

Cyngor Tref Llanfair Caereinion

Llanfair Caereinion Town Council

MINUTES

of a meeting of the Full Council held on
Monday 27th September 2021 at 7pm
at Llanfair Connections Llanfair Caereinion Station

Present were:

| | | |
|------------------------------|----------------------------|-------------------|
| Cllr Wyn Williams Chair | Cllr Ian Davies Vice Chair | Cllr Rob Astley |
| Cllr Richard Derricutt | Cllr Hazel Davies | Cllr Cadvan Evans |
| Cllr Viola Evans | Cllr Ursula Griffiths | Cllr Gareth Jones |
| Cllr Ceri Stephens (by Zoom) | | |

In attendance: Robert Robinson Town Clerk

Apologies for absence were received from Cllr Kate Roberts.

49. Welcome by the Chair

The meeting received a welcome from the Chair.

50. Declarations of interest

There were declarations of interest recorded as follows:

Minute 59 - Christmas Lights - Cllr Viola Evans.

51. Public Question Time and Participation

There were no public present at the meeting.

52. Minutes of the last meeting

The meeting considered and approved the minutes of the last Meeting held on Monday 26th July 2021.

Proposed by Cllr G Jones Seconded by Cllr R Derricutt. The vote was unanimous.

53. Actions taken since the last meeting

The meeting noted the actions to be taken since the last meeting.

54. Financial

54.1 Bank balances

The meeting noted the bank balances as at 31st August 2021 as follows:

| | |
|--------------------|-------------|
| Current Account | £53,204.36 |
| Deposit Account | £60,152.56 |
| Grant Aid for Play | £10,000.00 |
| VAT refunds | £1,800.00 |
| Total funds | £125,156.92 |

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54.2 Financial Report

The meeting received a financial report from the Town Clerk.

54.3 Orders for payment

The meeting **APPROVED** the orders for payments as set out in the agenda.

Payments:

The payment due to the contractor completing Street Scene works is to be asked to complete some parts of the works before payment is made.

Proposed by Cllr G Jones Seconded by Cllr R Derricutt. The vote was unanimous.

54.4 Deri Woods HLF Grant

The meeting received an update on the final grant aid figures. The Town Clerk is working with the MWT to gain agreement with the Funders over final figures and will report back to Full Council when this is complete.

55. Planning decisions for July-August 2021

The meeting noted the planning decisions from Powys County Council.

56. Council Services Committee

The meeting considered the following recommendations from this Committee:

56.1 St Mary's Church Lighting

To Committee considered progress with the current lights replacement for St Marys Church from Sodium to LED. There were 5 companies approached, 3 were too busy, one did not respond and one has submitted a quote. The new lighting is LED and will reduce electricity costs by 90%. The new lights are 32 colour so that the Church could be lighted in any colour the Council wishes from time to time.

The cost of the project is £2744.53p including materials and labour.

The Council **APPROVED** that the quote be accepted and works proceed as soon as possible.

Proposed by Cllr U Griffiths Seconded by Cllr I Davies. The vote was unanimous.

The Council also wishes to consider cut outs to give shapes on the church as a separate project.

56.2 Play Plan for Llanfair Caereinion

The Committee considered the 'Llanfair Play Report' – see Council Services Committee Agenda for September 2021.

The meeting was informed that the next playground to be refurbished by PCC (subject to funding bids) is likely to be Trem Banwy.

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The Council **APPROVED** the following:

- i) To defer any approval to an overall play plan until a consultation has been completed. This is to be actioned by Cllr G Jones and the Town Clerk.
- ii) Investigate improvements to the existing playground.
Proposed by Cllr U Griffiths Seconded by Cllr V Evans. The vote was unanimous.
- iii) To work with the County Council to improve the play area at Trem Banwy.
Proposed by Cllr C Stephens Seconded by Cllr I Davies. The vote was 10 in favour, 0 against and 1 abstention.
- iv) To investigate provision of a multi-purpose play facility within the town.
Proposed by Cllr C Stephens Seconded by Cllr I Davies. The vote was unanimous.
- v) To complete a one off grass cut of the land allocated for a play area at Parc Y Onnen.
Proposed by Cllr V Evans Seconded by Cllr C Evans. The vote was unanimous.
- vi) To look back at the original planning application and details to try and ascertain the status of a play area for the estate at Parc Y Onnen.

56.3 Telephone Box Watergate Street

- i) The meeting considered the repainting quote for the painting of the phone box of £600 – this proposal was rejected. Consideration of the refurbishment of the phone box is still to be taken forward.
- ii) The meeting AGREED to seek suitable artwork to the outside of the box via advice from Mid Wales Printing Group.
- iii) The Town Clerk confirmed that the defibrillator has been installed and will be working on 28th September.

