

Fornden with Leighton and Trelystan Community Council

Cyngor Cymuned Ffordun gyda Thre'r-Llai a Threlystan

Minutes of the meeting held on 28th April 2016

At Leighton Village Hall

447

PRESENT: Cllr L Corfield (Chair) Cllr W Jones (WJ)
Cllr N Edwards (NE) Cllr R Dawe (RD)
Cllr M Williams (MW) Ms H Stanier (Clerk)
Cllr D Clare (DC)

APOLOGIES: Cllr D Jones, Cllr D T Jones

MINUTES OF THE MEETING held on 24th March 2016, as circulated, were agreed as a true record and were signed by Cllr L Corfield (Chair).

Proposed by Cllr R Dawe and seconded by Cllr D Clare – all agreed.

Declaration of Interest

None were recorded.

MATTERS ARISING

1. Risk Assessments Sports Fields and Playgrounds. LC confirmed completion of Risk Assessments on the 15th April 2016, this being carried out with DJ. There was a high risk situation which involved the 2 goal posts. LC confirmed these need to be removed. LC also confirmed that gravel on the pitch needs addressing. The Clerk advised on the price of new metal goal posts, senior £675.00 + VAT, senior anti vandal set £912.00 + VAT, Adult steel bolted version £1036.00 (Inc VAT) – she compared this with quotes previously gained for PVC version which start at £132.00. LC felt there could be an issue with the steep bank near to the football pitch. As regards the Risk Assessment on the Pavilion – a hole was found in the ceiling, by the corridor entrance near the toilets. Councillors decided to inspect all areas after the June 2016 meeting. LC requested the Clerk to contact John Lowe to sort out an issue as regards the 3 emergency lights and the 3 Circular lights not working around the Pavilion.

ACTION: NE to remove the goal posts. The Clerk to check back through previous Risk Assessments to see if there has been an issue with the steep banks on previous assessments. Replacement goal post situation to be deferred until the new Councillor starts. Councillors to inspect all areas in June 2016 – The Clerk will diarise the issues to be looked at. The Clerk will contact John Lowe to request him to do the work to correct the Emergency/circular lights.

2. Bus Shelter – LC confirmed that she had had a reply from John Forsey PCC regarding Health and Safety question regarding the Plinth, she also confirmed that the painting of the Bus Shelter is still in hand. It has been established that a roof panel has come out of its runner and is not weather tight – LC will enquire with John Forsey to see if he can do something about this matter.

ACTION: LC to enquire with John Forsey regarding the roof panel situation and query the Health and Safety aspect of the Plinth. Painting of the Bus Shelter is still in hand.

3. Coat of Arms – DJ confirmed that this has been approved by St Asaph, The planning and proposal having been sent previously. DJ needs now to fill in the second part of the form.

ACTION: This matter is still in hand.

4. Councillors Resignation. The Clerk confirmed email received from Suzanne Rowlands regarding the Councillor Vacancy and her interest in applying for the vacancy. Councillors agreed to co-opt Ms Rowlands as a new Councillor.

ACTION: Clerk to send formal letter once initial contact has been made. New Councillor is to be invited to next meeting.

- 5.a) Potholes outside Garden House Leighton. LC will check with Ken Llewellyn PCC to see if work has been done.

ACTION: See above.

b) Holes along Leighton Bank by Pantybwlich. As this particular section is classed as private land, Powys County Council should not be requested to deal with this. **This matter is now closed.**

c) Potholes between Shortcross to Bank House Leighton. This work has been done. **This matter is now closed.**

6. Tennis Court. NE has now inspected the work carried out by RJQ Cleaning & Valeting and is happy with the outcome. Councillors have made decision to pay the £360 charged for work carried out to clean the Tennis Courts. **The Clerk has raised the cheque in readiness so this matter is now closed.**

Proposed by Cllr N Edwards and seconded by Cllr M Williams – all agreed.

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. Councillors confirmed that service at the one point was quiet so far.

ACTION: to await reply regarding the outcome.

8. Junior Pitch and Goal Posts. LC and DJ completed risk assessments on 15th April 2016; they stressed the 2 goalposts were at high risk and have requested these to be removed. The Clerk confirmed different costs to replace the metal goalposts. Councillors decided to delay a decision on the replacement goalposts until the new Councillor is inducted.

ACTION: NE to remove Goalposts. The Clerk to diarise discussion on replacement goalposts until the new Councillor starts.

9. PAYE Query. The Clerk read out a letter received from HMRC regarding the PAYE charge resolution. HMRC confirm that they are working to fix the difference and that there might be a delay in this investigation.

ACTION: The Clerk to contact HMRC to enquire what action to take as regards the Year End, while this fix is being looked into.

10. Tennis/Bowling Club Invoices. The Clerk confirmed that she has still not received a reply from Sharon Wainwright regarding the request for written proof of Public Liability. Councillors requested the Clerk to contact Steve Gittins to see if he could look in to this.

ACTION: The Clerk to contact Steve Gittins.

