

Cyngor Tref Llanfair Caereinion Llanfair Caereinion Town Council

Chair Cllr Ian Davies Vice Chair Cllr Rob Astley
Town Clerk Robert A. Robinson MBE FRICS FSLCC
Crown House High Street Llanfair Caereinion SY21 0QY
Tel 01938 811378 Mob 07767 267830
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10th December 2022

To All Llanfair Town Councillors

From the Town Clerk

Dear Councillor,

You are hereby invited to attend a meeting of the Full Council to be held on Monday 19th December 2022 at 7pm in the Youth Room of the Institute Bridge Street Llanfair Caereinion Station

Yours sincerely,

Robert Robinson

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

Cyngor Tref Llanfair Caereinion Llanfair Caereinion Town Council

AGENDA

For a meeting of the Full Council to be held on
Monday 19th December 2022 at 7pm in the Youth
Room of the Institute Llanfair Caereinion

1. Welcome by the Chair

To receive a welcome from 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 (Disclosable 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.

6. Council decisions and actions

To note the list of approved actions/maintenance items and their current status.

7. Finance and Governance

7.1 Bank balances

The current balances of the Council accounts are:

Current account	£29,620.89
Deposit account	£60,179.48
VAT	£3,159.71
Total money available	£92,960.08

7.2 Management Accounts

The management accounts and bank reconciliation.

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7.3 Orders for payment

To consider and approve the orders for payment.

7.3 Full Welsh Government Audit

To consider an update on the Welsh Government full audit of the Council.

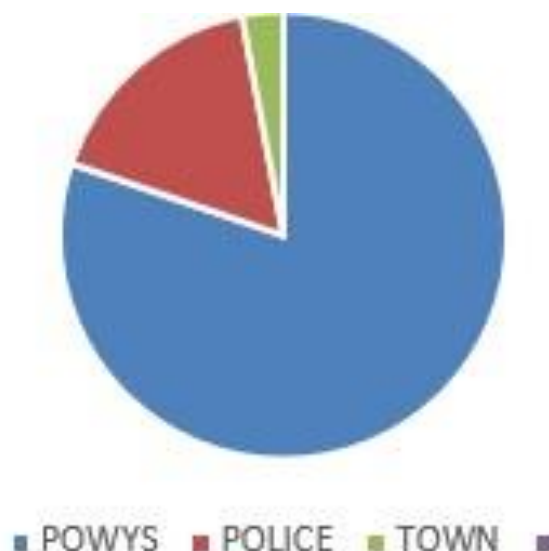
7.4 Budget for 2022-2023

To consider the final draft budget for the ensuing year ending 31st March 2024.

A chart showing the council tax cost to a band D household is set out below:

HEADING	CURRENT YEAR	NEXT YEAR NIL INCREASE	NEXT YEAR 3% INCREASE	NEXT YEAR 5% INCREASE	NEXT YEAR 10% INCREASE
PER YEAR	£54.73	£54.45	£56.08	£57.17	£59.89
PER MONTH	£4.56	£4.54	£4.67	£4.76	£4.99
PER WEEK	£1.05	£1.04	£1.08	£1.10	£1.15
PER DAY	£0.15	£0.14	£0.15	£0.16	£0.17

CHART showing the breakdown of Council Tax between the three units (Powys/Police/Town):



8. Deri Woods and Goat Field

To consider a report on the ash trees which are diseased.

To consider a suggestion from a resident to purchase part of Goat Field to annex to a properties garden.

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9. Erw Ddwr - Tree report

To consider a report on tree's at Erw Ddwr.

The advice is that the works recommended can be completed over 5 years. The works for the year ending 31st March 2023 could be the clearing of deadwood branches and the area inside the clump of fir trees.

10. Hockey Club

To consider a request from the Hockey Club to locate a storage unit on Mount Field.

11. Tourism display Boards

To consider an update on the designs for the town map boards.

12. Youth Club

To consider an update on progress and to receive confirmation of grant aid.

