

Cyngor Tref Caereinion Llanfair Llanfair Caereinion Town Council

MINUTES

of a meeting of the
Finance, Planning and General Purposes Committee
held on
Monday 14th June 2021 at 7pm
in the main hall of The Institute Bridge Street Llanfair Caereinion

Committee

Cllr Wyn Williams, Cllr Ian Davies, Cllr Richard Derricutt, Cllr Ursula, Griffiths and Cllr Gareth Jones.

Remit

Responsible for finances, budgets, financial reporting, planning applications (if falling between Council Meetings), Town Plan, Consultations, Events, Publicity and general matters not covered by other Committees.

Authority

To make general decisions in the normal course of business and to make recommendations to the Full Council.

1. Election of a Chair and Vice Chair

To elect a Chair and Vice Chair for the ensuing year. (see appendix A)

2. Record of attendance

To record attendance and record any apologies for absence.

3. Declarations of Interest.

Members are asked to receive declarations of interest under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

4. Public Question Time and Participation

Members of the public are advised that they are welcome to ask questions about items on the Agenda or matters about the town itself. It is not always possible to give a verbal response at the meeting and questions may receive a written reply. No resolution can be made under this item. Questions should relate to matters of Town Council policy or practice and not relate to the individual affairs of either the questioner or any other named person.

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5. Financial Reports

5.1 Financial Statement

To consider the detailed financial statement attached at appendix B1.

5.2 Bank Balances

To note the monies available after commitments as set out below (as at 31st May):

Bank Balance no 1	£64,747.72	
Bank Balance no 2	£40,151.56	
VAT refunds	£5,665.00	
Total funds:		£110,564.28
Cheques issued		£5886.00
Net total funds		£104,678.28

Allocated funds		
Deri Woods	£5,000.00	
Town Trail	£6,800.00	
Reserves	£40,000.00	
Total		£51,800.00

Balance unallocated:	£52,878.28
Suggested level of expenditure for Current year for projects:	£25,000.00

6. The Town Plan

To consider the Town Plan as adjusted since the Council Meeting held on 26th April 2021. See separate document.

To consider the deposit stage consultation – suggested plan is set out below:

- a) Post Town Plan on Website seeking email responses
- b) Host two open days from say 10am to 7.30pm in the Institute with displays and comment forms
- c) Advertise the Website and open days in the local press, Facebook and My Welshpool

Cost of consultation would be approx. £100 for displays and comment forms along with £40 for hall hire.

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7. Planning Applications

To consider the following planning applications.

21/0890/HH - Murmur Y Coed Peartree Lane Llanfair Caereinion SY21 0BH

Proposed demolition of an existing flat roof garage extension and erection of replacement pitched roof extension. (see appendix C1)

21/0920/DIS - Banwy Mill Caravan Park Melin-y-ddol Llanfair Caereinion

Application to discharge conditions to a planning consent. (see appendix C2)

8. Newsletter

To consider 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. (see appendix D for guide)

9. Library

To consider an update on the Community Library.

To consider the annual funding from the Council to ensure the library is sustainable. (see appendix E).

10. Dental Provision in Powys

To consider the letter received at appendix seeking support from the Council for dental health improvements in Powys. (see appendix F)

11. Hockey Club request for grant aid

To consider an application for financial assistance from the Llanfair Hockey Club.

Items they are looking to provide for the club include:

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

The Hockey Club have requested some assistance towards this.

12. Bookstart Week

To consider an event for the Reception Class along with years 1 and 2 at the Junior School using the Steam Train and story-telling. 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. Cost no more than £100 (20 children plus teachers).

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13. Community Awards

To consider a proposal for Community Awards to be held annually in Llanfair Caereinion. (see appendix G).

14. Any other business

To consider any other relevant business notified to the Town Clerk prior to the start of the meeting.

15. Date of next meeting of the Committee

To note the date of the next meeting which is Monday 12th July 2021 at 7pm in the Institute Main Hall.

