

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

## **MINUTES**

of a meeting of the Full Council held on  
**Monday 23<sup>rd</sup> January 2023 at 7pm**  
in the Youth Room of the Institute Llanfair Caereinion  
& via video link

### **Present were**

Cllr Ian Davies (Chair)

Cllr Hazel Davies

Cllr Gareth Jones

Cllr Mark Owen

Cllr Sam Webster (part)

Cllr Rob Astley Vice Chair

Cllr Ursula Griffiths

Cllr Melvin Jones

Cllr Geraint Peate

**In attendance** Robert Robinson Town Clerk

### **Apologies were received from**

Cllr Sarah Astley, Cllr Cadvan Evans and Cllr Viola Evans.

### **146. Welcome by the Chair**

The meeting received a welcome from the Chair.

### **147. Declarations of interest**

The following declarations of interest were recorded:

Cllr Gareth Jones

Cllr Gareth Jones

Planning and Development matters

Llanfair Leisure Centre

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

There were two residents present at the meeting.

#### **148.1 Community Café proposal**

Ruth Bates gave a short presentation to the meeting regarding the proposal to run an 8-week pilot for a community café in the Institute. During the pilot scheme records will be kept to allow an assessment to take place as to the sustainability of the project into the future. The full paper issued with details of the community café project is attached to these minutes at appendix A.

The project has the backing of the Institute Committee.

The project would be for 8 weeks starting on 1<sup>st</sup> March 2023. A press release would be issued as soon as possible seeking volunteers to help on a Thursday morning and a Friday afternoon.

The meeting was asked to consider being the umbrella body for the project including managing governance and the finances.

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The meeting **AGREED** the following:

- i) The Community Café will be under the umbrella of Llanfair Caereinion Town Council.
- ii) The Town Council will be responsible for governance and finances.
- iii) A short agreement is to be prepared setting out the arrangements.

Proposed by Cllr Melvin Jones and seconded by Cllr Mark Owen.  
The vote is unanimous.

## **148.2 Llanfair Caereinion Leisure Centre**

David Cribb asked questions relating to the Leisure Centre and its future.  
The specific items raised were:

- i) The state of the facilities provided with regard to both equipment and cleaning.
- ii) The arrangements for the centre and the school appear to be unique to this centre.
- iii) Possible community interest company maybe a way forward to secure the centres future.
- iv) A visit to the centre by Councillors was suggested.
- v) The 3G pitch would be needed for future sustainability.
- vi) Cllr Gareth Jones has asked the questions about the centre from the last meeting and is awaiting a reply.
- vii) There is no budget cut (in cash) for leisure centres over the next 12 months. However, what will happen after that period is unknown.

The meeting **AGREED** the following actions:

- a) The Town Clerk is to write to Cllr David Selby and Jenny Ashton confirming that the Town Council would like to work with the Cabinet to secure the centre into the future.
- b) The Town Clerk is to research and prepare a paper for consideration with regard to the future of the leisure centre and any Town Council involvement.
- c) A letter to be sent to Builth Wells Town Council supporting their petition.

Proposed by Cllr Mark Owen and seconded by Ursula Griffiths  
The vote was unanimous. (Cllr Gareth Jones declared an interest and took no part in the vote).

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

The meeting considered and approved the minutes of the last Meeting with minor alterations.

Proposed by Cllr Mark Owen and Seconded by Cllr Melvin Jones.

The Vote was unanimous.

## **150. Council decisions and actions**

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

The following was noted:

- i) The meeting regarding the Christmas Lights is yet to take place.
- ii) The contractors' names are not noted due to confidentiality.
- iii) The removal of the ivy from the Mount Field posts (Mount Road end) is more work than expected. Work to the top rail is also needed. The Town Clerk is to see what can be done.

## **151. Finance and Governance**

### **151.1 Bank balances**

The Council noted the current balances of the Council accounts are:

Current account	£43,034.59
Deposit account	£60,242.87
VAT	£3,828.01
Total money available	<b>£107,105.47</b>

### **151.2 Management Accounts**

The meeting considered and received the management accounts and bank reconciliation.

### **151.3 Orders for payment**

The Council considered and approved the orders for payment as set out at appendix B2 of the agenda.

