

Confirmed as accurate at FCM meeting 27/11/24 signed C.Branford (Mayor).

MINUTES OF THE FULL COUNCIL MEETING

HELD ON WEDNESDAY 16 OCTOBER 2024 AT 7PM, AT THE CIVIC CENTRE, WEST ST.,
KNIGHTON AND VIA ZOOM

Present: Mayor C Branford
Cllr. T Sharp
Cllr. R Andrews
Cllr. T Taylor
Cllr. B Butler
Cllr. S Vaughan
Cllr. A Craggs
Cllr. H Adams-Evans via Zoom
L. Craggs Alferoff (Clerk)

Apologies: Cllr. C Bevan, Cllr. D Williams, Cllr. M Vaughan.

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1.0 Public Participation

1.1 A representative of the allotments spoke regarding desired improvements to the allotments, as well as the dates that allotments are allocated.

1.2 The Secretary of Knighton & District Tourism Group spoke regarding their request for the Knighton Town Council to provide match funding for their application for Brilliant Basics grant funding, to improve signage in Knighton, including new welcome boards, for a total of £7000.

2.0 **Apologies** received as above.

3.0 **Declaration of interest** received from Cllr. R Andrews regarding item 7.1.

4.0 To agree the minutes of the previous meeting(s)

4.1 Proposed by Cllr. C Branford and seconded by Cllr. R Andrews to approve the minutes of the meeting on the 18th September 2024, making note that the switch on of the Christmas lights is Saturday 7th and not Sunday. **Motion passed unanimously.**

5.0 Matters arising from minutes

5.1 From item 16.0 of the meeting on the 18th September 2024, there is a need for wood to go in the middle of the Pontfaen noticeboard. Something waterproof, perhaps a composite, and a backing made of weatherproof sheeting. Cllr. A Craggs agreed to measure it and get prices.

6.0 To approve the monthly accounts for October and to receive and approve the schedule of payments for November (as attached).

6.1 Proposed by Cllr. A Craggs and seconded by Cllr. B Butler to approve the monthly accounts and schedule of payments. **Motion passed unanimously.**

7.0 Clerk's Report

7.1 Workload, progress, & training

7.1.1 The Clerk has been presented with a lot of urgent problems to deal with in the first few months in the role, such as, e.g. leaks and large outstanding bills. Their current priority is a deep dive and analysis of the budget, and they ask the Council to

understand that nonessential work will be deprioritised in favour of that.

- 7.1.2 There has been little time for training with the current workload, but the Clerk will prioritise it.

7.2 Brilliant Basics

- 7.2.1 Brilliant Basics Grant Expressions of Interest are open, for capital project in Powys. Proposals for brilliant basics need to meet at least the first, but ideally more of the three criteria listed on the attached guidance.
- 7.2.2 The Clerk to work with Councillors to produce potential submissions for the deadline at the beginning of November. An extraordinary meeting to be held Wednesday 30th October, to approve any applications produced.

7.3 Water Leak at the Cemetery Toilets

- 7.3.1 There is a water leak at the Cemetery Toilets which has caused the bill to skyrocket. The Clerk has agreed a payment plan with Welsh Water in order to manage potential cashflow issues from the unexpected cost. Due to ambiguity regarding the agreement with Powys County Council for Knighton Town Council to manage the toilets, the Clerk has sought advice from One Voice Wales, which is as follows:
- 7.3.2 *Though it was a verbal agreement, in most cases where the Town Council runs toilets on behalf of the County Council, the Town Council would insure.*
- 7.3.3 *If Knighton Town Council wish to continue keeping the toilets open, they need to get a written legal agreement in place now. Powys Property Services wants to cooperate on this. It may be that we can negotiate Powys paying part of the water bill as part of establishing the new agreement, given there was no formal agreement regarding division of responsibility, but that's a discussion to be had with Powys. They are vanishingly unlikely to*

pay all of it and we're currently the ones with a contract with Welsh Water, and in that sense responsible for the bill.

7.3.4 *If KTC continue to operate the toilets, we will need to get the building insured, and pay business rates.*

7.3.5 The Clerk will continue to liaise with Powys on this matter, and report back.

7.4 Electricity Bill for the Civic Centre

7.4.1 The electricity bill for the Civic Centre had been going unpaid, and was also under an incorrect name and email.

7.4.2 The Clerk will investigate further before making payment to ensure that the meter in question is the correct one.

7.5 Meeting regarding local housing development

7.5.1 The Clerk and several Councillors met with a representative of Barcud, the company developing the old Trouser Factory site into affordable housing.

7.5.2 The representative explained plans for the development, as well as the process of allocating the houses once they are build through Powys' Housing Register.

7.5.3 The Council Members questioned him regarding the lack of a safe footpath adjacent to the building site, the relocation of the bus stop, and the relocation of the Council's bench.

