

Cyngor Tref Caereinion Llanfair Llanfair Caereinion Town Council

Chair Cllr Wyn Williams Vice Chair Cllr Ian Davies
Town Clerk Robert A. Robinson MBE FRICS FSLCC
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6th September 2021

To All Llanfair Town Councillors

From the Town Clerk

Dear Councillor,

The Members of the Committee are hereby requested to attend a meeting of the Finance, Planning and GP Committee of the Council to be held on Monday 13th September 2021 at 7pm in Llanfair Connections at Llanfair Caereinion Station.

If there is any change due to restrictions etc I will call you all.

Yours sincerely,

Robert Robinson

**Robert A Robinson MBE FRICS FSLCC
Town Clerk & RFO**

Cyngor Tref Caereinion Llanfair Llanfair Caereinion Town Council

AGENDA

For a meeting of the
Finance, Planning and General Purposes Committee
to be held on
Monday 13th September 2021 at 7pm
The main hall of Llanfair Connections Llanfair Caereinion Station

Committee

Cllr Wyn Williams, Cllr Ian Davies, Cllr Richard Derricutt, Cllr Ursula, Griffiths and Cllr Gareth Jones.

Remit

Responsible for finances, budgets, financial reporting, planning applications (if falling between Council Meetings), Town Plan, Consultations, Events, Publicity and general matters not covered by other Committees.

Authority

To make general decisions in the normal course of business and to make recommendations to the Full Council.

1. Welcome by the Chair

To receive a welcome to the meeting by the Chair.

2. Record of attendance

To record attendance and record any apologies for absence.

3. Declarations of Interest.

Members are asked to receive declarations of interest under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosible Pecuniary Interests) Regulations 2012.

4. Public Question Time and Participation

Members of the public are advised that they are welcome to ask questions about items on the Agenda or matters about the town itself. It is not always possible to give a verbal response at the meeting and questions may receive a written reply. No resolution can be made under this item. Questions should relate to matters of Town Council policy or practice and not relate to the individual affairs of either the questioner or any other named person.

5. Minutes of the last meeting

To consider and approve the minutes of the last meeting held on 12th July 2021.

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6. Financial Reports

6.1 Financial Statement

To consider the estimated financial statement at appendix A on page 5 (to 31st July 2021).

6.2 Bank Balances

To note the monies available after commitments as set out below (as at 30th August):

Bank Balance no 1	£64,747.72
Bank Balance no 2	£37,468.36
VAT refunds	£8,353.00
Total funds	£110,569.08

6.3 Banking changes to account

The NHBC bank will be looking to change our account status as follows from 1st November 2021:

- The Charitable Bank Account has a monthly account fee of **£5.00**
- Cash paid into and out of your account over the counter will be charged at **0.40%** of the value deposited or withdrawn
- Cheques paid into and out of your account over the counter will be charged **£0.40** per cheque
- Change supplied over the counter will be charged **1.5%** of the full amount
- Auditors Certificates will charged at **£25.00** plus VAT

The Committee is asked to consider if it wishes to move to internet banking for almost all payments and if it wishes to change banks to retain a High Street presence in Welshpool.

6.4 Independent Review Panel of Wales

To consider a response to the proposals affecting allowances and payments to Councillors and to consider what allowance should be made within the budget for the ensuring year.

6.4 Five year financial plan

To consider the five year financial forecast set out at appendix B (page 7) with comparisons between approaches.

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6.5 Spending on special projects (limited to £25,000)

To note spending allocated to the special projects budget as below:

No	Item (committed)	Amount
1	Defibrillator project Watergate Street	£2,625

7. Planning Applications

There are no planning applications to consider at this meeting.

8. Playground Review

To consider the report on play in Llanfair Caereinion (see Council Services Committee Agenda)

This has been considered by the Council Services Committee but will need financial approval before moving forward.

9. Defibrillator Review

To consider the report on the provision of Defibrillators for the Town – see appendix C (pages 9 -15).

10. Town Plan consultation

To note an extension of time for people to respond to the plan of Thursday 30th September 2021. A full report on the consultation will be issued in October 2021.

11. Town WiFi

To consider a report on possible free Wifi for the Town.

12. Queens Platinum Jubilee

To consider a possible plan for the Queens Platinum Jubilee in June 2022.

To consider publicising a request for any events being planned locally by local groups to enable them to be added to a booklet and to enable co-ordination of the events.

See appendix D (pages 16 – 18).

