE confirmed that the goal posts had been removed. The Clerk confirmed there was mention in the MAY 2013 Risk Assessment regarding steep incline and the need to display warning signs. Councillors requested that the Clerk look into purchase of 2 "Beware of steep slope" signs to be positioned by the entrance. The situation regarding purchase of goal posts is being deferred to the next meeting in SR's absence. The Clerk confirmed that she had spoken to John Lowe who advised that he will sort out the issue regarding the 3 emergency lights and the 3 circular lights which are not working around the Pavilion.

ACTION: The Clerk to look into purchase of 2 "Beware of steep slope" signs. The Clerk to update on progress regarding repair/replacement lights. Replacement goal post situation to be deferred until new Councillor starts.

2. Bus Shelter – LC confirmed that RD had rubbed down the paintwork and that she had started to paint it, she advised that the plinth was wider than she first thought so that should be fine. LC has spoken to Ken Llewellyn at PCC regarding the roof panel situation.

ACTION: Await outcome regarding the roof panel situation.

3. Coat of Arms – DJ confirmed that an inspection has now been carried out and that we now need to wait for the report, she did advise that the inspector was concerned about the damp.

ACTION: Await outcome of the report.

4. Councillors Resignation. The Clerk confirmed that the formal letter had been handed to Cllr S Rowlands; she will sign the declaration of acceptance at the next meeting.

ACTION: Cllr S Rowlands to sign the Declaration of Acceptance.

5. Potholes outside Garden House Leighton. The work has now been done. **This matter is now closed.**

6. Tennis Court. NE confirmed the need to replace/resurface the tennis courts. LC will enquire with PCC for advice and look into the possibility of a grant.

ACTION: LC to report back

7. Mobile Post Office, Forden. The Clerk confirmed that she has received no reply as yet regarding the outcome of the Community Council's suggestion for the service to be at the opposite end of the village as well as on the road opposite Copperfields, Withy Avenue, Forden. Sheila Bright said that she would promote this service as so far there had been little uptake.

ACTION: The Clerk to check with the Post Office regarding progress.

8. PAYE Query. The Clerk confirmed that although she had received no notification from HMRC she was aware that this problem had been sorted and the difference removed. **This matter is now closed.**
9. Tennis/Bowling Club Invoices. The Clerk confirmed she had spoken to Steve Gittins on the 3rd May 2016 to request written proof of Public Liability – no response had been received as yet. DTJ to ring Steve Gittins again to check on progress.

ACTION: See above.

10. Kingspan Sensor Smartserv. NE confirmed that he had met with Kingspan on site 14th May 2016; he advised that they were not happy with the Breeze Block raise even though previously they said it would be fine, they could not get the new pipe in from where it had previously been pulled from. The outcome is that a trench needs installing before they come to complete the work. The Clerk will contact Geoff Roberts and Mike Broxton for 2 quotes with NE being available to meet them on site if needed. The Clerk will contact Kingspan regarding the delay on them coming to complete the work.

ACTION: See Above

11. One Voice Wales. Councillors made a decision that 4 names would be given regarding attending quarterly Area Committee Meetings; these are Cllr D Jones, Cllr R Dawe, Cllr D T Jones and Cllr C Alexander. The Clerk will pass this information/email addresses onto One Voice Wales.

ACTION: See above.

12. Driveway into the School/Community Centre & Church gate by the Green, both in Forden. The work at the Green is now complete but the situation at the School/Community Centre is still outstanding.

ACTION: LC will check on progress with PCC.

13. Access out of driveway by Leighton Church. CA will speak to James Potter as he owns the land where the mirror is to be placed to help with access out.

ACTION: CA will speak to James Potter.

14. Mud on the road – With recent rain, most of the mud has now been washed away on this basis – **This matter is now closed.**

15. Severn Trent Water. The Clerk confirmed that Severn Trent had provided a map to show where planned water mains renewal works were to take place but also advised that she had received correspondence from PCC to give precise dates of when the work would take place, this work being carried out in 2 phases. See below:

Phase A (Road Closure) - 3.10.2016 – 20.11.2016 Finger Post to School Turn

Phase B (Road Closure) - 14.11.2016 – 11.01.2017 – School Turn – Hem Crossroads.

This matter is now closed.

16. Wire on the Sports Field. NE confirmed that the wire has now been removed. **This matter is now closed.**

17. Bowling Green. The Clerk confirmed that she had received written proof of Public Liability but that there was a query over the renewal date so she will contact Mike again to clarify this. Councillors requested the Clerk to let Mike know that the Burco Boiler will be removed but she is to obtain a quote from John Lowe for PAT testing

the Kettle and Fridge. The Clerk confirmed she has received a quote for cleaning the carpet in the Pavilion, this being from R J Quinton to the value of £120.00, Councillors advised that they will look at this in June 2016.

ACTION: The Clerk to contact Mike Compton to query the renewal date on the Public Liability Policy, this showing 1/5/2016, she to also let him know that the Burco Boiler is being removed and that the Fridge and Kettle are going to be PAT tested. Councillors to look at cleaning of the carpet in June 2016.

18. Safety on the Leighton Road. The Clerk confirmed that a letter had been sent to Chris Lloyd PCC asking for a copy of the original report, she advised that a reply had been received which she read to Councillors, this confirmed that no formal report was written but a site visit had been undertaken and the profile of the road discussed with the conclusion being that the road was suitable for the speed limit. MW confirmed that he was still not happy and requested a site meeting, Councillors agreed. The Clerk to write to Chris Lloyd to arrange a site meeting.