13. 2023 celebrations

To consider taking forward a plan for the King's coronation in May 2023. To consider taking part in the beacon ceremony for the 80th anniversary of the 'D Day Landings'.

14. Documents review

To receive an update on the document review.

15. St Mary's Clock

To consider an update on the Church Clock and the Community Committee.

16. County Council Matters

To receive an update on any matters affecting the Town from the County Councillor.

17. Town Clerks report

To consider any items under this heading as follows:

18. Correspondence (not covered under agenda items)

19. Dates of next meeting

To note the date of the next meeting which is to be Monday 23rd January 2022 at 7pm in the Youth Room of the Institute.

Cyngor Tref Llanfair Caereinion Llanfair

Caereinion Town Council

APPENDIX A

ACTIVITY LIST AND STATUS REPORT – dated September 2022

Those activities approved by the Council are listed below with a status report on each.

No	Location	Activity	Organised by	Status
1	Watergate Street telephone box	Repainting of telephone box	Town Clerk	Awaiting to hear if he can do work
2	Top town playground	Meeting with PCC	Town Clerk & Cllr G Jones	Date for meeting to be agreed
3	Mount Field	Replacement posts to far end tall fencing	Cllr R Astley	Awaiting contractor
4	Playground	Replacement retaining posts	Town Clerk	Instructions issued
5	Deri Woods	Town Trail notice board and picture plinth in place	Town Clerk	Contractor instructed
6	St Mary's Church Wall	Repointing of boundary wall	Town Clerk	Awaiting contractor
7	St Mary's lower path	Improve lighting	Town Clerk	Lighting of lower path completed. Additional lighting to be considered.
8	St Mary's footpath	Resurfacing	Town Clerk	Awaiting solution details for path repair.
9	Retaining wall between St Mary's and the Institute	Replace retaining wall	Town Clerk	Awaiting contractor
10	Chapel of Rest	Replace fuse and distribution boards	Town Clerk	Contractor appointed.
11	Chapel of Rest	Empty store of rubbish	Town Clerk	Contractor instructed
12	Chapel of Rest	Refix soffit board to stores	Town Clerk	Contractor instructed
13	Chapel of Rest	Electrical certificate	Town Clerk	Issued on completion of the above
14	Documents	Standing Orders review	Town Clerk & Cllr U Griffiths	Progressing

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15	Youth Club	Plan, funding and arrangements to provide a youth club	Town Clerk & Cllr S Astley	Funding gained, full report to be ready for January 2023 meeting
16	Traffic issues in Town Centre	Lorry traffic diversion route via Cwm Golau	Town Clerk	Meeting held. Further meeting involving PCC as well to be held.
17	Mount Field and St Mary's Churchyard	Remove grass cuttings and other debris from car park and under trees	Town Clerk	Instructions issued.
18	Planning - regeneration	Meeting with interested parties to be arranged.	Town Clerk	Being arranged.
19	Town Wi-Fi	Take forward proposal for town WiFi conditionally	Town Clerk	PCC informed, awaiting progress.
20	Welcome packs	Preparation of welcome pack for hotels, B&B, caravan parks etc.	Town Clerk	Work started.
21	Budget 2023-2024	Complete final report with recommendations	Town Clerk	Completed
22	Newsletter	Investigate printing newsletter in A4 form by printers and in the office.	Town Clerk	Completed