7.6 To present a draft contract for cleaning cover to the Council for approval.

7.6.1 Draft contract approved, pending a check with One Voice Wales and SLCC.

8.0 Financial Assistance

8.1 Knighton Museum

8.1.1 Cllr R. Andrews declared an interest.

8.1.2 The Council determined that they are not in a place to make financial commitments at this time. The Clerk is working on full budget review.

8.1.3 Motion to consider the Museum financial request at the next full council meeting. Proposed by Cllr. C Branford and seconded by Cllr. A Craggs. **Motion passed unanimously.**

8.1.4 Financial Committee meeting provisionally planned for the 13th November.

8.2 Knighton Tourism Group – replacement of flags

8.2.1 As with the Museum, this request is to be reviewed at the next Full Council Meeting.

9.0 Mayoral Update

9.1.1 The Mayor attended the Men's Shed Open Day.

10.0 County Councillor updates

10.1 The vote for changing local elections in Powys to Single Transferable Vote is the 17th October. There were 1270 responses to the consultation: 60.5 percent of responses were happy with the idea, 20 percent against it, and the rest generally wanted another form of proportional representation. A 2/3rds majority will be needed to pass the change.

10.2 The Climate and Nature Conference for Town and Community Councils is on the 7th December.

10.3 On November the 7th at the Knighton Community Centre, there will be a Heart of Wales meeting about stopping the cuts to train services.

11.0 Planning

11.1 Application Reference: 24/1098/LBC

Grid Reference: E:328791 N: 272268

Proposal: Installation of Flood Protection

Site Address: 2 Bowling Green Lane,
Knighton, LD7 1DR

11.2 Application Reference: 24/1337/HH

Grid Reference: E:328016 N: 272105

Proposal: Creation of access, to include installation of dropped kerb

Site Address: Glen View , Penybont Road,
Knighton, LD7 1HB

- 11.3 Application Reference: 24/1321/HH
Grid Reference: E:328738 N: 272438
Proposal: Remove and replace existing skylight in the kitchen extension to the centre of the roof rather than off set. Add a new skylight to the rear of the building to create natural light and ventilation to the bath room.
Site Address: 3 Church Road, Knighton,
LD7 1EB
- 11.4 Proposed by Cllr. B Butler, Seconded by Cllr. A Craggs, to approve the planning applications. **7 in favour, 1 abstained. Motion passed.**
- 12.0 Updates from Committees.**
- 12.1 Civic Centre Committee
- 12.1.1 The charity Kaleidoscope, which the Council agreed to provide complementary use of the Civic Centre in recognition of their benefit to the local community
- 12.1.2 Cllr. R Andrews suggested a Running Costs Exercise for the Civic Centre.
- 12.1.3 Proposed by Cllr. T Sharp to offer it to Kaleidoscope from 9 till 4, three months from the time they want to start, on a Tuesday. They will be asked to contact the Clerk, and there will be a month's trial to see how it goes on both parts. Seconded by Cllr. B Butler.
Motion passed unanimously.
- 12.1.4 Proposed by Cllr. B Butler for the Civic Centre Committee to handle the costing exercise. Seconded by Cllr. T Sharp. **Motion passed unanimously.**
- 13.0 To discuss the maintenance of Pinner's hole.**
- 13.1.1 The required work is brush-cutting/strimming Offa's Dyke mound, strimming. Cllr. B Butler will give the Clerk a list of necessary PPE to see if we can have a Council employee do it, or if not get a contractor.
- 13.1.2 Cllr. B Butler will get a quote for the work.
- 14.0 Christmas Lights –**

- 14.1 Proposed by Cllr. A Craggs and seconded by Cllr. T Sharp to approve the following quote for books to give away at the Christmas Event:

Year	Age Group	School Numbers	Number to order
Reception	Under 5	17	34
Year 1	5 to 6	19	29
Year 2	6 to 7	28	42
Year 3	7 to 8	24	36
Year 4	8 to 9	(estimate) 24	36
Year 5	9 to 10	22	33
Year 6	10 to 11	27	41
Total:		161	250
		No. Books	Quote
			Burgoyne's
			Books
	Under 5	34	
	KS1	107	
	KS2	110	
	Total:	250	£ 250.00

- 14.2 **Motion passed unanimously.**

- 14.3 Regarding the donation to the band, the Council will return to the topic after a review of the budget.

15.0 To discuss property matters.

- 15.1 Proposed by Cllr. R Andrews to agree to the Offa's Dyke Centre Toilets Heads of Terms as they stand. Seconded by Cllr. B Butler. **Motion passed unanimously.**

- 15.2 Proposed by Cllr. A Craggs, seconded by Cllr. B Butler, to go ahead with Legionella Water Assessment and Electrical Assessment at quoted prices. **Motion passed unanimously.**

Meeting closed at 9:06.