

Minutes of the ZOOM meeting of the Annual Meeting of Montgomery Town Council held on Thursday 27th May 2021 at 7.15 pm.

Present: Cllr's H Andrew J Kibble
M Mills, C Thomas, L Weaver, C Weston, W Beaven, G Stephenson, R Harper

MINUTE 1 – ELECTION OF CHAIRMAN

- Nominations were received for Cllr Jill Kibble to act as Chairman/Mayor for 2021/2022

RESOLVED that Cllr Jill Kibble will take the position of Chairman/Mayor for 2021/2022

MINUTE 2 – ELECTION OF DEPUTY CHAIRMAN

- Nominations were received for Cllr Wendy Beaven to act as Deputy Chairman/Deputy Mayor for 2021/2022

RESOLVED that Cllr Wendy Beaven will take the position of Deputy Chairman/Deputy Mayor 2021/2022.

MINUTE 3 – APOLOGIES

Cllr. D Jones – Work Commitment
Cllr R Lewis – Work Commitment

MINUTE 4 – DECLARATIONS OF INTEREST

Cllr C Weston – Community News Team

MINUTE 5 – RETIRING CHAIRMAN/MAYORS ANNOUNCEMENTS

Cllr Andrew retiring Chairman/Mayor

At last, my time as Mayor has come to an end. It has been a very stressful time with all the aggravation and infighting we have had to endure in and out of council meetings.

When I first became Mayor, I was under the impression it would be a wonderful experience alas, far from it indeed.

I would like to say a special thank you to Glenys for her help and guidance it has been most appreciated. I thank Jill for being my deputy and for her help and guidance also.

Regrettably, due to Covid I have not been able to host any fund - raising activities for my charities. Therefore, what money is left over from my mayors allowance will be divided between Wales Air Ambulance and Cancer Research.

I wish good luck to the new Mayor and deputy and I sincerely hope you are shown the respect that you deserve.

Finally, I thank Mayoress Jane for her help and understanding throughout the last two years.

Thank you

MINUTE 6 – APPOINTMENT OF COMMITTEES

Town Hall – Cllr’s M Mills, L Weaver, H Andrew, W Beaven

Finance – Cllr’s M Mills, L Weaver, W Beaven, C Weston

Tourism – Cllr’s J Kibble, C Weston, H Andrew, L Weaver

Staffing – Cllr’s C Thomas, L Weaver, R Harper

Appeals – Cllr’s H Andrew, C Weston, M Mills

Complaints – Cllr’s J Kibble, W Beaven, R Harper

Planning – Cllr’s J Kibble, H Andrew, C Thomas

As three councillors were absent from the meeting it was agreed to consider Asset Task & Finish Group at the next meeting in June

MINUTE 7 – REPRESENTATION TO OTHER BODIES

Welfare Committee – Cllr’s L Weaver, H Andrew, D Jones, J Kibble

Montgomery Institute – Cllr W Beaven

School Governor – Cllr J Kibble

VMRC – Cllr’s J Kibble, R Harper

Destination Montgomery – Cllr M Mills

MCBPT – Cllr’s M Mills, W Beaven

OVW – No specific Councillor

Montgomery Medical Practice - Cllr J Kibble

As three members were absent from the meeting Allotments representative will be agreed at the next meeting in June.

MINUTE 8 – MINUTES IF THE LAST ANNUAL MEETING

These minutes were approved at the November 2020 meeting

Minutes of the ZOOM meeting of Montgomery Town Council Meeting held on Thursday 27th May 2021 following the Annual Meeting of Montgomery Town Council

This meeting was recorded

MEMBERS of the public were invited to speak.

MINUTE 9 – CHAIRMAN’S ANNOUNCEMENTS

Cllr Kibble advised that herself and Cllr Beaven would not tolerate anything other than courtesy and respect and will not hesitate to use Standing Orders should they need to, that courtesy and respect will also extend to any e mails received.

