

**Cyngor Tref Llanandras a Norton
PRESTEIGNE AND NORTON TOWN COUNCIL**

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Mrs Tracey Price (Clerk)
Garn Farm
Chapel Lawn
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10th March, 2026

Dear Councillor

There will be a meeting of Presteigne and Norton Town Council on **MONDAY 16th March 2026 at 7.00 p.m.** at the **Norton Community Hub, Norton, Presteigne** and via video conferencing and you are hereby summoned to attend.

The public and press are cordially invited to attend.

NOTE IN THE EVENT OF BAD WEATHER THE MEETING MAY BE HELD ENTIRELY ONLINE

PRIOR TO THE START OF THE MEETING MEMBERS WILL RECEIVE A SHORT TALK ON THE PREPARATION OF THE BID FOR THE UK TOWN OF CULTURE FROM THOSE INVOLVED IN THE GROUP.

Join Zoom meeting:

<https://us06web.zoom.us/j/85647915377?pwd=e8xSkB4bG1CfMptRQMmrJKRKMOrn4v7.1>

Meeting ID: 856 4791 5377 Passcode: 123361

Join instructions

<https://us06web.zoom.us/meetings/85647915377/invitations?signature=XElzO93YyXDCSIPLs76ZEvDIImJQH90pCevs5s6jVUd4>

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 16th February, 2026 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 16th February. Also to receive the Clerk's Report for March.

5. FINANCE

a) Donations: To approve the following donations –

b) Payments: To approve the following payments:-

CleanMy	£31.49
HM Land Registry (to obtain ownership confirmation re OVW Grants)	£28.00 MEADOW ACC
NEST (pension)	£155.40
Mrs T.A. Price	£1668.44
HM Revenue & Customs	£733.21
Powys County Council (green waste bin)	£60.00
A. Jervis (community orchard pruning event)	£122.00 MEADOW ACCOUNT
British Gas Lite (Wilson Terrace Tiles)	£8.49
Powys County Council (Brilliant Basics match funding – payment confirmation)	£3000.00
T. Lloyd-John (cleaning Feb)	£438.49
Highground Maintenance Ltd	£469.96 MEADOW ACCOUNT
Defib Shop (Imperative Training Ltd)	£720.00
N. Close	£120.00 MEADOW ACCOUNT
N. Close	£24.00
EDF Energy (Hereford Street)	£69.55
EDF Energy (Meadow Barns)	£15.33 MEADOW ACCOUNT

c) To approve the updated Asset Register.

d) To approve the updated Risk Assessment.

e) To receive and consider the final report from the DBCC on the remuneration of Councillors and note the current allowances payable.

f) To consider the appropriate budget/account for defibrillator spare parts. Clerk's Report 6.

g) Mayor's Request for Donations from the Balance of Expenses.

h) To note the following receipts:

Allotment Rent	£150.00
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6. PLANNING

(a) To consider applications received:

26/0229/FUL Grid Reference: E:331339 N: 263943 Proposal: Erection of two general purpose industrial units and associated infrastructure Site Address: Plot 5, Broadaxe Business Park, Presteigne, Powys LD8 2UH.

- (b) Planning Decisions: To note the following decisions –
26/0005/HH Oxenbrook, Norton – Refused 13th February.
- (c) TPO Submissions: Update by Cllr. Baynham.
- (d) Reply from Contaminated Land Officer re. digging on former depot site. See Clerk's report 2.

7. HIGHWAYS, HOUSING AND ENVIRONMENT

- a) Dark Skies Project: To receive an update on recent matters. To include review of current dark skies leaflet (as sent 23rd February).
- b) Climate and Environment Matters: To receive an update on any relevant matters. (Cllr. J. Ramsay)
- c) Fold Farm DMMO Application: To receive any update available. Clerk's Report 3.
- d) Car Parking: Free Days Update.
- e) Update re. Presteigne and Norton Roads. Reply from Portfolio Holder. Clerk' Report 7.
- f) Opportunity for Biodiversity Grants from OVW: Update. See Clerk's Report 5.
- g) High Street Grant Update.
- h) Highways Complaints –
Meeting House Lane.
Request to make Pound Lane two way traffic.
- i) Road at Combes Moor: Reply from Cllr. Gandy (see Clerk's Report 1)

8. NORTON

- a) To consider any village matters.