57. Finance, Planning & General Purposes Committee

The meeting considered the following recommendations from this Committee:

57.1 Independent Review Panel of Wales

The meeting considered a report on the Independent Review Panel for Wales regarding Councillor allowances.

The meeting **AGREED**:

- i) That a policy be adopted not to pay any non-mandatory payments in the year ending 31st March 2023.

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- ii) That the sum of £5,000 be ring-fenced in reserves in case a claim is made by any Councillor for a) the £150 allowance or b) any care or babysitting allowances. When monies are taken from this amount it should be replenished.

Proposed by Cllr I Davies Seconded by Cllr G Jones. The vote was unanimous.

57.2 Budget and future financial plan

The meeting considered matters which could affect a 5 year plan for income and expenditure.

The main issues of discussion were:

- a) The day to day running costs of the Council and its services.
- b) The cost of the top crossing patrol.
- c) The cost of the toilets if no grant aid was available.
- d) Any future projects.

The Town Clerk is to let Cllr G Jones have some information on the top crossing so that the Schools can be consulted.

The meeting **AGREED:**

- a) That a public meeting is held in the Leisure Centre theatre in early November 2021.
- b) The Town Clerk prepares for comment at the October 2021 Full Council Meeting a planned budget for the 2022-2023 year with a projection for the following year.

Proposed by Cllr G Jones Seconded by Cllr h Davies. The vote was unanimous.

57.3 Defibrillator Review

The meeting considered a defibrillator plan for Llanfair. The proposed plan in summary is to provide defibrillators at the following locations:

| No | Location | Funded by |
|----|--------------------------------|------------------|
| 1 | Leisure Centre/High School | PCC |
| 2 | Doctors Surgery | Health Authority |
| 3 | Watergate Street telephone box | Town Council |
| 4 | Mount Field | Town Council |
| 5 | Chapel in Market Square | Town Council |
| 6 | Telephone box in High Street | Town Council |
| 7 | WLLR Steam Railway Station | WLLR |
| 8 | Rhiewaniarth Community Centre | Community Centre |

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The Council **AGREED** that the defibrillator plan as attached to the agenda be implemented. The cost implication (before any grant aid) would be approx £7,500. The Town Clerk is to research any support funding via grants to aid the project's completion with approval given to each project at each stage.
Proposed by Cllr C Evans Seconded by Cllr R Derricutt. The vote was unanimous.

57.4 Town WiFi

The meeting considered the report on free Town WiFi. The report is attached at appendix D to the agenda.

The meeting **AGREED** that the offer from SMART TOWNS (via Powys County Council) to supply free WiFi in Llanfair Caereinion be accepted.

Proposed by Cllr R Derricutt Seconded by Cllr H Davies. The vote was unanimous.

57.5 Documents

The meeting considered the Procurement Policy.

The meeting **APPROVED** that the Procurement Policy as attached to the agenda is adopted. Contractors will be added to the list as time progresses.

The meeting also suggested that a piece be put in the December newsletter seeking any other contractors interested in being added to the list.

Proposed by Cllr R Derricutt Seconded by Cllr I Davies. The vote was unanimous.

58. County Council Matters

The meeting received a report from the County Councillor which included:

- i) The road resurfacing programme is due to take place in October this year.
- ii) The Health Centre planning application is due to be submitted very soon.
- iii) Mount Road – it appears the cause of the water problem has been found.
- iv) The 40mph speed limit is due to be in effect on 5th October 2021.

59. Christmas Lights

The meeting considered a payment towards the Christmas Lights costs of £1,000 as contained in the approved budget 2021-2022. The meeting **AGREED** to the proposal.

Proposed by Cllr G Jones Seconded by Cllr H Davies. The vote was unanimous (one abstention due to declared interest).

60. Community Awards

The meeting considered an alteration to the criteria for Community Awards.

'To remove the restriction of presentation of an award to someone who already has a national award'.

The meeting **AGREED** to remove the restriction from the criteria.

Proposed by Cllr V Evans Seconded by Cllr H Davies. The vote was unanimous.

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61. Town Clerk report

To consider matters from the Town Clerk as follows:

61.1 Mount Field

i) High Fencing

The meeting considered a report from the Town Clerk and from Cllr R Astley and Cllr C Evans. The posts to the far end of the football pitch need replacing. Cllr R Astley is arranging for these to be replaced.

Proposed by Cllr C Evans Seconded by Cllr R Astley. The vote was unanimous.

ii) Mount Field Grassing Cuttings

The grass compound is to move to the top of the access road using concrete interlocking blocks to form a compound. Cllr R Astley is arranging for the works.

