

Cyngor Tref Caereinion Llanfair Llanfair Caereinion Town Council

MNUTES

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

Present were:

Cllr Wyn Williams Chair

Cllr Ian Davies Vice Chair

Cllr Rob Astley

Cllr Hazel Davies

Cllr Cadvan Evans

Cllr Ursula Griffiths

Cllr Gareth Jones

Cllr Geraint Peate

Cllr Kate Roberts

In attendance: Robert Robinson Town Clerk

Apologies were received from:

Cllr Viola Evans and Cllr Ceri Stephens.

1. Welcome from the Chair.

The meeting received a welcome to the meeting by the Chair.

2. Declarations of Interest.

The following declaration of interest was recorded:

Cllr G Peate - 21/0613/AGR Cross Farm Llanfair Caereinion SY21 0DP

3. Public Question Time and Participation

There were no members of the public present.

4. Minutes of the last meeting

The meeting considered and **approved** the minutes of the last month's meetings as follows:

Full Council Meeting held on 22nd March 2021

Proposed by Cllr Kate Roberts and seconded by Cllr Cadvan Evans

Council Meeting held on 12th April 2021

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

Full Council Meeting held on 22nd March 2021 (Private & Confidential)

Proposed by Cllr Kate Roberts and seconded by Cllr Ceri Stephens.

The vote being unanimous for both approvals.

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5. Actions taken since the last meeting

The meeting noted the actions since the last meeting. Those outstanding are to be carried forward onto the next action list.

6. Standing Orders

The meeting considered the revised Standing Orders.

The pack was issued with the 22nd March 2021 agenda.

The Council **approved** the Standing Orders as per those issued subject to one addition which is to be:

‘At the discretion of the Chair or Town Clerk to host meetings by Zoom or Teams where there is good reason not to meet in the normal way face to face’.

Proposed by Cllr Ian Davies and seconded by Cllr Gareth Jones.

The vote was unanimous.

7. Vacant seat

The meeting received an update from the Town Clerk on progress towards filling the vacant seat. There has been 10 signatures gained by a resident so an election will now take place. It is expected that Powys County Council will issue papers formally seeking candidates in the middle of May following completion of the Welsh Government elections.

8. Finances

To meeting consider the following:

i) Bank Balances

To meeting noted 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 was attached at appendix A to the agenda. These are the Annual Return figures but are still only in draft pending completion of the 2019/2020 audit.

iii) Orders for payment

The meeting **approved** the payments as set out at appendix A to these minutes.

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The Council **approved** the orders for payment.

Proposed by Cllr Kate Roberts and seconded by Cllr Hazel Davies.

The vote was unanimous.

iv) Banking - Standing Orders

The Council **approved** putting in place standing orders for payments made to the Cleaner and the Institute.

Proposed by Cllr Ursula Griffiths and seconded by Cllr Ian Davies.

The vote was unanimous.

v) Annual Return – 2019 TO 2020

The meeting noted that Annual Return has been delayed due to bank mandate changes taking time.

There was one missing bank statement which was needed and this has now been obtained. The Annual Return should be ready for the Council Meeting at the end of May.

9. Planning and Development

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

The Council noted an application received as an 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.

The Council **Objects** this application on the following grounds:

- a) The vehicular access serving the proposed property from Eithnog Lane is not satisfactory.
- b) The vehicular access form Eithnog Lane is not suitable for construction traffic.

Proposed by Cllr Cadvan Evans and Cllr Gareth Jones.

The vote was unanimous.

The Council requested that Cllr Gareth Jones (County Councillor) seeks to 'call the application in'.

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9.2 The meeting noted the planning decisions for March 2021

10. Recommendations from the meeting on 10th April 2021

The Council considered the recommendations from the meeting held on 12th April as follows:

10.1 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 Council **resolved** that the agreement with MWT be approved as per the agreement at appendix D to the agenda.

Proposed by Cllr Ursula Griffiths and seconded by Kate Roberts.

The vote was unanimous.