9. SITES AND BUILDINGS MATTERS

- a) Public Conveniences: Update on any ongoing matters including replacement alarm for disabled access cubicle and re-opening of Wilson Terrace Toilets.
- b) Allotments: To receive an update on any outstanding matters from the Clerk.
- c) Meadows: To include –
Update – Brilliant Basics Grant (paths). (Cllrs. Preece/Price)
Report on Orchard Pruning and proposal for Summer pruning day.
Meadow Use Request – Presteigne Carnival 10th to 12th July.
Presteigne Scouts – Proposed Works. Clerk's Report 4.
Digging etc on Bike Track and possible meeting.
Replacement of Posts (7), Scout Hut Car Park: To consider allocating budget for this work.
Date for Meadow Work Day/Cleaning of TC Tables etc.
- d) Nature Reserve Matters:
To receive a general update from Cllr. J. Ramsay and consider any decisions needed.
To receive an update re. tree works.

10. CORRESPONDENCE/GENERAL ITEMS

- a) Leisure Services Review: Update on meeting with Portfolio Holder by Cllr. Baynham.

- b) Adoption of Telephone Kiosk: Update. Also to consider insurance.
- c) Update re UK Town of Culture Competition (Cllr. A. Ramsay) and to make any decisions needed following the earlier presentation by the Group formed to make the application.
- d) Powys County Council Statutory Notice regarding proposals affecting Ysgol Calon Cymru and Builth Wells C.P. School. To consider any action/comment.
- e) Report on latest Sustainable Powys Meeting.

11. COUNTY COUNCILLOR REPORTS

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

Enc. *Clerk's Report March. Minutes from 16th February, 2026. Other background papers.*

Cyngor Tref Llanandras a Norton
PRESTEIGNE AND NORTON TOWN COUNCIL

MINUTES OF THE MEETING HELD ON 16TH FEBRUARY 2026
HELD AT EAST RADNORSHIRE DAY CENTRE, SCOTTLETON STREET, PRESTEIGNE
AND ALSO VIA VIDEO CONFERENCING

Present: Cllrs. D. Edwards, (Mayor), C. Ross (Deputy Mayor), B. Baynham, T. Owens, M. Price, A. Ramsay, F. Preece, C. Kirkby MBE, F.H. Fleming, L. Harling-Bowen, J. Ramsay.

Apologies : Cllrs. W.L. Poulson-Haynes, N. Rogers.

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. C. Kirkby, friend of applicant re. planning application 26/0071/LBC.

Cllr. C. Kirkby, friend of applicant re. planning application 26/0139/HH

Cllr. A. Ramsay, applicant re. planning application 26/0139/HH.

Cllr. J. Ramsay, related to applicant re. planning application 26/0139/HH.

Cllr. J. Ramsay, friend of applicant re planning permission 26/0071/LBC.

MIN 4583 APPROVAL OF MINUTES

The Minutes of the meeting held on 26th January, 2026 were approved as a true and accurate record and the Chairman duly signed the Minutes.

MIN 4584 UPDATE ON OUTSTANDING ITEMS AND CLERKS REPORT

(1) Cross Border Health Care: Email from David Chadwick MP noted.

(2) Buckingham Palace Garden Party: Cllr. Owens reported that as the Town Council had sent someone to a Garden Party in 2006 it would not be eligible to put someone forward again until all One Voice Wales member Councils had received a turn.

(3) Clerk's Report: Noted.

MIN 4585 FINANCE

(1) Donations: It was agreed to give a donation of £100 to the local Fire-Fighter's Charity and to send a letter of thanks for the help with the town Christmas Trees.

(2) Payments: The following payments were approved –

Lyreco (office supplies)	£75.49
Defib Shop (balance for more expensive pads)	£103.26
Mrs T.A. Price (pay)	£1668.44
HM Revenue & Customs	£733.21
NEST	£155.40
Highground Maintenance Ltd	£469.96 MEADOW ACC
Presteigne Building Supplies	£6.29
British Gas Lite (Wilson Terrace)	£19.36
T. Lloyd-John	£483.49
EDF Energy (Meadow)	£16.88 MEADOW ACCOUNT
EDF Energy (Hereford Street Toilets)	£78.44
N. Close	£88.00
N. Close	£140.00 MEADOW ACCOUNT
Artisan Print (dark skies poster)	£9.72
Cartridge People (ink toner)	£101.59

Trees Direct (trees for cemetery)	£86.40
Trees Direct (delivery charge)	£20.00
Mrs T.A. Price (refund stamps)	£199.28