APPENDIX B1

MANAGEMENT ACCOUNTS TO 30th November 2022

Cyngor Tref Llanfair Caereinion Llanfair

Caereinion Town Council

LLANFAIR CAEREINION TOWN COUNCIL											
ANNUAL ACCOUNTS - YEAR TO 31st March											
MONTHLY INCOME & EXPENDITURE SUMMARY											
INCOME	BUDGET	BUDGET T/D	ACTUAL	April	May	June	July	August	September	October	November
Precept	42,000.0	28,000.0	29,334.0	14,668.0	0.00	0.00	0.00	14,666.0	0.00	0.00	0.00
Burial Services	2,000.0	1,400.0	4,687.0	2.00	1,060.00	2,150.00	560.00	75.00	0.00	840.00	0.00
Street Scene	5,000.0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Recreational	10,010.0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.00	0.00
Mount Field	5,160.0	60.00	60.00	0.00	60.00	0.00	0.00	0.00	0.00	0.00	0.00
Deri Woods	9,000.0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Administration	0.00	0.00	22.40	0.00	0.00	7.50	0.00	0.00	14.90	0.00	0.00
Publicity/Event	600.00	150.00	651.00	40.00	30.00	0.00	421.00	0.00	10.00	0.00	150.00
Projects (from reserve)	0.00	0.00	9,950.0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,950.00
Grants/Donator	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total	73,770.0	29,610.0	44,714.4	14,710.0	1,150.00	2,157.50	981.00	14,741.0	24.90	850.00	10,100.0
EXPENDITURE	BUDGET	BUDGET T/D	ACTUAL	April	May	June	July	August	September	October	November
Burial Services	5,850.0	4,375.00	9,363.7	27.40	1,202.20	729.70	129.40	549.40	222.00	139.10	6,364.10
Street Scene	11,510.0	700.00	2,135.6	288.10	391.10	225.60	207.10	197.20	205.00	217.40	403.70
Recreational	23,950.0	21,190.0	22,826.0	0.00	75.00	320.00	0.00	0.00	35.00	22,264.0	132.00
Mount Field	10,500.0	4,150.00	3,846.0	0.00	0.00	926.00	290.00	0.00	0.00	250.00	2,380.00
Deri Woods	10,500.0	3,800.00	172.00	0.00	146.30	290.00	0.00	0.00	641.50	723.60	1,328.40
Administration	18,405.0	10,085.6	9,841.9	602.60	2,177.90	786.10	1,302.10	551.70	1,433.50	2,210.70	777.00
Publicity/Event	7,550.0	6,029.00	5,199.8	0.00	165.00	1,151.30	200.00	0.00	548.40	2,556.00	579.00
Projects / Othe	0.00	0.00	460.00	0.00	0.00	460.00	0.00	0.00	0.00	0.00	0.00
Donations/Grants	3,850.0	1,830.00	1,830.0	0.00	330.00	1,500.00	0.00	0.00	0.00	0.00	0.00
Section 137	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total	92,165.0	52,159.6	55,675.1	918.20	4,487.60	6,388.80	2,128.70	1,298.30	3,085.60	28,361.00	11,964.40
Balance	-18,395.00	-22,549.60	-10,960.60	13,791.70	,337.65	,231.38	,147.72	13,442.6	,060.75	-27,511.00	,864.46
VAT			7,764.5	5.40	34.20	427.40	41.30	0.86	98.40	5,123.8	2,032.8
CHECK = 0				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Cyngor Tref Llanfair Caereinion Llanfair

Caereinion Town Council

BANKING CHECKS											
			April	May	June	July	August	September	October	November	
BANKING	START			44,254.20	50,533.14	45,866.78	51,277.71	64,719.46	61,545.31	28,910.42	
	DEPOSIT		30,364.14	60,157.06	60,157.06	60,157.06	60,164.56	60,164.56	60,179.48	60,179.48	
	TOTAL		90,521.20	104,411.26	110,690.20	106,031.34	111,442.27	124,884.02	121,724.79	89,089.90	
END	CURRENT		44,254.20	50,533.14	45,866.78	51,277.71	64,719.46	61,545.31	28,910.42	29,620.89	
	DEPOSIT		60,157.06	60,157.06	60,164.56	60,164.56	60,164.56	60,179.48	60,179.48	60,179.48	
	TOTAL		104,411.26	110,690.20	106,031.34	111,442.27	124,884.02	121,724.79	89,089.90	89,800.37	
	DIFFERENCE		-13,890.06	-6,278.94	4,658.86	-5,410.93	-13,441.75	3,159.23	32,634.89	-710.47	
SUMMARY	INCOME										
	GENERAL		14,710.00	1,150.00	2,157.50	981.04	14,741.00	24.92	850.00	10,100.00	
	DEBTORS		2,820.36	10,062.81	0.00	6,600.00	0.00	0.00	0.00	0.00	
	VAT		0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,607.80	
	TOTAL		17,530.36	11,212.81	2,157.50	7,581.04	14,741.00	24.92	850.00	14,707.80	
EXPENDITURE	GENERAL		918.22	4,487.65	6,388.88	2,128.76	1,298.39	3,085.67	28,361.05	11,964.46	
	Town Trail		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	Last yr chq		2,716.68	412.00	0.00	0.00	0.00	0.00	0.00	0.00	
	VAT		5.40	34.22	427.48	41.35	0.86	98.48	5,123.84	2,032.87	
	TOTAL		3,640.30	4,933.87	6,816.36	2,170.11	1,299.25	3,184.15	33,484.89	13,997.33	
	DIFFERENCE		13,890.06	6,278.94	-4,658.86	5,410.93	13,441.75	-3,159.23	-32,634.89	710.47	
	CHECK = 0		0.00	0.00	0.00	0.00	0.00	-0.00	0.00	-0.00	
			OK	OK	OK	OK	OK	OK	OK	OK	