13. Newsletter

To receive an update on production of the first newsletter for publication in October 2021.

14. Documents

To consider the review of the procurement policy prepared by Cllr R Dericutt and the Town Clerk. (see appendix E on page 19-22)

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15. Any other business

To consider any other relevant business notified to the Town Clerk prior to the start of the meeting.

16. Date of next meeting of the Committee

It is suggested that the Committee does not meet in October but a Trust Meeting is held to approve the annual report and annual accounts.

17. In private Session

Staffing matters.

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APPENDIX A

Monthly Accounts (to 31st July 2021)

	BUDGET	BUDGET	ACUTAL				
	ANNUAL	TO DATE	TO DATE	April	May	June	July
INCOME							
Precept	40000	13334	13334.00	13334.00	0.00	0.00	0.00
Burial Services	1800	600	740.00	90.00	0.00	340.00	310.00
Street Scene	5000	0	142.00	0.00	0.00	0.00	142.00
Recreational	10	10	20.00	0.00	0.00	20.00	0.00
Mount Field	0	0	0.00	0.00	0.00	0.00	0.00
Deri Woods	0	0	0.00	0.00	0.00	0.00	0.00
Administration	0	0	0.00	0.00	0.00	0.00	0.00
Publicity/Events	800	0	0.00	0.00	0.00	0.00	0.00
Projects	9800	5350	5350.41	270.00	383.60	3913.81	783.00
VAT refunds	7800	0	0.00	0.00	0.00	0.00	0.00
Other	1220	200	201.00	0.00	200.00	1.00	0.00
Total	66430	19494	19787.41	13694.00	583.60	<u>4274.81</u>	<u>1235.00</u>
EXPENDITURE							
Burial Services	6075	600	500.29	215.05	110.26	109.51	65.47
Street Scene	9110	1737	2554.18	471.24	1320.07	419.60	343.27
Recreational	2100	500	181.99	0.00	85.00	6.99	90.00
Mount Field	6900	333	360.00	0.00	0.00	360.00	0.00
Deri Woods	6950	6133	5070.85	604.25	4466.60	0.00	0.00
Administration	17300	5160	6802.54	648.81	3453.38	802.02	1898.33
Publicity/Events	3250	33	30.00	0.00	0.00	30.00	0.00
Projects	9800	5350	5350.41	270.00	383.60	3913.81	783.00
Donations/Grants	1545	1145	1145.00	0.00	0.00	1145.00	0.00
Other	0	0	45.00	0.00	45.00	0.00	0.00
Section 137	50	0	0.00	0.00	0.00	0.00	0.00
Total	63080	20991	22040.26	2209.35	9863.91	<u>6786.93</u>	<u>3180.07</u>
Balance	3350	-1497	-2252.85	11484.65	-9280.31	-2512.12	-1945.07
* Difference is the increase in insurance cost for the year.							

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RECONCILLIATION SUMMARY							
				April	May	June	July
	BANKING	START	CURRENT	65616.12	75693.23	64747.72	38066.65
			DEPOSIT	40151.56	40151.56	40151.56	60152.56
			TOTAL	105767.68	115844.79	104899.28	98219.21
		END	CURRENT	75693.23	64747.72	38066.65	35198.58
			DEPOSIT	40151.56	40151.56	60152.56	60152.56
			TOTAL	115844.79	104899.28	98219.21	95351.14
			DIFFERENCE	-10077.11	10945.51	6680.07	2868.07
	SUMMARY	INCOME	GENERAL	13694.00	583.60	4274.81	1235.00
			Debtors	0.00	0.00	0.00	0.00
			VAT	0.00	0.00	0.00	0.00
			TOTAL	<u>13694.00</u>	<u>583.60</u>	<u>4274.81</u>	<u>1235.00</u>
		EXPENDITURE	GENERAL	2209.35	9863.91	6786.93	3180.07
			Town Trail	270.00	383.60	3913.81	783.00
			Last yr chq	883.50	291.00	0.00	0.00
			VAT	254.04	990.60	254.14	140.00
			TOTAL	<u>3616.89</u>	<u>11529.11</u>	<u>10954.88</u>	<u>4103.07</u>
			DIFFERENCE	10077.11	-10945.51	-6680.07	-2868.07
			BALANCE	0.00	0.00	0.00	0.00

