

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
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19th July 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 25th July 2022 at 7pm in the Youth Room of the Institute Bridge Street

Yours sincerely,

Robert Robinson

Robert A Robinson MBE FRICS FSLCC
Town Clerk & RFO

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Llanfair Caereinion Town Council

AGENDA

For a meeting of the Full Council to be held on
Monday 25th July 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 – issued separately.

6. Actions taken since the last meeting

To note the actions taken form the last meeting – see appendix A.

7. Finance and Governance

7.1 Management Accounts

The management accounts and bank reconciliation as set out at appendix B1

7.2 Orders for payment

To consider and approve the orders for payment as set out at appendix B2

7.3 Annual Report

To consider and approve the annual report as set out at appendix B3.

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8. Planning and Development

To consider planning decisions issued by Powys County Council as set out below:

Erection of an Extension to a silage clamp

Neuadd Uchaf Llanfair Caereinion Welshpool SY21 OHP

Ref. No: 22/O961/AGR | Validated: Wed 08 Jun 2022 | Status: Permitted Development

Application for prior notification of agricultural or forestry development – proposed track

Land Surrounding Troed Yr Ewig Pen-y-Bwlch Llanerfyl

Ref. No: 22/O875/AGR | Validated: Mon 30 May 2022 | Status: Permitted Development

Alteration and improvement of existing concrete driveway to remove overly steep slope by introducing private retaining wall 1.2m high with balustrade ; Alteration of position of dropped kerb in road to improve access to driveway

5 Maes Derwen Llanfair Caereinion Welshpool SY21 OBB

Ref. No: 22/O744/HH | Validated: Thu 28 Apr 2022 | Status: Approve

Application for a Certificate of Existing use in respect of the use of land for storage and residential purposes

Oakbeech Valley Farm And Gardens Oakbeech Valley Farm And Gardens Llanfair Caereinion SY21 OBA

Ref. No: 22/O614/CLE | Validated: Wed 20 Apr 2022 | Status: Refused

9. Deri Woods and The Goat Field

To consider a report regarding control of dogs in Deri Woods and The Goat Field as set out at appendix C.

To consider a report on a meeting with the FODW and the proposed management plan for Deri Woods and Goat Field (see separate document).

10. The boundary wall St Mary's Churchyard & The Institute

To consider a quote from a local contractor for the reconstruction of the retaining wall between the Institute and St Mary's Churchyard.

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11. Standing Orders

To consider a review of the above document – issued separately.

The changes to Standing Orders has to follow the procedure set out below being a statutory document:

- i) Discussion at this meeting.
- ii) Issue of draft revised Standing Orders.
- iii) The document is to stand without further discussion for one month. (mid-August to mid-September).
- iv) Approval and adoption at the September Council meeting.

12. Newsletter

To receive an update on the Chronicle.

13. Map Boards

To received an update on progress towards new maps for the boards around the town.

14. Rubbish Collection

Powys County Council have confirmed that they can help with rubbish collection. The central bin would be emptied fortnightly.

360l General waste bin - £11.40 a collection

660l General Waste Bin - £19.16 a collection

We would need the 660l bin. Total pa would be £459.84p. (previous quote was £744pa). There would also be a need for a one-off payment of £150 for a commercial trade waste license.

15. County Council Matters

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

16. Town Clerks Report

To consider any matters from the Town Clerk.

16.1 Printer

To consider an update on the purchase of an office printer.

16.2 Parking Review

The letter regarding the parking review has been sent to Powys County Council. No reply to date.

A local resident is finding parking an issue where people are blocking driveways when attending funerals or weddings. It has been suggested we prepare a map showing where you can park (also asking people not to block driveways) for the Church to distribute when there is a wedding or funeral service.

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17. Councillor Agenda items

All Councillors are asked to pass suggested items for the agenda to the Town Clerk no later than Friday 16th September 2022.

18. Dates of next meeting

To note the date of the next meeting which is to be Monday 26th September 2022 at 7pm in the Youth Room of the Institute.