Councillors were reminded of the recommendations made by the Complaints Committee which were agreed by the majority at a previous meeting.

MINUTE 10 – MINUTES OF THE LAST MEETING

Minutes of the meeting 22nd April 2021 were approved.

Cllr Weston advised that it would be helpful to forward minutes in a PDF in future to ensure each councillor receives that same formatted document.
AGREED.

MINUTE 11 – INFORMATION FROM THOSE MINUTES

- Celebration’s update – Cllr Kibble had spoken with Church and Chapel and they are planning to hold a Christian Community event in July.
- Angels are also holding an event in June as a thank you to volunteers.
- A group will get together to discuss a future event possibly a picnic in August.
- Councillors were reminded that the boiler will have to be replaced and quotes sought and this was not on the agenda.

MINUTE 12 – REPORT FROM COUNTY COUNCILLOR

- Thanks to Cllr Andrew for his work during his time as Chairman.
- County Council is moving from business critical to business normal mode. Most meetings are still online.
- Cllr Hayes advised in his submissions he was keen on rationalising the junctions particularly New Road Forden Road junction. He has had a number of meetings with Highways and he is pleased to say that Highways and the Developers have been talking positively. He personally would not like to see anything that prejudices this development taking place as it is affordable housing. Cllr Hayes will keep council up to date with any new developments.
- Land at Conduit - Planning Officers have been concerned that a change of use may have occurred and whether development that has taken place has been authorised. Powys CC are in correspondence with the owner of the land.
- Arthurs Gate-Extension to the building he believes is within permitted development. Although steps have not been taken to establish that.
- Sleepers and tree trunks have been placed on the cobbled area of Pool Road. It appears there has been some neighbour disputes in that area. Discussions are taking place between Powys CC and householders.
- There is not a sign for Caerhowel Mews and deliveries are being dropped at Caerhowel Meadows. It is likely that the way forward will be a private sign on Caerhowel Mews to assist delivery drivers.
- Liaison meeting with Police when Cllr Hayes highlighted the ongoing infringements of access only. Also, the speeding enforcement on Chirbury Road and Pool Road.
- Between end of January and 10th May there were 46 notified incidents in Montgomery of which 10 were suspicious persons 6 were harassment 5 were domestic and the others were a variety of reasons.
- Cllr Hayes thanked town councillors for their support with Montgomery Angels during the pandemic.

MINUTE 13 – HIGHWAYS

- Overgrown hedge by Offa Cottages Chirbury Road is now blocking footpath, letter will be sent to owners.
- Attention was drawn to an action at the previous meeting regarding an overgrown hedge in Princes Street.

MINUTE 14 – FINANCE

All councillors had been provided with a list of invoices for payment.

D/D	BT	109.80
	BT	111.60
Chq	M Mills – Paint TH	52.77
BACS	Dr C Weston	162.50
	Zurich Insurance	1310.70
	G Smith Expenses	93.80
	R Bunner	8.10
	Andrew Evans -Grass	497.83
	Dr C Weston – Community News	162.50
	Viking- Ink & Paper	39.19
	Hafren Cleaning – Town Hall	720.00
	G17- Website	60.00
	Eric Neville – Town Hall	46.76
	Gaskells Waste	38.10
	Salary	682.90
	Dr C Weston – Community News	125.00
	HMRC – Tax	44.60
D/D	Powys CC Council Tax	682.00

RESOLVED to approve invoices for payment

Cashflow and bank reconciliation viewed by councillors – no issues raised.

Three new signatories had now been added and approved by the bank Cllr’s J Kibble, R Harper and R Lewis making six signatories in all.

MINUTE 15 - CORPORATE GOVERNANCE

- Standing Orders – Resolve to re-adopt Standing Orders in their present form
- Financial Regulations – resolve to re-adopt Financial Regulations in their present form

RESOLVED to approve Standing Orders and Financial Regulations

- Risk Assessment (Financial) – resolve to adopt Financial Risk Assessment for 2021.-2022

Following information from the Internal Auditor the risk assessment will be reviewed at the next finance meeting in June.

