

**Forден 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> March 2018**  
**At Forден Community Centre**

**PRESENT:** Cllr R Dawe (RD) Cllr R Tibbott (RT)  
 Cllr D Jones (DJ) Cllr C Alexander (CA)  
 Cllr S Rowlands (SR) Ms H Stanier (Clerk)  
 Cllr L Corfield (LC)

**APOLOGIES:** Cllr N Edwards, Cllr D T L Jones and Cllr W Jones.

**MINUTES OF THE MEETING** held on 8<sup>th</sup> March 2018, as circulated, were agreed as a true record and were signed by Cllr R Dawe (Vice Chair)

Proposed by Cllr D Jones and seconded by Cllr S Rowlands - all agreed.

**Declaration of Interest:** None

**570**

**MATTERS ARISING**

1. Pavilion Cleaning. The Clerk confirmed she had written to Popsie's to confirm their contract and also to Hafren Cleaning to advise that they were not successful. SR pointed out that Popsie's had done an excellent job with the deep clean. She also pointed out to them that the correct place to leave rubbish was in the bin outside the Cemetery. The new cleaning company now have a set of keys for access to the Pavilion. **This matter is now closed.**

Outstanding work	What was discussed:	Action:
Amenity Area	Securing of the bin	To be discussed at the April 2018 meeting.
Play Area	RD advised that we need to use a specific grain size for wood chip. RD will look into what size we need/price and report back	RD to obtain quotation
Weeds growing through the Multi Purpose Courts	Need to discuss at the April 2018 meeting	To be discussed at the April 201 meeting.

**2. Road/Highway situations:**

Situation/Location	Contact	Situation	Action
Trelystan – Short Cross down to Beeches	Ken Llewellyn, PCC	Pot holes/really bad road condition (Reported 30.01.18)	Await work to be completed
Grove Lane Forден	Ken Llewellyn, PCC & Dave Gardner	Poor road condition and sunken gulleys. LC met with Highways, they advised they will resurface on the worst areas and fill pot holes (no specific time given for when this will be done) <b>This has been reported by the Clerk on numerous occasions.</b>	Await work to be completed
Pot hole outside the school which has a bollard on it (2 or 3 sunken metal gulleys)	Ken Llewellyn, PCC	<b>(The Clerk has contacted Highways 26.11.17, 28.12.17, 30.01.18</b>	Await work to be completed
Leighton Bank	Ken Llewellyn, PCC	Drains are blocked and need emptying <b>(The Clerk contacted Highways 28.12.17 &amp;</b>	Await work to be completed

		<b>30.01.18)</b>	
Turning by Edderton Hall, Forden	Ken Llewellyn, PCC	Bad pot holes	Work Completed. <b>This matter is now closed.</b>
Between Back Lodge and the Poultry House, Leighton	Ken Llewellyn, PCC	Bad pot holes ( <b>The Clerk contacted Highways 13.03.18)</b>	The Clerk to report to PCC
Past Kingswood Forden, near Birds Corner	Ken Llewellyn, PCC	Bad Pot Holes	To be reported to PCC

571

3. The Cock Hotel, A490 Safety Concerns. Site meeting took place on 27<sup>th</sup> March 2018, Michael Cookson – representing the School coach company, Cllr S Rowlands, Cllr R Dawe, Cllr R Tibbott and Cllr L Corfield attended along with Chris Lloyd from Powys County Council and another representative. Decision made to write on the Road “Bus Stop” and see if the situation improves.

**ACTION:** Await work to be completed.

4. Accessing the Pavilion/Facilities during School Time. Councillors discussed reasons why this would be a long process. DTLJ was absent from this meeting. Decision made to discuss this at the next meeting. (No change from last meeting)

**ACTION:** Discuss at the next meeting.

5. Sign bent, School turn. Chris Lloyd from Powys County Council trying to get a team together to deal with the new sign requests.

**ACTION:** Await work to be completed.

6. Risk Assessments. These have been completed. Main issues are:

a) Missing steep slope sign. The sign ordered, however original now found. Councillors are happy to keep both of them. **This matter is now closed.**

b) Wire between the 2 pitches needs taking up. **Diarise for this to be moved in April 2018.**

7. Signage. Still waiting for signs (No change from last meeting)

**ACTION:** Await work to be completed

8. Pavilion Match Changing Rooms. NE has completed the work. **This matter is now closed.**

9. Future Fit. Announcement received from Powys Teaching Health Board confirming that confirmation has been received that funding is available; this now means that the situation can be proceed to public consultation subject to final approval by NHS England.