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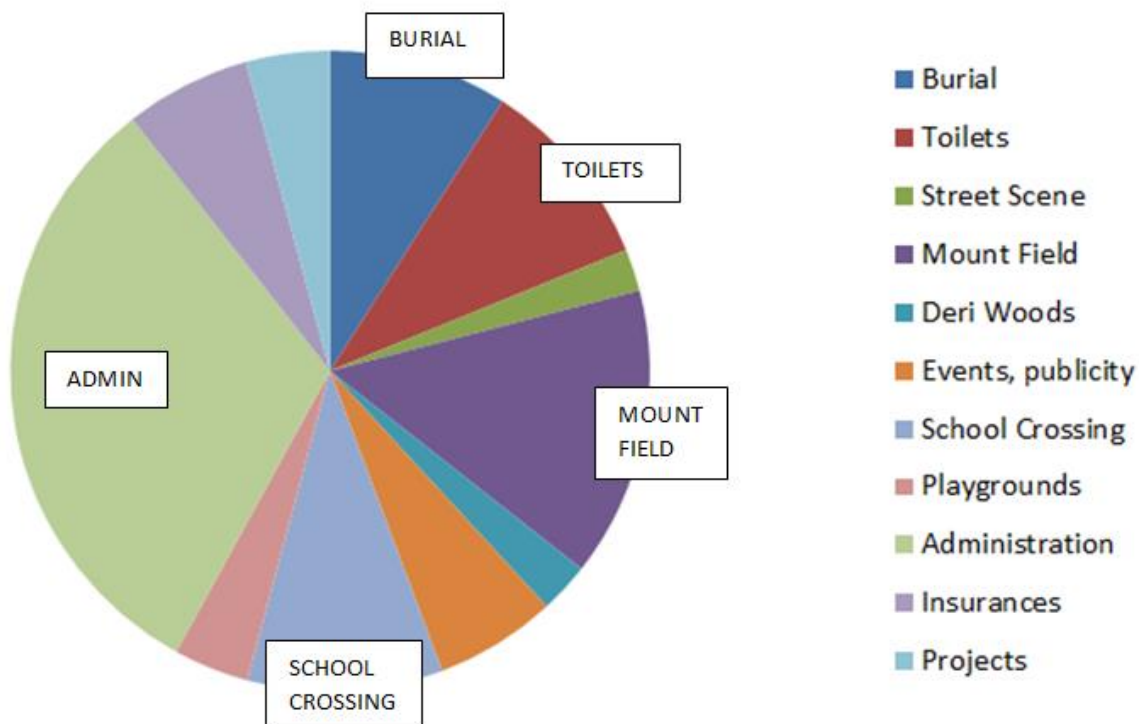
APPENDIX B

FIVE YEAR BUDGET PLAN						
OPTION 1	LEAVING PRECEPT AT £40,000 PER ANNUM					IN 2026
	2021-22	2022-23	2023-24	2024-25	2025-26	BAND D
PRECEPT	40000	40000	40000	40000	40000	54.4217687
OTHER INCOME	42000	13600	13600	13600	13600	
TOTAL INCOME	<u>82000</u>	<u>53600</u>	<u>53600</u>	<u>53600</u>	<u>53600</u>	
COSTS	71200	60000	59000	59500	60000	
PROJECTS	9800					
TOTAL COSTS	<u>81000</u>	<u>60000</u>	<u>59000</u>	<u>59500</u>	<u>60000</u>	
NET	1000	-6400	-5400	-5900	-6400	
RUNNING TOTAL	1000	-5400	-10800	-16700	-23100	
OPTION 2	PRECEPT RISING BY £2,500 pa					
	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	BAND D
PRECEPT	40000	42500	45000	47500	50000	68.0272109
OTHER INCOME	42000	13600	13600	13600	13600	
TOTAL INCOME	<u>82000</u>	<u>56100</u>	<u>58600</u>	<u>61100</u>	<u>63600</u>	
COSTS	71200	60000	59000	59500	60000	
PROJECTS	9800					
TOTAL COSTS	<u>81000</u>	<u>60000</u>	<u>59000</u>	<u>59500</u>	<u>60000</u>	
NET	1000	-3900	-400	1600	3600	
RUNNING TOTAL	1000	-2900	-3300	-1700	1900	
OPTION 3	PRECEPT RISING BY 3% pa					
	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	BAND D
PRECEPT	40000	41200	42436	43709	45020	61.2517007
OTHER INCOME	42000	13600	13600	13600	13600	
TOTAL INCOME	<u>82000</u>	<u>54800</u>	<u>56036</u>	<u>57309</u>	<u>58620</u>	
COSTS	71200	60000	59000	59500	60000	
PROJECTS	9800					
TOTAL COSTS	<u>81000</u>	<u>60000</u>	<u>59000</u>	<u>59500</u>	<u>60000</u>	
NET	1000	-5200	-2964	-2191	-1380	
RUNNING TOTAL	1000	-4200	-7164	-9355	-10735	