Proposed by Cllr Mark Owen and Seconded by Cllr Melvin Jones

The Vote was unanimous.

## **152. Planning and Development**

To consider the following planning applications:

### **152.1 Ref 22/2161/REM Land Adj Lllys Awel , Pool Road**

Application to extend period in which the development should be started.

Site has consent for 42 houses subject to provision of social housing within that number

The Council **SUPPORTS** this application subject to the provision of a safe footpath between the development and the town which is to be completed prior to start of development.

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Proposed by Cllr Ursula Griffiths and seconded by Cllr Rob Astley.  
The vote was unanimous (note Cllr Garth Jones declared an interest did not take part in the vote)

## **152.2 Ref 23/004/REM Tylissa Llanfair Caereinion**

Section 73 application to remove condition 2 on planning permission M15063 (agricultural tenancy condition)

The Council **OBJECTS** to this application for the following reasons:

- i) The property was granted consent for a specific use to support agriculture and this has not changed.
- ii) It has not been proven that there are no purchasers for the property over a prolonged period who would like to use the premises for the intended use.

Proposed by Cllr Rob Astley and seconded by Cllr Melvin Jones.  
The vote was unanimous (note Cllr Garth Jones declared an interest did not take part in the vote)

## **152.3 Caravan Parks (12 months operation)**

The members raised the subject of the caravan parks that have received consent to operate 12 months of the year. There was a question raised around Council Tax for those using the site as their main residence and those using the site as a second home. The Town Clerk is to make representations to the County Council regarding the position.

Proposed by Cllr Mark Owen and seconded by Cllr Hazel Davies  
The vote was unanimous.

## **153. Grass cutting contract**

The meeting considered the grass cutting contract due for renewal on 31<sup>st</sup> March 2023. After discussion it was **AGREED** that the following actions would be taken forward:

- i) All contractors who have expressed an interest are to be invited to tender.
- ii) Quotes are to be sought as per the attached information (appendix A to these minutes) and also for 15 cuts at Mount Field.
- iii) All quotes must be delivered to the Town Clerk in sealed envelopes which will be opened at the Council Meeting to be held on 27<sup>th</sup> February.
- iv) Each contractor will be advised to visit the sites prior to submitting any tender. The Town Clerk will make himself available to meet them if required.

Proposed by Cllr Rob Astley and seconded by Cllr Melvin Jones.  
The vote was unanimous

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## **154. Llanfair Hockey Club**

The possibility of a further container to be located at Mount Field for the Hockey Club use was discussed further.

The main issues were around:

- i) The planning regulations.
- ii) The effect on residents close by with another container added.
- iii) The need for a full-size container.
- iv) Other locations where a store could be located.

The garages at the top garage were an option considered – Cllr Melvin Jones is to look into availability.

The Town Clerk is to ask the Hockey Club if a half size container would be suitable for their needs. The meeting was happy in principle for the location of a smaller unit on the stie.

## **155. Documents review**

The meeting received an update on the document review. The final draft of the standing orders was passed to the Town Clerk just before the meeting.

## **156. County Council Matters**

The meeting received an update on any matters affecting the Town from the County Councillor.

The main points of note were:

- a) The Powys County Precept is to rise by 3.8% and the fire service budget by 1.2% on current level's with the Police budget is to rise by 7.75% which is approx. 1% on the overall precept.
- b) Schools – some concern was expressed about the reduction in the school catchment area. The meeting agreed that the Town Clerk should write to the High School and Portfolio holder expressing the Council's support for the current catchment area.

## **157. Llanfair Caereinion Leisure Centre**

## **158. Press and information**

The meeting held a short discussion on press coverage and press releases.

The current situation is that any press released are issued by the Town Clerk to the Chair who approves it before publication.

In future a press release with more clarification maybe needed to go with official documents issued (i.e. The Budget)

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## **159. Tourism map boards**

The meeting was updated on progress towards completing designs for the map boards. They will be ready very soon. There will be a booklet to go with them which is currently being considered.

## **160. Town Clerks report**

To consider any items under this heading as follows:

### **161. Water and sewerage issues**

The Town Clerk gave an update on the above issues in Broad Street and High Street. Severn Trent and Powys County Council have been involved and are actioning as necessary.

