

Confirmed as accurate at FCM meeting 18/06/25 signed T. Taylor (Mayor).

MINUTES OF THE FULL COUNCIL MEETING

HELD ON WEDNESDAY, 21 MAY 2025 AT 7PM, AT THE CIVIC CENTRE, WEST ST.,
KNIGHTON AND VIA ZOOM

Present: Mayor C Branford
Councillor T Sharp
Councillor M Vaughan
Councillor R Andrews
Councillor S Vaughan
Councillor A Craggs
Councillor T Crail (On Zoom)
Councillor C Bevan
Councillor H Adams-Evans (On Zoom)
Councillor T Taylor
Councillor C de Serra
Councillor P Ford
L. Craggs Alferoff (Clerk)
4 Members of the Public
County Cllr C Kenyon-Wade

Apologies: Cllr B Butler, Cllr D Williams, County Cllr A Williams

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1.0 Public Participation

1.1 An allotment holder requested an open meeting to be held over allotment issues; the Clerk confirmed this would take place.

1.2 A resident had questions about the responsibility of trees overhanging a road.

2.0 Apologies received as above.

3.0 No Declarations of Interest

4.0 To appoint the Knighton Town Mayor.

4.1 Proposed by Cllr T Sharp and seconded by Cllr B Andrews to nominate Cllr C Branford for Knighton Town Mayor.

4.2 Proposed by Cllr P Ford and seconded by Cllr C de Serra to nominate Cllr T Taylor for Knighton Town Mayor.

4.3 Votes were tied 6:6.

4.4 The Clerk consulted the Clerk's handbook, which posited that a Mayor standing for re-election could not provide a casting vote, but did not detail how else a casting vote could be given. SLCC and OVW were not reachable for advice due to the late hour.

4.5 The vote was held again, twice, to the same result.

4.6 Proposed by Cllr A Craggs and seconded by Cllr T Taylor for Cllr S Vaughan to stand as temporary chair for the meeting. **All in favour.**

4.7 Proposed by Cllr A Craggs and seconded by Cllr C de Serra to defer the vote for Town Mayor until advice is received from SLCC and OVW on what to do in the event of a tie without a casting vote. **All in favour.**

5.0 To appoint the Knighton Deputy Mayor.

5.1 Proposed by Cllr R Andrews and seconded by Cllr C Branford to nominate Cllr T Sharp.

5.2 Proposed by Cllr T Taylor and seconded by Cllr C de Serra to nominate Cllr P Ford.

5.3 Ballot results were 5 for Cllr P Ford, 7 for Cllr T Sharp. Cllr T Sharp appointed to Knighton Deputy Mayor, and took the role of temporary chair in absence of a Mayor.

6.0 To agree bank signatories.

6.1 Proposed by Cllr A Craggs and seconded by Cllr P Ford to keep the signatories of the HSBC bank accounts as Cllr C Branford, Cllr R Andrews, and Cllr S Vaughan.

7.0 To appoint representatives to local organisations.

- 7.1 Proposed by Cllr A Craggs and seconded by Cllr C Branford for Cllr M Vaughan to be selected as representative to Knighton School Governors. **Motion passed unanimously.**
- 7.2 Proposed by Cllr A Craggs and seconded by Cllr T Taylor for Cllr P Ford to be selected as representative to Offa's Dyke Centre. **Motion passed unanimously.**
- 7.3 Proposed by Cllr A Craggs and seconded by Cllr C de Serra for Cllr C Bevan to be selected as representative to Knighton Community Support Committee. **Motion passed unanimously.**
- 7.4 Proposed by Cllr R Andrews and seconded by Cllr A Craggs not to have a representative to Knighton Youth Project. **Motion passed unanimously.**
- 7.5 Proposed by Cllr A Craggs and seconded by Cllr T Taylor for Cllrs R Andrews and B Butler to be selected as representatives to Knighton Town Forum. **Motion passed unanimously.**
- 7.6 Proposed by Cllr A Craggs and seconded by Cllr M Vaughan for Cllrs C Branford and T Sharp to be selected as representatives to The Police. **Motion passed unanimously.**
- 7.7 Proposed by Cllr R Andrews and seconded by Cllr A Craggs for Cllr C Bevan to be selected as representative to Knighton Museum. **Motion passed unanimously.**
- 8.0 To appoint chairs and members of committees.**
- 8.1 Proposed by Cllr A Craggs and seconded by Cllr C Branford to keep the membership of the Finance Committee the same. **Motion passed unanimously.**
- 8.2 Proposed by Cllr A Craggs and seconded by Cllr P Ford to keep the membership of the Personnel Committee the same. **Motion passed unanimously.**
- 8.3 Proposed by Cllr A Craggs and seconded by Cllr T Taylor to keep the membership of the Civic Centre Committee the same. **Motion passed unanimously.**
- 8.4 Proposed by Cllr C Branford and seconded by Cllr A Craggs to keep the membership of the Toilets Committee the same. **Motion passed unanimously.**
- 8.5 Proposed by Cllr A Craggs and seconded by Cllr C Branford to keep the membership of the Transport Committee the same. **Motion passed unanimously.**
- 8.6 Proposed by Cllr A Craggs and seconded by Cllr S Vaughan to keep the Allotments Working Group as a working group with the same membership. **Motion passed unanimously.**

