

Cyngor Tref Llanandras a Norton
PRESTEIGNE AND NORTON TOWN COUNCIL

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Mrs Tracey Price (Clerk)
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11th November, 2025

Dear Councillor

There will be a meeting of Presteigne and Norton Town Council on **MONDAY 17th November, 2025 at 7.00 p.m.** at the **East Radnorshire Day Centre**, Scottleton Street, Presteigne and via video conferencing and you are hereby summoned to attend.

The public and press are cordially invited to attend.

Join Zoom Meeting

<https://us06web.zoom.us/j/81818566619?pwd=amlIriDAfwJUffRRVR0rTQSvnJqK3Q.1>

Meeting ID: 818 1856 6619 Passcode: 559968

Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda SUBJECT TO PRIOR NOTIFICATION TO THE CLERK AND THE CONSENT OF THE CHAIRMAN.

Yours sincerely

Tracey Price

TOWN CLERK

AGENDA

1. **APOLOGIES**

2. **DECLARATIONS OF INTEREST**

Members are requested to declare any personal and/or prejudicial interests they may have in matters to be considered at this meeting in accordance with the terms of the Local Authorities (Model Code of Conduct Order) (Wales) Order 2008 and the Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016.

3. **APPROVAL OF MINUTES**

To approve that the Minutes of the meeting held on 20th October, 2025 are a true and accurate record and authorise the Chairman to sign the Minutes as such.

To approve that the Minutes of the Sites and Buildings Committee meeting held on 27th October, 2025 are a true and accurate record and authorise the Chairman to sign the Minutes as such.

4. UPDATE ON OUTSTANDING ITEMS AND CLERKS REPORT

From the Meeting of 20th October. Also to receive the Clerk's Report for November. Sites and Buildings Matters to be considered under that section of the Agenda.

5. FINANCE

a) Donations: To approve the following donations – none this month.

b) Payments: to approve the following payments:-

Mrs T.A. Price (pay)	£1954.17
HM Revenue & Customs	£903.64
NEST	£155.40
Highground Maintenance Ltd	£469.96 MEADOW ACC
T. Lloyd-John	£765.23
N. Close	£76.00
N. Close	£188.00 MEADOW ACC
F. Preece (refund allotment plot numbers)	£9.49 MEADOW ACC
F. Preece (refund batteries for Christmas Tree Lights)	£21.99
Alan C Preece (digging of allotment)	£140.00 MEADOW ACC
Cartridge People (ink cartridges via debit card)	£353.90
J & P Turner (bulbs via debit card)	£67.96
British Gas Lite	£18.68
Presteigne Building Supplies	£34.31
EDF Energy (Meadow)	£18.98 MEADOW ACC
EDF Energy (Hereford Street Toilets)	£52.92
Purrfect Cat Hire (storage building)	£638.00 MEADOW ACC
HSBC (Bank Charges)	£1.00
JRB Enterprises (dog bags)	£1278.00 MEADOW ACC

c) Receipts: To note the following receipt –

Allotment Plot Deposit £28.00 MEADOW ACC

d) Request for Funding for Bioblitz Day 2026: £250 requested from Climate Crisis Grant Fund.

e) Confirmation of New Money Market Bond. Clerk's Report 5.

f) Annual Review of Direct Debits (as supplied in meeting papers).

g) To approve the following bank transfer (to cover allotment hours paid to Clerk)

Meadow Account to Treasurer Account £540.93

6. PLANNING

(a) To consider applications received:

25/1481/TRE Grid Ref: E: 331565 N: 264492 Proposal: Pollarding of two Lime trees within a conservation area Location: Church View , Broad Street, Presteigne LD8 2AF.

25/1489/HH Grid Reference: E:330982 N: 264681 Proposal: Erection of two storey extension Site Address: 1 Warden Terrace , Joe Deakins Road, Presteigne, LD8 2BW.

25/1475/FUL Grid Reference: E:331238 N: 264776 Proposal: Change of use of building to community gym (part retrospective) Site Address: Salt Barn (former Depot), Mill Lane, Presteigne.

PLEASE NOTE THAT PLANNING APPLICATIONS MAY BE RECEIVED AFTER PUBLICATION OF THE AGENDA AND MAY BE ADDED DUE TO THE TIGHT TIMESCALE FOR SUBMISSION OF COMMENTS. SEE THE TOWN COUNCIL FACEBOOK PAGE OR THE PLANNING PAGE ON THE COUNCIL SECTION OF THE TOWN WEBSITE FOR LATEST APPLICATIONS.

- (b) Planning Decisions: To note the following decisions –
 25/1267/TPO, Silia Cottage, Warden Road, Presteigne: Approval.
 25/1481/TRE, Church View, Broad Street, Presteigne: Approval.
 25/1478/TRE, Land at Station Road, Presteigne: Approval.
- (c) Trees and TPOs: To receive an update report from Cllr. Baynham including email from one landowner.

7. HIGHWAYS, HOUSING AND ENVIRONMENT

- a) Dark Skies Project: To receive an update from Cllr. Harling-Bowen.
 b) Climate and Environment Matters.
- To receive an update from Cllr. J. Ramsay on Working Group discussions.
 - To agree an updated biodiversity report (three yearly requirement). NB suggested inclusion monitoring of River Lugg for biocides.
 - Update on River Lugg re. Pollution and Water Monitoring.
- c) Fold Farm DMMO Application: To receive any update.
 d) Car Parking: Update.
 e) Update on Lost Rights of Way (as emailed 17th October).
 f) Update re. Presteigne Cemetery.

8. NORTON

- a) To consider any village matters.