Proposed by Cllr C Evans Seconded by Cllr R Astley. The vote was unanimous.

iii) Funding for (i) and (ii) above

The funding for the compounds has already been approved.

The funding for the posts will come out of the general maintenance budget for Mount Field.

iv) Meeting Mount Field user groups

The meeting agreed that a short meeting with user groups at Mount Field should be held annually. The Town Clerk is to arrange for a date in the new year.

61.3 Meetings format

The Town Clerk reported on future meetings and how best to take forward the Council business based upon the last 6 months.

The Council **AGREED** that from 1st November 2021 the Full Council meets twice a month in place of the current Committees/Council meeting.

Where no decision is required the Town Clerk will prepare an update paper with the Full Council agenda.

Proposed by Cllr V Evans Seconded by Cllr I Davies. The vote was unanimous.

61.4 Christmas Dinner

The meeting agreed that a Christmas Dinner should be held for all. Each paying their own bill.

61.5 PCSO

The meeting agreed:

- i) To invite the new PCSO to the next Council Meeting in October.
- ii) To take up the issue of lack of powers for PCSO's in Powys.

62. Dates for meetings in October 2021:

The meeting noted the dates for the meetings to be held in October 2021 as follows:

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Meeting of the Mount Field and Deri Woods Trusts

Monday 18th October 2021 at 7pm

Full Council Meeting

Monday 25th October 2021 at 7pm

63. Items taken forward from the meeting:

| No | Heading | Item |
|----|-------------------------------------|-------------------------------------------------------------------------------------------|
| 1 | Minutes | Complete minutes and circulate with agenda for next meeting. |
| 2 | Town Trail | Progress to completion in line with project form approved |
| 3 | Deri Woods | Complete MWT agreement and arrange meeting with CEO if required. |
| 4 | Newsletter | Progress with first newsletter for issue in October |
| 5 | Morgan's Yard | Arrange meeting with Mr Broxton on Morgan's Yard with Cllr G Jones in attendance |
| 6 | Yellow Lines review | To be added to a future Council Meeting before the new year. |
| 7 | Goat Field – Advice on tree removal | Gain advice and progress the removal as necessary of the tree in the river. |
| 8 | St Marys lighting | Proceed to install new LED 32 colour lighting. |
| 9 | Deri Woods HLF grant | Town Clerk to work with MWT regarding final accounts for the grant. |
| 10 | Existing play area | To prepare a scheme for refurbishment of the existing play area. |
| 11 | Trem Banwy play area | To work with PCC to improve the play area. |
| 12 | Parc Y Onnen play area | To arrange for a one off grass cut at the designated play area. |
| 13 | Play consultation | To arrange for a consultation regarding play and play area locations in the Town. |
| 14 | Watergate Street telephone box | To seek further quotes for refurbishment following ideas put forward on cladding. |
| 15 | Watergate Street telephone box | To investigate some designs for the external appearance from Mid Wales Printing. |
| 16 | IRPW allocation funds | To allocate £5,000 in reserves for the IRPW. |
| 17 | Budget Consultation | To prepare a full budget report for the October Full Council meeting. |
| 18 | Budget Consultation | To arrange for a public meeting on finances for early November. |
| 19 | School consultation. | Town Clerk to let Cllr G Jones have some details about the crossing point for discussion. |
| 20 | Defibrillator plan | To take forward investigation of any funding. |
| 21 | Defibrillator plan | To arrange for locations of new defib units. |
| 22 | Defibrillator plan | To arrange for a quote to install 3 more units. |
| 23 | Town WiFi | To accept the offer from SMART TOWNS for a town wide WiFi system. |
| 24 | Procurement Policy | To post and record the approved policy. |
| 25 | Christmas Lights | Arrange for cheque for the Committee. |

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| No | Heading | Item |
|----|-----------------------------|-----------------------------------------------------------------------------------------------------------------------|
| 26 | Community Awards | Alter criteria for the awards to allow nominations for those who already have a national award. |
| 27 | Mount Field grass compounds | To arrange for the new compound to be put in place. |
| 28 | Mount Field fence posts | Works to be arranged as soon as possible. |
| 29 | Mount Field meeting | Town Clerk to arrange a meeting between the Football Club, Cllr R Astley and Cllr C Evans to review responsibilities. |
| 30 | Mount Field users meeting | To arrange for a meeting of the users of the field early in the new year. |
| 31 | Meeting format | To change the Council Meeting format to 2 Full Council Meetings per month in place of Committees. |
| 32 | PCSO meeting | To invite new PCSO to next meeting for a short while. |
| 33 | Christmas Dinner | To arrange for Councillors dinner with each paying for their own. |
| 34 | Meeting dates | Town Clerk to publish new Council dates. |