

Cyngor Tref Llanfair Caereinion

Llanfair Caereinion Town Council

MINUTES

of a meeting of the Full Council held on
Monday 25th July 2022 at 7pm
in the Youth Room of the Institute Llanfair Caereinion

Present were:

Cllr Ian Davies Chair

Cllr Sarah Astley

Cllr Cadvan Evans

Cllr Melvin Jones

Cllr Geraint Peate (part)

Cllr Rob Astley Vice Chair

Cllr Hazel Davies

Cllr Ursula Griffiths

Cllr Mark Owen

Cllr Sam Webster

In attendance: Robert Robinson Town Clerk

Apologies for absence: Received from Cllr Viola Evans and Cllr Gareth Jones.

49. Welcome by the Chair

The meeting received a welcome from the Chair.

50. Declarations of interest

There were no declarations of interest recorded for this meeting.

51. Public Question Time and Participation

There were 7 members of the public present. The agenda was re-ordered to accommodate their interests. Matters raised by the public are included within the subjects below (Parking Review and Deri Woods).

52. Minutes of the last meeting

The meeting considered and approved the minutes of the last Meeting held on 27th June 2022.

Proposed by Cllr M Owen and seconded by Cllr R Astley. The vote was unanimous.

53. Parking Review

A letter received from Chris Lloyd (PCC) regarding the parking review was made available to the Councillors.

The Councillors discussed each of proposals within the parking review as follows:

The Spar to Wesley Street

The Council supports this proposal to extend yellow lines from the Spar to Wesley Street.

Parsons Bank

The Council supports the proposal to introduce yellow lines along part of Parsons Bank.

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Bridge Street/Market Square

The re-organisation of disabled parking bays was supported.

Area outside Red Lion and the butchers

The time restrictions on parking proposed were accepted at 30 minutes.

Lychgate to parking bays High Street

The Council does not support any restrictions along this section of road.

Argoed towards Deri Woods car park High Street

The Council supports yellow lines but from the western end of Argoed only.

The Old Courthouse to Deri Woods High Street.

The Council is to reserve its view on this section of yellow lines proposed with a decision made at the September meeting.

Walkabout

The Council is proposing to host a 'walkabout' regarding the parking proposals with residents informed of when this is taking place.

Summary

The Council will issue a final consultation response after the September meeting.

54. Deri Woods and The Goat Field

54.1 Dog control

The meeting considered the report from the Town Clerk regarding control of dogs in Deri Woods and The Goat Field as set out at appendix C to the agenda.

The meeting **APPROVED** the recommendations within the report and the Town Clerk is to proceed to arrange for combined signage showing 'No dog fouling', 'Dogs must be kept under control at all times' and 'do not drop litter'.

Also to use social media to promote good practise on a regular basis.

To consider bylaws for Deri Woods in due course.

54.2 Biodiversity and management plan for Deri Woods

The meeting considered a report on a meeting with the FODW and the proposed management plan for Deri Woods and Goat Field.

An explanation of the contents and proposals of the management plan were given to Councillors.

The meeting **AGREED** to proceed as follows:

- i) Adopt the plan for the management of Deri Woods.
- ii) Stage by stage to be agreed on site by the Deri Woods/Goat Field Councillors with the Town Clerk in attendance.
- iii) The management plan to be posted on the website under documents.
- iv) A consultation day or days for the residents to come and see what is proposed.

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54.3 Meadow around stone circle

The FODW have gained a grant from the Tirgwynt Wind Farm community fund to cover the re-instatement of a meadow around the stone circle.

The grant aid covers all but the VAT element.

The Council **APPROVED** going ahead with the scheme and to pay up to £128 towards the VAT element as a grant.

55. Actions taken since the last meeting

The meeting noted the actions taken from the last meeting.

56. Finance and Governance

56.1 Management Accounts

The meeting received management accounts and bank reconciliation as set out at appendix B1 of the agenda. Proposed by Cllr H Davies and seconded by Cllr M Owen. The vote was unanimous.

56.2 Orders for payment

The meeting considered and **APPROVED** the orders for payment as set out at appendix B2 of the agenda. Proposed by Cllr M Owen and seconded by Cllr S Webster. The vote was unanimous.