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OPTION 4	PRECEPT RISING BY £2,500pa plus £10,000pa for projects (after 2 years)						
	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026		BAND D
PRECEPT	40000	42500	55000	57500	60000		81.6326531
OTHER INCOME	42000	13600	13600	13600	13600		
TOTAL INCOME	<u>82000</u>	<u>56100</u>	<u>68600</u>	<u>71100</u>	<u>73600</u>		
COSTS	71200	60000	59000	59500	60000		
PROJECTS	9800	0	10000	10000	10000		
TOTAL COSTS	<u>81000</u>	<u>60000</u>	<u>69000</u>	<u>69500</u>	<u>70000</u>		
NET	1000	-3900	-400	1600	3600		
RUNNING TOTAL	1000	-2900	-3300	-1700	1900		



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APPENDIX C

DEFIBRILLATOR PLAN FOR LLANFAIR

INTRODUCTION

The Town Council is aware of the need to support its residents and visitors with regard to safety and has considered that defibrillators should be provided within a reasonable distance in all locations within the Town.

This report sets out the current provision, assessing the need for more defibrillators within the Town Council area and sets out a plan and programme for the future.

There are more details about a Defibrillator at appendix C.

WHY A DEFIBRILLATOR PLAN

With around 30,000 people each year suffering a sudden cardiac arrest it is imperative that bystanders know how to respond.

A cardiac arrest can affect anyone at any time – from young children at school, to adults when they're at home, work or out in public places. Without the correct treatment, cardiac arrests are often fatal with The British Heart Foundation's figures revealing that only one in ten victims survive.

However, the chance of surviving a cardiac arrest jumps from 6% to 74% if the casualty is in a shockable rhythm and a defibrillator is deployed within 3 minutes.

With an aging population, the effects of Covid and other longer term illness there are more people who suffer cardiac arrest than in previous generations.

A defibrillator is a device that gives a high energy electric shock to the heart of someone who is in cardiac arrest. This high energy shock is called defibrillation, and it's an essential part in trying to save the life of someone who's in cardiac arrest.

CURRENT DEFIBRILLATOR LOCATIONS

The current defibrillators locations for the Llanfair Caereinion Town Council area are:

- Leisure Centre
- The Institute (hidden and not working)
- The Medical Centre
- Rhiewaniarth Community Centre (away for repair)

See map at appendix A.

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DEMOGRAPHICS

The demographics which are relevant to this assessment are:

The figures of interest from the updated census are:

- i) 19% over 65 years of age and a further 12% are over 60 years of age.
- ii) 18% have a registered long term illness.
- iii) 12% are pensioners living alone.
- iv) A larger number of elderly have no car or van.
- v) 28% not working (retired and unable to work).

The location of those in the senior age range is spread with one area of congregation being Hafan Deg.

The Town Council area comprises a number of residential areas which are:

The Town Centre

The Top of Town (estates off Watergate Street)

Mount Road and Pear Tree Way

Hafan Deg Estate

Melin Y Ddol

Outlying areas

There are also sports facilities located at Mount Field and a woodland walk at Deri Woods and Goat Field.

LOCATIONS CONSIDERED

The locations considered and measured against considerations are set out on the chart below:

Location	Population close by or tourists passing	People can find it	Access to it is easy	Total
Institute	2	1	2	5
Leisure Centre	4	3	4	11
New Medical Centre	3	3	4	10
Watergate Street tel box	5	5	5	15
Town Square	4	5	5	14
Mount Field	3	4	4	11
Chapel of Rest	3	5	4	12

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Continued....

Location	Population close by or tourists passing	People can find it	Access to it is easy	Total
Steam Railway Station	5	5	5	15
Deri Woods	3	2	1	6
Rhiewaniarth Community Centre	2	4	4	10

The location of defibrillators is important due the small time one has to deploy one to the person suffering a cardiac arrest.

Due to this timescale the locations have been considered carefully to try and cover every area of the Towns central areas.

There is a case for one to be located in outlying areas, however the benefits of that are considered to be very limited as there are very few homes and of those most are in locations which will be too far away a unit to be of benefit.