(3) Reply from Knighton and Presteigne Leg Club: Members noted the reply which was as follows, 'As promised I have asked our committee and the district nurses about the possibility of running Leg Club sessions in Presteigne. I regret that this would not be possible as there is a lot of equipment involved which would have to be transported from our current base in Knighton Community Centre. The district nurses, who are the most important element in the running of the Leg Club, are hard-stretched with time every day and simply could not find the extra time needed to set everything up in Presteigne. We are sorry that we cannot do this, but would mention that we have many patients, not only from Presteigne, but from Bucknell, Clun and further west, and we have not had complaints about travelling to Knighton; they are just delighted to have treatment by our excellent team of nurses in a warm and welcoming environment.' No reply had been received to the follow up questions asked by the Clerk. Noted. No further action at present.

(4) Purchase of green bin for Guerrilla Gardeners: Agreed at a cost of £60. Noted that the bin could be used for any Council related work as well as by the Gardeners and the Clerk was asked to make the group aware of this.

(5) Brilliant Basics Match Funding Payment: The Clerk explained that the full amount was due by the end of February but that if the project finished with an underspend then the match funding underspend could be reclaimed (pro rata). Members deferred to the later item to discuss the progress of the project.

(6) Receipts: The following receipt was noted:

Allotment Rent £180.00 MEADOW ACCOUNT

MIN 4586 PLANNING

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

(1) Planning Applications: The following applications were considered –

25/1822/OUT Grid Reference: E:331229 N: 264684 Proposal: Outline application (all matters reserved bar access) for residential development of up to 11 dwellings (with 3 affordable), including alterations to the curtilage of Bell House Site Address: Taylor's Development Site, Scottleton Street, Presteigne, LD8 2BG: Resolved to make the following comments –

- Design and Access Statement: text seemed to be misaligned and did not make sense in many places.
- Noted that the proposed pedestrian access to Mill Lane was via steps - Members thought it would be better to have an accessible entrance to allow easy access at this point for all.
- Existence of Japanese Knotweed was noted and removal would need to be handled correctly and thoroughly.
- The Council requests that all properties be fitted with solar panels and that the appropriate infrastructure be installed to allow easy installation of electric vehicle charging points to properties as and when required by residents.
- Members noted the site layout and asked that, if this is amended at any point, then consideration be given to having the houses in the centre of the site with the road around the edge not through the middle, to allow for a traffic free area/provide a better sense of community.

26/0002/TRE Grid Ref: E: 331582 N: 264258 Proposal: Felling of ash tree within a conservation area Location: 11 Hereford Street, Presteigne, LD8 2AR. Resolved no comment be made.

Cllrs. A. Ramsay, J. Ramsay and C. Kirkby left the room for the duration of the following items having declared a prejudicial interest.

26/0071/LBC Grid Reference: E:331514 N: 264486 Proposal: Installation of an EV charger to stone wall Site Address: Well Cottage, Cannon's Lane, Presteigne, Powys LD8 2AB. Resolved no objections be raised.

26/0139/HH Grid Reference: E:331486 N: 264545 Proposal: Erection of side extension, front porch and home office, together with the demolition of the existing garage and all associated works Site Address: Church Close, Cannon's Lane, Presteigne, LD8 2HE: Resolved no objections be raised.

Cllrs A. Ramsay, J. Ramsay and C. Kirkby rejoined the meeting.

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

(2) Planning Decisions: No decisions to report this month.

(3) TPO requests Update: Cllr. J. Ramsay indicated that the Tree Group were willing to support the Town Council with detailed information for future applications for TPOs. Cllr. Baynham had discussed the refusal of the previous applications with the Planning and Development Manager and was to meet with her to discuss. She would report to the March meeting.

(4) Report of digging on former depot site: Members noted the report that there had been digging activity on the site despite the ground being contaminated. A local resident had reported this formally and it was agreed that the Clerk also report the matter to Environmental Health and the Environment Agency/NRW. It was noted that there were now several storage containers on site which were available for hire and the Clerk was also asked to check if this was a permitted use under the current planning designation. The Clerk was also asked to report the digging activity to the site owners.