APPENDIX A

ACTIONS TAKEN SINCE LAST MEETING

Heading	Status
Publish approved minutes for 20 th June on website	Completed
Prepare minutes for the meeting held on 27 th June and circulate for comment	Completed
Complete annual return and papers – submit to the Welsh Government for external audit.	Will be sent off when annual report is approved
Chair and Town Clerk to prepare 5-year financial plan paper for Council to consider	Ongoing
Inform PCC of planning decisions	Completed
Issue planning protocol and list of actions as altered at the meeting. (attached to minutes)	Being actioned
Alter website to reflect new community award scheme	Completed
Issue standing orders for discussion at the next meeting	On the agenda
Gain a copy of the Code of Conduct as issued by OVW	Completed
Complete research and prepare paper regarding dog control in Deri Woods & Goat Field	On agenda
Report on audio visual project for consideration	Ongoing
Investigate brown bags scheme for Mount Field	On agenda
Investigate and purchase a printer	Being arranged
Arrange the various meetings as listed.	Ongoing

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APPENDIX B1

MONTHLY INCOME & EXPENDITURE SUMMARY						
INCOME	BUDGET	BUDGET T/D	ACTUAL	April	May	June
Precept	42,000.00	14,668.00	14,668.00	14,668.00	0.00	0.00
Burial Services	2,000.00	500.00	3,212.00	2.00	1,060.00	2,150.00
Street Scene	5,000.00	0.00	0.00	0.00	0.00	0.00
Recreational	10,010.00	0.00	0.00	0.00	0.00	0.00
Mount Field	5,160.00	60.00	60.00	0.00	60.00	0.00
Deri Woods	9,000.00	0.00	0.00	0.00	0.00	0.00
Administration	0.00	0.00	7.50	0.00	0.00	7.50
Publicity/Events	600.00	60.00	70.00	40.00	30.00	0.00
Projects & Other	20,000.00	0.00	0.00	0.00	0.00	0.00
Grants/Donations	0.00	0.00	0.00	0.00	0.00	0.00
Total	93,770.00	15,288.00	18,017.50	14,710.00	1,150.00	2,157.50
EXPENDITURE	BUDGET	BUDGET T/D	ACTUAL	April	May	June
Burial Services	5,300.00	2,287.50	1,959.43	27.42	1,202.27	729.74
Street Scene	12,160.00	700.00	904.94	288.17	391.11	225.66
Recreational	1,950.00	375.00	395.00	0.00	75.00	320.00
Mount Field	10,500.00	1,250.00	926.00	0.00	0.00	926.00
Deri Woods	10,500.00	500.00	172.00	0.00	146.30	290.00
Administration	18,405.00	3,917.50	3,566.73	602.63	2,177.97	786.13
Publicity/Events	7,550.00	1,545.00	1,316.35	0.00	165.00	1,151.35
Projects / Other	20,000.00	0.00	460.00	0.00	0.00	460.00
Donations/Grants	3,850.00	1,830.00	1,830.00	0.00	330.00	1,500.00
Section 137	50.00	0.00	0.00	0.00	0.00	0.00
Total	90,265.00	12,405.00	11,530.45	918.22	4,487.65	6,388.88
Balance	3,505.00	2,883.00	6,487.05	13,791.78	-3,337.65	-4,231.38
VAT			467.10	5.40	34.22	427.48
CHECK = 0				0.00	0.00	0.00
ERROR CHECKS: MONTHLY TABS				0	0	0
ERROR CHECKS: THIS TAB				0	0	0
BANKING CHECKS						
BANKING	START			April	May	June
			CURRENT	30,364.14	44,254.20	50,533.14
			DEPOSIT	60,157.06	60,157.06	60,157.06
			TOTAL	90,521.20	104,411.26	110,690.20
	END		CURRENT	44,254.20	50,533.14	45,866.78
			DEPOSIT	60,157.06	60,157.06	60,164.56
			TOTAL	104,411.26	110,690.20	106,031.34
			DIFFERENCE	-13,890.06	-6,278.94	4,658.86
SUMMARY	INCOME		GENERAL	14,710.00	1,150.00	2,157.50
			DEBTORS	2,820.36	10,062.81	0.00
			VAT	0.00	0.00	0.00
			TOTAL	17,530.36	11,212.81	2,157.50
	EXPENDITURE		GENERAL	918.22	4,487.65	6,388.88
			Town Trail	0.00	0.00	0.00
			Last yr chq	2,716.68	412.00	0.00
			VAT	5.40	34.22	427.48
			TOTAL	3,640.30	4,933.87	6,816.36
			DIFFERENCE	13,890.06	6,278.94	-4,658.86
			CHECK = 0	0.00	0.00	0.00
			OK	OK	OK	OK