ASSESSMENT OF DELIVERY OF EACH PROJECT

An assessment of project delivery considered is set out on the chart below:

Location	Population	Location	Access	Power	Cost	Total
Institute	2	1	1	5	4	13
Leisure Centre	4	5	5	5	4	23
New Medical Centre	2	3	4	5	5	19
Watergate Street tel box	5	5	5	5	4	24
Town Square	5	5	5	5	5	25
Mount Field	5	5	5	3	3	21
Chapel of Rest	4	4	5	5	5	23
Steam Railway Station	5	5	5	5	5	25
Deri Woods	2	2	1	1	1	7
Rhiewaniarth Com Centre	1	3	4	5	5	18

5 is good and achievable down to 1 which is costly or not so good.

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TRAINING AND MAINTENANCE

When a defibrillator is put in place there are two important aspects which are on-going:

- i) A legal requirement to ensure that the units are working.
- ii) A monitoring and maintenance programme will be required for each unit at a current cost of £165pa.
- iii) Although there are complete instructions (audible) when each unit is operated it is good to offer training. Perhaps a public training session from time to time would be good. The cost is approx. £100 by using ZOOM.

SUMMARY

The investigations have informed the recommendation set out below:

- i) Locations have been selected taking into account the assessments and ensuring the each area is covered without unnecessary overlap.
- ii) When defibrillators are installed to enter into a maintenance programme for each one. (annual cost for Town Council Defibs £660pa)
- iii) To offer a training programme to the general public via Zoom.
- iv) Seek help with funding via grant aid.
- v) The locations suggested to be taken forward are:

No	Location	Provided by	Cost to Town Council	Reason for recommendation
1	Leisure Centre/High School	Powys County Council	Nil	Provision close to children and sports facility
2	WLLR Steam Railway Station	WLLR	Nil	A lot of tourists pass through
3	Watergate Street telephone box	Town Council	£2,600	Located close to housing estates
4	Medical Centre	Health Board	Nil	Supporting doctors surgery
5	Chapel of Rest	Town Council	£2,200	Central location serving High Street/Broad-Bridge Street and Watergate Street
6	Mount Field	Town Council	£2,500	Supporting sports and serving Mount Road area
7	Market Square	Private	£2,300	Central location where there is a lot of activity
7	Rhiewaniarth Community Centre	Community Centre	Nil	Serving outlying community

- vi) To liaise with organisations and private owners (not the Town Council) to achieve the objectives on sites that are not owned by the Town Council by encouraging them to take part in the scheme overall.

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- vii) To ensure all sites are registered.

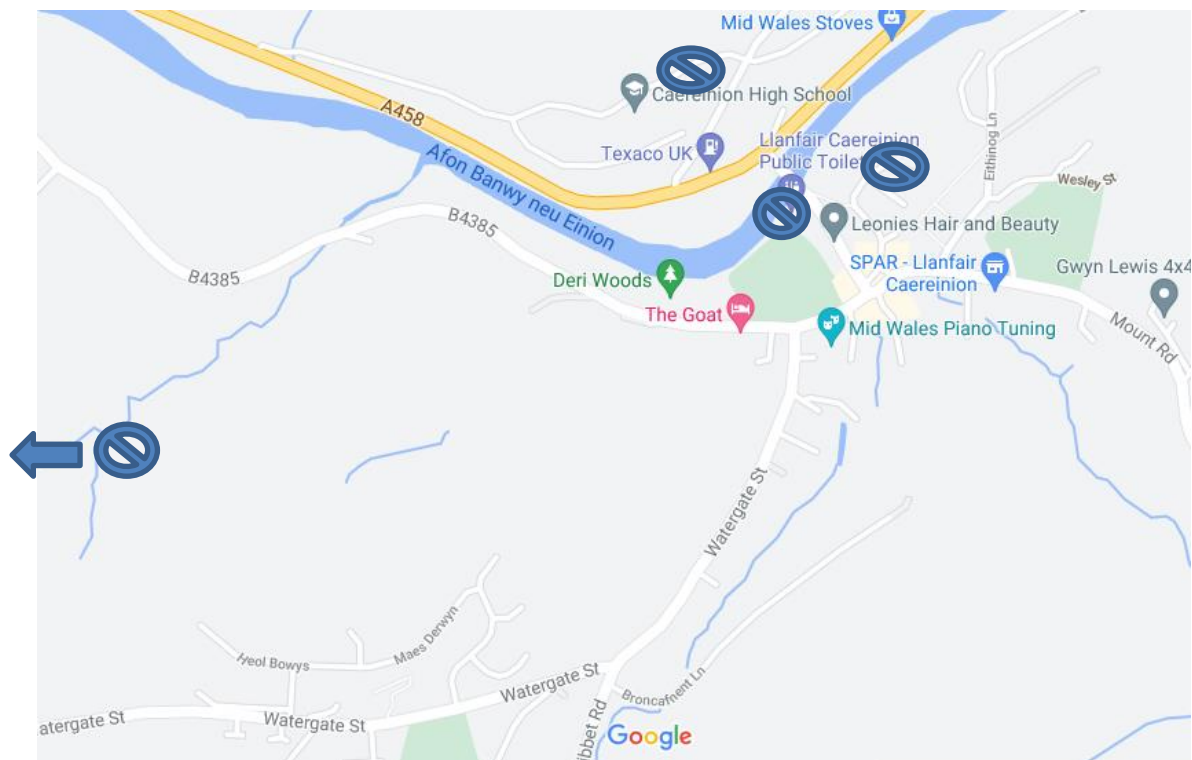
The plan showing the proposed locations is set out at appendix B.