MIN 4587 HIGHWAYS, HOUSING AND ENVIRONMENT

(1) Dark Skies Project: Cllr. Harling-Bowen reported the following –

- The design of a dark sky website was continuing. It was hoped that it will be completed by the end of the financial year.
- Welsh Dark Skies week runs from the 13th to the 22nd February. To mark the start of Dark Skies week, a free talk titled “Saturn and its Moons” in partnership with Marches Astronomy Group was given at the Banc in Knighton on the 13th February.
- Further events to take place in Presteigne during Welsh Dark Skies week. These will include “pavement astronomy” with resident astronomer Ken Rodmell (weather permitting), a dark skies inspired display of poetry around Presteigne, provided by Presteigne Poetry Group and a talk at the Assembly Rooms by Sorcha Lewis, mammal recorder for Radnorshire on “Creatures of the Night”.
- Resilient Powys Climate and Nature Action conference at the Community Hall, Knighton.
- A poster display and a talk on Presteigne Dark Skies were given at the Conference on the 7th February 2026.
- A brochure, in partnership with Discover Parks had been designed and Members considered the draft supplied. It was felt that as designed the leaflet should be for Discover Parks only and the TC logo should be removed. Cllr. Harling-Bowen was asked to look into the design of a Council leaflet which would promote the whole area as a dark skies community.

(2) Climate and Environment Matters: Cllr. J. Ramsay reported the following –

- Attendance at the recent Resilient Powys event organised by Powys PSB at which he had obtained more information on the production of biodiversity reports.
- Future Hedge Management Review: Tree Group remained willing to help with this.
- Mowley Valley: Members welcome to visit the site and this could be arranged if required.

Cllr. Harling-Bowen reported that Caring for God’s Acre had been told its services were no longer required in Norton Churchyard. A site meeting had been requested and would take place shortly. Cllr. Harling-Bowen would report to a future meeting.

(3) Fold Farm DMMO Application Update: The Clerk had chased this with the Officer but no further update had been received. Cllr. Kirkby stated that the Ramblers Association believed that the matter should have been referred straight to PEDW following the expiry of the time period for comments and it was agreed that the Clerk contact PEDW for advice on the process. The Clerk was also asked to contact the County Council and ask what advice had been received from PEDW on the handling of the application from now on.

(4) Car Parking: Members considered the options for purchasing free days in the car park(s). It was agreed to apply for the first Saturday in each month in the High Street Car Park for the period April 2026 to March 2027.

(5) Update re. Presteigne Cemetery Tree Planting: Cllr. Kirkby reported that the trees had been ordered and planting was to take place during the coming weekend. The County Council Officer had confirmed that this was ok.

(6) Opportunity for Biodiversity Grants from OVW - Update: Members had all received a copy of the list drawn up by the Tree Group. Cllr. J. Ramsay reported that the volunteer group was willing to carry out the work needed to plant etc. It was agreed that the Clerk applied for the various categories of grant available.

- (7) High Street Grant Update: The Clerk reported that it was looking as though there would be sufficient interest to submit an application for further funding.
- (8) Reply from Cllr. Phillips re. Herefordshire Roads: Cllr. Edwards reported that the reply from the Councillor had been disappointing and that via the Clerk she had offered to take the Councillor around the roads and show him the concerns of the Town Council. This offer had not, as yet, been accepted.
- (9) Reply from Cllr. Gandy re. Herefordshire Roads around Coombe: Cllr. Edwards reported that this reply had been more positive and she had confirmed work to the bridge/gullies at Combe corner towards the end of the month. It was noted that the official diversion route was most unsuitable and had been badly planned. However Cllr. Owens felt that the most important issue was the state of the road to Combes Moor and the Clerk was asked to report this as an urgent concern. Cllr. Harling-Bowen reported that he had also spoken to Cllr. Gandy on the street lights into Herefordshire just over the Lugg Bridge and while she could not agree to changing the current lights (which were relatively new) she had agreed that in the event of them failing or otherwise needing replacing then dark skies compliant alternatives were a sensible option and would be considered.

MIN 4588 NORTON

- (1) Speeding through Village: Cllr. Edwards reported that this continued to be a problem.

MIN 4589 SITES AND BUILDINGS

- (1) Public Conveniences: The Clerk reported the following –
Replacement of Alarm to disabled cubicle, Hereford Street: The Clerk had received a quote for the work and was asked to seek others due to the level of cost. She was authorised to approve the work subject to a maximum of £500.
- (2) Allotments: The following matters were discussed –
- Association AGM: 25th March.
 - Three plots currently vacant.
- (3) Meadows: The following matters were discussed –
- Update – Brilliant Basics Grant (paths): Deadline for completion was the end of the month. County Council invoice for match funding of £3000 noted.
 - Future Provision of dog bags. Cllr. Baynham reported that she was concerned at the high annual cost of the bags and felt that the community should be consulted. It was agreed that this be included in a more general consultation and that the Council would consider setting a working group to discuss in more detail in the Summer.
- (4) Nature Reserve Matters: Cllr. J. Ramsay reported that the ponds were currently full and that monitoring was continuing with methods continuing to improve.