9. SITES AND BUILDINGS MATTERS

- a) Public Conveniences: Update on any ongoing matters.
 b) Allotments: Update on ongoing matters.
 c) Meadows: To include –
 Update - café bar/storage. (Cllr. Kirkby).
 Update – Brilliant Basics Grant (paths). (Cllr. Preece).
 Hedge along path from Scottleton Street.
 Request for top-up gravel, Ligne Garden (Guerrilla Gardeners). Clerk's Report 1.
 Agreement for further Orchard pruning day in January/February 2026
 Annual Play Area Inspection Report. (as emailed 11th Nov).
- d) Nature Reserve Matters: To receive a general update from Cllr. J. Ramsay and consider any decisions needed.
 e) To consider the recommendations of the Sites and Buildings Committee Meeting held on 27th October as follows –

Summary of Full Council Decisions Required –

Allotments: The following items were recommended -

Community Payback Team to be asked to continue work in 2026.

Outstanding Maintenance Items to be completed – new gate post, 2 x new pump bases.

Rent Review increase to £30.

Approval be given for lockable seat/bench on Plot 36.

Nature Reserve: The following items were recommended -

Potential Grant Funding to be explored in 2026 for items such as dipping platform, hides, storage.

Entrance to Reserve: Cllr. J. Ramsay to review accessibility.

Budget of £700 for 2026-27.

Meadows: The following items were recommended -

Quote for Various Strimming Works to be accepted.

Quote/additional cost to be sought for additional strimming near to new storage building.

Mowing of Back Field: Clerk to check if current volunteer was still willing to continue.

Mowing of Eddie's Meadow: Cllr. Kirkby to review main mowing areas, Clerk to ask Community Payback Team to trim paths in 2026.

Repairs to Stone Bridge to be investigated/quotes obtained.

Work Day 2026: Cllr. Preece and Mr. Graham to arrange. Date to be set in due course. Orchard tree stakes to be removed as part of the day.

Tree Survey Recommended Works: Clerk to seek quotes for work.

Tree Survey: Clerk to consult with regular orchard pruner on need to remove stakes.

Quote to be obtained for Pump Track.

Budget for 2026-27: £13,050.00

Toilets:

Budget for 2026-27: £12,000. £7000 to be precepted, £5000 to be taken from the allocated toilets reserve.

General:

County Council to be approached about planting additional trees in Presteigne Cemetery.

Clerk to investigate possible future Wales Tree Giveaway.

10. CORRESPONDENCE/GENERAL ITEMS

a) Leisure Services Review: Update.

b) Letter from Welshpool Town Council re. public space protection orders/County Council (as emailed 17th October).

c) Email from Presteigne and Norton Community Trust (in particular) re. future trustees.

d) Use of Station Road Telephone Kiosk and Possible Adoption.

e) Review of May decision to cease the posting of meeting papers.

f) Presteigne and Norton Community Trust – to consider EGM Minutes and proposal to reduce four Council representatives to one.

g) Invitation to have stand at Community Group Fair – 29th November

h) Update re. new Christmas Lights (Cllr. Harling-Bowen).

11. COUNTY COUNCILLOR'S REPORTS

12. CO-OPTION UPDATE

13. ANY URGENT BUSINESS INFORMATION (at discretion of Chair)

Enc. Clerk's Report November. Minutes from 20th October, 2025.. Budget Update. Any other background papers.

PRESTEIGNE AND NORTON TOWN COUNCIL

CLERK'S REPORT

NOVEMBER 2025

1. Top-Up of Gravel, Ligne Garden: This was discussed some time ago and the Council then decided not to top up the gravel as there had been several incidences where the gravel was being thrown onto the grass, the floor of the new barn etc. The request had been made by the Guerrilla Gardeners and they have now repeated that request. If agreed this could be done as part of the next work day?
2. HSBC Safeguard Review: This is carried out periodically (every four-five years) and the most recent interview was 31st October. Thankfully much of the information I had previously supplied had been carried forward and the review was much shorter this time. The review information is now submitted to the review manager for signing off and hopefully this will happen without any problem. This is a part of the HSBC processes that is quite stressful as HSBC have been known to close Council accounts if the reviews are not completed to their satisfaction! INFORMATION ONLY.
3. Christmas Lights: These will go up at some point in November ready for switching on at the start of December. INFORMATION ONLY.
4. Removal of Trees at Old School: Via Cllrs. Ross and A. Ramsay a complaint was received about this application. A reply has been sent and details of the PCC Officer dealing with the application supplied.
5. HSBC Money Market Bond: As agreed at the last meeting a new bond has been set up for six months at a rate of 3.11%.
6. Winter Closure of Wilson Terrace Toilets: These were closed after the fireworks/bonfire. INFORMATION ONLY.
7. New Website: This is now live and I will publicise the new site address in due course. In the meantime visitors to the old site will be re-directed to the new one for a 12 month period. I still have checks to do on the carried over information so please do look yourselves and let me know of anything that you find. Site address is –
<https://presteigneandnortontowncouncil.gov.wales/>
INFORMATION ONLY.

Cyngor Tref Llanandras a Norton
PRESTEIGNE AND NORTON TOWN COUNCIL

MINUTES OF THE MEETING HELD ON 20th OCTOBER 2025
HELD AT EAST RADNORSHIRE DAY CENTRE, SCOTTLETON STREET, PRESTEIGNE
AND ALSO VIA VIDEO CONFERENCING

Present: Cllrs. D. Edwards, (Mayor), C. Ross (Deputy Mayor), T. Owens, A. Ramsay, C. Kirkby MBE, B. Baynham (via video link), N. Rogers, F. Preece, M. Price, J. Ramsay and F.H. Fleming.

Apologies: Cllr. Harling-Bowen.

In Attendance: Mrs T. Price, Town Clerk.

Declarations of Interest: Members were requested to declare any personal and/or prejudicial interests they may have in matters to be considered at the meeting in accordance with the terms of the Local Authorities (Model Code of Conduct Order) (Wales) Order 2008.

Personal: None.

Personal and Prejudicial:

Cllr. T. Owens, close friend of applicant, re. planning application 25/1366/HH

Cllr. N. Rogers, related to applicant, re. planning application 25/1366/HH.