**ACTION:** Await consultation to start.

10. Gutter needs cleaning. NE had confirmed to the Clerk that on closer inspection, the hedge needs trimming back before the cleaning can progress. LC will ask Andrew Mellor to do this work as the field the other side belongs to him.

**ACTION:** LC will ask Andrew Mellor to trim back the hedge.

11. Letter from the Bowling Club. The Clerk confirmed she has contacted Steve Lowe (John’s son) and he has been on site and confirmed that it is the small bulb that needs replacing and that there is no alternative solution. He will order this and fit as soon as possible. In relation to the Bowling Clubs concerns about safety and requesting a barrier. Initially it was confirmed that a representative from the Bowling Club would attend the meeting but this did not happen. DJ had previously met representatives on site. This matter is still in hand

**ACTION:** Await small bulb to be fitted. Matter of safety around the bowling green is still in hand.

12. Leighton BT Box. The Clerk confirmed she has replied to Leighton Village Hall confirming no planning permission needed and that Councillors thought the intention of moving the BT box was a good idea. **This matter is now closed.**

13. Query over Bowling Club Fees – correspondence received from Peter Jones and David Griffiths. Councillors asked the Clerk to write to Mr Griffiths, answering all questions raised. She is to ask Mr Griffiths to relay the information to Mr Jones. The reply is to confirm all other clubs fees and the reasoning behind this, what each club do to maintain their areas, what the Community Council pay out and where general public can access. Councillors have also confirmed that the increase in the Bowling Clubs fees will still stand.

**ACTION:** The Clerk to reply to Mr Griffiths asking him to also relay the information to Mr Jones.

14. Clerk Resignation. RD confirmed there had been a delay in publishing the Job Advert in the County Times so the closing date would have to be put back. RD pointed out that after attending a recent Local Form Meeting and having listened to how other Councils deal with different situations, it would be important going forward, for all Councillors to do their part. All Councillors need to take their responsibilities. It was confirmed that if, for example a Highways issue was raised with a Councillor, then they could report the problem straight away to the correct department but ensuring that the Clerk is kept in the loop for their records. The Clerk will make out a list of all important contacts along with email addresses and telephone numbers.

**ACTION:** The Clerk to make a list of contacts. Await closing date for the Clerks position.

15. Donation Request for County War Memorial, Montgomery.

**ACTION:** Wait for NE to report back on his findings.

**PLANNING:**

**New Applications:**

1.

Application Ref:	Grid Ref:	Description:	Comments:
P/2018/0279	324042/305845	For Section 191 application for a lawful development certificate for an existing use relation to non-compliance with an Agricultural Tie at Walcot, Leighton Welshpool, Powys.	<b>SUPPORTED</b>
P/2018/0286	322146.7/300673.18	Full: Erection of an agricultural shed and demolition of 2 buildings at Farchwell Forden Welshpool Powys	<b>SUPPORTED</b>

## 1. Payment of the following bills was proposed:

Payee	Details	Chq Nos	Power	£
Newsquest	Advert for Job: Clerk (cheque already signed and sent in the post)	969	s.21, s.116	£371.71
Powys County Council	Grounds Maintenance	970	s.164, s.44, ss 9&10	£2,432.88
Kingspan	Sewage Maintenance	971	s.260, s.164	£946.01
HMRC	PAYE (Caretaker £175.60 from Holiday Pay/Clerk £43.60)	972		£219.20
Popsie's Mops Cleaning Services	Cleaning -2 weeks (19/3/18 & 26/3/18)	974	s.133	£48.00
Popsie's Mops Cleaning Services	Deep Cleaning	975	s.133	£220.00
Ms H Stanier	Wages £442.50/Postage £11.88/Toilet Rolls £2.99	973	Schedule 12, paragraphs 30, 30D and 30E, s144	£457.37
	<b>TOTAL</b>			<b>£4,695.17</b>

Current Account Balance	)as @ 27.3.18	£12,087.67
Business Premium ME	)	£14,540.57

Payment of the bills proposed by Cllr L Corfield and seconded by Cllr D Jones - All agreed

2. Internal Auditor. The Clerk confirmed she has received the signed letter of Engagement from Mr Graham Smith. **This matter is now closed.**

3. Laptop – Still in progress. Awaiting appointment of new Clerk, Year-End/Data Protection.

Grass Cutting – The Clerk confirmed she had sent a copy of the maintenance plan to the school secretary to ascertain if there was any duplication. No reply had been received. LC confirmed she would speak to Bryan Pryce at Powys County Council. – **Awaiting reply from Bryan Pryce.**

**ACTION:** LC to check on possible duplication of maintenance charges. Purchase of Laptop still outstanding.

4. Tokens/Club Fees. SR confirmed that the Cock Hotel is happy to have the tokens. Cash Tin needed. Clerk pointed out that we would possibly need to purchase new tokens. The Clerk will price these first.