Cyngor Tref Llanfair Caereinion Llanfair Caereinion Town Council

APPENDIX B2

ORDERS FOR PAYMENT

<i>Act</i>	<i>Heading</i>	<i>Details</i>	<i>Net</i>	<i>VAT</i>	<i>Gross</i>	<i>Cheque</i>
LGA1972	Salaries	Clerk's Salary	£470.80	£0.00	£470.80	101771
LGA1972	Chapel of Rest	British Gas	£65.11	£2.90	£68.01	DD
LGA1972	Toilets	British Gas	£69.41	£3.47	£72.88	DD
LGA1972	Office Rent	The Institute	£108.33	£0.00	£108.33	SO
LGA1972	R Houghton	Toilets cleaning	£250.00	£0.00	£250.00	SO
LGA1972	PHS	Sanitary units	£64.80	£12.96	£77.76	101782
LGA1972	NICK BURTON	Repairs Deri Wd	£14.10	£2.83	£16.95	101784
LGA1972	GOVERSURE	Website	£29.58	£0.00	£29.58	101785
SEC 137	RBL	Wreath	£35.00	£0.00	£35.00	101786
LGA1972	WPG	Town Trail leaflets	104.00	£0.00	104.00	101787
LGA1972	PCC	Chapel of Rest rates	£375.75	£0.00	£375.75	101788

Cyngor Tref Llanfair Caereinion Llanfair Caereinion Town Council

APPENDIX B3

BUDGET REPORT 2023-2024 19th DECEMBER 2022

1. Introduction

This paper sets out the principles and details of the budget for the year ending 31st March 2024.

2. 2022-2023

The council tax income for the current year is £44,000.
(54.72per household - £1.05 per week or £0.15p per day).

In addition to the day-to-day expenditure the following was included in the current year:

ANALYSIS OF END OF YEAR RESULTS

Playground
Tourism project
Carnival production
Institute wall (net)
Erw Ddwr Paths

End of year balances The expected end of year
balances is set out below:

FUNDS ESTIMATED END OF YEAR

Funds as at 30/9/2022	£78,732
Income remainder of year	
PCC precept	£13,333
Toilet grant	£5,000
Burial income	£2,500
Institute wall	£2,800
Deri Woods grant	£2,500
VAT	£7,500
Total funds end of year	£112,365
Estimated expenditure to end of year	£37,000
End of year funds	£75,365
Reserves	£40,000
Excess reserves	£35,365

Cyngor Tref Llanfair Caereinion Llanfair

Caereinion Town Council

3. Budget 2023-2024

The budget proposed for the ensuing year is set out below showing the various potential increases that could be applied:

		CUIRRENT	- 2023 TO 2024 BUDGET FIGURES -				
		ESTIMATED	NIL INCREASE	3 PERCENT	5 PERCENT	10 PERCENT	20 PERCENT
INCOME	PRECEPT	44000	44000	45500	46500	48500	52800
	FROM RESERVES	0	0	0	0	0	0
	BURIAL SERVICES	5000	5000	5000	5000	5000	5000
	TOILETS/STREET SCENE	5000	5000	5000	5000	5000	5000
	RECREATION	10	10	10	10	10	10
	MOUNT FIELD	160	160	160	160	160	160
	DERI WOODS	4000	0	0	0	0	0
	MARKETING	600	600	600	600	600	600
	PROJECTS-youth club	0	9950	9950	9950	9950	9950
	TOTAL	58770	64720	66220	67220	69220	73520
EXPENDITURE	BURIAL SERVICES	5300	7125	7125	7125	7125	7125
	TOILETS (STR SCENE)	6660	9600	9600	9600	9600	9600
	RECREATION	1950	2650	2650	2650	2650	2650
	MOUNT FIELD	6100	7150	7150	7150	7150	7150
	DERI WOODS	5400	2400	2400	2400	2400	2400
	ADMIN GENERAL	7150	9496	9496	9496	9496	9496
	ADMIN INSURANCES	1500	1500	1500	1500	1500	1500
	SALARIES	7100	7100	7100	7100	7100	7100
	AUIT/PROF/H&S	1500	2500	2500	2500	2500	2500
	PUBLICITY/EVENTS	4650	7250	7250	7250	7250	7250
	SCHOOL CROSSING	5300	5600	5600	5600	5600	5600
	YOUTH CLUB	0	7500	7500	7500	7500	7500
	PROJECTS	30485	2500	2500	2500	2500	2500
	LIBRARY/DONATIONS	4450	3450	3450	3450	3450	3450
	TOTAL	87545	75821	75821	75821	75821	75821
	BALANCE	-28775	-11101	-9601	-8601	-6601	-2301

A chart showing the council tax cost to a band D household is set out below:

HEADING	CURRENT YEAR	NEXT YEAR NIL INCREASE	NEXT YEAR 3% INCREASE	NEXT YEAR 5% INCREASE	NEXT YEAR 10% INCREASE
PER YEAR	£54.73	£54.45	£56.08	£57.17	£59.89
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PER WEEK	£1.05	£1.04	£1.08	£1.10	£1.15
PER DAY	£0.15	£0.14	£0.15	£0.16	£0.17

Cyngor Tref Llanfair Caereinion Llanfair

Caereinion Town Council

4. What is included?

The budget includes allowances for:

- i) General delivery of services including an allowance for annual repairs and maintenance.
- ii) Provision of a youth club.
- iii) An event to celebrate the King's coronation.
- iv) Provision of £2,500 for delivery the Christmas Lights.
- v) A newsletter with translation.
- vi) Tourism Map Boards. Refurbishment of the public toilets.
- vii) Works to trees in Goat Field.
- viii) No increase in existing staff salaries.
- ix) Employing a regular repair person.
- x) £2,496 for Councillor allowances as per IRPW 2023-2024 xii) xi) Investigations leading to the introduction of a street market (as per Town Plan programme).
- xi) School crossing point (upper one).

5. Policy on budget and reserves

The Council has larger reserves which are calculated to be at end of year 31st March 2022 as:

The Council is advised to retain a level of reserves at £40,0000 as a 'rainy day and unforeseen expenditure'. Any monies spent from this reserve should be replace asap.

Currently the excess reserves total some £35,000 which can be spent on projects which are a 'one off' and not a continual liability over future years.

6. Independent Review Panel for Wales (2023-2024)

The Council is asked to set a policy for Councillor expenses as follows:

- i) The basic payment of £156 pa is to be made available to all Councillors unless they decline this in writing to the Town Clerk.
- ii) The expenses payment of £52 pa will be made available to all Councillors unless the decline this is writing to the Town Clerk.
- iii) The payments for social care will be payable as they arise.
- iv) All other optional payments are not to be paid.

6. Charts

Charts showing the various aspects of the budget are attached.

Cyngor Tref Llanfair Caereinion Llanfair Caereinion Town Council

7. Recommendation

The recommendation of the Chair, Vice Chair and Town Clerk is:

The increase to the Council Tax for the ensuring year be 10%.