MIN 4535 APPROVAL OF MINUTES

The Minutes of the meeting held on 15th September, 2025 were approved as a true and accurate record and the Chairman duly signed the Minutes.

MIN 4536 UPDATE ON OUTSTANDING ITEMS AND CLERKS REPORT

- (1) Missing Bin, High Street: Still not replaced but Cllr. Ross confirmed that it was on the list to be done.
- (2) Planning Enforcement, Old Depot Site: The Clerk had been in touch with the Planning Department and had been advised that an enforcement officer had been out, planning permission was required and an application was expected any day.
- (3) Community Apple Juicing Event: Cllr. Kirkby advised that this had been very successful and that the use of the new storage/bar building had been very helpful and much appreciated.
- (4) Permissive Path, Rockbridge: The Clerk had been in touch with the caravan park management and they had confirmed they were aware of the path and confirmed that they did encourage people to use it.
- (5) Presteigne Fire Station: Cllr. Kirkby confirmed that the Station had won the top fundraiser award and Mr. Preece had come second in the award for Community Champion. The Clerk would write again to congratulate all involved.
Cllr. Baynham joined the meeting at this point.
- (6) Presteigne and Norton Community Trust: Cllr. Kirkby confirmed that the Trust was next meeting on 21st October and that all was progressing as discussed at the September Council meeting.
- (7) Buses: Cllr. Edwards confirmed that timetables were now in place.
- (8) Active Travel: Members were advised that comments had been sent to County Council and the priority for the proposed Presteigne to Norton route and the concerns re the Presteigne to Rockbridge route had been noted.
- (9) Full Fibre Broadband: Broadband Update: The Clerk had followed up the progress of full fibre for Presteigne and was updated as follows - Presteigne exchange is included in the Openreach commercial programme, and Openreach was currently targeting build completion by the end of next year. Residents will be FTTP-enabled at various stages throughout the build, depending on where the network was constructed first. BT would build as much as it could but not all premises in the exchange area will be included in the commercial build plans, as some properties would not be commercially viable. BT did however expect to build to some premises in the area using direct

funding from UK Government within the Project Gigabit procurement. If residents in the area wished to be kept up to date with the plans they should register for updates online

MIN 4537 FINANCE

- (1) Donations: The following donation was approved –
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|--------------------------------------|--------|
| Royal British Legion (poppy wreaths) | £75.00 |
|--------------------------------------|--------|
- (2) Payments: The following payments were approved –
- | | |
|--|----------------------|
| Mrs T.A. Price (pay) | £1668.44 |
| HM Revenue & Customs | £733.21 |
| NEST | £155.40 |
| Highground Maintenance Ltd | £469.96 MEADOW ACC |
| T. Lloyd-John | £735.23 |
| N. Close | £12.00 |
| N. Close | £184.00 MEADOW ACC |
| Lyreco (toilet rolls) | £49.50 |
| Lyreco (office supplies) | £10.79 |
| John Cromar (tree survey) | £1350.00 MEADOW ACC |
| British Gas Lite | £17.27 |
| Presteigne Building Supplies | £52.34 MEADOW ACC |
| RB Landscaping | £324.00 MEADOW ACC |
| EDF Energy | £20.98 MEADOW ACC |
| EDF Energy | £43.65 |
| Powys County Council (bunting licence Christmas Lights) | £130.00 (debit card) |
| William Smith Group (signs Brilliant Basics Grant Project) | £54.18 |

Noted that a £2 refund had been made to an allotment tenant who paid into the Council Meadow account in error.

(3) Budget Update to end of September, 2025: Noted. Agreed to remove the allocated reserves for the website (£1212) and storage container (£599) and return both to general reserves. The possibility of creating a new allocated reserve for comms etc should this be needed was raised by Cllr. Ross and it was felt that this could be considered in the future if appropriate.

(4) Interim Internal Audit Update: The Clerk confirmed that this had been completed with no issues raised.

(5) Grant Application: Presteigne Little People's Playgroup: Members considered the grant application for £250 towards gardening tools and set up costs for the allotment plot. It was agreed to approve the application and for the money to come from the miscellaneous donations budget. The Clerk would also remind the group that the Council had an annual grants scheme should they wish to apply for funding in future.

Presteigne Little Peoples Playgroup	£250.00
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(6) Democracy and Boundary Commission Draft Report on Councillor remuneration for 2026-27: Noted. Resolved no comment be made.

(7) Renewal of Money Market Bond: Agreed to renew the bond for a six-month period. Cllr. J. Ramsey commented on the Council using an ethical bank and it was agreed that this was something that would need to be considered at a future date, possibly at the next Annual Meeting.

(8) Receipts: The following receipt was noted –

HM Revenue & Customs (VAT refund – mid-year)	£5876.45
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(9) Bank Transfer: The following transfer was approved –

Treasurer Account to Meadow Account	£5476.10
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j) Update re. Code of Conduct Training Cost: Cllr. Baynham advised that the County Council was again emailing out to Town and Community Councils to try to improve take up for the training and so reduce the current figure of £60 (increased from £30 in the initial offer letter). Following a short discussion Members agreed not to take up the offer of training given the suggested increase in cost to £60. Cllr. Baynham abstained from the vote on this matter.

MIN 4538 PLANNING

Cllr. Edwards left the room due to her position on the County Council Planning Committee and Cllr. Ross took the Chair.

(1) Applications: The following applications were considered –

25/1267/TPO Grid Ref: E: 330858 N: 264438. Proposal: Removal, Pollarding and Crowning of 7 trees (TPO-543) Location: Silia Cottage, Warden Road, Presteigne LD8 2NL. Resolved no objections be raised.

