

Cyngor Tref Caereinion Llanfair

Llanfair Caereinion Town Council

AGENDA

For a meeting of the Full Council to be held on
Monday 26th April 2021 at 7pm at
Llanfair Connections, Welshpool & Llanfair Light Railway.

1. Welcome from 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 (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 Full Council Meeting held on 22nd March 2021 and on 12th April 2021

6. Actions taken since the last meeting

To note that a list of actions to be taken forward from the last meeting:

Minute	Heading	Action	Status
No 5	Minutes	Draft minutes to be issued to Members for comment	Completed
No 7	Statutory Documents	Standing Orders to be put on next Full Council agenda	Completed
No 8	Elections	Confirm vacancy to Powys County Council	Completed
No 9	Finances	Audit 2019-2020 to be finalised for next Full Council meeting.	Internal Auditor has them, delay to due bank statement missing. Now gained so will now be ready for meeting on 12 th May.
No 9	Financial Report	Full financial report to be prepared for next Full Council Meeting.	It is hoped this will be ready in time for the meeting.
No 9	Auditor	Internal Audit to be completed for 2019-2020 accounts	Will be completed by this meeting.
No 9	Banking	New mandate to be put in place as per minute	Completed

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Minute	Heading	Action	Status
No 9	Payments	Payments to be made as per approved list	Completed
No 9	Remuneration Panel for Wales	Finalise payments or exception letters	Completed
No 10	Budget 2021-2022	Add approved budget to financial reporting schedules	Completed
No 11.1	Playground	Arrange for signage	Completed
No 11.2	Toilets	Arrange for works as approved. Arrange for Asbestos survey to be completed if required	Completed Completed
11.3	Chapel of Rest	Arrange for Asbestos survey to be completed	Completed
11.4	Town Trail	Progress to completion in line with project form approved	Extension of time given to complete project to 30 th June 2021.
11.5	Library	Arrange payments for Library Scheme and check on final insurance details	Insurances not required as PCC covering this. Payments will go out in April 2021.
11.6	Street Scene	Arrange for completion of fence renewal opposite steam railway in line with project form approval	Still awaiting contractor to start work
No 13	Delegated Authority	To attach the Delegated Authority Document to the minutes and implement	Completed
No 13	Petty Cash	Arrange for £100 petty cash	Completed
No 13	Stationery	Purchase stationery required up to the sum of £200	Completed
No 15	Web Site	To arrange for drop down index on current web site	Awaiting Glovershire to complete work
No 16	Office within the Institute	Progress with agreement for a room at the Institute	All on target for 1 st May occupation
No 17	Management	To research meeting together in the main room of the Institute or other premises	Completed
No 18	Councillor Manual	Progress to issue a Councillor Manual by end of April 2021.	Completed

7. Standing Orders

To consider the revised Standing Orders and approve unaltered or altered. The pack issued with the 22nd March 2021 agenda. (issued at the meeting held on 22nd March 2021)

8. Vacant seat

To receive an update from the Town Clerk on progress towards filling the vacant seat. There have been 10 signatures gained by a resident so an election will now take place. We now await Powys County Council for the dates to be set leading to the election.

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9. Finances

To consider the following:

i) Bank Balances

To consider the bank balances as follows:

Current Account	£65,616.12
Deposit Account	£40,149.56
Total Balances	£105,765.68

ii) Financial statement

A financial statement for the year to 31st March 2021/

iii) Orders for payment

To approve the payments for April 2021.

iv) Annual Return – 2019 TO 2020

The Annual Return has been delayed due to bank mandate changes taking time. There is one missing bank statement which was needed and this has now been obtained. The Annual Return should be ready for the Council Meeting on 12th May.

10. Planning and Development

10.1 Planning Applications

21/0613/AGR Cross Farm Llanfair Caereinion Powys SY21 ODP

Agricultural notification for erection of general purpose agricultural building (30.48 x 12.2 m). This is covered by the General Development Order of permitted development and is a notification only.

21/0411/FUL Plot Adj Ewenni , Glanyrafon, Llanfair Caereinion

Proposal: Erection of a dwelling and associated access works.

10.2 To note the planning decisions for March 2021

11. Recommendations from the meeting on 10th April 2021

To consider and approve recommendations from the meeting held on 12th April as follows:

12.1 MWT Agreement (Deri Woods) - (acting as Trustee)

The Town Clerk has met with MWT to ensure that he was clear what is being proposed with regards to the Friends of Deri Woods.