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APPENDIX B2

ORDERS FOR PAYMENT

No	Heading	Details	Net	VAT	Gross	Cheque
1	Salaries	Clerk's Salary	£470.80	£0.00	£470.80	101664
2	Chapel of Rest	British Gas	£75.70	£4.04	£79.74	DD
3	Toilets	British Gas	45.66	£2.28	£47.94	DD
4	Chapel of Rest	Half year's rates	£400.00	£0.00	£400.00	101665
5	Expenses	Office and toilet supplies	£105.22	£0.00	£105.22	101666
6	Audit	David Hawes	£700.00	£0.00	£700.00	101663
7	HRMC	Tax payments	£353.00	£0.00	£353.00	101667
8	Mural 2nd payment	Amy Sterly	£500.00	£0.00	£500.00	101678

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APPENDIX B3

ANNUAL REPORT

ANNUAL REPORT



Year ending 31st March 2022

WELCOME

Cyngor Tref Llanfair Caereinion

Llanfair Caereinion Town Council



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Cyngor Tref Llanfair Caereinion

Llanfair Caereinion Town Council



1. Llanfair Caereinion Town Council

Llanfair Caereinion Town Council was formed in 1974 under the Local Government Act 1972. It covers an area including Heniarth, part of Cyfronydd, Rhiwhiriaeth, Melin Y Ddol, part of Llanerfyl and the Town itself.

Llanfair Caereinion Town Council a medium sized Community (town) Council. It provides grass roots services to all parts of its community. The Council's strategic direction is set by elected Councillors (Members) who oversee the Town Clerk who is responsible for delivering services on a day-to-day basis.

Details of the elected members and how to contact them are available at www.llanfairtowncouncil.co.uk .

Notices of meetings, agendas, reports and minutes can also be viewed here, along with many governance documents and other information about the Council.

The Council derives almost all of its funds from its precept. That is, an additional amount which is added to Council Tax bills based upon the Council's estimated expenditure.

For the financial year 2021/2022 the Council estimated that it needed to spend £40,000 from the precept.

The Town Council is responsible a number of local services including Mount Field, Deri Woods & Goat Field, Public Toilets, Playground, Tennis Court, Bowling Green, Chapel of Rest, Erw Ddwr, St Marys Churchyard, Council Office, signs and street furniture along with other minor responsibilities which contribute to the well-being of Llanfair Caereinion and its communities.

The Councils prime responsibility is to represent the Community including being a statutory consultee regarding planning matters.

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Llanfair Caereinion Town Council

The Full Council generally meets on the 2nd and 4th Monday of each month (except August).

The Council is working towards being a Competent Council. This involves 67% of Councillors being elected, unqualified accounts and a qualified Town Clerk.

The Council has met all three requirements.

The Council also has a compliant Website with a Tourism Website alongside.

2. Information about Llanfair Caereinion

Llanfair Caereinion Town Council serves a population of around 2,000 within the Banwy Valley, in the eastern part of Montgomeryshire.

Today, Llanfair Caereinion is essentially rural with a small town in the centre of its ward on the Rive Banwy.

There is a large Church with Churchyard in the centre of the Town along with two Chapels.

A variety of shops in the Town include Londis, Spar, Local Butchers, Antique stores, Veterinary Practice, Large agricultural general stores, Newsagents, Post Office, Fish & Chip shop, Barbers, Hairdressers, and a dentist. There are also three thriving public houses serving food daily. There are two petrol filling stations with garage repair facilities. The town is blessed to have its own Fire Station.

There are other local businesses including Wynnstay along with an array of caravan parks and bed & breakfast establishments.

The main tourist attraction is the Welshpool & Llanfair Light Railway who has over two hundred regular volunteers who support the Town.

There is a Town Trail; Deri Woods walk by the river, a playground and recreation ground.

3. Councillors and Town Clerk

The Council has just one ward with 12 Councillors. There were no vacancies at the end of the year.