#### **161.2 Town Wi-Fi**

The Town Clerk reported that Powys County Council has gained funding so that the Llanfair Caereinion Town Wi-fi scheme is ready to progress with completion in the early spring of 2023.

The meeting **AGREED** to proceed with the Wi-fi proposals on the no cost basis. Proposed by Cllr Gareth Jones and seconded by Cllr Rob Astley.

The vote was unanimous.

#### **161.3 Air Ambulance**

The meeting was updated on the re-location of the Air Ambulance from Welshpool. The details were attached to the agenda.

#### **161.4 Deri Woods area 5A on the bio-diversity plan**

A report from Bridgen Contracting was received on the three worst areas of the woodland needing attention over the short term.

The trees to be felled are marked in 'red'. Those marked in 'yellow' are for later consideration.

The meeting **AGREED** the following actions:

- a) To accept the quote from Bridgen Contracting and arrange for the works to be carried out.
- b) To arrange a meeting asap to finalise which trees are to be felled.

Proposed by Cllr and seconded by.

The vote was unanimous.

#### **161.5 Informal request for a vote of no confidence in the Powys Cabinet**

The meeting was informed of a request by a nearby community council to add the Council's name to a petition calling for a vote of no confidence in the Powys County Council Cabinet. The meeting **AGREED** not to support such a petition.

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## **161.6 Wi-fi for Council use**

The Chair raised the subject of Wi-fi connections for Hy-bred meetings.

The choice is between a full system installed in the office or a dongle with sim card.

The Chair and Town Clerk were **authorised** to progress what would be best for the Council to achieve the objectives.

## **161.7 Mount Field football posts**

The members noticed that the football posts are not being put away after use.

The Football Club is to be reminded that the agreement was that they were put away after use.

## **162. Correspondence**

An item of correspondence had been received with a request to issue the email to Councillors. This was not done but the Council was informed of the contents of the said email. In future all emails with a request to pass said email to all Councillors will be done.

## **163. Dates of next meeting**

The meeting noted the date of the next Full Council meeting which is to be Monday 27<sup>th</sup> February 2023 at 7pm in the Youth Room of the Institute.

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## **APPENDIX A**

### **Proposal for a community café in Llanfair Caereinion**

Llanfair Caereinion needs a community café. Previous cafes have been popular places for local people to meet. The closure of Rita's leaves a gap in provision, especially within the town. People of all ages have expressed their sadness that there isn't a place to meet. This needs addressing urgently, especially in light of the cost of living which is not only dominating the headlines but is impacting on people's lives.

#### **Aim**

To establish a community café to provide a safe place and one which enables people to come together to combat rural isolation and loneliness. It could also provide a boost for the community and enhance wellbeing and further connections and friendships.

#### **Process**

To run a pilot community café in the Institute for a short period to test demand.

Through the pilot engage with the community to demonstrate the need for the project by gathering evidence through open consultation on the need for the café.

To gain funding to employ a part time co-ordinator to oversee the running and a rota of volunteers.

To provide a safe place for people to come together, to address rural isolation and loneliness and enhance community connections within the town.

#### **Funding**

To gain funding from external sources we would need to evidence the need for the project and to demonstrate it has been developed with the community from its beginnings through consultation.

A community questionnaire would be a useful tool to use and share. Setting up a pilot in the Institute would enable us to gather input from the community and promote the questionnaire which can be shared via local channels including The Llanfair Community Page, The Town Council and The Institute to name a few.

The results will hopefully demonstrate the need for the community café to then use as evidence as part of the application process and gain funding to pay a co-ordinator to oversee the running of the cafe and the volunteer rotas.

#### **The project**

Many local people have expressed their sadness that there is no longer a café in the town. This project aims to test the viability of running a community café with the support of volunteers.

The initial pilot would need to be run by volunteers with the aim to develop a longer term viable strategy through funding a part time café co-ordinator.



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At a recent meeting on 11 January between Ruth Bates and the management committee of the Institute to discuss donation from The Mick Bates Memorial Community Fund to The Institute, the idea emerged. The Chair of the Institute committee, Mr Phil Langford and members agreed to the use of the youth room and kitchen facilities downstairs as location to run the pilot community café. Looking at the Institute diary the most suitable days to trail the café would be on a Thursday or Friday. It would also be an opportunity to promote the Institute and its many facilities including the recording study, library and space for events.