- Asset Register,
- Investment Strategy

Asset task and finish group are at present updating the assets register.

Resolved to approve the present Asset Register and Investment strategy.

Finance

<p>MINUTE 16 – PLANNING 21/0818/LBC - Listed building consent for replacement windows and front door to front elevation - 3 Cross Houses, The Pound, Montgomery. 21/0867/HH - Erection of entrance porch, installation of cladding together with enlargements of openings and internal alterations 20 Arthurs Gate, Montgomery.</p> <p>AGREED - Comments will be forwarded by Planning Committee on behalf of council</p> <p>BREAK 20.30 5 MINUTES</p>	<p>Planning</p>
<p>MINUTE 17 – TOWN HALL</p> <ul style="list-style-type: none"> • Boiler Following the breakdown of the heating boiler various contacts have been made. A bio mass boiler would not be suitable as the Town Hall does not have enough space. An air source-heat pump would be noisy and it is probable that listed building consent would not be given. Conservation Officer could be contacted to give a view on this. A suggestion was made to consider costs for electric heaters. Three quotes will also be sought for a like for like boiler. It may be possible to obtain a grant. 	<p>TC</p> <p>TC</p>
<p>Cllr Gwil Stephenson joined the meeting 20.40 hours.</p> <ul style="list-style-type: none"> • Risk Assessment for upper floor will be completed for opening in June. • Hire Charges Suggested by Development Officer that hire charges be considered. As Precept has been based on the present hire charge it may be suitable to reassess at the end of the year. Hirers have the option to affiliate to reduce costs. • Job Description for Town Operative. Issues were raised regarding hourly rate, following consideration it was agreed to maintain the rate suggested as a living wage and review at a later date. It was agreed to circulate the job description to all councillors along with the proposed advert for information. AGREED to advertise this locally. • Markets A suggestion was made to write a letter to ask if one of the traders would volunteer to co-ordinate the market early morning to ensure cars were moved and traders had a suitable area for their stall. Coordinator would be allowed up to £10 of area free of charge. 	<p>Staffing/ TC</p> <p>Staffing</p> <p>Market/ Staffing/ Town Hall</p>
<p>Proposed We ask for a volunteer who would be willing to coordinate the market and for that they would get a free pitch up to £10. AGREED It will be made clear that Town Council run the market and Town Clerk collects pitch fees.</p> <p>Councillors AGREED – Market Group would discuss - Staffing Committee will compose the letter and this will be agreed with Town Hall Committee and delivered to traders on Thursday.</p> <ul style="list-style-type: none"> • It was suggested that pitches should now go on both sides of the road. Community relations need to be maintained with local shops. Disabled space is often blocked by stalls. This issue will be discussed by market group. • Agreed Town Hall will be open on 1st June 2021. 	<p>Market</p>

