

# **Cyngor Tref Llanfair Caereinion Llanfair Caereinion Town Council**

Chair Cllr Ian Davies Vice Chair Cllr Rob Astley  
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## **MINUTES**

of a meeting of the Full Council held on  
**Monday 27<sup>th</sup> February 2023 at 7pm**  
in the Youth Room of the Institute Llanfair Caereinion

### **Present were:**

Cllr Ian Davies (Chair)	Cllr Rob Astley (Vice Chair)	Cllr Sarah Astley
Cllr Hazel Davies	Cllr Cadvan Evans	Cllr Viola Evans
Cllr Ursula Griffiths	Cllr Gareth Jones	Cllr Mark Owen
Cllr Geraint Peate		

**In attendance** – Robert Robinson Town Clerk

There were 5 members of the community present.

### **Apologies for absence:**

Received from Cllr Melvin Jones and Cllr Sam Webster.

### **165. Welcome by the Chair**

The meeting received a welcome from the Chair.

### **166. Declarations of interest**

There were no declarations of interest recorded for this meeting.

### **167. Public Question Time and Participation**

The following items were raised by members of the community present:

#### **167.1 Llanfair Caereinion Leisure Centre**

Members were asked for an update on the current status of the Leisure Centre.  
See minute no 173.1.

#### **167.2 The Youth Club proposals**

Representatives of the Institute asked about the details of the Youth Club when it might meet and where it might meet (the Institute initially). The limited storage facilities were highlighted. See minute no 175 (ii)

#### **167.3 The Community Café proposals**

Representatives of the Institute asked about the Community Café proposal and questioned the requirements of the provision in the agenda papers. It was explained that a one-off event is different to a regular scheduled event. See minute no 176.

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## **168. Minutes of the last meeting**

The meeting considered and approved the minutes of the last Meeting issued separately.

Proposed by Cllr Mark Owen and seconded by Cllr Rob Astley.

The vote was unanimous.

## **169. Council decisions and actions**

The meeting noted the list of approved actions/maintenance items and their current status as issued with the agenda.

## **Welcome Packs**

The welcome packs are at a very early stage. Cllr Ursula Griffiths asked if she could see a copy in advance of publication. The Town Clerk confirmed that this would be done.

## **Playground**

There was a query over the 'rotten posts'. These are one in a set of 6 forming a small retaining wall at each end of the playground. They are still firm but are showing some signs of early deterioration. They will be replaced over the summer.

## **170. Finance and Governance**

### **170.1 Bank balances**

The meeting noted the current balances of the Council reported as follows:

Current account	£40,834.80
Deposit account	£60,242.87
VAT (to be reclaimed)	£4,051.10
Total money available	<b>£105,128.77</b>

### **170.2 End of year and allocation of funds**

The meeting noted the financial information giving a guide to the end of year balances.

It was noted that there was an account from Powys County Council for the top crossing. This has not been formally staffed for some time. The Town Clerk is to raise this with Powys County Council.

### **170.3 Management Accounts**

The meeting received the management accounts and bank reconciliation as included in the agenda.

### **170.4 Orders for payment**

The meeting considered and approved the orders for payment as set out at appendix B2 of the agenda. Proposed by Cllr Cadvan Evans and seconded by Cllr Gareth Jones. The vote was unanimous.

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## **170.5 Financial reporting**

The meeting agreed to the following format for financial reporting:

- i) Monthly reporting on bank balances and orders for payment.
- ii) Quarterly reporting on full financial figures in the months of April, July, October and January.
- iii) Annual return and end of year figures presented in June (as required by statute).

## **171. Update on actions from Town Plan**

### **171.1 Progress update**

The meeting received an update report on actions agreed to be taken forward in the 2022-2023 year.

### **171.2 Bus stops**

The meeting considered a proposal set out at appendix C2 of agenda in line with the Town Plan action list.

The meeting **AGREED** to proceed with the proposal with a budget cost of £1,300. Proposed by Cllr Cadvan Evans and seconded by Cllr Hazel Davies. The vote was unanimous.

## **173. Powys County Council information**

### **173.1 Caereinion Leisure Centre**

The meeting considered an update following the Council decision at the last meeting to work with Powys County Council to find a resolution.

The meeting was informed that following a letter from the cabinet members discussions with Powys County council will start over the coming few weeks to seek a way forward. Powys County Council is very aware of the Council's ambitions. Cllr Gareth Jones and the Town Clerk are working closely on this subject.

## **174. Documents review**

The meeting received an update on the work with Standing Orders.