25/1250/RES Grid Reference: E:331819 N: 263670 Proposal: Reserved matters (access, appearance, landscaping, layout and scale) in respect of outline consent 20/0116/OUT for the erection of 35 dwellings (11 affordable) and associated works Site Address: Land at Broadaxe Farm, Broadaxe, Presteigne, Powys LD8 2LA. Resolved that Members wished to make the following comments -

- a need for the dwellings to be highly energy efficient with the aim of achieving as close to net zero as possible - this should be achieved via air source heat pumps, solar panels, insulation etc.
- no detail provided on the management of the 11 affordable housing units e.g. ownership, shared ownership, renting etc.
- all external lighting to be dark skies compliant,
- Members noted that NRW had raised a number of matters from the 2019 ecological report and it supported these comments.
- The large oak on site should have its roots protected during construction in line with BS5837.
- It was felt that in order for residents of the new properties to access a safe pavement to get into the town from the site, a new pedestrian crossing should be provided across Joe Deakins Road and also that in order for this new crossing to be as safe as possible the 30mph limit should be extended so traffic has slowed sufficiently before the new crossing is reached.

Cllrs. Owens and Rogers left the room for the duration of the following item having declared a prejudicial interest.

25/1366/HH Grid Reference: E:333408 N: 263535 Proposal: Erection of rear extension and dormer window (part retrospective) Site Address: The Heath, Presteigne, LD8 2HG. Resolved Members had no objections but felt that the sparrow terrace and house martin nest cups should be located on the eaves of the property. They also asked that any external lighting be dark skies compliant.

Cllrs. Owens and Rogers returned to the room.

25/1432/TRE Grid Ref: E: 331550 N: 264286 Proposal: Removal of 14 trees within a conservation area Location: Presteigne Youth Centre, Hereford Street, Presteigne Powys LD8 2AR. Resolved no objections be raised.

25/1478/TRE Grid Ref: E: 331390 N: 264251 Proposal: Pollarding of 9 lime trees and felling of one sycamore tree Location: Street Record, Station Road, Presteigne LD8 2UG. Resolved no objections be raised.

25/1408/HH Grid Reference: E:331663 N: 264551 Proposal: Structural repairs and waterproofing of side elevation Site Address: 3 Fold Farm, Broad Street, Presteigne, LD8 2AG. Resolved no objections be raised.

25/1409/LBC Grid Reference: E:331663 N: 264551 Proposal: Structural repairs and waterproofing of side elevation Site Address: 3 Fold Farm, Broad Street, Presteigne, LD8 2AG. Resolved no objections be raised.

Cllr. Edwards returned to the room and re-took the Chair

(2) Planning Decisions: The following decisions were noted –

25/0592/FUL Land at Lower Rowley, Evenjobb: Refused 8th September.

25/0784/LBC 51a High Street, Presteigne: Approval 25th September.

(3) Trees and TPOs: The Clerk advised that the list was now almost ready for submission to the County Council with one query remaining and which Cllr. A. Ramsay was going to check. Cllr. Ross asked if the list could be provided to the tree group so it was aware of trees already submitted to the County Council. The Clerk confirmed that she would do this but that landowner details would need to be removed.

MIN 4539 HIGHWAYS, HOUSING AND ENVIRONMENT

(1) Dark Skies Project: Cllr. Harling-Bowen had provided the following written update:

- Enquiries from interested groups regarding obtaining International Dark Sky Community Status were obtained from a community group at Hundred House (Powys), Archenfield Community Environment Group (Herefordshire), Wadhurst District Council (East Sussex) and Highley Parish Council (Shropshire).
 - First meeting of the Presteigne and Norton Dark Skies Support Group took place on the evening of the 26th September 2025. This was well attended. Further meetings are planned and will be advertised on social media. Discover Parks volunteered to produce a Presteigne and Norton dark sky publicity leaflet/brochure free of charge, as long as Rockbridge dark sky retreat is included. This would help attract tourism into the town. The Town Council would need to have editorial oversight to ensure that the publication balances the needs of the Town with that of Discover Parks.
 - John Beddoes High School had now incorporated dark sky education into both the Science curriculum and Design & Technology curriculum. It is also interested in getting the students to help with light pollution measurements in Presteigne and Norton.
 - Budget allocation needed to be made soon regarding the installation of "dark sky compliant" Christmas lights in 2026.
 - Notification from Dark Sky International that the first Dark Sky Annual Report for Presteigne and Norton will be due by the 31st January 2026.
- (2) Climate and Environment Matters: Cllr. J. Ramsay reported the following –
- Next Section 6 Biodiversity Report due in December. He would bring a draft report to the November Council meeting for Members to consider. The Clerk reminded Members that a new report needed to be submitted in December at the latest.
 - Request for Ideas for the Working Group had been biodiversity and connectivity, energy, river water policy and pesticides policy. The Working Group would look at these in due course.
- (3) Fold Farm DMMO Application: Cllr. Kirkby reported that the County Council Officer had informed the Clerk that a significant volume of new evidence had been submitted and that it was not possible to provide a timetable until this had been fully assessed. The Clerk was asked to respond asking that the Town Council be informed of the expected timetable as soon as it was available; how the process will be managed – by PEDW or the County Council; whether the new evidence has been received via formal statements as was the case with the various witnesses who had supported the DMMO application and if not why other written evidence was not included originally due to it not being formally taken; to request that that evidence also be included in the report for PEDW and when the Town Council could review this new evidence.
- (4) Car Parking: The Clerk confirmed that she had submitted the request for more information and that it had been treated as a Freedom of Information request. A reply was due by 28th October in order to comply with FOI regulations.
- (5) Tree Work/Surveys: Members noted the reply from the County Council and were pleased to learn that the survey work was finished and the trees in Station Road and at the Scallions were listed for work to be done.
- (6) Reply from David Chadwick MP re consultation on use of biocides etc: The Clerk was asked to chase NRW and the Environment Agency for a response to her emails. Cllr. Kirkby reported that David Chadwick MP was being formally approached and asked to raise a parliamentary question on this matter.
- (7) Reply from County Council re. damage to Lugg Bridge: Cllr. Kirkby reported that the County Council did not feel there should be a width restriction but had offered to place a 10mph sign before the bridge to try to slow traffic down. Members felt this would be of little use and it was pointed out that there would still be no sign on the Herefordshire side of the bridge. The County Council had agreed to repair the recent damage to the bridge as soon as possible.
- (8) Update on various Highway Items:
- Poor Road Surface, Warden Close – County Council has confirmed that a job has been created for this to be done.
 - Slabs, Broad Street – PCC had advised these had been cleaned etc. Members advised that this had certainly not been done recently and the Clerk would report this. Members also listed a large number of broken/cracked slabs in Broad Street and High Street. The Clerk would report these.
 - Overgrown Hedge just past Warden Close: The County Council has created a job for this and it would be done when the hedge trimmer is next in the area.
 - Dead End Sign, Scottleton Street: Still not done.