ACTION: The Clerk to write to Chris Lloyd PCC to arrange a site meeting.

PLANNING:-

1.

Application Ref	Grid Ref	Description	Comments
P/2016/0459	324126.28/302567.3	For erection of a boundary wall at Swyn Y Wawr, Forden Welshpool	Supported
P/2016/0499	322901.55/55/30123.66	For change of use of residential land (C3) and garage to storage and distribution (B8) (part retrospective) at Little Acre Forden Welshpool	Supported
P/2016/0530	324048.66/301335.11	For installation of 2 No. LPG tanks and compound at Nantcribbau Farm, Forden Welshpool	Supported

FINANCE:-

1. Payment of the following bills was proposed.

Payee	Details	Power to Pay	Chq No	£
Mr N Lloyd	Wages	s.164, s.44, ss 9&10	837	£115.20
Forden Recreation Assn	Revenue Grant	S2	838	£900.00
Leighton Village Hall	Revenue Grant	S2	839	£900.00
Powys County Council	Business Rates	s.164, s.44, ss 9&11	DDR	£136.00
T K Tabner	Internal audit fee	ss37-47	840	£195.00
Natural Resources Wales	Discharge Licence Fee	s125	845	£1,026.00
Severn Trent Water	Water Bill for pavilion	s125	841	£45.66
Viking	Ink Cartridges + Envelopes	s.164, s.44, ss 9&11	842	£77.53
R J Quinton	Pressure Washing Tennis Courts (replaces returned cheque 836 as made out in the incorrect name)	s.133 s.19	843	£360.00
Zurich Insurance	Annual premium	s226	844	£2,063.43
	TOTAL			£5,818.82

Payment of the bills proposed by Cllr N Edwards and seconded by Cllr R Dawe – all agreed.

2. Zurich Insurance. The Clerk confirmed that the long term agreement is active up until the 1st June 2017 and that Zurich would contact us before this date to run through the Council's cover requirements. **This matter is now closed.**
3. Powys County Council Grounds Maintenance 2016. The Clerk confirmed that the form has been returned to PCC confirming acceptance of the contract for the next year. **This matter is now closed.**
4. Audit 2015/16. The Clerk confirmed that she had received the audit back from the internal auditor with no major issues and that she was preparing for it to be sent to the external auditor, she pointed out that the original request from the external auditor included incorrect information that had been requested, the Clerk pointed out that she had contacted the external auditor to advise and they had realised their mistake. The Clerk confirmed to the new external auditor that she will return the audit with the information she has gathered upon request.

ACTION: The Clerk to arrange for DTJ to sign documentation as certified copies and then return audit prior to the date required, this being the 6th June 2016.

CORRESPONDENCE:

1. Social Media. Email received from Kath Jones, Berriew Community Council asking if setting up a Facebook page for the Community Council would be useful and whether there would be much usage. Councillors confirmed that we have our own website where minutes/agendas and notices are displayed so there would be no need for this.

ACTION: The Clerk to reply to Kath Jones to advise that we have our own website.

2. Clerks Salary, National Pay Agreement. The Clerk confirmed correspondence received regarding agreement reached on new Clerk Salary NALC/SLCC. Clerk's salary will be increased from 1st April 2016 to £9.29 per hour and from 1st April 2017 to £9.39 per hour. Proposed by Cllr R Dawe and seconded by Cllr D Jones – all agreed.

MATTERS RAISED:-

1. Churchyard. LC advised that she had received a message from Eddie Francis to congratulate the Community Council on how well the Churchyard was maintained.
2. Sunningdale, Forden. LC advised that she had been asked by Diane Lacey, Sunningdale, Forden for a Concealed Entrance sign. The Clerk to speak to PCC, Highways to see if this would be possible.

ACTION: See above.

3. Clerks Holiday. The Clerk confirmed she would be on holiday 3rd June 2016 – 10th June 2016. The Clerk will hand over the tokens and keys to NE for the pavilion for this period.
4. Keys for the Token Meter. The Clerk explained that there was only 1 barrel key for the Token Meter and asked Councillors if it would be ok to order some more from Leisure Time. They are £3 each with minimum order of £15. Councillors gave their approval, the Clerk will order 5.
5. Leighton Village Playground. DTJ read an email to Councillors that had been received from Jane Walton, Secretary of Leighton Village Hall. Jane confirmed that the cost of repairs to the Playground stood at £2700 and asked if there was any possibility of the Community Council being able to contribute with a donation. Councillors requested the Clerk to contact Jane to supply a breakdown of the costs.

ACTION: The Clerk to request a breakdown of the costs from Jane Walton.

6. Sewage Treatment Plant in Forden. MW reported smells from the Sewage Treatment Plant at the Crescent in Forden. Councillors requested the Clerk to contact Powys County Council to report the problem.

ACTION: The Clerk to report Sewage Treatment problem to Powys County Council.

TIRDU CHARITY:

Update: Helen Stanier confirmed that she had contacted Graham Hislop regarding the Tenancy Agreement and he confirmed that the Exchange of Notice had been sent to David Griffiths and that he will send one back which is the preliminary action, the agreement will then be drawn up with a requisite regarding the repairs, Trustees then to sign this. The rent will be set at £4300 with a 3 year rent clause.

Date of Next Meeting: 30th June 2016 at Forden Community Centre.

Signed: -----
Cllr D T Jones (Chair)

Date: -----