



**Cyngor Cymuned Ffordun gyda Thre'r-Llai a Threlystan**  
**Forden with Leighton and Trelystan Community Council**  
 Glanllyn, Leighton, Welshpool, Powys. SY21 8HJ

Clerc i'r Cyngor | Clerk to the Council: Rachel Tibbott

**FINAL MINUTES OF COUNCIL ORDINARY BUSINESS MEETING**  
**On Thursday 30<sup>th</sup> May 2024 following on from the Annual Meeting at 7pm**  
 at Leighton Village Hall

**10/24 Welcome, Attendance, Apologies for Absence:** to record attendance.

Attendance in the hall: Cllr Suzanne Rowlands, Cllr Anthony Day, Cllr Adam Lloyd and Cllr Rachael Briggs

Attendance online: Cllr Neil Edwards, Cllr Shaun Rees and Cllr Di Stevens

The Chair welcomed Councillors and Clerk to the meeting.

Apologies for absence approved by Council: Cllr Mark Williams

Apologies for absence received:

Other members absent:

In attendance: Rachel Tibbott (Clerk to the Council)

**11/24 Declarations of Members' Interests and Dispensations:** to receive declarations of interest from Members in accordance with Part III of the Local Government Act 2000, which established the Local Government Code of Conduct for Members, and to note Members' dispensations. Members are asked to submit any declaration forms to the Clerk.

**None**

**12/24 Public Participation:** to receive members of the public who wish to address the council in respect of any item of business included in the agenda. Any member of the public wishing to speak must notify the Clerk by email [clerk@fltcc.org.uk](mailto:clerk@fltcc.org.uk) no later than 15 minutes prior to the start of the meeting. Members of the public addressing the council are asked to respect matters of confidentiality and privacy.

**None**

**13/24 Minutes of Previous Meeting**

13/24.1 To approve and sign the minutes as a correct record of the Ordinary Business Meeting on 25th April 2024

**RESOLVED:** The minutes of the Ordinary Business Meeting on 25<sup>th</sup> April 2024 were approved and signed as a correct record.

**14/24 County Councillor Reports:** to receive updates for information on County Council matters from the County Councillors.

**Cllr Brignell-Thorp** – report was issued before the meeting. Potholes – PCC reported it was hard to make permanent repairs with wet roads, they have therefore been doing temporary repairs for the winter and will make permanent repairs in the better weather. PCC needs to be told about any potholes in case there are any legal actions – public to report through website. Pothole has been reported by fingerpost but floods from the blocked drain is taking any repairs away – Cllr Thorp to raise again with PCC.

Cllr Thorp has asked for S106 planning training with PCC to see why they are issued and revoked a short period later – will let us know of outcome.

No progress on the new entrance by the Railway Inn, will look into it further.

**Cllr Amanda Jenner** – report was read out in Cllr Jenner's absence. The Councillors supported a request for Cllr Jenner to ask for a meeting with Highways in front of Leighton School as it isn't a trunk road as they say on the email.

Initials:

## 15/24 Planning & Building Control

### 15/24.1 Planning & Building Control Correspondence

135/24.1.1 Planning Aid Wales: to receive latest planning news and training opportunities

**Noted**

15/24.1.2 Other correspondence: to receive and circulate for information such other planning and building control correspondence as will be brought to the attention of the council by the Clerk.

**None**

15/24.2 Powys CC Planning Determinations: to report from Powys CC notifying the community council of planning decisions, if any, in the community council area.

**Noted**

15/24.3 Planning Inspectorate Appeals: Notices of Appeals: to receive and resolve responses to Notices of Planning Appeals including but not limited to those listed below. Later Notices may be considered at the discretion of the Chair.

**None**

15/24.4 Pre-application Consultations by Developers: to receive and resolve responses to pre-application consultations including but not limited to those listed below. Later applications may be considered at the discretion of the Chair.

**Noted**

### 15/24.5 Planning Applications Consultations

15/24.5.1 To receive for information, representations regarding planning applications.