The meeting **agreed** the following alterations to the current draft:

- i) Financial reporting – Monthly bank balances and orders for payment with full figures issued quarterly. The Chair and Vice Chair to receive full monthly figures.
- ii) Press and media – no formal press releases other than for events or consultations – information to be posed on the council website and Facebook page. Press statements direct to be given only when the press contacts the council first.
- iii) Council meetings remain as the 4<sup>th</sup> Monday of the month.

# **Cyngor Tref Llanfair Caereinion Llanfair Caereinion Town Council**

## **175. Youth**

To consider the following papers:

### **175.1 Youth Plan**

The meeting considered the Youth Plan as set out by the Youth Council. The Council **RESOLVED** to adopt the plan as part of the Town Plan.

A possible site for the BMX track could be part of Mount Field.

Proposed by Cllr Sarah Astley and seconded by Cllr Mark Owen. The vote was unanimous.

### **175.2 Youth Club**

The meeting considered progression towards starting this service. The report included with the agenda was considered and the following was **AGREED**:

- i) To approach the Institute for hiring the youth room for this service on a weekly basis – evening to be agreed.
- ii) To continue to approach the Army Cadet Hut owners as an alternative venue.
- iii) To advertise for a youth leader as per the plan presented.

Proposed by Cllr Sarah Astley and seconded by Cllr Cadvan Evans.  
The vote was unanimous.

### **175.3 Youth Council**

The meeting considered a paper on the Youth Council operation using zoom for communication. The meeting **AGREED** to the proposal which is now to be taken forward.

Proposed by Cllr Sarah Astley and seconded by Cllr Mark Own.

## **176. Community Café**

The meeting considered the implementation of the report following the Council decision at the last meeting as set out in the agenda papers.

The members noted the number of regulatory matters when something is run on a regular as opposed to a one-off basis.

A public meeting is being hosted on 16<sup>th</sup> March in the Institute which will outline plans and to seek volunteers to help.

The Council is supportive of the report in principle and will discuss again at the next meeting following the public meeting.

# **Cyngor Tref Llanfair Caereinion Llanfair Caereinion Town Council**

## **177. Deri Woods and Goat Field**

### **177.1 The Goat Field High Street**

Following receipt of the tree report the trees with Ash Die Back disease have been marked and need to be felled. A price has been gained from the contractor in the sum of £1,500 plus VAT with the work able to be completed in March 2023. There is allowance in the budget 2023-2024.

The meeting **AGREED** to proceed with the works as outlined above.

Proposed by Cllr Cadvan Evans and seconded by Cllr Ursula Griffiths.

The vote was unanimous.

### **177.2 Deri Woods works**

It was noted that areas 5(a) in the bio-diversity plan have been completed.

The small saplings to the area just inside Deri Woods from the car park are partly removed with some more work to be completed.

A discussion took place around the monthly works to Deri Woods and Goat Field. It was **AGREED** that the following should be taken forward:

The FODW remit to be:

Maintain fences, steps and paths.

Any tree works including removal will require the consent of the Council via the Town Clerk and the 3 dedicated councillors.

Any larger works should be completed by a competent contractor appointed by the Council.

The above was **AGREED** with the Town Clerk asked to write to the FODW with this information.

Proposed by Cllr Cadvan Evans and seconded by Mark Owen. The vote was unanimous.

### **177.3 Tools and store**

Both Cllr Cadvan Evans and Cllr Rob Astley have seen the inside of the store and the tools and equipment is well looked after.

It was confirmed that the leaf blower is located at the home of Cllr Gareth Jones. So that the paths can be cleared by volunteers this is to be returned to the store.

### **177.4 Tree planting**

A tree planting programme is to be considered over the next few months.

## **178. Tennis Courts**

The meeting considered an email set out at appendix G of the agenda.

The Town Clerk confirmed that any cost can be absorbed within the budget set for 2023-2024.

# **Cyngor Tref Llanfair Caereinion Llanfair**

## **Caereinion Town Council**

The meeting **accepted** the suggested way of completing some renovation to the tennis court surface subject to seeing a little more detail of the works.

### **179. County Council Matters**

The meeting received an update on any matters affecting the Town from the County Councillor as follows:

- i) Budget – the budget is progressing with a 5% increase in the Powys County Council element of the Council Tax account.
- ii) Trem Banwy playground – a meeting is still being sought with the officer Steve Geely. Cllr Gareth Jones is working with the Town Clerk to seek a way forward.