- 9.0 Proposed by Cllr A Craggs and seconded by Cllr S Vaughan to accept the current standing orders. Motion passed unanimously.**
- 10.0 To agree the minutes of the previous meeting(s)**
- 10.1 Proposed by Cllr C de Serra and seconded by Cllr T Sharp to approve the minutes of the 16/04/25 as an accurate and true record. **Vote – Motion approved. 6 abstentions, all else in favour.**
- 11.0 To approve the monthly accounts for April and to receive and approve the schedule of payments for May.**
- 11.1 Proposed by Cllr R Andrews and seconded by Cllr A Craggs to approve the monthly accounts for April and to receive and approve the schedule of payments for May (as attached). **Motion approved, all in favour.**
- 12.0 To approve the 24/25 Asset Register and Risk Schedule.**
- 12.1 Proposed by Cllr A Craggs and seconded by Cllr T Sharp to approve the draft 24/25 asset register and risk schedule. **Motion approved, all in favour.**
- 13.0 To approve the submission of advertising permission on behalf of the KDTG Signage project.**
- 13.1 Proposed by Cllr A Craggs and seconded by Cllr H Adams Evans to approve the submission of application for advertising permission on behalf of the Signage Project, with the understanding that costs would be funded by the Tourism Group. **Motion approved unanimously.**
- 14.0 Clerk’s Report**
- 14.1 Proposed by Cllr C Branford and seconded by Cllr S Vaughan to send a letter inviting our twinned town to visit, on the request of Knighton Twinning Committee. **Motion approved unanimously.**
- 14.2 Proposed by Cllr A Craggs and seconded by Cllr R Andrews to sign the licence/insurance agreement with Powys for the planters on Ludlow Road. **Motion passed, 1 abstention, all else in favour.**
- 15.0 Mayoral Update**
- 15.1 The Retiring Mayor attended entertainment at the Community Centre by Teme Spirits. 56 people came; it was a great success. She also attended Powys WI County Show to present trophies, which was her last function as Mayor 2024/25. She thanked everyone who supported her.
- 16.0 County Councillors’ Update**

- 16.1 County Cllr C Kenyon-Wade reported a leader for the Council – Jake Berryman. James Gibson-Watts has stepped down, and there are a few changes in the cabinet.

17.0 Correspondence

- 17.1 Letter from allotment holder RE non allotment holders entering the gardens without invitation, specifically in the case of the Open Day held by Cllr T Taylor.
- 17.2 Cllr T Taylor commented that the attendees of the Open Day were there at his invitation and that notice was given via the allotment noticeboard.
- 17.3 The Council had previously ruled on the matter of inviting people to allotments, that it is appropriate for it to be done so long as it is supervised.
- 17.4 The Allotments working group will facilitate discussions of issues raised by the letter.
- 17.5 The Clerk will draft a response to the letter.

18.0 Proposed by Cllr T Sharp and seconded by Cllr A Craggs to exclude public and press. All in favour.

19.0 Updates from Committees.

19.1 Personnel Committee

- 19.1.1 Amendment suggested by Cllr P Ford to explicitly state the responsibility to find cover for absences in the first.
- 19.1.2 Proposed by Cllr P Ford and seconded by Cllr C de Serra to approve the contract as stands with the amendment in 19.1.1. **1 against, all else in favour, motion passed.**

- 19.2 Proposed by Cllr R Andrews and seconded by Cllr S Vaughan to suspend standing orders regarding the length of the meeting. **Motion passed, all in favour.**

19.3 Toilets Committee

- 19.3.1 The Toilets Committee recommended signing the lease of Offa's Dyke Toilets (Powys' second draft) as it stands. Proposed by Cllr A Craggs and seconded by Cllr P Ford to sign the draft lease. **Motion passed, all in favour.**

19.4 Transport Committee

- 19.4.1 Report from Cllr T Taylor. A brief update on Knighton's public transport services:
- Train services will stay the same until 14th December, when the fifth through train returns.
 - The Powys supported bus services out for tender are:
 - i) The 41 and 738/740 services will remain unchanged.

- ii) The 41A will become a daily Newtown service with additional services on Mondays and Thursdays.
- iii) A twice-weekly service to Leominster will be introduced.
- iv) A daily direct service to Hereford will be added.
- v) The X48 will continue until at least 13th December, with some services possibly extending after the fifth train is reinstated.
- The “Connections” timetable booklet is updated and available on the KTC website or in print for £2.

Meeting closed at 9:07 PM.