The budget as set out in this report be approved.

The school crossing funding to be re-assessed.

The reserves policy to be agreed as set out in this report.

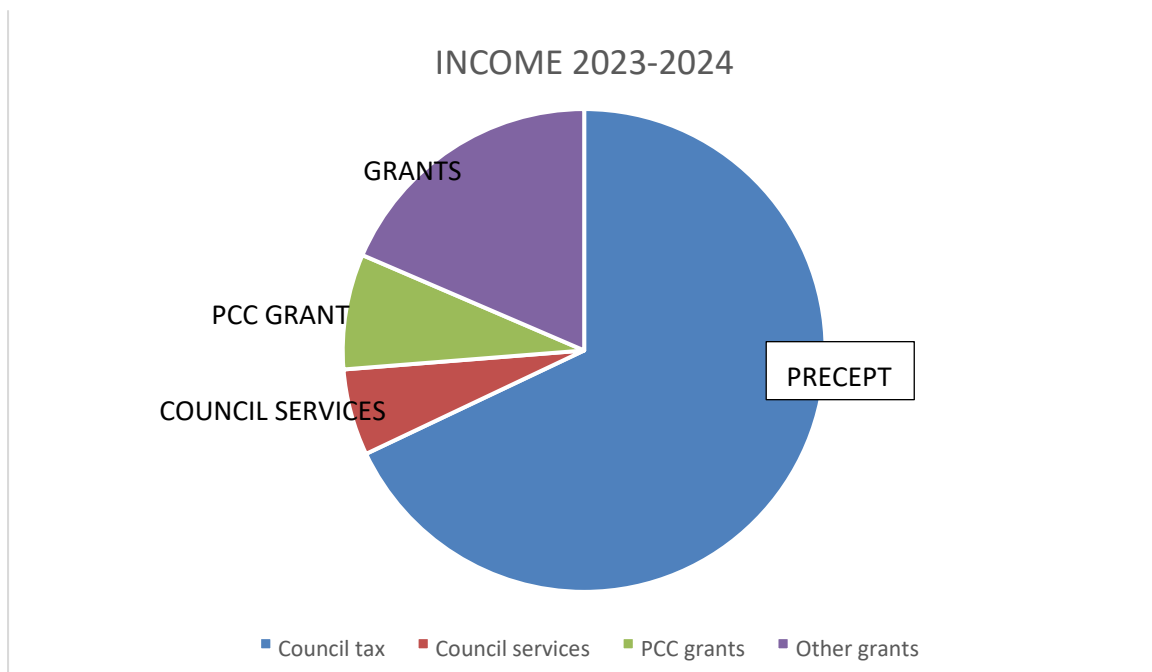
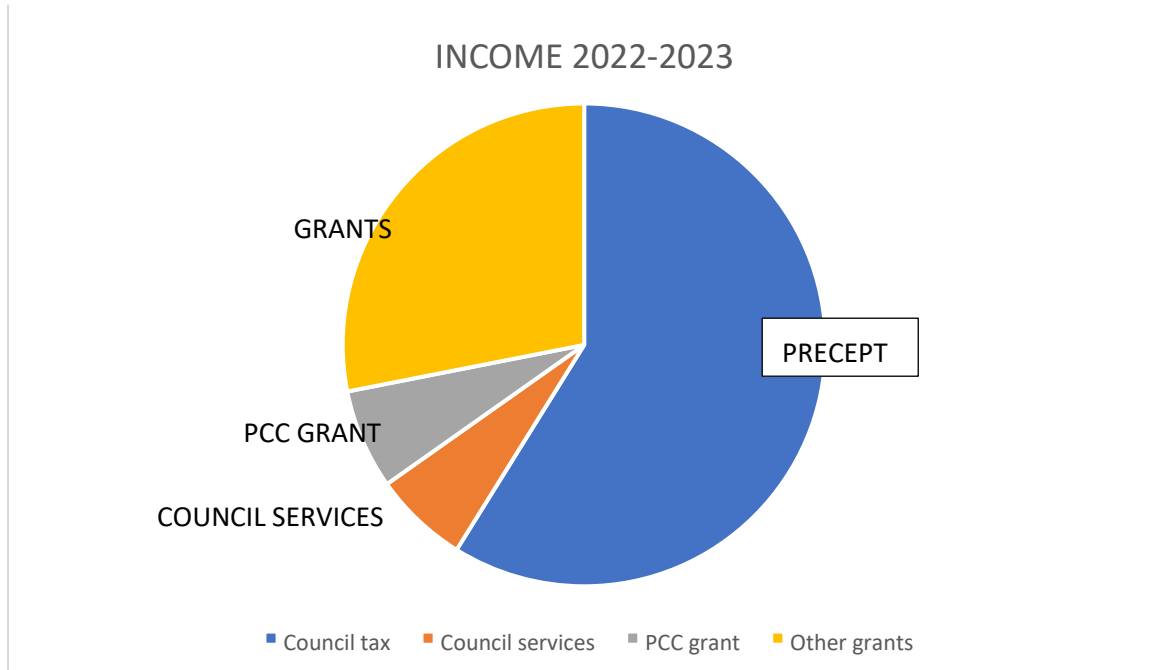
Robert Robinson