11. Review of Budget/Actual 2015/2016. The Clerk handed out Profit & Loss vs. Actual Reports which showed that the Net Ordinary Income "% of Budget" now had a figure of 537.7%, this being lower than at last month's meeting due to receipts/invoices having been inputted. The Clerk confirmed why this was high and explained underspend on the Bus Shelter and Sports Field, both of which have had their budget reduced for year 2016/17 to bring in line. The Clerk confirmed that an invoice for spending on the Bus Shelter was due to be received shortly and also the potential spend the Community Council will have as regards Goalposts. The Clerk wrote on each report confirming all information. **This matter is now closed.**

12. Kingspan Sensor Smartserv. NE confirmed that he had dealt with the recent site visit from Kingspan. The Clerk confirmed report had been received as regards the outcome of the visit, the report confirms work that needs doing and the majority of this is covered within the plan. Kingspan will call at the site on the 4th May 2016 to put right the problems. NE will ensure the pipe is pulled out of the duct and also to make sure that the plinth is raised with Breeze Blocks in each corner (this not being covered by the maintenance plan) NE requested the Clerk to contact Kingspan to ensure they have his email address for easy contact. The Clerk confirmed she had looked into cheaper alternatives and stressed we were covered under contract until May next year with Kingspan. Councillors also confirmed during discussion that the plant should be emptied once a year or alternatively when Kingspan advise.

ACTION: The Clerk to diarise discussion nearer to the end of contract as regards cheaper alternatives. The Clerk to contact Kingspan to let them know the 4th May 2016 is fine for the planned work to be completed and also to give NE's contact Email address. NE to ensure that the pipe is pulled out from the Duct.

13. One Voice Wales. The matter of nominated Councillor to attend quarterly Area Committee Meetings is to be deferred to the next meeting in DTJ's absence.

ACTION: Decision deferred in DTJ's absence. The Clerk will raise this matter at the next meeting.

14. Driveway into the School/Community Centre & Church gate by the Green, both in Forden. Problem of potholes in the driveway. LC confirmed this work will be carried out in 2/3 weeks time.

ACTION: Work to be carried out in 2/3 weeks time.

15. Access out of driveway by Leighton Church. Resident struggling to get out of their driveway by Leighton Church due to the traffic on the road, this having a speed limit of 30 mph. Councillors suggested a mirror in the hedge opposite. CA will speak to the Resident and report back.

ACTION: This matter is in hand.

16. Mud on the road – LC confirmed this had been reported to Ken Llewellyn PCC, nothing has been done.

ACTION: The Clerk will chase this outstanding matter with Ken Llewellyn.

17. Friendly Circle meetings, Forden Community Centre. LC confirmed that she has purchased the bollards and will pass the invoice on to the Clerk, she also advised that she has spoken to the Teachers and they have confirmed that they will move their cars on the day that the Friendly Circle meet. Menna Bowen will put the bollards out on meeting days. **This matter is now closed.**

18. Queens 90th Birthday Celebrations The Clerk confirmed that she has reported back to Leighton Newsletter regarding the fact nothing was planned for the Queens 90th Celebrations but advised that Forden Church were holding a Coffee Morning on the 16th April 2016. **This matter is now closed.**

PLANNING:-

1.

Application Ref	Grid Ref	Description	Comments
P/2012/0581	32410.5306075.11	For erection of replacement dwelling and an affordable dwelling (semi detached) including external works, landscaping and a retaining wall (retrospective) at Barndale, Leighton, Welshpool	No objection
P/2016/0316	324056.55/302388.52	For erection of an extension at 3 Heritage Green, Forden, Welshpool	Supported

2. Planning at Upper House, Leighton. WJ queried whether a planning application had been received for the Manege at Upper House, Leighton. The Clerk will check back previous planning and report back.

ACTION: The Clerk to check and report back.

FINANCE:-

1. Payment of the following bills was proposed.

Payee	Details	Power to Pay	Chq	£
Mr N Lloyd	Wages	s.164, s.44, ss 9&10	831	£115.20
Powys County Council	Business rates	s.164, s.44, ss 9&11	ddr	£136.80
Public Works Loan Board	Loan Repayment	s.164, s.44, ss 9&12	ddr	£971.63
Forden Newsletter	Donation (always paid to councillor Neil Edwards)	LGA 2000 s.2	832	£30.00
Leighton Newsletter	Donation	LGA 2000 s.3	833	£30.00
Forden Recreation Assoc	Meeting 24.3.16	LGA1972 S.12	834	£10.00
John Lowe Electrical Ltd	Electrical work	s.133 s.19	835	£204.00
R J Q Cleaning & Valeting	Pressure Washing Tennis Courts	s.133 s.19	836	£360.00
				£1,742.43

Proposed by Cllr R Dawe and seconded by Cllr W Jones – all agreed.

2. Correspondence received from Neil Bennett, Forden Recreation Association confirming the rise in charges for room bookings to £12 with effect from 1st September 2016 and also to increase the annual affiliation fee to £40 from 1st October 2016, this decision having been made as Powys County Council is beginning to withdraw its revenue support grant from village halls.
3. Zurich Insurance. The Clerk confirmed correspondence received from Zurich Insurance regarding the renewal terms. The Local Council Policy has increased to £2063.43 (incl. Tax) from £1937.29 (incl. Tax); this increase only represents an indexed linked inflation rise, addition of the Defibrillator onto the Policy and a premium tax rise from November 2015 to 9.5%. Councillors requested the Clerk to establish how long the fixed agreement is for.