- Lights at Bottom of Broad Street: New light to be put at Roseland, light at 1 Church Close to be removed.
- Name Sign, Caenbrook Meadow: Still missing.
- Road Surface/Potholes, Road to Cemetery: Still no action from Herefordshire Council.
- Pothole in Greenfield Road: Filled.
- Potholes filled on By Pass Car Park.

The Clerk would report any new items and follow up any existing issues.

(9) Topple Testing of Memorials in Presteigne Cemetery: Cllr. Kirkby had brought this issue to the attention of Members and he reported that forty-six headstones had been marked as needing attention to avoid being laid flat. He did not believe that the majority of these were actually unsafe and suggested that the Town Council contact the managers of the Pryce Williams Trust to ask for some of the annual income from the fund be provided to the Town Council to carry out any work needed. Cllr. Baynham advised that any such work would need to be carried out by a stone mason if so. Members discussed the validity of the regulations that required such testing and agreed that action on this could be considered further at a future meeting if felt necessary. In the meantime Cllr. Kirkby was asked to contact the Pryce Williams Trust and the Clerk was asked to contact the County Council for the time scales on action in the Cemetery.

(10) Replies re. cross border funding on Health Provision: Members noted the replies. Cllr. Kirkby advised that individuals affected to complain to the Ombudsman and he was aware of some people who intended to do this.

(11) Management of Roundabouts in 2026: Members discussed the management of the roundabouts in 2026 and the Clerk confirmed that both sponsors were willing to continue in 2026. Cllr. Baynham reminded Members that ultimately the roundabouts were under the management of the County Council. Following a vote it was agreed that the two sponsors be asked to continue for 2026.

Cllr. Edwards reported that two small trees seemed to be growing on the paved area of the Leominster roundabout. It was also noted that the trees at Maes Corton had still not been replaced. The Clerk would follow this up with the developer.

(12) Daffodil Bulbs and Planting: The Clerk advised that there was a small budget set aside for the purchase of bulbs but that the normal supplier was out of stock. It was agreed to purchase additional bulbs for Norton and Presteigne and if possible to purchase both the regular and native bulbs. If not then all regular bulbs would be bought. Clerk to source.

MIN 4540 NORTON

- (1) 2nd November: Annual Bonfire and Fireworks.
- (2) Speed Check: Recent speed check by local PCSO in the village.

MIN 4541 SITES AND BUILDINGS

(1) Public Conveniences: The Clerk reported the following:

Hereford Street Toilets: Contractor still hoped to paint in the next few weeks.

Wilson Terrace Toilets: Community Payback Team had a small amount of work to do to complete this block.

Theft of Toilet Rolls: Seems to have improved since changing from the larger commercial rolls.

(2) Allotments: An update was provided on the following matters –

- Meeting with PNAA: Cllr. Edwards reported that she had met representatives of the Association together with the Clerk and Cllr. Preece to discuss the various matters raised over the previous months. The Association would additionally give a verbal report to the Sites and Buildings Committee on 27th November.
- Untidy Plots Update: Two now vacant, one dug and covered and one soon to be dug and covered. One plot remained as a real problem and the Clerk had been unable to contact the tenant despite trying via email, letter and telephone. It was agreed that as no attempt had been made to tidy and cultivate the plot since early in the year then the Clerk should commence eviction proceedings.
- Need for Replacement Gate Post at Site Entrance: Clerk to get a price for this work and arrange for it to be done.
- Current Waiting List: There was no one on the waiting list at present.

(3) Meadows: The following matters were discussed –

- Update - café bar/storage: Cllr. Kirkby reported that the project was now almost complete.
- Update – Brilliant Basics Grant (paths): Cllr. Preece provided a short update. Work was progressing well and she was hoping that the project would be finished very soon. She was meeting with the

contractor again later in the week. The Clerk had not yet received anything from the County Council on carrying out work at the Mill end of the path and would chase again.

- Hedge Management Review Update: Cllr. J. Ramsay reported on the review carried out on site by himself and Cllr. Price. Hedges and Lower Went's Meadow were now all cut. This had been done earlier than normal this year as work had been needed to allow the paths project to continue. Cllr. J. Ramsay suggested that a full review was needed before the next cutting season although it was noted that the present policy allowed for the three-year cycle to be repeated.
- Hedge along East Side of path from Scottleton Street: Cllr. J. Ramsay had been approached by the owner of the hedge who had suggested that it was not his responsibility to cut the hedge on the Meadow entrance side. Cllr. Ross checked on the County Council website and advised that hedges were the responsibility of the owner and as this was not the Town Council then it was the responsibility of the property owner. The Clerk had spoken to the contractor who had cut the hedge in the past for the property owner. Agreed that the Clerk write to the resident confirming the position.
- Tree Survey Report: To be discussed fully at the Sites and Buildings Committee Meeting.
- Meadow Use Request – Sheep Music 8th November (fireworks/music etc): Agreed.
- Complaint re. hedge cutting/new paths: The Clerk read the emails and her reply to the initial comments to the meeting. Members felt that all necessary had been covered in the initial response and agreed that no further reply was needed at present.