Town Clerk

December 2022

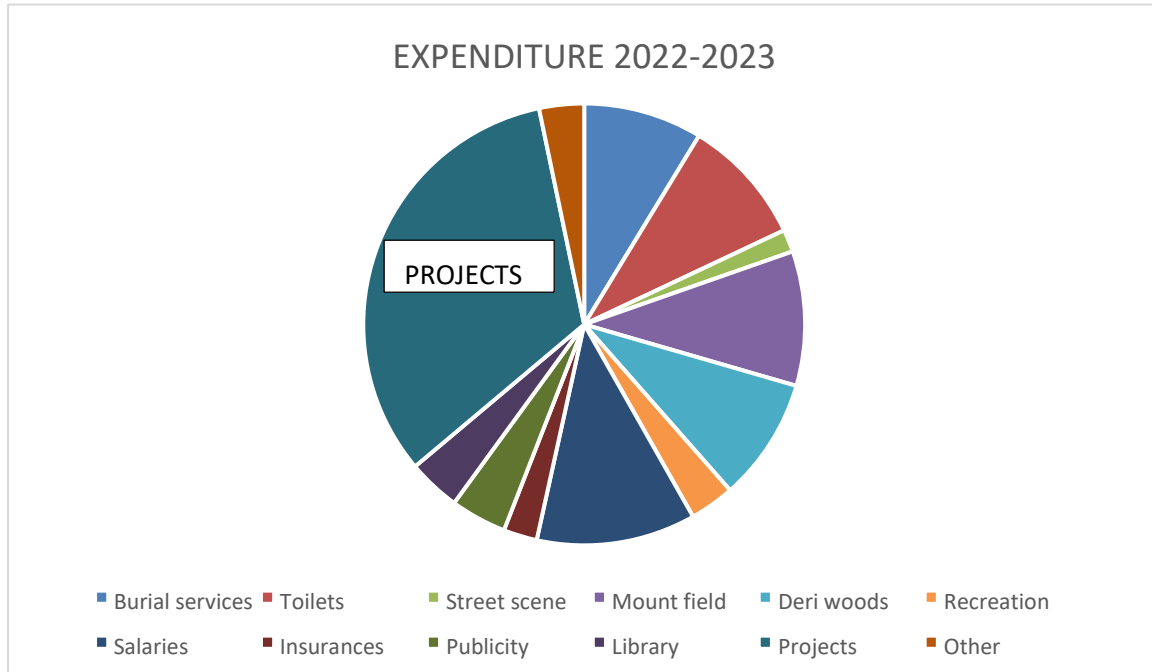
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THE INCOME COMPARISON – CURRENT YEAR AND BUDGET 2023-2024