Details of the Councillors and how to contact them can be found on the Councils website at www.llanfairtowncouncil.co.uk.

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Councillors are not paid and have not claimed any allowances during the year ending 31st March 2022.

Councillors who served during the year to 31st March 2022 were:

 Cllr Wyn Williams Chair	 Cllr Ian Davies Vice Chair	 Cllr Rob Astley	 Cllr Hazel Davies
 Cllr Richard Derricutt (May 2021)	 Cllr Cadvan Evans	 Cllr Viola Evans	 Cllr Ursula Griffiths
 Cllr Gareth Jones	 Cllr Geraint Peate	 Cllr Kate Roberts	 Cllr Ceri Stephens

For the year, the Town Clerk & Responsible Financial Officer was Mr Robert A Robinson MBE FRICS FSLCC.

4. Trusts

The Council has managed two Trusts during the year as follows:

Recreation and Playing Field Charity – No 525514 (Mount Field)

The Council managed the above Charity and funded its activities in the financial year to 31st March 2022. The Council is the Corporate Trustee of this Charity.

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Deri Woods Recreation Ground Charity – 524413

The Council managed the above Charity and funded its activities in the financial year to 31st March 2022. The Council is the Corporate Trustee of this Charity.

5. External Membership

The Council has continued its external interest in the following:

Llanfair Caereinion Partnership - Town Clerk & Councillors
Llanfair Caereinion Library - Cllr Wyn Williams
Powys County Council Community Council Forum - Town Clerk
Llanfair Caereinion Youth Council - Town Clerk
Llanfair Caereinion Business Forum - Cllr Ian Davies
Friends of Deri Woods (MWT) - Cllr Cadvan Evans & Cllr Kate Roberts
The Institute Committee - Cllr Hazel Davies
School Governor's - Cllr Gareth Jones
Shrewsbury Aberystwyth Rail Liaison Committee – Town Clerk
North & Mid Wales Association of Local Councils – Town Clerk
One Voice Wales area meetings – Town Clerk

The Council has set up a Youth Council which is now operating. There are plans to introduce a Business Forum during the coming year.

6. Power of well-being

The Council is looking to prepare a well-being plan and assessment during the 2022-2023 financial year.

7. Climate Change Plan

The Council adopted a Climate Change Plan in February 2022 with an action plan.

8. Bi-diversity Plan

The Council is looking to prepare a bio-diversity plan and assessment during the 2022-2023 financial year.

9. Training Plan

A training plan to be implemented during the next council year has been adopted and published.

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10. Achievements

During the year to 31st March 2022 the Council achieved the following:

- a) A new playground (replacing an older one) has been funded and should be installed in July 2022.
- b) A Tourism Grant has been obtained which will provide new map signs, a Town Guide, new tourism website and flags along the main street. The grant included a consultant's report which will form the Tourism Plan.
- c) The Town Trail has been completed.
- d) The Deri Woods volunteer group has been set up and is now maintain Deri Woods.
- e) The newsletter (Chronicle) has been produced with the first three issues circulated in this last year.
- f) The new LED coloured lighting has been installed in the churchyard.
- g) The defibrillator plan has been completed with new units around the Town.
- h) A Climate Change policy has been adopted with an action plan.
- i) The High Street telephone box has been refurbished.
- j) Introduction of an annual 'keep Llanfair Tidy day' was completed.
- k) The agreement to secure funding for the Community Library has been completed.
- l) A Youth Council has been introduced in partnership with the High School
- m) The first community award was presented under the scheme in December 2021.
- n) Management scheme for the two Trusts has been completed.
- o) Press releases are now issued after each Council Meeting.
- p) Most Friday afternoons at the Institute the Town Clerk is available to meet local residents.

11. Other things happening around the Town

During the year other events of note were:

- 1)The annual act of remembrance held in November was held by the Royal British Legion with the Council.
- 2)The main roads through town were resurfaced by Powys County Council.

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12. Reserves

The monies held by the Council at the end of the year are represented by:

General reserves	£40,000
Playground Glanyafron	£20,000
Deri Woods Project	£1,000
Events	£2,100
Reserves for new projects	£41,323
Total	£104,42

14. Annual Return and Financial Statement

A copy of the annual return and financial statement is posted on the Council's website at www.llanfairtowncouncil.co.uk

15. Annual Monitoring Review

The Council receives a monitoring report in November each year.