<ul style="list-style-type: none"> • Euro Bin at the rear of the Town Hall is not lockable as public keep breaking lock. There have only been two incidents so far this year of fly tipping and over filling the bin. • Ensure website information is up to date. • Many thanks to all those who have painted and cleaned the Town Hall and opened and closed toilets during the last months. 	
<p>MINUTE 18 – TOURISM</p>	
<ul style="list-style-type: none"> • Tourism Notes were distributed to all councillors. • Tourism Committee do not have to be supported by the Town Clerk. They only have Delegated Powers for expenditure up to £200, although this could be an issue if not supported by the Town Clerk. • Monies from the Precept are not carried over unless there is a specific item or items that are earmarked. • Monies raised at Tourism events are allocated to the general budget unless the event has been advertised as raising funds for a specific purpose • Designated budget is in the Terms of Reference for Tourism at present, the ToR will be reviewed at the next meeting. • The clerk informed the meeting that where formal minutes are taken at a meeting by a councillor, then that councillor should not participate in the meeting. However, the notes taken at committee meetings are not formal minutes and therefore a councillor could both take notes and participate. The clerk will check this and report back • Tourism notes will need to be approved by council monthly. • A minute is a legal document, notes are not a legally binding document. 	<p>TC Tourism TC</p>
<p>MINUTE 19 – DOG WASTE BINS</p>	
<p>As Cllr Lewis was not available for this meeting, he had requested that the Chairman make a decision whether to discuss or leave until the June meeting.</p>	
<ul style="list-style-type: none"> • Town Clerk advised she had sent an e mail to Powys CC as requested regarding the possibility of a new waste bin at Church Bank and new dog waste bins to replace the old and damaged ones. In reply she had been advised that dog waste can now be disposed of in ordinary waste and is no longer separated therefore, any litter bin is suitable. Powys CC are attempting to reduce litter and dog waste bins as it is time consuming and expensive. They would be willing to replace litter bins like for like. • Montgomery has 27 bins in all and they are emptied three times a week, although at times bins were overflowing particularly at weekends. 	
<p>Proposed by Cllr Beaven that the broken bins be replaced with all-purpose bins.</p>	<p>TC</p>
<p>Amendment Cllr Thomas that we replace dog waste bins with all purpose bins with the budget that has been set aside whether it be two, three or four</p>	
<p>Resolved to approve the proposal</p>	<p>TC</p>
<p>Town Clerk to obtain costs for next meeting</p>	
<p>BT Phone Box Council needs to be sure of any costs involved with the purchase</p>	

and removal of the BT box plus where the phone box could be situated and used for, at present there is a phone in that box. Town Clerk will contact BT to confirm.

MINUTE 20 – PLAY PARKS

- This is progressing very well, final consultation has been done, there has been a positive response from the public.
- Permitted size will not be exceeded so planning permission will not be required.
- Lottery application is progressing.

Playground Inspections. A question was asked if swings should be reinstated, after discussion it was agreed to leave things as they are for the time being.

MINUTE 21 – WEBSITE

- Website team had met (Cllr 's Weston and Stephenson plus Development Officer and Mr Cusack)
- There have been several updates on the website
- A contact form has been added for the market
- Accessibility report had been provided in September measuring 81% and is now 91% for desktop and 93% for mobile.
- Proposal to change Primary domain to .uk/ .co.uk and .wales will continue to work but will point to .uk. No additional costs involved.

AGREED

- Proposal to increase budget for SSL on website to have a 'wildcard' on it to increase security. This would cost £66 pa which would be covered by the increased Precept budget.

AGREED

- Councillor contact details are required to be on the website but for security need not be displayed as they are at present. A contact form can be used which will be passed to Town Clerk or Community News Team.

AGREED

MINUTE 22 – CRIER MAGAZINE

Suggestion to publish a type of bulletin from council meetings for Facebook and Crier giving some information from meetings that will be brief but informative. An example of this will be circulated for councillors to view.

MINUTE 23 – COMPLAINTS COMMITTEE

Report sent to all councillors for information only a number of recommendations were made within that which will be carried out. Report has been forwarded to ICO via e mail.

For clarification the Town Clerk sets the agenda which may have been misconstrued in that report. This was clarified by the Chairman.

MINUTE 24– CORRESPONDENCE

JK/CW

E mail re trees at the Institute has been forwarded to that committee

MINUTE 25 – COMMUNICATIONS FROM THIS MEETING

Request for someone to join Patients Association, News of change of Chairman, Speeding volunteers, new job advert, information on Town Hall re-opening to let public know, market coordinator, market advertising, playground information. Celebration of lives lost.

MINUTE 26 – ITEMS FOR NEXT AGENDA

Annual Report and Training Plan,
Burial Fees
Assets

RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS: Under the Public Bodies (Admission to Meetings) Act 1960 (2) to resolve that, members of the public and press be requested to leave the meeting by reason of the confidential nature of the business about to be transacted