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

The Town Clerk reported 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 down by the river.

The bench is to be of recyclable and sustainable materials and all of the same colour.

The Council **approved** the position of the bench by the river in the location shown below. The bench to be purchased with others covered by the HLF grant but paid for by the family requesting the bench.

Proposed by Cllr Kate Roberts and seconded by Cllr Ian Davies.

The vote was unanimous.



10.3 Deri Woods – new benches – (acting as Trustee) Street Scene –

The Council **approved** the purchase of further benches within the HLF scheme subject to ensuring that the funds are available in each area of activity.

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The Town Clerk is to liaise with MWT and prepare a scheme for delivery.

Proposed by Cllr Kate Roberts and seconded by Cllr Ian Davies.

The vote was unanimous.

10.4 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 Meeting 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).

The Council **approved** of the scheme to refurbish the telephone box as above.

Proposed by Cllr Cadvan Evans and seconded by Cllr Hazel Davies.

The vote was unanimous.

A Town Poll is to be carried out to ensure all residents have a chance to express a view (not just those on social media) on the colour of the phone box.

The choices of colours to be existing red, blue or green.

The Town Clerk is to arrange the Poll asap.

Proposed by Cllr Gareth Jones and seconded by Ian Davies.

The vote was 7 in favour, 1 against and 1 abstention.

10.5 Playground Remedial Works

The annual ROSPA report had 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 (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).

The Council **approved** that minor works are carried as outlined above.

Proposed by Cllr Ian Davies and seconded by Cllr Rob Astley.

The vote was unanimous.

10.6 Erw Ddwr

The condition report for the graveyard areas was considered.

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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).

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

Proposed by Cllr Kate Roberts and seconded by Cllr Cadvan Evans.

The vote was unanimous.

10.7 Chapel of Rest

A review of the building had been carried as per the schedule of works issued.

The funding can come from the repairs budget for this building which is £1,000.

Works include painting, deep cleaning and tidying.

The Council **approved** that the minor works to the Chapel of Rest be completed subject to a spending limit of £540.

Proposed by Cllr Cadvan Evans and seconded by Cllr Ian Davies.

The vote was unanimous.

10.8 Grass Cutting Compounds at Mount Field and St Marys Churchyard

The two locations for the compounds was noted to be as follows:

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

Mount Field – at the top of Mount Field on the waste land by the gate.

The money would come from the Recreational areas budget.

The Council **approved** that the above works proceed at a cost of £365 with sleepers provided by the Council. All other materials labour etc. are included in the price.

Proposed by Cllr Gareth Jones and seconded by Cllr Kate Roberts.

The vote was unanimous.

The Town Clerk will arrange for a meeting with the grass cutting contractor to agree any new arrangements.

11. Containers at Mount Field

A letter from the residents was considered regarding the compounds (see above) and the containers located at the back of Wesley Street.

The Council **approved** a scheme to paint the containers in blue using a local contractor. The paint has already been purchased.

The rubbish around the containers is to be cleared up either by the Football Club or the Council asap.

12. Town Clerks Report

The meeting considered a report from the Town Clerk as follows:

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- i) An update on the document review. All relevant documents are posted in draft on the web site under 'documents'. These will come forward for formal approval during the next Council year.
- ii) Publicity and press releases – The Council considered 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.
The Council **approved** the proposal.
Proposed by Cllr Kate Roberts and seconded by Cllr Cadvan Evans.
The vote was unanimous.

13. Powys County Council

The meeting received an update on any relevant County Council activities including the New School, Highways works and the Health Centre.

The Town Council is to write to Powys County Council regarding works required to road surfaces on the road to Cefn Coch.

14. Council Office in the Institute

The Council received an update on progress towards an agreement to rent the office at the Institute. The agreement has been completed and the first month's rent paid. The Council takes up occupation from 1st May 2021.

The Town Clerk is to see if it is possible to locate the CCTV monitor in the office.