(4) Nature Reserve Matters: Cllr. J. Ramsay reported the following –

- Stream just starting to flow and ponds to refill.
- Paths weeded by volunteers.
- Volunteers remained active and engaged with the project.
- Winter task list being compiled.
- Tree Group would like to provide input to the tree survey report on trees on the reserve.
- Improvement/Repairs to Path: Draft budget of £250 for material and £200-250 for hire/delivery of equipment. It was agreed that a spend of up to £500 from the nature reserve budget could be made.
- Budget for 2026-27: To be discussed at the Sites and Buildings Committee Meeting.

MIN 4542 CORRESPONDENCE/GENERAL ITEMS

(1) Leisure Services Review: No update.

(2) Recent Burglaries in Presteigne: Cllr. Baynham had nothing further to report and it was agreed no further action be taken.

(3) Future Town Carnivals - Report on AGM: Cllr. Preece reported that the AGM had gone well and that a new Committee with two joint Chairmen had been chosen.

(4) Full Fibre Broadband Update: The Clerk had checked on the progress of full fibre and was updated as follows – 'Presteigne exchange is included in the Openreach commercial programme, and it is currently targeting build completion by the end of next year. Residents will be FTTP-enabled at various stages throughout the build, depending on where the network is constructed first. It will build as much as it can but not all premises in the exchange area will be included in the commercial build plans, as some properties won't be commercially viable. It does however expect to build to some premises in the area using direct funding from UK Government within the Project Gigabit procurement'. If residents in the area would like to be kept up to date with the plans they could register for updates online.

(5) Telephone Box Adoption – Update: Members noted the suggestions received including a book swap, site for defibs and a little art gallery. Members had already considered a book swap and felt that it was better to encourage support of the library. The town already had several defibs and those stored outside were in protective cabinets. However they were very interested in the Little Art Gallery idea and the Clerk was asked to seek more information and a firm commitment from the resident. Adoption would be considered once this was received and agreed.

(6) Residents' Email re swift boxes for new development on former Kayes' Site: Agreed to support the request both for the former Kaye's Site and for the proposed dwellings off Broadaxe.

(7) Christmas Lights/Christmas Trees Update:

- Main Lights: Bunting licence applied for and received. Contractor would advise of installation date when known.
- Small Trees: These had been ordered from the usual supplier. Cllr. Kirkby confirmed that the Fire Brigade had agreed to put the trees in place and would advise of the date as soon as known so the Clerk could arrange delivery. He agreed that the trees could be delivered to his home. Cllr. Preece had removed the lights from the store and purchased the new batteries needed.

MIN 4543 COUNTY COUNCILLOR REPORTS

Cllr. Baynham reported that the next Sustainable Powys meeting would be on 26th November at 7pm in Llandrindod Wells.

No other items were reported.

MIN 4544 CASUAL VACANCY

The Clerk confirmed that no formal election had been called and she had therefore put up the necessary co-option notices.

MIN 4545 URGENT BUSINESS INFORMATION

(1) Reminder for Remembrance Sunday: All encouraged to attend.

(2) Letter of congratulations to be sent to Robert Weale on his induction into the World Bowls Hall of Fame.

The meeting closed at 9.36 p.m.

Cyngor Tref Llanandras a Norton
PRESTEIGNE AND NORTON TOWN COUNCIL

MINUTES OF THE SITES AND BUILDINGS COMMITTEE MEETING
HELD 27TH OCTOBER 2025
AT THE EAST RADNORSHIRE DAY CENTRE, SCOTTLETON STREET, PRESTEIGNE
AND VIA VIDEO CONFERENCING

Present: Cllrs. Edwards (Mayor), Preece (Committee Chairman), Price (Committee Vice-Chairman, Ramsay, Baynham, Kirkby (via video link).

Outside Representatives: Mr. R. Rimington, Mr. G. Graham, Ms M. Galliers, Ms K. Van Den Ende.

Apologies: None.

In Attendance: Mrs T. Price, Town Clerk.

Declarations of Interest: Members were requested to declare any personal and/or prejudicial interests they may have in matters to be considered at the meeting in accordance with the terms of the Local Authorities (Model Code of Conduct Order) (Wales) Order 2008 and the Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016.

Personal: None.

Personal and Prejudicial: None

MIN SB8/25 ALLOTMENTS

(1) Report by PNAA Representative: Mrs Galliers gave a verbal report on the year so far as follows-

- 2025 Growing Season This had been quite a challenge. Plot holders reported setbacks with several failures of early-planted crops, partly weather-related but also due to rabbits eating emergent seedlings. The hot, dry summer was difficult as watering daily was often needed. Plot holders at the southern end of the site were grateful for the repair of that pump, said to be much more efficient and easier to operate. Tenants look forward to having the other two pumps repaired in due course.
- Fencing of Plots: Plot holders have been made aware that they may fence in their plots and are asked to look out for evidence of rabbit burrows on the perimeter of the site.
- Weed-infested and neglected plots were discussed at a helpful meeting with the Clerk, the Mayor, Cllr. Edwards and Cllr Fiona Preece on October 6th. As a result the Allotment Association now felt the Council appreciated its concerns, and would now leave the matter in their hands. Plot holders had been reminded to contact the Clerk direct if they had matters to raise about the site.
- New Plot Numbers: This has improved identification and was welcomed.
- PNAA would also like to record that it was pleased that plot 36 has now been adopted by the Little People's nursery.
- Community Payback Team: The continued strimming of the paths and area around the site entrance by the Payback team had been much appreciated.
- Hedge-Cutting: The recent cutting of the hedges around the allotment carpark had been noted with dismay.
- Main Gatepost: It was understood that a replacement was in hand.
- Membership of NSALG: Reported as twenty-five current members. Negotiations to make the subscription year coincide with the plot rental year were underway. As well as the benefit of insurance for members, the order of Kings' seeds at discounted rates was noted and confirmed as being promoted to plot holders.
- PNAA Committee: Currently eight members and was formed following a meeting on 9th March 2025, to which all plot holders were invited. The next AGM would be scheduled for some time in early March 2026.