Ruth agreed to write this proposal to share with the Town Council to seek their support for the initiative.

Examples of other community cafes include Cletwr Rhos Community Rhos Community Café <https://www.rhoscommunitycafe.org/> Cletwr Community café and shop <https://cletwr.com/>

## **Recommendations**

To share the proposal with key stakeholders to raise awareness and to gain support to establish a group that would oversee the pilot.

The group would also lead on the community consultation, funding application with the longer term aim of establishing a community café.

To issue a press release as a call for volunteers.

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## APPENDIX B

### Actions from the last meeting

No	Heading	Action	By
1	Governance	Publish December 2023 on the web site	Town Clerk
2		Prepare and circulate minutes of the January 2023 meeting to members	Town Clerk
3	Leisure Centre	Prepare a paper on how the Town Council might be able to help retain the leisure centre into the future.	Town Clerk
4		Letter to Cllr David Selby and Jenny Ashton of Powys County Council.	Town Clerk
5		To confirm to Builth Wells Council that the Council supports their standpoint on leisure provision.	Town Clerk
6	Community Café	Take forward governance and put in place required matters to enable to the community café to progress asap.	Town Clerk
7	Town Wi-Fi	Take forward Town Wi-Fi	Town Clerk
8	Planning & development	Issue decisions on planning to Powys County Council	Town Clerk
9	Deri Woods	Take forward contract for works in area 5A of Deri Woods.	Town Clerk
10	Grass cutting contract	Issue tender documents for the grass cutting equipment.	Town Clerk
11	Llanfair Hockley Club	Inform local hockey club of Council decisions.	Town Clerk
12	Tourism Map Boards	Take forward asap the final designs for the map boards.	Cllrs Ursula Griffiths, Cllr Sam Webster and Cllr Sarah Astley
13	Mount Field	Posts and top rails at the Mount Road end of Mount Field to be investigated.	Town Clerk
14	Office	Order suitable wi-fi connection for Council meetings.	Chair and Town Clerk
15	Schools	Letter to be sent to School/County supporting existing catchment area of Llanfair Caereinion school.	Town Clerk
16	Caravan Parks	To research council tax issues	Town Clerk

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### ACTIVITY LIST AND STATUS REPORT – dated January 2023

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 footpath	Resurfacing	Town Clerk	Awaiting solution details for path repair.
8	Retaining wall between St Mary's and the Institute	Replace retaining wall	Town Clerk	Awaiting contractor
9	Chapel of Rest	Replace fuse and distribution boards	Town Clerk	Contractor appointed.
10	Chapel of Rest	Empty store of rubbish	Town Clerk	Contractor instructed
11	Chapel of Rest	Refix soffit board to stores	Town Clerk	Contractor instructed
12	Chapel of Rest	Electrical certificate	Town Clerk	Issued on completion of the above
13	Documents	Standing Orders review	Town Clerk & Cllr U Griffiths	Progressing
14	Youth Club	Plan, funding and arrangements to provide a youth club	Town Clerk & Cllr S Astley	Funding gained, full report to be ready for February 2023 meeting

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15	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 with dates now on offer.
16	Planning - regeneration	Meeting with interested parties to be arranged.	Town Clerk	Being arranged.
17	Town Wi-Fi	Take forward proposal for town WiFi conditionally	Town Clerk	PCC ready to proceed with grant funding in place..
18	Welcome packs	Preparation of welcome pack for hotels, B&B, caravan parks etc.	Town Clerk	Work started.
19	Precept	Issue budget and details of precept request to PCC.	Town Clerk	Completed
20	Youth Club	Prepare implementation plan for approval.	Town Clerk & Cllr S Astley	Full report will be ready for the February 2023 meeting.
21	Events	Set up committee for Kings Coronation event	Town Clerk	Being arranged.
22	Deri Woods	Arrange meeting on site to approve tree thinning	Town Clerk	Being arranged.
23	IRPW	Send out notes to councillors on allowances for 2023/2024	Town Clerk	Completed