### **180. Well-being plan**

The meeting received the well-being statement as set out with the agenda papers – required to take forward parts of the Town Plan in the next 12 months. This is to be considered at the March Full Council meeting.

### **181. Training**

The meeting for Councillor's induction as required by the Local Government and Elections (Wales) Act 2021: Statutory Guidance for Community and Town Councils is to be held on a Monday in March. This was cancelled in June 2022 due to circumstances outside the control of the council.

### **182. Town Clerks report**

The meeting considered the following:

#### **182.1 Rhiwhiriaeth grant aid.**

The meeting confirmed the annual grant aid of £250 towards the cost of the community centre maybe paid subject to the usual conditions.

#### **182.2 Llanfair Clock grant aid**

The meeting confirmed that the payment of the £1,500 grant aid (approved some time ago) for restoration of the Llanfair Clock may now be paid subject to the usual conditions.

#### **182.3 HSBC fraud awareness**

The Council supports the idea of HSBC coming to the Institute to give information on how to avoid fraud but that HSBC should pay the cost of the room hire.

#### **182.4 Lychgate**

The meeting was informed of the state of the Lychgate. Some works were carried out to the right-hand side (looking from Watergate Street) to replace the missing supports. The meeting **AGREED** that the other side supports should be replace and the metal cross put back on the top of the roof of the structure.

# **Cyngor Tref Llanfair Caereinion Llanfair Caereinion Town Council**

## **183. Correspondence (not covered under agenda items)**

To meting received relevant correspondence not covered within the agenda as follows:

### **183.1 Laura Ashley – History**

The meeting noted a letter from Ann Evans of Laura Ashley Heritage Quilt.

### **183.2 Llanfair Hockey Club**

The meeting considered the request for a container (as per previous meetings).

The club have confirmed that a half size unit i(10ft x 8ft) s adequate.

The principle of locating this at Mount Field was **AGREED**.

The current units are owned by the council but used by the organisations noted below:

Unit 1 Llanfair Unit Football Club

Unit 2 Carnival and community

Unit 3 Young Farmers

Unit 4 (rear) Llanfair United Football Club mower

Unit 5 (shed near boundary) White lining equipment.

Cllr Rob Asley is to look to see how much the new container would cost.

The meeting also **RESOLVED** that the small container proposed is the last one to be located on the site.

### **183.3 Air Ambulance**

The meeting received an update on the Welshpool base of the Air Ambulance. The meeting noted that the service will stay at Welshpool until at least 2026.

### **183.4 Telephone box in Watergate Street**

The telephone box needs to be repaired and redecorated. Maybe it could be taken away for sand blasting and completion – subject to cost.

Cllr Rob Astley is to look at how this might be achieved and Cllr Ursula Griffiths is to approach some contractors and report back.

## **184. Dates of next meeting**

To note the date of the next meeting which is to be Monday 27<sup>th</sup> March 2023 at 7pm in the Youth Room of the Institute.

# Cyngor Tref Llanfair Caereinion Llanfair

## Caereinion Town Council

### 185. Actions to be taken forward

The following actions are to be taken forward from the meeting:

Ref	Action		By whom
1	Minutes	To complete minutes and circulate to members. To post the January approved minutes online	Town Clerk Town Clerk
2	Youth club	Take forward proposals for the youth club including advert for youth leader	Town Clerk
3	Youth Club	Seek clarification on possible use of Army Cadet hut.	Town Clerk
4	Community Cafe	Progress with public meeting and start preparations for a pilot scheme	Town Clerk
5	Youth Plan	To post the plan on the website	Town Clerk
6	Youth Forum	To take forward the forum	Town Clerk
7	Standing Orders	Finalise document for approval	Cllr Ursula Griffiths
8	Bus Stops scheme	Take forward and complete bus stop scheme.	Town Clerk
9	Leisure Centre	Meeting with PCC to be arranged.	Cllr Gareth Jones and Town Clerk
10	Trem Banwy Playground	Meeting with PCC to be arranged.	Town Clerk
11	Deri Woods	Letter to FODW's	Town Clerk
12	Goat Field	Proceed with Ash tree felling as per quote	Town Clerk
13	Tennis Courts	Obtain more information on works to tennis courts	Town Clerk
14	Training	Set a date for the induction evening.	Town Clerk
15	Lychgate	Progress with works required.	Tow Clerk
16	Telephone Box Watergate Street	Look at possible removal for restoration. Approach contractors to see who is interested	Cllr Rob Astley Cllr Ursula Griffiths
17	Town Plan	Take forward investigations into a BNX bike track	Town Clerk