- Looking ahead, plans will include small repairs and improvements to the large shed, and, possibly, a renewal of plans for an open day and informal social gatherings, sharing of plants and produce. An update of the Allotment Handbook to inform and advise all members, based on the last updated version in 2017 is being considered.
 - Manure: The Association is currently seeking a source of well-rotted manure for the site for sharing with everyone for a small donation.
 - Summary: It had not been an easy year, but to counter-act the difficulties, it was very pleasing to note that there were some excellent allotment plots, in variously tended styles, and tenants who enjoyed growing their own produce of vegetables, fruit and flowers.
- (2) PNAA Raised Matters: The Clerk confirmed the following –
- Replacement Gatepost – quote requested and work to be done asap.
- (3) Untidy Plots: These had been the subject of much discussion and communications over the year and a number had been resolved. There was one plot remaining of great concern and the Clerk had been asked by Full Council to proceed with eviction.
- (4) Review of Work/Maintenance Plan for 2026-27: The following items were noted -
- Community Payback to continue next year.
 - New bases to be installed for the remaining two pumps.
 - Hedge-cutting: The disappointment at the recent hedge-cutting was noted. The Council had a hedge management policy which currently ran on a three year cycle.
- (5) Expenditure 2025-26: Members noted the expenditure to date for the year which exceeded the current years rental income. Expenditure was still due for the Clerk's hours, the digging of plot 24 and the new gatepost. There was however an allocated reserve for the site which could cover additional spending but at the expense of future planned costs such as the replacement of the perimeter fence. This would need to be borne in mind when considering the next item.
- (6) Rent Review w.e.f. from March 2026: Given the higher expenditure in the current year and the holding of the rent charged for the previous four years it was agreed to increase the annual rental charge to £30 per year. The Clerk would serve notice on all current tenants once Full Council had reviewed the recommendation.

MIN SB9/25 NATURE RESERVE

- (1) Current Situation re Ponds: Cllr. J. Ramsay reported that the two ponds were filling again after a very dry year. Both ponds had retained some water throughout the dry Summer which was very pleasing. In places the clay had cracked but this should re-liquefy and seal in due course. Cllr. Ramsay had laid more bentonite. The amount of algae was now greatly reduced. It was hoped to raise the level of the ponds in due course.
- (2) Update: Ms. Van Den Ende reported on matters generally including –
- Weekly butterfly recording.
 - Insect species increased and larger numbers of birds attracted.
 - Over Summer watering of the newest trees and grass at the bases had proved to be helpful in the dry weather.
 - Recording (Via Audio) on site by Cllr. Harling-Bowen: Rare species of bat and hazel dormice identified.
 - Consideration being given to future developments such as moon meadows to attract moths.
 - Work parties had removed thistle and docks.
 - Accessible path had been weeded prior to remedial work.
 - Winter Jobs: guards to remove from young trees, gate to be re-painted, pond levels to be raised, benches still needed slabs underneath, one back poplar tree to be replaced, further costs to be obtained for mower servicing.

Mrs Galliers left the meeting at this point. Cllr. Baynham joined the meeting.

(3) Draft Budget for 2026-27: Cllr. J. Ramsay put forward a draft budget which was circulated to all. It was noted that potential larger projects for the future included a storage shed, hides, a dipping platform and further specialist plants. It was noted that the current storage for the mower would not continue indefinitely. There was a short discussion on potential grant options and Ms Van Den Ende would get in touch with the Clerk early on in 2026 to discuss a possible grant application by the Council to Awards for All. This could be made at any time from April onwards.

A draft budget of £700 was agreed subject to the bioblitz day being funded from the Councils Climate Crisis Grant fund. The Clerk would add a request for that funding to the next Full Council agenda.