**ACTION:** SR to pick up the tokens. The Clerk to price the purchase of new tokens.

5. Kingspan Maintenance Contract. Cheque has been raised to pay for Maintenance yearly contract. The Clerk will send this off with the new contract. **This matter is now closed.**

6. Asset Register/Financial Risk Assessment. All changes made. **This matter is now closed.**

7. Zurich Insurance. The Clerk confirmed all amendments/additions have been made with Zurich. **This matter is now closed.**

**CORRESPONDENCE:**

a) Wales Audit Office. Request for clerk to respond to National Survey. **Await instructions on how to complete the survey.** RD Confirmed that the Clerk will be paid for taking part in this survey. Proposed by Cllr L Corfield and seconded by Cllr D Jones.

- b) The Town and Country Planning – Local Development Plan (Wales). Link provided for inspection and information of where details can be inspected.
- c) Elan City. Letter received regarding special offer on Radar Speed Signs. Councillors noted details and prices.
- d) Letter from Christine Walton regarding local boy Andrew Davies and a request to acknowledge his achievements. **ACTION:** Councillors asked the Clerk to reply to Christine Walton to acknowledge and confirm Mr Davies' invite to the Andrew Lloyd Festival.
- e) Cluster Group. Confirmation of Working Group meeting 5<sup>th</sup> April 7pm at the Dragon and next full Cluster Meeting on Tuesday 1<sup>st</sup> May, 7.15 at Abermule Community Centre. **ACTION:** Councillors decided there needs to be a direction as regards the Cluster Group and this will be discussed next month.
- f) Thank you received from Leighton Village Hall. Email received from David Hawes Treasurer of Leighton Village Hall to thank Councillors for the Revenue Support which has been granted.
- g) Kompan Limited – win £50K in a Playground Competition. Email received. Information passed onto Councillors.

#### **MATTERS RAISED:**

1. Lamp Post, Leighton Road by entrance to Worthy Avenue (F028). LC will report the lamp problem.

**ACTION:** LC to report the issue.

2. Mr Ralph Mills. CA confirmed that sadly Mr Mills had passed away. Councillors paid tribute to Mr Mills who had been a Community Councillor for many years. CA will ensure a Sympathy Card is sent to the family.

3. Salt Bins Empty. Christine Walton had confirmed to the Council about an empty salt bin. RD confirmed that the salt bin near Halmer Drive was empty as well. RD and CA will report these issues. **ACTION:** Salt Bin issues will be reported.

4. Accidents - Leighton Road. Accidents advised on 11<sup>th</sup> and 12<sup>th</sup> of March 2018 have been reported to the Police.

5. Snow in Trelystan/Leighton. Residents reporting that they have been cut off for 3 weeks due to recent bad snow. LC confirmed that the Council deal with A roads then B and pick up everything else thereafter. Councillors asked this to be reported in the Minutes.

6. Thanks received. Thanks received from Mrs S Jones (Get Well Soon card having been sent from Councillors)

7. Pavilion. SR had raised the issue about the Air Conditioning/Blower still being on in the Changing Rooms. NE had investigated and everything is fine now. The Clerk to query with the Ex Caretaker regarding the External Light Timer.

**ACTION:** The Clerk to contact Nick Lloyd.

8. Data Protection. RD confirmed that he had attended on the 27<sup>th</sup> March 2018 a Local Forum Meeting at the Town Hall, Welshpool. Data Protection had been discussed at the meeting and RD pointed out the need for adherence to this. He confirmed that he has spoken to a specialist who could advise on this, but there would be a monthly subscription fee. RD and SR will read the proposal and report back. It was stressed that there are hefty fines for non compliance. (The Clerk confirmed she would meet along with the other Councillors with the Data Protection Company when the meeting is in place)

**ACTION:** RD will report back.

9. Independent review panel for Wales. RD reported back from the recent Local Forum Meeting at the Town Hall, Welshpool regarding the issue where "All Town and Community Councils must make available funds for reimbursement of costs for care of dependents to allow Councillors to do their duties" RD advised that having listened to other forum attendees we have a couple of choices, one being to have a formal proposal not to adopt these measures or for each Councillor to sign a letter to say we will not claim but in doing so also add a section in the budget for an amount just in case. It will be important to post either of these measures on the website.

**ACTION:** RD will report back.

**Date of Next Meeting: 26<sup>th</sup> April 2018 at Leighton Village Hall. Start Time 7pm.**

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

Date \_\_\_\_\_