ACTION: The Clerk to establish how long the agreement is for.

4. Powys County Council Grounds Maintenance 2016. The Clerk confirmed the quote had been received from Powys County Council for 2016 Grounds Maintenance, this being for cutting of playing fields including the playground by the school on a 10-14 day frequency, grass cutting of banks – three cuts during the growing season and to cut grass around tennis courts on 4 occasions per season. Total cost £2027 plus VAT. Councillors requested the Clerk to return the form to accept the agreement.

Proposed by Cllr D Clare and seconded by Cllr R Dawe.

ACTION: The Clerk to return the form to accept the agreement.

5. Powys County Council. The Clerk confirmed receipt of the Business rates for the Sports Pavilion and Premises 2016/17, this being for £1360.80.
6. Public Works Loan. The Clerk confirmed Schedule of Loan Repayments received from the Public Works Loan Board. The Balance outstanding now being £11599.28.
7. 2015 – 16 Accounts. The Clerk confirmed that the Accounts are ready and balanced and ready to be inspected by Mr Tabner, the Internal Auditor. The Clerk asked if there were any conflicts of interest between Councillors and the new External Auditor, Grant Thornton – Councillors confirmed there were none.

ACTION: The Clerk to take the 2015 – 16 Accounts to be looked at by the Internal Auditor.

8. The Clerk raised the question to Councillors as to whether they wanted any money transferred to the Tracker Account. Councillor's advised they didn't want the money to be transferred.

CORRESPONDENCE:

1. Powys County Council Road Regulation. Correspondence received confirming that on Tuesday 3rd May 2016 Traffic will be prohibited from proceeding along B4388, Ivy House near Kingswood, Forden. The Clerk has confirmed that the accompanying poster will be put up on the 3 Notice Boards.
2. Severn Trent Water, planned water mains renewal work. Correspondence received from Severn Trent Water advising of planned water mains renewal works to take place in August 2016 in Forden, Hope Street Area. Councillors requested more information as to where exactly this work will take place.

ACTION: The Clerk to contact Severn Trent Water to establish where the work will be.

3. New Staging System for the Community. Correspondence received from Shirley Edwards, Forden Recreation Association confirming that the grant application for the staging, completed by Hywel and Mr and Mrs Newson has been successful in obtaining £5000 in grants towards a new staging system for the Community.

MATTERS RAISED:-

1. Wire on the Sports Field. The Clerk confirmed she had received a message from Graham Meredith to say that the wire was still on the Sports Field (reported previously last year). NE confirmed he had not been able to move this as he could not get a tractor onto the field. NE confirmed he will move the wire as the field is now drier.

ACTION: as above.

2. Street Lights, Leighton. DC confirmed that Dorothy Schofield had contacted him regarding the street lights not working in Leighton. LC confirmed that this has already been followed up with PCC Street Lighting. **This matter is now closed.**

3. Bowling Green. The Clerk confirmed enquiry from Mike Compton regarding bowling green Insurance. The Clerk advised there was Public Liability Insurance on the Bowling Green. Councillors requested the Clerk to get back to Mike Compton and enquire as to what risks they were thinking of insuring against and also to ask him to supply the Community Council with written proof of their own Public Liability Insurance. Councillors also asked the Clerk to contact Mike to confirm that the Burco Boiler needed securing in the Pavilion and that the Microwave and the Fridge needed PAT testing. A separate situation was pointed out by Mike as regards the state of the carpet in the Pavilion; there was mud and grass over the carpet. The Clerk pointed out that she had been in a recent conversation with Nick Lloyd the Caretaker who said he was having problems cleaning the carpet as mud was ingrained into it. Councillors requested the Clerk to get a quote for cleaning of the carpet.

ACTION: The Clerk to contact Mike Compton to ask for written proof of Public Liability Insurance, ask for the Burco Boiler to be secured and Microwave/Fridge be PAT Tested. The Clerk to obtain quote for carpet clean.

4. Safety on the Leighton Road. Councillors raised the issue again regards recent car accidents along the Leighton Road. This matter had previously been closed after road signs had been erected. MW said that he believed the problem was on the corner for traffic travelling in both directions and that he is not happy with the standard of the road. Councillors requested the Clerk to request a copy of the original report from Chris Lloyd that took place when the road was inspected in 2013.

ACTION: The Clerk to request a copy of the original report from Chris Lloyd Powys County Council, Highways.

TIRDU CHARITY: Helen Stanier confirmed that she had spoken to Graham Hislop and that he confirmed an Exchange of Notice had been sent to David Griffiths and he should sent one back, this being the preliminary action, they will then draw an agreement with a requisite regarding repairs which Trustees will need to sign. The new rent will increase to £4300 per annum for 5 years with a 3 year rent clause.

Date of Next Meeting: 26th May 2016 at Leighton Village Hall. AGM followed by the usual meeting.

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

Date: -----