Draft Budget for 2026-27	Nature Reserve	
	2025-26	Draft 2026-27
	900	700

MIN SB10/25 WENT'S AND EDDIE'S MEADOWS, MUGA, FOOTBALL PITCH

- (1) Grass Cutting/Weed Killing - Review of work during current year: No problems reported. The Clerk confirmed that weed killing was only carried out on request.
Quote for various strimming works: Quote accepted. Mr. Rimington asked that the small areas near to the storage shed be added to the areas to be strimmed. It was agreed that the Clerk ask for an updated quote to include these areas and report to the next Council meeting.
- (2) Review of Items from June meeting:- Items raised were –
 - Sweeping of MUGA: Stil problematic. No contractor had been found to do this monthly. Payback team doing occasionally
 - Ligne Garden Bench : Repair not done as soon as planned but would be done in due course.
 - Entrance to New Nature Reserve: Cllr. Ramsay reported that one further complaint had been made regarding access for mobility scooters. He would consider how best to improve the access.
- (3) Maintenance Plan for 2026-27: Items agreed were –
 - Mowing of back/car park field 2026: Clerk to check with the previous volunteer to see if he was willing to continue.
 - Movement of the mowing line in Lower Went's Meadow to be closer to the hedge: The Clerk would repeat this request to the contractor for 2026.
 - Plan for mowing on Eddie's Meadow: Cllr. Kirkby would review the mowing of the four sections suggested in the management plan. The Clerk would ask if the payback team could strim the paths.
 - Work day 2026: Agreed to hold a further work day in Spring 2026. Date to be agreed nearer the time.
 - Repairs to Stone Bridge: Clerk to see if the Brilliant Basics grant officer would permit works to be done to the bridge. Mr. Graham would obtain quotes for the work.
 - Brilliant Basics Paths Project: Work was progressing and the contractor would be back on site any day. Mr. Rimington raised concerns that the work carried out by the County Council on its section at the Old Mill end of the path was not compliant with current regulations. There was also no rail to the edge of the path. The Clerk would speak to the Officer to see what was happening. Mr. Graham asked if the intention was definitely to install a rail on the section of path that led up through the newly created gap in the hedge and it was confirmed that yes this should go ahead.
- (4) 2025 Tree Survey: Recommendations from the tree survey were discussed in detail with five main recommendations. Three related to crown cleans of trees on the nature reserve. The possibility of obtaining a further opinion was discussed but it was agreed that it would be difficult to justify not acting on the professional opinion received. It was agreed that the Clerk seek quotes for the work for consideration by Full Council. The other recommendations involved creating a weed free spot around the bases of trees and it was felt this was not necessary at present and removing the stakes from the trees in the orchard area on the Meadow. It was agreed to ask the person who carried out the regular pruning for his opinion and if necessary the stakes could be removed as part of the work day in the Spring. Although not included in the recommendations the damage to the roots of the lime trees was discussed. Consideration was given to leaving that area uncut but Mr. Graham felt it should be done. It was agreed that the contractor be asked to raise the cutting level slightly on that strip of grass.
- (5) Rospa Inspection Report: Yet to take place.
- (6) Community Barns: No maintenance felt to be needed.
- (7) Report on work of Community Payback Team: Agreed that the work was very useful. Clerk to ask if they could avoid strimming right under the hedges.
- (8) Bike Track and works by young people – Update: Mr. Graham reported that the contractor had been concentrating on the paths project and was still to be done. Cllr. Kirkby had been approached by a company providing quotes for pump tracks. Previously this had been a charged service but was now offered free of any cost and it was agreed that he proceed to arrange this.
- (9) Hedge Management: Cllr. J. Ramsay stated this had been discussed at Full Council and there was nothing to add.

- (10) Completion of Storage Building: Cllr. Kirkby confirmed that this was almost complete.
- (11) Budget Consideration for 2026-27: Members considered the budget needs for the coming financial year and agreed to submit the following draft budget to Full Council –
- Draft Budget 2026-27**

Went's and Eddie's Meadow	2025-26	Draft 2026-27
Weekly Inspections (inc defib checks)	1500	1500
General Maintenance	1500	1600
Dog Bags	2000	2250
Grass Cutting/weed killing	4700	4700
Professional Inspections (Rospa & Tree Survey)(240 & 1125 in 25-26)	1365	300
MUGA / New Barn Reserve	2000	2000
Allotments (funded via rental income)	0	0
Utilities	350	500
Misc. (to include bank charges)	200	200
Projects (£3000 paths, £3000 storage building)	From reserves	-
	13,615.00	13,050.00

MIN SB11/25 TOILET BLOCKS

- (1) Report on Year to Date: No major problems this year. Toilet roll thefts had reduced. Painting of Hereford Street block still to commence. Painting of Wilson Terrace block almost completed by Community Payback team.
- (2) Review of Cleaning Arrangements: No change to current hours or length of opening season at Wilson Terrace.
- (3) Further maintenance work for 2026-27: None.
- (4) Budget Consideration for 2026-27:

Draft Budget 2026-27	Toilets	
	2025-26	Draft 2026-27
Expected expenditure 2025-26 inc £5000 from toilet reserve	5,000	7,000
Expected expenditure 2026-27 inc £5000 from toilet reserve.	-	-

MIN SB12/25 URGENT INFORMATION.

- (1) Proposed Lockable Bench Seat for Plot 36: Members considered this request and recommended that it be approved.
- (2) Loss of Trees: Cllr. J. Ramsay expressed concern at the number of tree reductions and removals over recent weeks and felt concerns might be raised by some residents. He suggested options for more tree planting might be considered. Cllr. Edwards felt that the Council had planted a large number of trees and that there were no further places appropriate. Cllr. Kirkby suggested planting of further trees at the cemetery or along the by-pass. Cllr. Baynham stated that the County Council would not allow any new trees to be planted along the edge of the highway. The Clerk would ask if additional trees could be planted at the cemetery and also investigate if the Wales Tree Giveaway was likely to happen again.

Summary of Full Council Decisions Required –

Allotments: The following items were recommended -
 Community Payback Team to be asked to continue work in 2026.
 Outstanding Maintenance Items to be completed – new gate post, 2 x new pump bases.
 Rent Review increase to £30.
 Approval be given for lockable seat/bench on Plot 36.

Nature Reserve: The following items were recommended -

Potential Grant Funding to be explored in 2026 for items such as dipping platform, hides, storage.

Entrance to Reserve: Cllr. J. Ramsay to review accessibility.

Budget of £700 for 2026-27.

Meadows: The following items were recommended -

Quote for Various Strimming Works to be accepted.

Quote/additional cost to be sought for additional strimming near to new storage building.

Mowing of Back Field: Clerk to check if current volunteer was still willing to continue.

Mowing of Eddie's Meadow: Cllr. Kirkby to review main mowing areas, Clerk to ask Community Payback Team to strim paths in 2026.

Repairs to Stone Bridge to be investigated/quotes obtained.

Work Day 2026: Cllr. Preece and Mr. Graham to arrange. Date to be set in due course. Orchard tree stakes to be removed as part of the day if still recommended.

Tree Survey Recommended Works: Clerk to seek quotes for work.

Tree Survey: Clerk to consult with regular orchard pruner on need to remove stakes.

Quote to be obtained for Pump Track.

Budget for 2026-27: £13,050.00

Toilets:

Budget for 2026-27: £12,000. £7000 to be precepted, £5000 to be taken from the allocated toilets reserve.

General:

County Council to be approached about planting additional trees in Presteigne Cemetery.

Clerk to investigate possible future Wales Tree Giveaway.

The meeting closed at 9.01 pm.

[illegible]