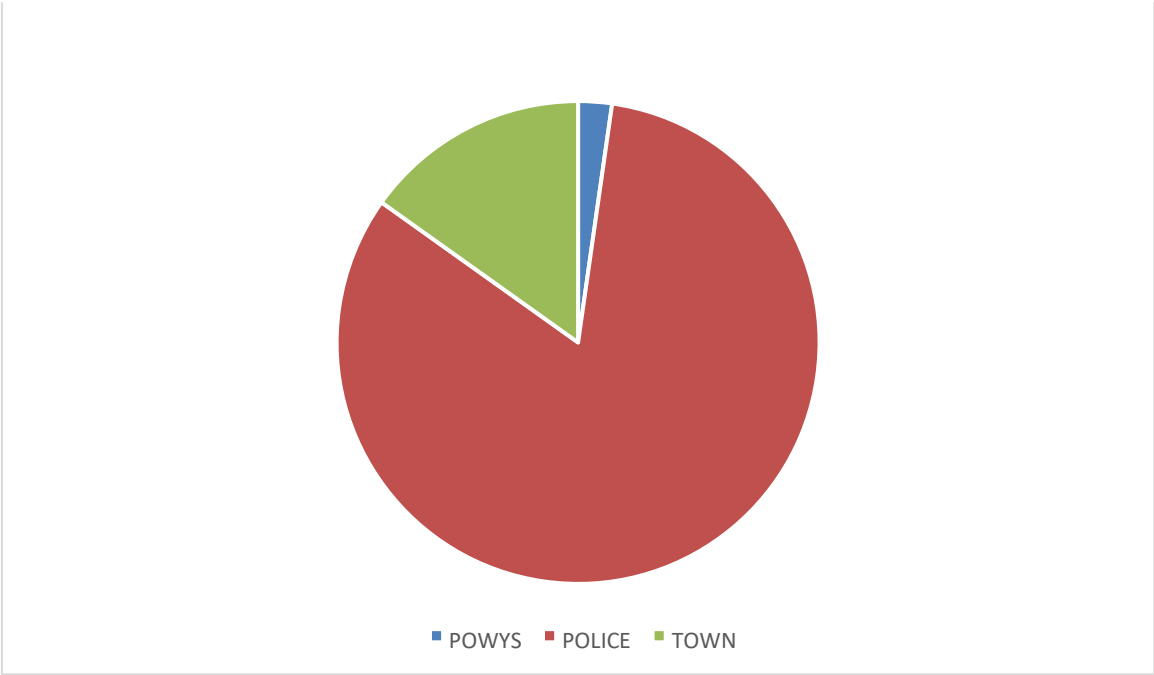
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THE EXPENDITURE COMPARISON CURRENT YEAR AND BUDGET 2023-2024



Cyngor Tref Llanfair Caereinion Llanfair Caereinion Town Council

SHOWING ALLOCATION OF COUNIL TAX



Cyngor Tref Llanfair Caereinion Llanfair Caereinion Town Council

APPENDIX C

DERI WOODS AND GOAT FIELD ASH TREES

There have been approx. 13 ash trees identified in the area of the plan set out below which have ash die back disease and will need to be felled. There is no immediate action needed until the spring. In the intervening period a notice has to be served on Powys County Council informing them of the tree felling and why. This is required as this part of the woods is in a conservation area. A short tree report is required and this is being prepared.

What is ash die back disease

Ash dieback is a serious disease of ash trees caused by the fungus *Hymenoscyphus fraxineus* (It used to be called *Chalara fraxinea*). The disease causes leaf loss and crown dieback in affected trees and can lead to the death of the tree. The effect is that the inner trunk rots and eventually the tree breaks off at or near the base.

What happens to the tree?

The fungus overwinters in leaf litter on the ground, particularly on ash leaf stalks. It produces small white fruiting bodies between July and October which release spores into the surrounding atmosphere.

These spores can blow tens of miles away. They land on leaves, stick to and then penetrate into the leaf and beyond. The fungus then grows inside the tree, eventually blocking its water transport systems, causing it to die. The tree can fight back, but year-on-year infections will eventually kill it.