The meeting noted that the playground account (when the works are completed) will be in the sum of £20,000 plus VAT. This account will need to be paid before the next meeting.

56.3 Annual Report

The meeting considered and **APPROVED** the annual report as set out at appendix B3 to the agenda with a few minor amendments. Proposed by Cllr C Evans and seconded by Cllr M Owen. The vote was unanimous.

57. Planning and Development

The meeting noted the planning decisions issued by Powys County Council.

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

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

The meeting **AGREED** to proceed with the works as outlined in the estimate subject to the following:

- i) The sum agreed is £5,700.
- ii) The Council to arrange for the trees/bushes to be removed to allow the work to proceed.
- iii) The Council to inform Scottish Power of the works due to the proximity of an electricity pole.

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- continued
- iv) The Institute to confirm that they will meet 50% of the overall cost of the project net of VAT. Such sum to be issued to the Council as a donation.
 - v) Check out sleepers which are on a pallet with Cllr G Jones for the Council to see if they can be used on this project.

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

59. Standing Orders

The meeting considered a review of the Standing Orders.

There were a number of alterations (all accepted by the meeting).

The Town Clerk will now prepare a new set of Standing Orders with Cllr Ursula Griffiths for consideration in line with the following programme:

- 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.

60. Newsletter

The meeting considered the latest Chronicle which had issues with layout, small writing mainly to accommodate bi-lingual and the print quality of some of the adverts. The meeting **AGREED** that Cllrs Sarah Astley and Cllr Ursula Griffiths would together produce the next issue seeking to improve the production.

Invoices will also be handled by the newsletter team with a note to the Town Clerk on what income to expect.

The Town Clerk is to see the final copy before print to ensure that the Council is not breaking any regulations in what is printed.

61. Map Boards

The meeting received an update on progress towards new maps for the boards around the town. A meeting between the interested Councillors had taken place and approval for a designer was sought from the meeting.

The meeting **AGREED** to allocate the sum of £450 net of VAT for the boards to be professionally designed. The Town Clerk informed that meeting that he had gained some extra grant aid money towards the boards in the sum of £350.

62. Rubbish Collection

The meeting noted that 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

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We would need the 6601 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.

The meeting **AGREED** to proceed with the bin collections by PCC in the sum of £459.84pa along with any license fees required.

63. County Council Matters

The meeting expressed concern about housing allocation within the Town with some premises vacant and with the knowledge that there are local people needing accommodation. The Town Clerk is to do some research and report back.

64. Printer

The meeting **AGREED** to purchase a printer for the office with the chosen produce being agreed between the Chair and the Town Clerk.

65. Dates of next meeting

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

66. Items to be taken forward:

The following are to be taken forward from the meeting:

Heading	To be done by
Publish approved minutes for 27 th June on website	Town Clerk
Prepare minutes for the meeting held on 25 th July and circulate for comment	Town Clerk
Complete annual return and papers – submit to the Welsh Government for external audit along with the Annual Report.	Town Clerk
Chair and Town Clerk to prepare 5-year financial plan paper for Council to consider	Chair and Town Clerk
Issue standing orders for discussion at the next meeting	Cllr U Griffiths and the Town Clerk
Arrange town walk about dates.	Town Clerk
Send letter to PCC on parking review so that they know our timescales.	Town Clerk
Design of map boards to be taken forward.	Cllrs U Griffiths, S Webster and S Astley
Publish Deri Woods management plan on website.	Town Clerk
Arrange Deri Woods consultation days	Town Clerk
Arrange for new signs in Deri Woods.	Town Clerk
Arrange for next issue of Chronicle in new format.	Cllrs S Astley and Cllr U Griffiths
Gain a copy of the Code of Conduct as issued by OVW	Town Clerk
Report on audio visual project for consideration	Town Clerk
Investigate and purchase a printer	Chair and Town Clerk

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Complete arrangements for rubbish collection at Mount Field with PCC	Town Clerk
Complete arrangements for retaining wall repairs between the Institute and the Churchyard	Town Clerk
Research housing allocation details for report back to Council.	Town Clerk