MIN 4590 CORRESPONDENCE/GENERAL ITEMS

- (1) Leisure Services Review: Cllr. Baynham was still waiting for a meeting date.
- (2) Adoption of Telephone Kiosk – Update: The Clerk reported that the paperwork had all been completed from the Council side but BT would not transfer ownership until the telephone service had been removed.
- (3) Presteigne Community Conversations Meeting Report: Cllr Edwards had been unable to attend.
- (4) Complaint re. anti-social behaviour behind old Kaye's Site: Noted. This was a police matter and the Clerk had reported it to the local policing team.
- (5) Update re. Councillor email addresses: The Clerk reported that in order to change the format of the email addresses to pntc it would be necessary to purchase an additional domain. Members considered this and it was agreed to continue with the addresses as at present.
- (6) Update re UK Town of Culture Competition: Cllr. A. Ramsay reported that he had had initial discussions with some local groups and that a meeting was scheduled for the current weekend. Cllr. Baynham suggested that a joint bid between several local towns might be a good idea and Cllr. A. Ramsay agreed to discuss this with the group and let Cllr. Baynham know. Noted that the Town Council was happy to support either option.

MIN 4591 COUNTY COUNCILLOR REPORTS

Cllr. Baynham reported the following:

- Site meeting with Highways Area Manager two weeks previously to look at the issues in and around Presteigne. Action promised particularly in the following areas, Kington roundabout, Greenfield Road and the Knighton road turn. Since the meeting some potholes had been filled but only on a temporary basis. She had now raised her concerns with the Head of Service.

- Parking etc in Slough Road: This had been noted as a very pressing concern and discussions with the school were to take place.
- Faded White lines: Reported.

Cllr. Edwards reported the following:

- Changes to Refuse Collection Days from 2nd March.
- Many roads still in a poor condition although some potholes had been filled.
- Nant Mithil Wind Energy Planning Application: Consultation ended 16th February.
- Resilient Powys Event attended. Praise for the table highlighting Presteigne and Norton and the talk by Cllr. Harling-Bowen.

MIN 4592 URGENT BUSINESS INFORMATION

(1) Letter of Thanks: Cllr. Owens asked that a letter be sent to Mr. Chris Shepherd who was retiring from the Fire Service after twenty-seven years.

(2) Increase in Price of Green Waste Bin: Cllr. Ross reminded Members that the price would increase for any collections, new or renewed after 1st April. The Clerk was asked to publicise this on social media.

(3) Pollarding of Trees, Station Road: Cllr. Baynham had chased this up and confirmed that a contractor had been awarded the work. The Officer would chase the matter up so the work could be done.

(4) Community Orchard Pruning: This was to take place on 22nd February.

The meeting closed at 9.36 p.m.

PRESTEIGNE AND NORTON TOWN COUNCIL

CLERK'S REPORT - MARCH 2026

1. Road at Coombe Moor. Stapleton Parish – Reply from Cllr. Gandy: Cllr. Gandy hopes that some surfacing repairs will be done while the road is closed but says that there are large numbers of land slips etc to be dealt with following the bad weather so this is not certain.

2. Digging on Former Depot Site: The contaminated land officer has visited the site and found no evidence of digging. He also viewed the resident's video which he felt did not show digging works, diggers were on site but seemed to be moving materials around rather than digging.

3. Reply from PEDW re. Fold Farm DMMO: 'I note your frustration with the delay in this Right of Way Order matter. Unfortunately however, PEDW does not have any jurisdiction over Rights of Way orders at this stage of the process and the matter solely rests with the Order Making Authority (OMA). Although OMAs are responsible for collating the relevant evidence and submitting all documentation to PEDW where objections are received, there are no set timescales for this process and there can sometimes be delays caused by various issues including staffing shortages. Once Rights of Way Orders are submitted to PEDW they undergo a process of validation and the necessary procedure is confirmed with all parties. With regard to decision times, we have internal targets of 34 weeks for written cases, 32 weeks for hearings and 48 weeks for Public inquiries. Further information on the process can be found here; [rights-of-way-definitive-map-and-public-path-orders-procedure-guide.pdf](#)

