

KNIGHTON TOWN COUNCIL / CYNGOR TREF-Y-CLAWDD



DRAFT MINUTES OF THE FULL COUNCIL MEETING
(ANNUAL COUNCIL MEETING)
HELD ON WEDNESDAY 15 MAY 2024
7PM, AT THE CIVIC CENTRE, WEST ST., KNIGHTON LD7 1EN

Present: Councillor D Williams
Councillor H Adams-Evans
Councillor B Andrews
Councillor C Branford
Councillor B Butler
Councillor P Ford
Councillor T Sharp
Councillor T Taylor
Councillor S Vaughan
Councillor M Vaughan
Councillor C Bevan
Ms L James (Clerk)

Apologies : Councillor T Crail

In Attendance: County Councillor C Kenyon-Wade
Mrs K Compton (Press)
8 Members of the Public

- Minute 01: The mayor welcomed the room and invited members of the public to speak. 2 members of the public asked who from KTC would be driving the administration of the town regeneration plan. Cllr B Butler replied that the Knighton Town Forum will facilitate applications, which will be submitted by KTC (as required by Powys CC). Cllr Butler will be the lead contact at KTC, the Clerk advised she will ensure a full handover to Cllr Butler, who can in turn hand it over to the new Clerk when in place. Cllr Butler was asked if there would be another meeting for Cluster 2 businesses, he responded 'yes'.
- Minute 02: Apologies were accepted from Cllr T Crail.
- Minute 03: No declarations of interest were made.
- Minute 04: All members present signed in the presence of the Clerk (Proper Officer), a Declaration of Acceptance of Office 2024/25 and Declaration of Acceptance of the Code of Conduct.
- Minute 05: Cllr C Branford was appointed Mayor and Chairman of Knighton Town Council for 2024/25. Proposed by Cllr T Sharp, seconded by Cllr S Vaughan. All present voted in favour.

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Minute 06: Cllr B Butler was appointed Deputy Mayor and Deputy Chair of Knighton Town Council for 2024/25. Proposed by Cllr Williams, seconded by Cllr T Taylor. All present voted in favour.

Minute 07: Appointments.

- a. Cllr M Vaughan was appointed as the KTC representative on the Board of Knighton School Governors
- b. Cllr P Ford was appointed as the KTC representative to the Offa's Dyke Association.
- c. Cllr C Bevan was appointed as the KTC representative to Knighton Community Support Committee.
- d. Cllrs C Branford, B Butler, D Williams and B Andrews were appointed as the KTC representatives to Knighton Youth Project.
- e. Cllrs B Butler and A Craggs were appointed as the KTC representatives to the Knighton Town Forum.
- f. Cllr C Bevan was appointed as the KTC representative to Knighton Museum.
- g. Members of the Finance Committee were confirmed as Cllrs C Branford, D Williams, H Adams-Evans, B Andrews and S Vaughan.
- h. Members of the Personnel Committee were confirmed as Cllrs C Branford, B Butler, P Ford, T Sharp, D Williams and H Adams-Evans.
- i. Cllr C Branford requested that she be proposed as the KTC main contact for liaison with Powys Police, as she has built up a strong relationship with the current PCSOs and would like to continue meeting in a more formal capacity, reporting back to full council. It was unanimously agreed that Cllr. Branford should be the KTC liaison with Powys Police.

Minute 08: The minutes of the full council meeting held on 17th April 2024 were agreed to be accurate. See amendments to draft as signed by the Chair. Proposed by Cllr. T Taylor and seconded by Cllr. P Ford.

Minute 09: Matters arising from the minutes. There were none.

Minute 10: Clerk's oral progress report

Transforming towns Cluster one work has begun, with funding of c£66k secured.

The new bus shelter and planters will be installed at Bowling Green Lane on 29th/30th May 2024.

The Clerk (who is leaving the Council on 31/05/24) thanked the Council for an interesting and stressful year, which had revealed this was not the role for her.

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She cited the challenges of working and living in the town and of working with a diverse team of councillors, in addition to the heavy workload. She urged the Council to try to work together more and always address any concerns they have, in the first instance, with the Mayor or the Clerk. She then thanked them for the opportunity and wished all members well.

- Minute 11: Updates from committees, working groups and members, Updates on a public toilet grant application and a Civic Centre grant application were received from Cllr. A Craggs. Regarding the grant application due to be submitted to PAVO by noon on 20th May 2024 (to provide additional funding for the public toilets ongoing work), Cllr. Craggs advised that the deadline is tight and dependant on a letter of intent from Powys CC regarding leases. The Civic Centre was visited by Cllr Craggs and Ashley(?) this week, who will submit an initial quote for eco-heating and lighting work, which is more likely to attract grant funding.
- Minute 12: There were no County Councillor Updates.
- Minute 13: There were no objections to planning applications presented (see agenda).
- Minute 14: Under Correspondence on the agenda, emails from a resident regarding the removal and of the railings at bridge Street, which are yet to be replaced, were presented and a response sought from Cllr. C Kenyon-Wade. She advised that whilst she could not give a date for any work to be done, she will stay involved and keep KTC and the resident informed. She also shared that she is keen to see a series of historic bollards installed if possible.
- Minute 15: It was proposed by Cllr T Taylor and H Adams-Evans that KTC award the grant as applied for by Knighton Woodland Tots CIC. The Council voted by 6 votes to 6 with a casting vote from the Chair to turn down the application on grounds of cost.
- Minute 16: The following motion was proposed by Cllr. D Williams, seconded by Cllr. H Adams-Evans "That this council take back the licence for the public toilets adjacent to the Offa's Dyke Centre, following the completion of Powys CC grant funded refurbishment, as proposed at the full council meeting held on 18/05/2022. Without the licence the newly refurbished toilets will remain closed." The motion was passed by the majority of those present and voting. Four councillors abstained.
- Minute 17: The monthly payments and receipts for April were approved, as proposed by Cllr B Butler and seconded by Cllr. D Williams. All agreed.

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Minute 18: Cllr B Andrews advised he would be stepping down as a bank signatory. Signatories were confirmed as Cllrs Branford, S Vaughan, D Williams (new) and A Craggs (new).

Minute 18: The Clerk advised that the schedule of payments for approval for May was not ready and that she would circulate it for approval as soon as it was ready.

Minute 19: There were no urgent items raised.

7.55pm – end of public meeting, move into Private Session.

DRAFT