R A Robinson
Town Clerk

September 2021

APPENDIX A

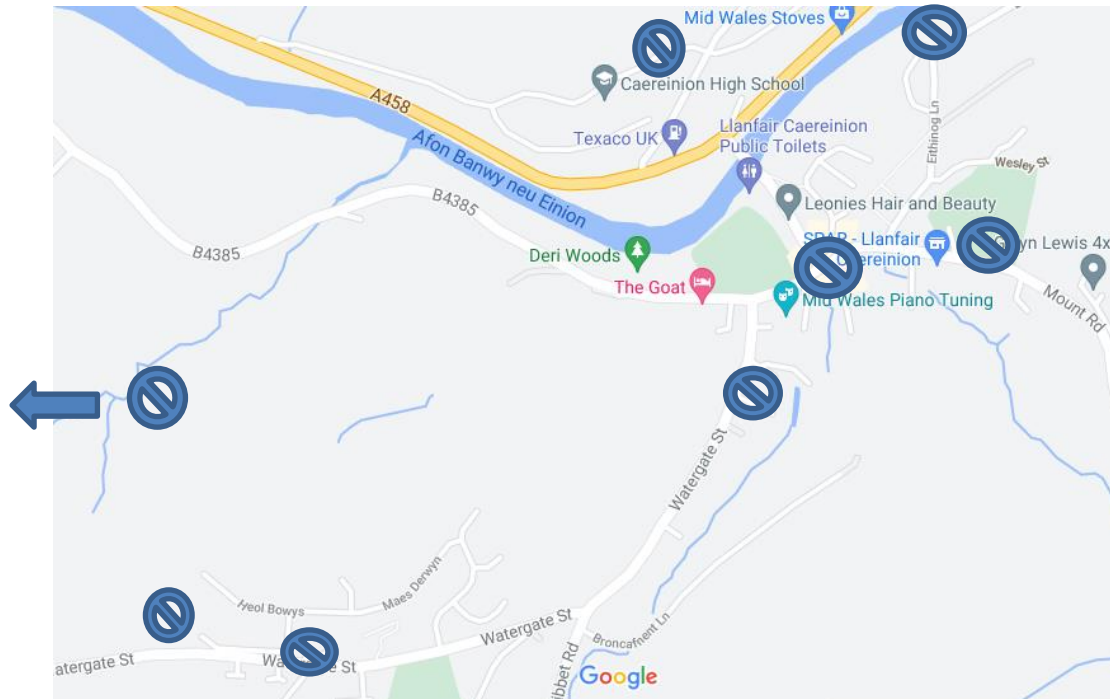
Defibrillator Plan for Llanfair Caereinion – current locations



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APPENDIX B

Defibrillator Plan for Llanfair Caereinion – proposed locations



APPENDIX C

A guide for placing a defibrillator in your community (FAQ's)

It is well known that when a person collapses and is not breathing normally their life is at risk. In many situations a person will have suffered from a sudden cardiac arrest SCA. This means that their heart has stopped beating and without urgent medical assistance and first aid treatment chances of survival are very low indeed.

Many communities have equipped themselves with defibrillators that are available for members of the public to use in an emergency prior to arrival of the emergency services. The common term used is Community Public Access Defibrillators (cPAD).

What is a defibrillator or AED?