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APPENDIX A

Election Procedure:

The procedure adopted for the election of both Chair and Vice Chair is set out below:

- i) A nomination paper will be issued to each member present on whom you are asked to nominate the person you would like to see as Chair or Vice Chair for the ensuing year.
- ii) If there is only one name that person is elected.
- iii) If there is more than one each will be asked if they wish to stand. First the Chair will be asked, then the Vice Chair and then in alphabetical order.
- iv) If there is two or more an election shall take place.
- v) The votes will be counted and if a candidate receives more than 50% of the vote there is only one round.
If the person with the highest votes has not reached 50% then the person with the lowest votes drops off and vote is taken with the remaining candidates.
- vi) When there are only two candidates left it is a simple majority.
- vii) The voting shall be by secret ballot.

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APPENDIX B

LLANFAIR CAEREINION TOWN COUNCIL					
ANNUAL ACCOUNTS - YEAR TO 31st March 2022					
	BUDGET	BUDGET	ACUTAL		
	ANNUAL	TO DATE	TO DATE	April	May
INCOME					
Precept	40000	13334	13334.00	13334.00	0.00
Burial Services	1600	266	90.00	90.00	0.00
Street Scene	5000	0	0.00	0.00	0.00
Recreational	10	0	0.00	0.00	0.00
Mount Field	0	0	0.00	0.00	0.00
Deri Woods	0	0	0.00	0.00	0.00
Administration	0	0	0.00	0.00	0.00
Publicity/Events	800	0	0.00	0.00	0.00
Projects	9800	0	0.00	0.00	0.00
VAT refunds	4000	0	0.00	0.00	0.00
Other	1220	200	200.00	0.00	200.00
Total	62430	13800	13624.00	13424.00	200.00
EXPENDITURE					
Burial Services	6075	300	533.18	183.78	349.40
Street Scene	9110	877	1601.28	504.07	1097.21
Recreational	2100	250	85.00	0.00	85.00
Mount Field	6750	167	0.00	0.00	0.00
Deri Woods	6650	5103	5070.85	604.25	4466.60
Administration	17100	2558	4102.19	648.81	3453.38
Publicity/Events	3250	0	0.00	0.00	0.00
Projects	9800	655	653.60	270.00	383.60
Donations/Grants	1545	0	0.00	0.00	0.00
Other	0	45	45.00	0.00	45.00
Section 137	50	0	0.00	0.00	0.00
Total	62430	9955	12091.10	2210.91	9880.19
Balance	0	3845	1532.90	11213.09	-9680.19

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LLANFAIR CAEREINION TOWN COUNCIL					
RECONCILIATION SUMMARY					
				April	May
	BANKING	START	CURRENT	65616.12	75693.23
			DEPOSIT	40151.56	40151.56
			TOTAL	105767.68	115844.79
		END	CURRENT	75693.23	64747.72
			DEPOSIT	40151.56	40151.56
			TOTAL	115844.79	104899.28
			DIFFERENCE	-10077.11	10945.51
	SUMMARY	INCOME	GENERAL	13424.00	200.00
			Debtors	0.00	0.00
			VAT	0.00	0.00
			TOTAL	13424.00	200.00
		EXPENDITURE	GENERAL	2210.91	9880.19
			Creditors	883.50	291.00
			VAT	252.48	974.32
			TOTAL	3346.89	11145.51
			DIFFERENCE	10077.11	-10945.51
			BALANCE	0.00	0.00

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LLANFAIR CAEREINION TOWN COUNCIL					
BURIAL SERVICES					
	BUDGET	BUDGET	ACUTAL		
	ANNUAL	TO DATE	TO DATE	April	May
INCOME					
Burials	600	100	0.00	0.00	0.00
Chapel of Rest	1000	167	90.00	90.00	0.00
Total Income	1600	267	90.00	90.00	0.00
EXPENDITURE					
Rates	775	0	0.00	0.00	0.00
Electric	800	133	289.40	0.00	289.40
Repairs	1000	167	243.78	183.78	60.00
Grass cutting	2000	0	0.00	0.00	0.00
Church Clock	500	0	0.00	0.00	0.00
Church lighting	1000	0	0.00	0.00	0.00
Total Costs	6075	300	533.18	183.78	349.40
Balance	-4475	-33	-443.18	-93.78	-349.40
LLANFAIR CAEREINION TOWN COUNCIL					
STREET SCENE SERVICES (incl toilets)					
	BUDGET	BUDGET	ACUTAL		
	ANNUAL	TO DATE	TO DATE	April	May
INCOME					
Grantaidd	2500	0	0.00	0.00	0.00
EXPENDITURE					
Rates	0	0	0.00	0.00	0.00
Electric	400	67	85.60	32.83	52.77
Water	400	200	564.72	0.00	564.72
Cleaning	2160	360	360.00	180.00	180.00
Repairs	1500	250	590.96	291.24	299.72
School crossing	4650	0	0.00	0.00	0.00
Total costs	9110	877	1601.28	504.07	1097.21
Balance	-6610	-877	-1601.28	-504.07	-1097.21

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LLANFAIR CAEREINION TOWN COUNCIL					
RECREATIONAL					
	BUDGET	BUDGET	ACUTAL		
	ANNUAL	TO DATE	TO DATE	April	May
INCOME					
Grants	0	0	0.00	0.00	0.00
Bowling Club	10	0	0.00	0.00	0.00
Tennis Club	0	0	0.00	0.00	0.00
Total	10	0	0.00	0.00	0.00
EXPENDITURE					
Repairs	1500	250	85.00	0.00	85.00
Grass cutting	500	0	0.00	0.00	0.00
Bowling Club	0	0	0.00	0.00	0.00
Inspections	100	0	0.00	0.00	0.00
Total	2100	250	85.00	0.00	85.00
Balance	-2090	-250	-85.00	0.00	-85.00
LLANFAIR CAEREINION TOWN COUNCIL					
MOUNT FIELD					
	BUDGET	BUDGET	ACUTAL		
	ANNUAL	TO DATE	TO DATE	April	May
INCOME	0	0	0.00	0.00	0.00
EXPENDITURE					
Grass cutting	5500	0	0.00	0.00	0.00
Repairs	1000	167	0.00	0.00	0.00
Insurances	150	0	0.00	0.00	0.00
Accounting	100	0	0.00	0.00	0.00
Total	6750	167	0.00	0.00	0.00
Balance	-6750	-167	0.00	0.00	0.00
LLANFAIR CAEREINION TOWN COUNCIL					
DERI WOODS					
	BUDGET	BUDGET	ACUTAL		
	ANNUAL	TO DATE	TO DATE	April	May
INCOME	0	0	0.00	0.00	0.00
EXPENDITURE					
Repairs	400	33	0.00	0.00	0.00
HLF Grant works	6000	5070	5070.85	604.25	4466.60
Insurance	150	0	0.00	0.00	0.00
Grant aid	0	0	0.00	0.00	0.00
Accounting	100	0	0.00	0.00	0.00
Balance	6650	5103	5070.85	604.25	4466.60
Total	-6650	-5103	-5070.85	-604.25	-4466.60

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LLANFAIR CAEREINION TOWN COUNCIL					
ADMINISTRATION					
	BUDGET	BUDGET	ACUTAL		
	ANNUAL	TO DATE	TO DATE	April	May
INCOME	0	0	0.00	0.00	0.00
EXPENDITURE					
Office rent	1300	208	0.00	0.00	0.00
Electric	500	0	0.00	0.00	0.00
Insurances	1000	1000	2982.58	0.00	2982.58
Office supplies	900	200	178.41	178.41	0.00
Audit	800	0	0.00	0.00	0.00
Professional	500	0	0.00	0.00	0.00
Elections	2000	0	0.00	0.00	0.00
Health & Safety	1000	167	0.00	0.00	0.00
Other	250	42	0.00	0.00	0.00
Room hire	600	0	0.00	0.00	0.00
Training	500	0	0.00	0.00	0.00
Payroll	250	0	0.00	0.00	0.00
Salaries	7500	942	941.20	470.40	470.80
Total	17100	2558	4102.19	648.81	3453.38
Balance	-17100	-2558	-4102.19	-648.81	-3453.38
LLANFAIR CAEREINION TOWN COUNCIL					
PUBLICITY AND EVENTS					
	BUDGET	BUDGET	ACUTAL		
	ANNUAL	TO DATE	TO DATE	April	May
INCOME					
Advertising	400	0	0.00	0.00	0.00
Grants	400	0	0.00	0.00	0.00
Total Income	800	0	0.00	0.00	0.00
EXPENDITURE					
Publicity	100	0	0.00	0.00	0.00
Website	100	0	0.00	0.00	0.00
Newsletters	800	0	0.00	0.00	0.00
Section 137	100	0	0.00	0.00	0.00
Christmas lights	1000	0	0.00	0.00	0.00
Events	1000	0	0.00	0.00	0.00
Community Award	150	0	0.00	0.00	0.00
Total	3250	0	0.00	0.00	0.00
Balance	-2450	0	0.00	0.00	0.00