15. Date of the next meeting

The Council noted that the next Full Council Meeting will be held on Monday 10th May 2021 at 7pm. There will be just 5 subjects on the agenda:

- i) Any planning applications (if received)
- ii) Draft Town Plan (To be issued with agenda)
- iii) Future Management of the Council from the Annual Meeting
- iv) VAT
- v) Mount Field Event
- vi) Result of Town Poll on telephone box colour.

16. Letter of appreciation

The meeting agreed that a letter be sent to Carl Milench for all his work with the St Marys Well.

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17. Actions to be taken forward.

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

Minute	Heading	Action
No 5	Finances	Audit 2019-2020 to be finalised for next Full Council meeting.
No 5	Town Trail	Progress to completion in line with project form approved
No 5	Library	Arrange payments for Library Scheme and check on final insurance details
No 5	Street Scene	Arrange for completion of fence renewal opposite steam railway in line with project form approval
No 5	Office within the Institute	Progress with agreement for a room at the Institute
No 6	Documents	Finalise standing orders and issue with the Councillor Manual
No 8	Banking	Set up Standing Orders at the Bank as agreed.
No 9	Planning	Inform PCC of planning decisions.
No 10.1	Deri Woods	Complete MWT agreement.
No 10.2	Deri Woods	Arrange for donated bench to be purchased and placed by the river path as agreed.
No 10.3	Deri Woods	Arrange to purchase extra benches following discussion with MWT to ensure funding amounts allocated are used correctly.
No 10.4	Telephone Box	To arrange for the works to be completed once the colour has been agreed for the telephone box.
No 10.4	Telephone Box	Arrange and report back to the next meeting on the result of a Town Poll on the colour of the phone box.
No 10.5	Playgrounds	Arrange for completion of the works as agreed.
No 10.6	Erw Ddwr	Arrange for completion of the works as agreed.
No 10.7	Chapel of Rest	Arrange for completion of the works as agreed.
No 10.8	Mount Field	Arrange for completion of the works as agreed.
No 10.8	St Marys Churchyard	Arrange for completion of the works as agreed.
No 11	Containers at Mount Field	Arrange repainting of containers and removal of rubbish.
No 12	Press releases	Arrange for issue of press releases following each meeting
No16	Letter	Send formal letter of thanks to Carl Milench

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APPENDIX A

ORDERS FOR PAYMENT – 26th April 2021

Power	Section	Subject	Amount	VAT	Total
LGA 1972	Administration	Clerks salary & HRMC	£588.00	£0.00	£588.00
LGA 1972	Administration	Stationery (set up)	£178.61	£21.63	£200.04
LGA 1972	Chapel of Rest	Asbestos surveys	£280.00	£56.00	£336.00
LGA 1972	Chapel of Rest	Fire equipment, notices and muster point signs for Chapel of Rest	£43.78	£43.78	£43.78
LGA 1972	Toilets	Cleaning	£180.00	£0.00	£180.00
LGA 1972	Toilets	Toilet fitting and equipment	£151.24	£0.00	£151.24
RPW	Remuneration Panel for Wales	Councillor Expenses	£150.00	£0.00	£150.00
LGA 1972	Toilets	Signs for toilets	£210.00	£42.00	£252.00
LGA 1972	Playground	No smoking signs	£50.00	£10.00	£60.00
LGA 1972	Deri Woods HLF	Bins and picnic benches	£4360.00	£872.00	£5,232.00
LGA 1972	Deri Woods HLF	Artwork for interpretation boards	£525.00	£0.00	£525.00
LGA 1972	Deri Woods HLF	Timber	£532.25	£106.45	£638.70
LGA 1972	Deri Woods HLF	Repairs to drains	£72.00	£14.40	£86.40
LGA 1972	Library	Rent £500 Start-up grant £500 Contribution to decorations £145	£1,145.00	£0.00	£1,145.00
LGA 1972	Toilets & Library	Cleaning	£180.00	£0.00	£180.00
LGA1972	The Institute Office	Lease deposit and months' rent	£205.00	£0.00	£208.33