4. Email from Presteigne Scouts: From Kirsty Lockwood: I wanted to introduce myself, I am the new Group leader for 1st Presteigne Scout Group. Ann has left and I have stepped in. I would very much like to meet in person in the near future and reassure you and the Council that I am open and willing to work with the Council, and keen to understand how best we can do that. Please do let me know if a meeting would be possible, though I do understand that you must be very busy. In the meantime, we are seeking a grant to put in a fixed disabled access ramp to the hut and install a new door in place of an existing window. I have attached a sketch of the plan but am more than happy to meet anyone to explain the plan in situ. We did do a check and believe that we do not need planning permission for this, but of course wanted to keep you informed and check that this is the case. Our reasoning behind doing this work:

- There is a disconnect between our BBQ/firepit area and the inside of the hut. When the young people are outside and inevitably need to come in for the toilet or a leader to get something, it feels very disjointed. There is no visibility between the two which gives us safeguarding concerns. Creating a door where an existing window is would enhance the hall, making it feel safer for all to move between the two spaces, especially for the younger children.
- We had a visit from a member of the RNLI come to visit the group, he was in a motorised chair and could not get into the hut due to the turning area of the current ramp being too small, and again the space inside the door being restrictive, but mainly because the threshold of the door was raised, not level with the floor. This prompted us to evaluate the hut for accessibility improvements.
- Our logic was that the current disability entrance needed addressing, and the access to the outside area could be greatly improved, and that there was an opportunity to combine the two to best effect.
- Our plan is to replace the end window on the North West side of the hut (the window closest to the car park) with a sliding door. We would install a fixed (concrete) ramp running along the side of the building towards the car park. All work would, of course, meet all required accessibility and building regulations.
- We have sought multiple quotes and would like local builder Jordan Hooper to carry out the work. We are also applying for grants to assist with the cost of this work.

5. One Voice Wales Biodiversity Grants: These were submitted as discussed at the February meeting and a number of items have already been agreed and orders placed. A selection of plants, purple loosestrife seeds, three trees (plus stakes) and a pond dipping kit have already been received.

6. Defibrillator Pads: I did actually want to clarify which budget to use for the new pads last month. I have had to order pads to get them for the expiry date and have used the main treasurer account for now but given the inspections come from the Meadow account you may wish future spending to come from that account. I can also transfer the recent spending to the Meadow account if you wish.

7. Condition of Presteigne and Norton Roads: As requested I did email the Portfolio Holder who has agreed to look into the matter saying – 'I will certainly do that Tracey and please let me assure you Presteigne and Norton are not forgotten. I can confirm I recently came to Presteigne for the day and am aware of the issues you raise. This will be forwarded to Highways who will be able to provide me with any updates and I assure you we will do what we can.'

8. Work on Bike Track: This re-started recently and there has been large hole(s) dug and tools again left out on site. The buke area and community barn are being badly littered and Bikes are being ridden across the paths and into areas where other members of the public are walking.

PRESTEIGNE AND NORTON TOWN COUNCIL					
1. Community Assets					
At 31st March 2026 the following assets will be held:					
				Insured Value (if covered) £	Audit Value £
Lower Wents Meadow -				1	1
Upper Wents Meadow				36363	36,363
Improvements to Upper Wents Meadow inc skateboard ramp, garden, roadway				0	20,001
new Community Barn July 2019				149,943	100,000
Old Barn, Went's Meadow				27,510	6,527
Nature Reserve (new 2022)				185,000	185,000
Laptop computer (purchased June 2024 inc Microsoft Office)				-	630
Laser Printer (purchased October 2019)				-	160
Eddie's Meadow (purchased December 2012)				15000	15,000
Former BT Telephone Kiosk, Norton (insured under street furniture)			(Dec 2014)	2000	1
Former Reservoir Ground (donated by Welsh Water)				1	1
Tennis Court/MUGA/Football Pitch				1	1
Wilson Terrace Toilets				130,699	1
Council/PACDG Noticeboard (at Assembly Rooms)			(April 2017)	-	790
Defibrillator serial no. (21) X17A890597 (insured under business equipment)			(April 2017)	1,000	900
Defibrillator serial no. (21) X17A891377 (insured under business equipment)			(April 2017)	1,000	900
Defibrillator by Lorna's Shop (insured under business equipment)			Jan-19	1,000	900
3 cabinets for defibs in Presteigne (insured under street furniture)			(April 2017)	1,500	1,200
Defibrillator Norton Manor (donated - insured under business equipment)				1,000	1
Defibrillator Norton (donated - insured under business equipment)				1,000	1
2 cabinets for defibs in Norton (donated - insured under street furniture)				1,000	2
Playdale Little City Unit Play Equipment			(March 2017)	-	9,122
Playdale Car Springer Play Equipment			(April 2017)	-	944
Playdale Gravity Bowl			May-18	1,198	1,198
Picnic Benches (recycled plastic) 2			Apr-18	-	1,012
Dog Bag Dispensers (6)			Jul-18	-	450
Gazebos (10)			May-19	-	3,683
Folding Tables (11)			May-16	-	312
Christmas Lights, Presteigne				-	2,000
Outdoor Gym			Oct-18	-	10,000
Play Panels (2)			Aug-19	-	2,332
Zip Wire			Dec-19	-	9,700
New Equipment Skateboard Park (bought April 2014)				-	5,900
Outdoor free standing hand gel dispenser				-	338
Hereford Street Toilets (run under licence)			Jul-20	-	-
				162,029	-
					Not Owned by TC