**None**

15/24.5.2 To receive and resolve responses to consultations (full applications(s) details(s) at <http://pa.powys.gov.uk/online-applications/?lang=EN>) including but not limited to those listed below. Later applications may be considered at the discretion of the Chair:

Ref:	Site	Description	Comments
24/0564/VAR	Squilver, Forden, Welshpool, Powys SY21 8RZ	Application to discharge S106 agreement attached to permission M/2004/1038 in respect to all planning obligations	NOT SUPPORTED

### 15/24.6 Planning Enforcement

15/24.6.1 From other bodies to FLTCC: to report for information, planning enforcement matters within the community as will be brought to the attention of the council by the Clerk.

**None**

15/24.6.2 From FLTCC to other bodies: to resolve reports of planning enforcement matters within the community.

**None**

## 16/24 Highways, play & recreation parks and buildings.

16/24.1 To report and resolve if desired any business in connection to the highways within the parish.

16/24.1.1 Reply from PCC regarding request for advice on pavement issue Infront of Leighton School. **ONGOING WITH CLLR JENNER (see Cllr Jenners report).**

Cllr Thorp reported that existing guidelines from the Senedd regarding powers for local authorities to alter speed limits, is being revised, and the new version isn't due out until later this year. PCC are therefore waiting for revised guidance before sending out any information on modifying speed limits.

16/24.2 To report and resolve if desired any business in connection to the play, recreation parks and outdoor spaces managed or influenced by the council.

16/24.2.1 Sewage Treatment Plant update – nothing more to report.

Initials:

16/24.2.2 Tree survey - still awaiting quotes.

16/24.2.3 Discharge by Junior Football Pitch – Clerk still not received anything from Environmental Health. **ONGOING.**

16/24.2.4 Football club – the club are beginning their works on the pitch. The groundsman has been informed not to mow the pitch during May.

16/24.2.5 Issue with sheep on recreation fields - awaiting follow up information from Cllr Williams. **ONGOING**

16/24.2.6 ROSPA inspections on playgrounds. – applied for inspection on all three grounds.

16/24.3 To report and resolve if desired any business in connection to the buildings managed or influenced by the council.

16/24.3.1 To report and resolve any work undertaken and future works needed at the Pavilion:

a. Changing of locks to code locks on main door of pavilion, plus door closers, frontless yale locks.

**ONGOING**

**RESOLVED:** to keep cleaning the Pavilion to once a week, only cleaning meeting room and toilets whilst no football.

b. Showers grant application. **ONGOING**

c. Legionella and Fire Assessments – Replacement door smoke brushes. Keyhole covers for doors. Removal of keep door locked signs. Disabled toilet safety indicators. **ONGOING**

d. Forden School bird scarer design competition. Remind Forden school. Also ask to put a plea out to parents for “love your playpark day” on school playpark – Check the report.

e. Works to clean Pavilion roof – Quote A previously chosen but the owner has since retracted his quote. **RESOLVED** to accept Quote B £1500 +VAT (Saxon Cleaning).

**CLERK TO CONTACT COMPANY AND ASK FOR RELEVANT PAPERWORK**

Put a notice up in Pavilion (and on gate) stating to report any incidents that happen in the Pavilion or the grounds to the clerk on clerk @fltcc.org.uk.

## 17/24 Finance and Assets

### 17/24.1 Finance Specific Correspondence

17/24.1.1 To circulate for information such other financial correspondence, if any, as will be brought to the attention of the council by the Clerk. **NONE**

17/24.2 Items for Payment: to resolve to approve items for payment for May 2024. **RATIFIED**

**See payments on next page**

Initials:

Invoice Summary May 2024				
Payee	Details	power to pay		£
Rachel Tibbott - Clerk	Wages £792.86 (plus HP ink £5.49 and office expenses £ 10.50)	Schedule 12, paragraphs 30, 30D and 30E, s144	BACS	£808.85
LGPS	Pension	Schedule 12, paragraphs 30, 30D and 30E, s144	BACS	£288.78
Powys County Council	Business rates	s.164, s.44, ss 9&11	ddr	£147.20
SITC	Monthly Office charge	Schedule 12, paragraphs 30, 30D and 30E, s144	BACS	£54.26
Quickbooks	Accountancy Package	Schedule 12, paragraphs 30, 30D and 30E, s144	ddr	£16.80
Carters Cleaning	Cleaning Pavilion inv 2442	s.133	BACS	£23.13
AJ Gallagher	Insurance	s.226	BACS	£1,827.09
Arbserv	inv 1723 - felling T11 tree	s.164.s.44,ss.9 & 10	BACS	£306.00
Andrew Evans Landscapes	Mowing Inv 2718	s.164.s.44,ss.9 & 10	BACS	£551.15
Transfer to Savings account	transfer		TRF	£100.00
Natural Resources Wales	Teatment Plant Licence	s.125	BACS	£1,177.50
Dave Taylor Electrical Services	Pavilion work	s.133	BACS	£184.75
OVW	Training Di Stevens	Schedule 12, paragraphs 30, 30D and 30E	BACS	£40.00
	<b>TOTAL</b>			<b>£5,525.51</b>
<b>Income</b>	<b>Precept</b>			<b>17820</b>
<b>Current Account Balance</b>				<b>£30,486.37</b>
<b>Business Premium ME</b>				<b>£22,109.35</b>
<b>Current Account Balance</b>	After above expenses taken out			<b>£24,960.86</b>
<b>Business Premium ME</b>				<b>£22,209.35</b>

17/24.3 Financial Balances: to report for information the consolidated balances to date, after transfers, receipts and payments.

17/24.3.1 Resolve to transfer funds to savings from current account.

**RESOLVED:** Transfer remainder to leave £10000 in current account.

17/24.4 Results of Cllr Stevens internal audit on April payments.

Carters cleaning invoice chosen – invoice and bank statement provided. **RATIFIED**

17/24.5 Resolve acceptance of draft audit to be sent to internal auditor, to be agreed by 30<sup>th</sup> June, and Audit notice. **AGREED**

17/24.6 Resolve Final Budget v Actual 2023/24 figures. **RATIFIED**

17/24.7 Resolve Final Bank Reconciliation 2023/24 figures **RATIFIED**

17/24.8 Resolve to accept the new councillor remuneration letter and acceptance. **RATIFIED**

Initials:

**18/24 Training: to resolve any training undertaken and to be done.**

18/24.1 **RESOLVED** Cllr Stevens to attend H&S training.

**19/24 Councillor Vacancies x 2**

19/24.1 Minor Authority Governor (Community Council) vacancy on Forden C in W School NOTED

**20/24 Correspondence**

20/24.1 One Voice Wales (OVW) and Society of Local Council Clerks (SLCC)

20/24.1.1 To receive and circulate for information such other items of OVW/SLCC correspondence as will be brought to the attention of the council by the Clerk.

- a. Pre-election timetable of actions
- b. Guidance on working digitally
- c. Recruitment and retention of clerks and RFOs
- d. Innovative Practice conference
- e. Launch of new bio-diversity resources

20/24.2 General Correspondence: To note, discuss and resolve, if necessary, any actions that arise from previously distributed correspondence.

**21/24. Chairperson's & Members Announcements, Items for Future Agenda & Date of Next Meeting**

21/24.1 Chairperson's announcements: to receive for information announcements from the Chairperson, Members and Clerk. **NONE**

21/24.2 Items for future agenda: to bring forward for information items for consideration by the Clerk for future agendas. **NONE**

21/24.3 Date of next hybrid meeting for information: ORDINARY BUSINESS MEETING 27<sup>th</sup> June 2024 at Forden Community Centre.

**22/24 CONFIDENTIAL SESSION EXCLUSION OF PUBLIC AND PRESS**

22/24.1 Resolution to exclude the Public and Press: Under the Public Bodies (Admission to Meetings) Act 1960 (2) to resolve, if required, that members of the public and press be requested to leave the meeting by reason of the [specified] confidential nature of the business about to be transacted. **NONE**

22/24.2 Confidential Correspondence (confidential reason: data protection of individuals): to receive, and resolve if desired, such other business or correspondence to let of a confidential nature as will be brought to the attention of the council by the Clerk. **NONE**

Meeting closed at 8:30pm

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Initials: