

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

## **MINUTES**

of a Full Council Meeting held on  
**Monday 28<sup>th</sup> June 2021 at 7pm**

|

in the main hall of The Institute Bridge Street Llanfair Caereinion

### **Present were:**

Cllr Ian Davies (Chair)  
Richard Derricutt  
Gareth Jones  
Ceri Stephens

Cllr Rob Astley  
Cllr Viola Evans  
Cllr Geraint Peate

Cllr Hazel Davies Cllr  
Cllr Ursula Griffiths Cllr  
Cllr Kate Roberts Cllr

**In attendance:** Robert Robinson Town Clerk

### **Apologies for absence:**

Apologies were received from Cllr Wyn Williams and Cllr Cadvan Evans

### **18. Welcome by the Chair**

The meeting received a welcome from the Chair.

### **19. Welcome to the new elected member of the Council**

The meeting welcomed Cllr Richard Derricutt to the Council.

### **20. Declarations of interest**

There were no declarations of interest recorded:

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

There were no members of the public present.

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

The meeting considered and approved the minutes of the last Meeting held on Monday 24<sup>th</sup> May 2021.

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

### **23. Actions taken since the last meeting**

The meeting noted the actions taken since the last meeting.

### **24. Appointments to outside bodies**

The meeting considered and made the following appointments:

- i) Cllr Richard Derricutt – Councillor interested in Documentation
- ii) School governor – Cllr Gareth Jones.

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To Council agreed to leave the areas of interest of youth and Planning/Development with the Town Clerk until a Councillor is appointed.

Proposed by Cllr R Astley and Seconded by Cllr R Derricutt. The vote was unanimous.

### **25. Financial**

#### **25.1 Bank balances**

The meeting noted the bank balances as at 31<sup>st</sup> May 2021 as:

Bank Balance no 1	£64,747.72	
Bank Balance no 2	£40,151.56	
Total funds:		£104,899.28

#### **25.2 Financial Report April 2021**

The meeting received a financial report as set out at appendix A to the agenda.

The detailed figures were considered by the Finance, Planning & GP Committee.

#### **25.3 Orders for payment**

The meeting approved payments as set out at appendix B to the agenda.

#### **25.4 Annual Returns**

The meeting approved the annual returns as presented and authorised the Chair and Town Clerk (Responsible Financial Officer) to sign them. The annual returns approved were for the:

Year to 31<sup>st</sup> March 2020  
Year to 31<sup>st</sup> March 2021

Proposed by Cllr U Griffiths and seconded by Cllr R Astley: The vote was unanimous.

### **26. Planning and Development**

#### **26.1 Planning applications:**

The meeting considered the proposals for the new Medical Centre with housing development. A short presentation of the pre-application was given by the Town Clerk after which a discussion took place regarding the proposals.

The Council **AGREED** that the Town Clerk should write confirming the following observations:

- i) The 30mph limit should be extended to an area prior to the developed site.
- ii) Consideration needs to be given to transport for those who cannot get to the centre due to its location. Some clarity on this is suggested.
- iii) A section 106 agreement should provide for money for improvements to playground equipment and extension thereof.

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### **26.2 Planning decisions for April 2021**

The meeting noted the planning decisions from Powys County Council for May 2021.

### **27. Council Services Committee**

The meeting received the following recommendations from this committee:

#### **27.1 Mount Field Steel Storage Containers**

The Committee considered a quote of £320 to paint the containers (paint already purchased) as per the Full Council decision. Contractor pricing the work was Carl Harmer of Llanfair Caereinion. Painting of all external walls and the roof (except the one with a plastic roof) to be included.

The Council **RESOLVED** that the quote be accepted and that works take place as set out above.

Proposed by Cllr C Stephens and seconded by Cllr K Roberts. The vote was unanimous.

#### **27.2 Deri Woods & Goat Field HLF money**

The Council received an update on the submission of accounts to the HLF by MWT. The Committee meeting considered the balance of the monies (£2,500) and what the remaining money could be spend on.

The suggested use of the balance of the money is as follows:

2 no Dog Poo Bag Dispensers	£170
2 no picnic benches	£1,100
2 no seats	£900
Further tools	£180
Total cost	£2,350

The Council **RESOLVED** that approval be given to purchase benches, seats, tools and dog poo bag dispensers be purchased in accordance with the above.

Proposed by Cllr C Stephens and seconded by Cllr K Roberts. The vote was unanimous.

#### **27.3 Telephone Box Watergate Street**

The Committee meeting considered a proposal regarding this telephone box and progress towards refurbishment and the fitting of a defibrillator.

##### **Recommendation:**

The Council **RESOLVED** that option 2 be taken forward at a cost of approx £2,625.

Proposed by Cllr K Roberts and seconded by Cllr C Stephens. The vote was unanimous.

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### 27.4 Rents and Fees for the ensuing year

To Council considered rents and fees for Council Services from 1<sup>st</sup> September 2021 as follows:

No	Location	Current	Proposed
1	Llanfair Bowling Club (fixed)	£10pa ground rent	£10pa ground rent
2	Llanfair Football Club	£60pa	£60
3	Chapel of Rest	£30 for 3 days £40 for over 3 days	£20 for day 1 £10 per day thereafter
4	Wayleaves and licenses (fixed)	£126pa	£126pa
5	Tennis Courts	No charge	No charge

The Council **RESOLVES** not charge to the Llanfair Town Football Club in 2020-2021  
The Council also **RESOLVED** that the above charges and fees be applied for the ensuing year.

Proposed by Cllr R Derricutt and seconded by Cllr C Stephens. The vote was unanimous.

### 28. Finance, Planning & General Purposes Committee

To receive and approve recommendations from this committee:

#### 28.1 Town Plan

The meeting considered the Town Plan as per copy issued with this agenda. Once the Deposit Draft has approved it will move to its final public consultation. The approx. cost of the consultation would be approx. £100 for displays and comment forms along with £40 for hall hire.

The Town Clerk will check no 5.2 in the plan regarding reference to the library. The Council **RESOLVED** that the draft plan be placed on deposit and that the consultation takes place from Mid-July to the first week in September 2021 as outlined above.

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

#### 28.2 Newsletter

The meeting considered a 4 times a year newsletter in booklet format. Budget allows for £800 cost with £300-£400p income from advertising. Booklets would be located in the Library, Retail outlets, handed out at events, in the Telephone Box, the steam railway station etc.

The Council **RESOLVED** that a newsletter as described above is produced with the first issue for September 2021 and second issue in December 2021. There is to be a review after the first two issues. The organisation of this is to be delegated to the Town Clerk and Cllr U Griffiths.

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The newsletter to be prepared by the Town Clerk with Cllr Ursula Griffiths (Councillor for publicity) and circulated for comment before being finalised with each issue.

The advertising charges to be for one issued with the first one being free.

Proposed by Cllr K Roberts and seconded by Cllr R Derricutt. The vote was unanimous.

### 28.3 Library

The meeting considered an update on the Community Library. The figures previously presented to the Council by the Library Committee need to be re-considered.

The approved funding needs to be extended to cover the rent (£1,500pa instead of £500pa in the document presented) and also other general library costs which have now been identified (approx. £300pa).

NOTE: The rent paid to the Institute for the years to 31<sup>st</sup> March 2020 and 31<sup>st</sup> March 2021 was £1,500pa.

The Council **RESOLVED** that the library is funded annually for the next 5 years up the sum of £2,400pa on the following basis:

Rent	£1,500
Cleaning	£600
Insurances	£145
General funding	£155
Total funding pa	£2,400

Proposed by Cllr C Stephens and seconded by Cllr G Jones. The vote was unanimous.

The Town Clerk is to research the following and report back to Council to ascertain payments made for rent to the Institute for the Library in 2018 and to see if a rent holiday is available for the period the premises could not be used.

### 28.4 Hockey Club Grant

The Committee considered an application for financial assistance from the Llanfair Hockey Club.

The items which would help the club included:

Coaching Board	£10.99
Rebound net	£11.99
Rebound board	£159.99
Target net	£45.99
Chipping practise block	£45.99

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The Hockey Club has confirmed that all equipment sponsored will remain in the ownership of the Club. The latest accounts of the club were presented to the Full Council Meeting.

The meeting agreed to support the Hockey Club in its request for financial support. (Proposed by Cllr C Stephens and seconded by Cllr R Derritcutt – vote was unanimous).

The Council **RESOLVED** that the sum of £250 be offered as a one off grant to the Club.

Proposed by Cllr C Stephens and seconded by Cllr G Jones The vote was unanimous.

### **28.5 Book-start Week**

The meeting considered an event for the Reception Class along with years 1 and 2 at the Junior School with an event to promote reading. The books for the day are provided by the Welsh Government during book-start week normally in June. The event could become annual in June of each year. The estimated cost is approx. £100 (20 children plus teachers).

The Council **RESOLVED** to adopt the bookstart proposal as outlined above starting in June 2022.

Proposed by Cllr R Derritcutt and seconded by Cllr H Davies. The vote was unanimous.

### **28.6 Community Awards**

The meeting considered a proposal for Community Awards to be held annually in Llanfair Caereinion as per the paper attached to the agenda. The information provided seeking nominations to have some examples of the type of awards being considered. The Committee may consider categories alongside examples.

The Council **RESOLVED** that a Community Awards Scheme be adopted as per the paper attached to the agenda.

Proposed by Cllr G Jones and seconded by Cllr K Roberts. The vote was unanimous.

### **29. Press releases**

To Council considered that press releases to be issued only after Full Council Meetings.

Press releases prepared by the Town Clerk for approval by the chair before release.

Proposed by Cllr K Roberts and seconded by Cllr U Griffiths. The vote was unanimous.

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### 30. Dates for meetings in July 2021:

The Council noted the dates for the meetings to be held in July 2021 as follows:

Council Services Committee – Monday 5<sup>th</sup> July 2021 at 7pm

Finance, Planning & General Purposes Committee – Monday 12<sup>th</sup> July 2021 at 7pm

Full Council Meeting – Monday 26<sup>th</sup> July 2021 at 7pm

### 31. Carnival Committee/Royal British Legion

The Council **approved** the use of the tennis courts by the above for an outdoor coffee morning.

Approval was given subject to the following:

- a) Confirmation of insurances.
- b) Confirmation of risk assessments.
- c) The taking down and putting back up of the tennis nets.

The Town Clerk will inform the Tennis Club of the arrangements.

### 32. County Council matters

Cllr Gareth Jones updated the Council on various matters relating to the County Council as follows:

- i) Yellow Line proposals for Llanfair Caereinion Town Centre.
- ii) New School.
- iii) Resurfacing arrangements for the Town Centre covering Bridge Street, Watergate Street and High Street.

### 33. Actions taken forward

The following actions are being taken forward:

No	Heading	Item	By
1	Minutes	Complete minutes and circulate with agenda for next meeting.	Town Clerk
2	Town Trail	Progress to completion in line with project form approved	Cllr C Stephens
3	Banking	Transfer some funds from the Current to Deposit accounts.	Completed.
4	Deri Woods	Complete MWT agreement.	Town Clerk
5	Banking	Set up Standing Orders at the Bank as agreed.	Town Clerk
6	Deri Woods	Arrange for donated benches to be purchased and placed by the river path as agreed.	Town Clerk
7	Accounts	Annual Return 2019-2020.	Town Clerk
8	Accounts	Annual Return 2020-2021.	Town Clerk

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No	Heading	Item	By
9	Medical Centre	Consultation letter regarding pre-planning application to be sent.	Town Clerk
10	Mount Field	Issue instructions to paint the containers.	Town Clerk
11	Deri Woods	Take forward benches, dog bins and tools purchase.	Town Clerk
12	Telephone box	Take forward Telephone Box scheme with defribullator.	Town Clerk
13	Rents	Inform users of Council services of new charges for ensuing year.	Town Clerk
14	Town Plan	Progress with final consultation on Town Plan.	Town Clerk
15	Newsletter	Progress with first newsletter.	Cllr U Griffiths with Town Clerk
16	Library	Investigate library history. Complete agreements with Library.	Town Clerk
17	Hockey Club	Arrange for grant to be paid.	Town Clerk
18	Bookstart Day	Liaise with school over a bookstart day for 2022.	Town Clerk
19	Community Awards	Implement Community Awards in consultation with the relevant committee of the Town Council.	Town Clerk
20	Tennis Courts	Send letter of approval to Carnival Committee for outdoor coffee morning. Inform Tennis Club of decision.	Town Clerk
21	Press releases	Implement policy agreed.	Town Clerk