Ashbourne Seat (sited near Primary School)	Sep-21	-	488	
Ashbourne Seat (sited in Station Road)	Jul-21	-	488	
Lugg View Play Equipment	Jan-22	-	9,998	
Tractor/Implement and assorted equipment - Nature Reserve	May-23	12,010	8,400	
Sundry small items rakes etc		-	120	
Storage Container - Meadow	Mar-24	-	2,901	
Emily Bench - Eddie's Meadow	Aug-24	-	258	
Emily Benches (2) - Nature Reserve	Jun-24	-	458	
Storage Building - Meadow		52,500	30,325	
Telephone Kiosk - Station Road, Presteigne (Insured under Street Furniture)	Mar-26	2,000	1	
		729,255	468,808	
			=====	
The basis of valuation for Community Assets acquired before 1st. April 1996 is a nominal value of £1.				
Community Assets purchased from the 1st. April 1996 onwards are valued at historic cost.				
The Town Council has not re-valued the land it owns as this land is for community use and is not intended for sale. This decision was made in March 2008 and minuted accordingly.				
2017 Laptop now written off				
2017 Printer - not repairable. Written Off				

PRESTEIGNE AND NORTON COUNCIL RISK SCHEDULE MARCH 2026						
Item	Frequency	Last reviewed	Notes			
Council Insurance						
Including :-						
Public Liability	Annual	Aug-25	3 year agreement to 2nd Sept 2028			
Employers Liability	Annual	Aug-25	Indemnity £10,000,000. Official's Indemnity £500,000			
Buildings Cover - Barn at Went's Meadow	Annual	Aug-25	Indemnity £10,000,000			
Toilets Wilson Terrace	Annual	Aug-25	Sum Insured £27,510			
Toilets Hereford Street	Annual	Aug-25	Sum Insured £130,699			
New Barn, Meadow	Annual	Aug-25	Sum Insured £162,029			
Storage Building, Went's Meadow	Annual	Aug-25	Sum Insured £149,943			
Assets	Annual	Aug-25	Sum Insured £52,500			
Office Equipment/Stationery	Annual	Aug-25	Insured away from home up to £5000, excess £250			
5 defibrillators	Annual	Aug-25	£5000 (standard figure)			
5 defib cabinets (1 Norton inside kiosk)	Annual	Feb-26	£2500 insured under street furniture			
Telephone Kiosk, Norton	Annual	Aug-25	£2000 insured under street furniture			
Telephone Kiosk, Presteigne	Annual	Feb-26	£2000 insured under street furniture			
Fidelity Guarantee	Annual	Aug-25	Sum Insured £150,000			
Commercial Legal Protection	Annual	Aug-25	£100,000			
Key Person Cover	Annual	Aug-25	£250 per week up to £2500 per claim.			
Personal Accident (employees/volunteers/Members)	Annual	Aug-25	Capital Benefit £100,000, temp benefit £500 week, medical exp £10,000			
Seats and Benches	Annual	Aug-25	Not individually insured. Adopt a Bench Scheme to monitor.			
Notice Board, Assembly Rooms	Annual	Feb-26	Checked monthly when notices posted. Not insured.			
Machinery/implements	Annual	Aug-25	12010 (nature reserve equipment)			
Fixed outside equipment/general items	Annual	Aug-25	£2,652			
Inspection of Playgrounds by Qualified Inspector						
Tennis Court/MUGA	Annual	Feb-26	Due November 2026 Via Approved ROSPA Inspector			
Skateboard Park	Annual	Feb-26	Due November 2026 Via Approved ROSPA Inspector			
Outdoor Gym	Annual	Feb-26	Due November 2026 Via Approved ROSPA Inspector			
Other Inspections/Maintenance Town Council Property						
Visual Tree Inspection by Town Council	Annual	Feb-26	Visual inspections carried out annually.Full Survey Sept 2026			
Goalpost bar bolts fitted to make secure	N/A	N/A				
Tree maintenance at properties owned	N/A	N/A				
Bike/Skateboard/Barn - Equipment inspection by Town Council	Twice Weekly	Feb-26	Inspections made by Mr. Close			
Tennis Court/MUGA - Equipment inspection by Town Council	Twice Weekly	Feb-26	Inspections made by Mr. Close			
Playground Equipment provided by TC for PCC playground	Fortnightly	Feb-26	Inspections made by Mr. Close			
Tree maintenance on recreation grounds	Annual	Feb-26	Tree Maintenance Plan produced. Two yearly professional survey			
Wilson Terrace Toilets	Twice weekly	Feb-26	within Meadow inspections, legionella assessments as needed			
Hereford Street Toilets	Daily	Feb-26	Daily via contract cleaner. Fortnightly via Mr. Close			