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LLANFAIR CAEREINION TOWN COUNCIL					
PROJECTS					
	BUDGET	BUDGET	ACUTAL		
	ANNUAL	TO DATE	TO DATE	April	May
INCOME					
Grants	9800	0	0.00	0.00	0.00
Total income	9800	0	0.00	0.00	0.00
EXPENDITURE					
Town Trail	9800	655	653.60	270.00	383.60
Total	9800	655	653.60	270.00	383.60
Balance	0	-655	-653.60	-270.00	-383.60
LLANFAIR CAEREINION TOWN COUNCIL					
DONATIONS AND GRANTS					
	BUDGET	BUDGET	ACUTAL		
	ANNUAL	TO DATE	TO DATE	April	May
EXPENDITURE					
Library	1145	0	0.00	0.00	0.00
Library cleaning	400	45	45.00	0.00	45.00
General Donations	0	0	0.00	0.00	0.00
Total	1545	45	45.00	0.00	45.00

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APPENDIX C1

21/0890/HH - Murmur Y Coed Peartree Lane Llanfair Caereinion SY21 0BH

Proposed demolition of an existing flat roof garage extension and erection of replacement pitched roof extension.



Location Plans



Access road to property

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Existing Elevations



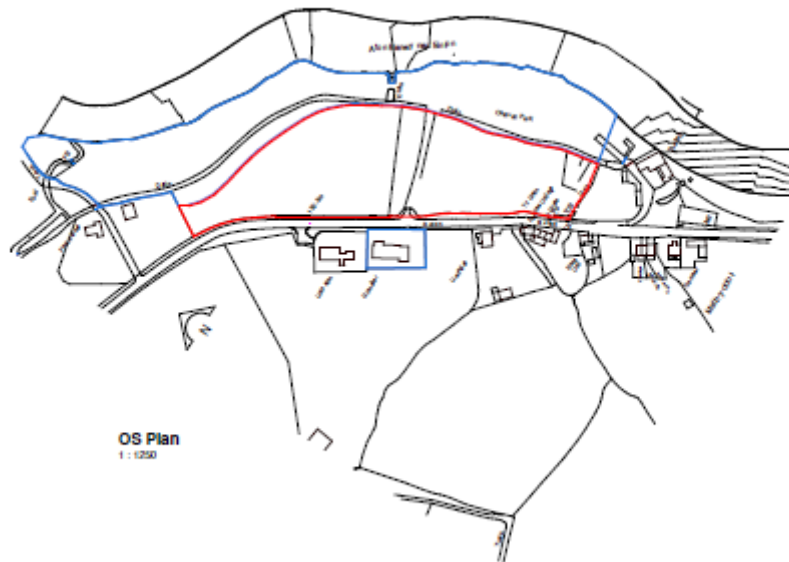
Proposed elevations

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APPENDIX C2

Banwy Mill Caravan Park Melin-y-ddol Llanfair Caereinion

Application to discharge conditions to a planning consent.