The meeting on 12th April considered the agreement and sought two additional clauses as follows:

- i) There should be annual review of the agreement.
- ii) There should be an agreed plan of works every 6 months for the Council to approve as Trustee.

The final agreement has taken on board the two further additions to the agreement with MWT.

Recommendation:

The meeting recommends that the agreement with MWT be approved.

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12.2 Deri Woods – new bench – (acting as Trustee)

The Town Clerk reports of a request having been received to place a new bench in Deri Woods as a donation in memory of Brian Smith who loves the Town.

The Town Clerk has gained some pictures and costs of suitable benches for consideration .

The location of the bench was suggested to be by the Gorsef Stones, however the family have requested a different location.

Recommendation:

The meeting recommends that a new bench is authorised to be located in Deri Woods. The bench is to be of recyclable and sustainable materials.

12.3 Street Scene - Telephone Box opposite the Goat Hotel

It has been noted that many of the Councillors expressed concern that Llanfair was looking tired and would like to see it 'spruced up'.

The Members have considered the re-branding of the red phone box opposite the Goat Hotel to provide a Tourist Information Point in line with the 'sprucing up of Town'. This would involve re-painting the phone box and using it as a tourist information point with leaflets. There would also be room for some shelves to accommodate the book exchange current in the phone box. The cost for the works is £445 plus £100 for leaflet racks and £150 for signage. Total £695.00. The money would come from the Street Scene budget (£1,000).

Recommendation:

The recommendation is that the Council proceeds with the redecoration of the old telephone box and to provide within it shelving a book exchange and tourist information leaflets as outlined above.

12.4 Playground Remedial Works

The annual ROSPA report has been considered and consideration given to what works should be carried out in the coming few months. The estimated cost of the minor works needed is £200 to £250 for the minor works required (replacement of timber stake, removal of trip hazards, oiling of springs and painting where required on equipment). The money would come from the Playground budget (£2,000).

Recommendation:

The meeting recommends that minor works are carried as outlined above.

12.5 Erw Ddwr

The condition report for the graveyard areas has been considered.

The works proposed to trees, signage and the entrance area has an estimated cost of £1,000 max. The maintenance budget for the year is £1,000. (signage, painting, tree works, rubbish compound and tidying).

Recommendation:

The meeting recommends that the general works to the cemetery be carried out subject to a spending limit of £1,000.

12.6 Chapel of Rest

A review of the building has been carried out consideration to a schedule of works to bring the building up to a good repair level. The funding can come from the repairs budget for this building which is £1,000.

Works include painting, deep cleaning and tidying.

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Recommendation:

The meeting recommends that the minor works to the Chapel of Rest be completed subject to a spending limit of £540.

12.7 Grass Cutting Compounds at Mount Field and St Marys Churchyard

The two locations for the compounds would be as follows:

St Marys Churchyard – In the current grass cuttings storage point.

Mount Field – at the top of the fields away from houses on the land close the gate **or** by the containers in the lower car park.

The money would come from the Recreational areas budget.

Recommendation

The meeting recommends that the above works proceed at a cost of £365 with sleepers provided by the Council. All other materials labour etc included. A decision on the location of the unit at Mount Field is required.

12. Town Clerks Report

To consider a report from the Town Clerk as follows:

- i) Relevant correspondence not covered under the agenda.
- ii) To receive an update on the document review.
- iii) Publicity and press releases – to consider the issue of a press release following each meeting letting the public know what the Council has been considering and what projects are now progressing. This would be prepared by the Town Clerk, approved by the Chair and issued in the name of the Chair.

13. Powys County Council

To receive an update on any relevant County Council activities.

14. Council Office in the Institute

To consider an update on progress towards an agreement to rent the office at the Institute. It is suggested that we have a swing board with the Town Councils name on it and an open sign. This would be for when the office is open on Friday afternoons so people know we are there. Cost is approx £50. This could come from the administration budget.

15. Date of the next meeting

The next Full Council Meeting will be held on Monday 10th May 2021 at 7pm.

There will be just 4 subjects on the agenda:

- i) Any planning applications (if received)
- ii) Annual Return for the year to 31st March 2020
- iii) Draft Town Plan (To be issued with agenda)
- iv) Future Management of the Council from the Annual Meeting
- v) VAT
- vi) Mount Field Event
- vii) Any other more urgent matters