AED stands for (Automated External Defibrillator) . These are portable lightweight devices designed to be used by people with minimal or no training on someone who has suffered a cardiac arrest. The job of the AED is to analyse the heart rhythm to determine if a shock is required. If a shock is required, the AED will give clear voice instructions to guide the user through the rescue process. The AED will only shock if the person is dead!

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Who looks after the community public access defibrillator?

In most cases a community group such as a parish council will nominate a guardian to be in charge of checking the cPAD on a regular basis to ensure the device is rescue ready. There is a basic checklist that will indicate periodic checks to be done. In some cases this may be done by the local ambulance service with their agreement.

Do we need to register our cPAD with the ambulance service?

Yes. Contact your local ambulance service to register your cPAD so this can be added to their system. Once registered they will have details of its exact location, cabinet lock code if applicable, guardian name/contact details and other relevant information.

Who will replace the battery and electrode pads in our public access defibrillator?

This is quite a simple procedure and can be done by the nominated person who checks the AED on a regular basis. Most AED's will require periodic replacement of consumables every 2-5 years depending upon the type of AED.

What is the procedure if our community defibrillator develops a fault and is not rescue ready?

The manufacturers provide a warranty of between 5-10 years on the AED depending on the brand. During the warranty period if a fault develops with the AED the manufacturer offers full support. Typically the manufacturer will go through some basic troubleshooting via the telephone first and if there is still a problem they will arrange collection of your faulty unit. You will usually be given a replacement unit altogether or a loan unit until your AED can be repaired.

Please note that consumable items such as electrode pads and batteries have a shorter warranty than the AED in most cases.

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APPENDIX D

Queens 70th Year as Queen celebrations The Llanfair Queens Olympics

1. Introduction

The Queen will have been our Monarch for 70 years on Monday 6th June 2022 and the UK is being asked to join in the celebrations. There are some national events as well as guidance on local events. Town and Community Councils are being asked to consider what their communities could do to celebrate this momentous occasion.

2. Dates

The dates for the 4 day national celebration period are Thursday 2nd to Sunday 5th June 2022.

3. National celebration

There will be a national celebration with a range of events held around the UK.

An outline has been published and includes:

A live concert will be staged at Buckingham Palace – Platinum Party at the Palace – during the Saturday of the long weekend.

Performers have yet to be named but it is billed as bringing together some of the world's biggest entertainment stars to celebrate the most significant and joyous moments from the Queen's seven-decade reign.

Other highlights include a day at the races for the Queen – a keen horse breeder – and her family who will fill the royal box for the Derby, held at Epsom Downs, before the concert.

The Queen with the Duke of Sussex and the Duke and Duchess of Cambridge on the royal barge Spirit of Chartwell during the Diamond Jubilee River Pageant

The four-day weekend will begin on Thursday with Trooping the Colour, which will be staged in full for the first time since the pandemic.

Platinum Jubilee Beacons will also be lit throughout the UK, Channel Islands, Isle of Man and UK Overseas Territories – a tradition used to celebrate royal jubilees, weddings and coronations.

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For the first time the ceremonial bonfires will be ablaze in each of the capital cities of the Commonwealth countries to celebrate the Queen's milestone.

A Service of Thanksgiving for the Queen's reign will be held at St Paul's Cathedral on the Saturday.

Communities across the country will sit down together for the Big Jubilee Lunch during the Sunday, the final day of the Bank Holiday Weekend.

4. A plan for Llanfair Caereinion

Jubilee booklet

A Jubilee booklet is to be prepared with limited advertising. It would contain information about the Queen and her reign along with information on the events taking place in the Town.

Llanfair Town Football Club (Seniors)

A football competition for 8 teams on a knockout basis over the weekend.

Tennis Competition

A competition for pairs made up of 8 teams on a knockout basis over the weekend.

Bowling Competition

A Bowling Competition for pairs to be held with 8 teams on a knockout basis.

Children's fun sports day

To host a sports day for those under 11 years of age. All children take part in all races leading to a 'Llanfair Olympic Winner'.

The sports might be potato race, standing long jump, running race, football dribble race, throwing the tennis ball etc.

Cycling and running to Race the Train

A running race and/or cycle race from Castle Caereinion to Llanfair Caereinion – race the Queens train.

Saturday evening - Beacon in St Marys Churchyard

There is a national beacon lighting ceremony and Llanfair Caereinion has been invited to take part by Bruno Peak with an allotted time of 21.15. The church to be lit to music with changing colours.