LOCATION PLAN



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APPENDIX D

NEWSLETTER

Front Page pictures and contents	4 x quarter page advertising	Letter from the Chair of the Council 1 x banner at bottom of the page advertising	Town Council News
Town Council News	Local news and events	Local news and events 1 x banner at bottom of the page advertising	The Town Plan
The Town Plan	The Community Library	Powys County Council News 1 x banner at bottom of the page advertising	Your neighbourhood Policing Team
How to contact the Council	The Councillors and Town Clerk	4 x quarter page advertising	Back Page advert

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APPENDIX E

COMMUNITY LIBRARY

The Community Library will cost each year the following:

Heading	Agreed 2021	Proposed for 2021/22	Future 2022/23
Rent	£500pa	£1,500pa	£1,500pa
Cleaning	£600pa	£600pa	£600pa
Start up grant	£500	£500	Nil
Insurances	Nil	£145pa	£145pa
Supplies	Nil	£155pa	£155pa
Total	£1,600pa	£2,900pa	£2,400pa

This would ensure that the library is sustainable and does not have to fund raise to run the core business of running said library.

It is suggested that any extra activities should be the subject of fund raising by the Library Committee.

The suggestion of an increase in contribution from the 2021-2022 year is to ensure stability and those running the library not having to worry about raising funds for the general running of the library.

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APPENDIX F

A letter has been received from L Garden child Knighton Open Forum (Facebook) to all Town and Community Councils which says:

I note that other local councils are collaborating to put pressure on Powys Teaching Health Board and the Welsh government to take action on providing people with NHS dental services. The following is taken from newtown.wales of 28/01/2021:

'Newtown and Llanllwchaiarn Town Council supports a campaign by Llandrindod Wells Town Council regarding NHS Dental Provision in Powys and places the town council campaign letter and survey on the CCC website.

The Town Council asks other community and town councils to share this with their contacts and friends in Powys and asks them to take a little time to complete the survey. Statistics from the survey will be sent to Powys Teaching Health Board and Welsh Government as soon as a significant number of responses have been received. The Town Council envisages an on-going campaign for several months.'

Surely this is a campaign that would be of great benefit to all those living in Wales, many of whom simply cannot afford private dental plans, or who do not want to do so in principle.

Has your Council collaborated with other local councils on this important issue, I wonder? I suggest that the more pressure that is exerted on the Health Board the greater the chance of wider NHS dental provision.

Regards,

L Garden child
Knighton Open Forum (Facebook)

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APPENDIX G

LLANFAIR CAEREINION COMMUNITY AWARDS

Introduction

There are many people in any community who do so much for the Town and its outlying areas. Some people who do good works are recognised by Government with CBE, MBE or OBE's. However there are many who are not recognised. This scheme aims to say thank you to those who have given so much locally.

Who can receive an Award?

Anyone, group or even a business can be nominated for an award as long as they meet the criteria.

Those not able to receive an award are serving Councillors (during their term of office) and the paid staff of the Council.

Nominations

Nominations would be sought from the public following publicity each year. There would be a specific form to complete with a citation signed by two persons.

Any person may submit a nomination including Councillors.

Criteria

The criteria for receiving an award would be:

- i) The person, group or business must have completed their good works within the community of the Llanfair Caereinion Town Council ward boundary.
- ii) The person, group or business must have carried out the activity on a voluntary basis and not for payment.
- iii) The person, group or business could have completed the good works over a period of time or as a one off special event or activity.
- iv) The person, group or business does not have to be located within Llanfair Caereinion Town Council ward area.

How is the Award agreed?

The Town Clerk will issue the citations to each Councillor in advance of the July meeting each year.

There will be no discussion but if there is a matter of fact or known inaccuracy in any nomination this can be brought forward.

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The Council will host a private session and complete a secret vote on each nomination. All nominations which receive 60% or more votes from those Councillors present shall receive an award.

Privacy

The person nominating shall not tell the person nominated that they have put their name forward. Once the Council has agreed to give an award the person will be contacted to see if they are happy to receive an award. This is again kept secret until the Awards Ceremony.

Annual Award Ceremony

The annual Award Ceremony would be simple but dignified with a bit of ceremony. The Town Council will host a coffee morning (free) in the Main Hall of the Institute where the awards ceremony will take place. The ceremony shall take place in September of each year.

The Chair would welcome everyone to the ceremony. The Town Clerk would read the citation to those present. The Chair would then present the Award to each recipient.

The Award

The Award would take the form of a framed certificate with a seal on it. The Award would be signed by the Chair, Vice Chair and Town Clerk.

Cost plan

The cost of the event would be the hire of the hall, picture frames and card, coffee and tea provisions. £150pa.