This report is published on the Council website.

16. Plans for 2022-2023

During the next financial year, the following projects are planned to be completed:

The activities in order of priority as listed below

No	Year of delivery	Location	Details
1	2022-2023	Glanyrafon Playground	Refurbish and install new equipment.
2	2022-2023	Youth Council	To improve Youth Council and bring forward a Youth Plan for Llanfair
3	2022-2023	Deri Woods	Complete mural in Pumping Station.
	2022-2023	Mount Field agreements	Compete agreements with Llanfair United Football Club
4	2022-2023	Public Toilets	Redecoration, review disabled facilities, install water bottle point and baby changing facilities.
5	2022-2023	Erw Ddwr	Agree and complete an extension to the path at the top of the graveyard to facilitate new burials.
6	2022-2023	Youth Club	Investigate and implement a youth club for Llanfair.
7	2022-2023	Volunteers' reception	To host a coffee morning reception to say thanks local volunteers who work to make Llanfair a better place.
8	2022-2023	Markets	Investigate and implement a street market in the Town Square area or other suitable location.

Robert A Robinson MBE FRICS FSLCC
Town Clerk & Responsible Financial Officer

25th July 2022

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APPENDIX C

Deri Woods and Goat Field Dog Control

1. Background

Following the June council meeting where the subject of dog control in Deri Woods was discussed the Town Clerk was asked to prepare a paper on what the Council may do to help the situation.

The Town Clerk was also to consider what powers the Town Council might have taking into account the Anti-social Behaviour, Crime and Policing Act 2014.

2. Definitions

There are some important definitions to take into account which are:

LOCAL AUTHORITY	Powys County Council
COMMUNITY COUNCIL	Llanfair Caereinion Town Council

3.1 Public spaces protection order

Local Authorities can use a public spaces protection order (PSPO) to place restrictions on a public area, such as a park or a town centre. Restrictions can apply to either:

- all dog owners
- owners who meet specific conditions set out by the council

Councils can make a PSPO unless they're:

- a parish or town council in England
- a community council in Wales

PSPO restrictions include:

- limiting how many dogs can be walked by an owner at one time
- requiring dogs to be on a lead in a specific public area
- requiring owners to pick up their dog's litter
- preventing dogs from being in a certain place, e.g., a children's play area in a park

A PSPO lasts up to 3 years and can be renewed.

3.2 When a PSPO can be issued

Because a PSPO is applied to a whole public area rather than to individuals, it should be used carefully. Consider whether there can be exceptions for working dogs, e.g., assistance dogs.

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A PSPO can only be issued when a dog's behaviour meets these conditions:

- it's affecting or is likely to affect the quality of life of people in the area
- it's persistent
- it justifies imposing restrictions on a whole public area

If a PSPO restricts local people's space to walk dogs, you should provide other space to do this.

3.3 Before issuing a PSPO

The council must consult the following before issuing a PSPO:

- the chief officer for the police area
- the area's police and crime commissioner
- representatives of people who it believes will be affected by the restrictions, e.g., residents' associations or people who use the area
- the owner or occupier of the land
- dog law and welfare experts, e.g., vets or animal welfare officers
- organisations affected by the restrictions

3.4 Gaining an order

To gain an order such as outlined above the Town Council would need to provide evidence in great detail that the issues are extensive and that an order would help solve the issues. In the view of the Town Clerk this would be at best a steep uphill task. There is also a cost in taking forward an order as the principal authorities often charge for the work involved.

4. What we can do

The powers of a Town Council on these issues are limited. The following could be taken forward:

a) Bylaws

The Town Council can produce bylaws for its grounds (including Deri Woods and Goat Field) which can include dogs kept under control or on a lead. However, that is as far as a Town Council can go.

b) Signage

Signage could be introduced on a single board covering:

Stating dogs must be kept under control or on a lead.
No dog fouling.
No littering.

c) Publicity

A general publicity statement could be issued as a press release to the local press, My Welshpool and face-book on a monthly or by monthly basis.