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Sunday lunchtime

The Town Council to host a street party in the Churchyard and Square of the Town. Local pubs by the square to be asked to do a bar-be-cue and with the fish and chip shop open along with peoples own picnics there would plenty of choice for all.

Each group attending is asked to bring a chair and table for their own individual picnic as part of the celebrations.

There is to be music, entertainment and the Town Crier to give the Queens Declaration.

Medals

To provide a bronze medal with ribbon for all entrants except those who win a silver or gold medal who would receive one in those colours.

Church Service

A Civic Service to give thanks for the Queens and her reign.

Other organisation events

To include in the booklet any activities relating to the celebrations organised and run by other organisations within the Town Council area.

Programme for events

The programme for the events to be:

Day	Event	Times
Thursday	Bowling competition	6pm to 9pm
	Tennis competition	6pm to 9pm
Friday	Football competition	6pm to 9pm
Saturday	Race the Train cycling	10am to 11.30am
Saturday	Race the Train running	11.30am to 12.3am
Saturday	Children's sports	3pm to 5pm
Saturday	Beacon and church lights	9am onwards
Sunday am	Church Service	10am to 11am
Sunday lunchtime	Street party	12noon to 2pm

Cost plan

The cost plan for the event is set out below:

Medals	Individual cost	Total cost
Water for race the train	£10	
Mars bars for race the train	£12	
Children's sports equipment	£20	
Beacon	£1,500	
Sundries	£50	
Booklets	£200	
Total		£1,792

An application for grant aid from appropriate sources could be sought.

Cyngor Tref Caereinion Llanfair

Llanfair Caereinion Town Council

APPENDIX E

PROCUREMENT POLICY

1. Introduction

This paper sets out the Council's procurement policy.

2. Minor maintenance works

Minor works can be carried out by regular local contractors where the amounts involved are under £1,000 or they are of an emergency nature.

3. Annual maintenance works

Annual maintenance works may be the subject of renewal each with the same contractor but should be subject to review every 5 years.

4. Capital works up to £3,000

Capital works up to the sum of £3,000 can be completed by seeking a price from a local contractor agreed by the Council or who is on the Council's list of contractors.

5. Capital works from £3,000 up to £10,000

Where there is no urgency 3 prices are to be sought from contractors as agreed by the Full Council in private session. In an emergency this condition can be dispensed with by agreement between the Chair of the Council, Committee Chair and the Town Clerk.

6. Capital works over £10,000

Where there is no urgency 4 prices are to be sought from contractors as agreed by the Full Council in private session.

In an extreme emergency this condition can be dispensed with by agreement between the Chair of the Council, Committee Chair and the Town Clerk.

7. Professionals

The professionals used by the Council are listed below:

Solicitors – Harrisons Berriew Street Welshpool

Architect/Building Surveyors – As appointed from time to time

Surveyor – as appointed from time to time

Internal Auditor – Cadwalladers Severn Street Welshpool

Brian Underhill

External Auditor – as appointed by Welsh Government

These appointments shall be reviewed every 3 years.

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Llanfair Caereinion Town Council

8. Contractors list

The following small works contractors are to be used for emergency and very small works.

Local plumber

G A Harding

T Piggott

Local electrician

Simon Morgan

Aled Davies

Local general builder

J E Thomas

Small works

Rob Issac

Harmer Construction

Grass Cutting/Hedges

Glyn Lloyd

D M Roberts

Cleaning

Rachael Houghton

Clothing

Keltic Clothing

Printing and signs

Welshpool Printing Group

Mid Wales Sign and Print

Playground Inspections

Powys County Council

ROSPA

Web Site

Glovesure

Church Clock

Smith and Derby

War Memorial

Elliot Ryder (Memorials)

Payroll

Morgans of Severn Street Welshpool

9. Tenders

Tenders would historically be presented in sealed envelopes; however email is the common method today.

For tenders or quotes the subject of tendering small works with an expected price of under £10,000 may be received by email to the Town Clerk.

Cyngor Tref Caereinion Llanfair

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For activities the subject of tendering larger works with an expected price of more than £10,000 will be received in sealed envelopes to be opened in front of the Full Council.

10. Registration

All those who are employed to carry out works for the Town Council shall produce the appropriate insurance certificate and shall where they are registered for VAT provide a VAT registration number.

11. Emergency repairs

Any emergency repairs required can be authorised within the Town Clerk's delegated powers document in consultation with the Chairs.

Cllr Richard Derricutt
R A Robinson
Town Clerk
August 2021