Financial Matters						
Banking Arrangements	Annual		Feb-26	All accounts with HSBC Bank 2 current, 3 High Interest, 2 Money Market		
Insurance Provider	Annual		Aug-25	Currently Hiscox via AJ Gallagher. Agreement expires Sept 2028		
VAT return completed and submitted	Annual		Feb-26	To be completed a.s.a.p. after end of financial year. Mid year done 25-26		
Contingency Fund for :-						
additional audit fee	Quarterly		Jan-26	Balances reviewed quarterly. Adequate reserves held in High Interest A/c		
annual salary review	Quarterly		Dec-25	Balances reviewed quarterly. Adequate reserves held in High Interest A/c		
cover for staff sick periods	Quarterly		Dec-25	Balances reviewed quarterly. Adequate reserves held in High Interest A/c		
casual elections	Quarterly		Jan-26	Balances reviewed quarterly. Adequate reserves held in High Interest A/c		
other	Quarterly		Jan-26	Balances reviewed quarterly. Adequate reserves held in High Interest A/c		
Budget agreed, monitored and reported	Quarterly		Jan-26			
Precept requested	each January		Jan-26			
Payments Approval procedure	Monthly		May-25	Submitted to monthly meetings/approval minuted Internet Banking		
Issuing of cheques	Monthly		May-25	Two signatures required. Clerk not permitted to sign.		
Bank reconciliations / invoices overseen by Councillors	six monthly		Mar-25	In line with interim and final audits.		
Clerk's salary reviewed & documented	Annual		Jan-25	Reviewed alongside setting of annual precept		
Chairman's allowance reviewed and agreed	Annual		Jan-25	Reviewed alongside setting of annual precept		
Internal Audit	six monthly		Apr-25	Interim and Final Audits carried out		
External Audit	Annual		Oct-25	via Wales Audit office		
Internal Check of financial records	Monthly		Sept/Oct 25	Carried out by RFO (Clerk) and invoices inspected annually by Mayor		
Record Keeping						
Minutes properly numbered etc.	On-going		Mar-26			
Asset register available/updated	On-going		Mar-26			
Financial Regulations available/updated	On-going		May-25	Review of regulations annually		
Standing orders available/updated	On-going		May-25	Review of regulations annually		
Back ups taken of computer records	Daily		Mar-26	Via one drive.		
Archived computer records	Monthly		Mar-26			
Employees and Contractors						
Contracts of Employment	On appointment		Jan-21	Town Clerk only, updated contract issued January 2021		
Written arrangements with contractors	On going		Mar-26	As above High Ground Maintenance (grass cutting) T. Lloyd-John (cleaning)		
Contractors Indemnity Insurance	On going		Mar-26	As above		
Members Responsibilities						
Code of Conduct Adopted	On-going		May-20	Information given to all Members on joining Council.		
Register of interests completed and updated	Online		May-25	From January 2015 on website		
Register of gifts/hospitality	On-going		May-25			
Declarations of Interest Minuted	On-going		Feb-25	Included in Minutes and on website		
Approved March 2026 Meeting						