**UPDATES AUGUST 2022**

1. **Introduction**

This is a general update on the Council’s activities and a report from the Town Clerk on activities and progress on projects.

Weekly inspections of all the council’s sites are completed and logged on the website under documents and inspections.

1. **Financial**
2. **Annual Return**

The external auditor has made contact over the returns to 31st March 2020 and 2021, all information asked for has been provided.

The annual return for the year to 31st March 2022 has been submitted to the external auditor along with supporting information.

1. **July management accounts**

The July management accounts have been completed and will be circulated under separate cover.

1. **School crossing point**

Powys County Council has suggested that the Town Council owes some back years for the crossing point. The records show the last 3 years paid, will need to research payments before that date. A review of these payments should be considered.

1. **Welsh Government external audit**

The Welsh Government is introducing a full external audit every three years. Llanfair Caereinion is in the first zone and will now have a full external audit for the year to 31st March 2022. The next two years will be a basic audit. The Town Clerk has all the documents required and will deliver them to Llandrindod Wells by the end of the month as required. This audit will be complete by the end of October. The audit covers not only finance but also agenda, minutes, payment approvals, PAYE, staff contracts, statutory documents, website, burial records and any supporting information about what we do as a Council.

* 1. **Mount Field**
1. **Bins for rubbish**

Contract for 12 months agreed with PCC, signed and returned. Bins arrive shortly.

1. **Agreements with LUFC**

The Charity Commission has responded to the Council request for permission to enter into formal agreements with LUFC. The Council may now proceed to enter into formal agreements and a final approval to progress this will be sought at the September or October Council meeting. There will need to be a clear definition of what each party is responsible for during the term of any agreements.

The Council has approved in principle the following:

1. A 25 year lease for the club and toilet block at the top of the site.
2. A 25 year license to place the stands, railings and container on the site.
3. A 25 year license to use the pitch for matches and training for the season with public access maintained at all times outside of football matches.

**3.3 Deri Woods/Goat Field**

 **i) General maintenance**

The general maintenance is progressing with the Friends of Deri Woods. They are working to an agreed plan which

 Council approved at its July meeting. A first phase of thinning of trees has been circulated to the Deri Woods

 Councillors.

1. **Signage**

Combined signage of ‘no dog fouling’, dogs must be kept under control’ and ‘no littering’ have been ordered for each of the 5 entrances to the site.

1. **Hedges along roadside**

The hedgerows along the boundary with the road have been trimmed.

1. **Lower Path (pumping station to white bridge)**

The lower path has been levelled and minor works completed. Advice from contractor is to leave the path as it is (in his view) good for a woodland walk.

1. **Grant Aid**

There is a grant in place for £4,000 for works in Deri Woods. The lower path has cost approx. £800 and the Meadow £128. A plan for the spending of £3,000 on the woods is now required. It was agreed on site that there will be no drainage works at this time.

1. **Management Plan**

Two early evening tours of Deri Woods where the Council can explain the management of the woods are to be held later in September.

* 1. **Erw Ddwr**
1. **Tree works**

A meeting on site has taken place with Bridgen Construction. They are preparing a tree report for the Council to consider.

1. **Path works/Paving and wall**

Instructions to the contractor have been issued. A meeting on site in the next week or so will complete details for him to proceed.

1. **Hedges**

The hedges will be cut the first week in September.

1. **Moss on paths**

Instructions to the contractor to clear the moss on paths has been issued.

1. **Entrance to Ewr Ddwr**

A tidy of the entrance has been put into the programme due to the mess created by lorries parking for short times with straw falling off.

* 1. **Public Toilets**
1. **Electrical certificate**

The electrical certificate has been completed.

1. **Decoration and repair**

A plan with grant aid is to be prepared for presentation to Council in the autumn for redecoration and improvements to the disabled toilet. Also included are baby changing facilities and a water bottle point.

1. **Moss on paths**

Instructions to the contractor to clear the moss on paths has been issued.

**2.6 St Mary’s Churchyard**

 **i) Sundial**

 A sundial has been sourced. It is not the original but will fit. Subject to any comments this can be fitted to the plinth

 existing for a sundial.

 **ii) Moss on paths**

 Instructions to the contractor to clear the moss on paths has been issued.

1. **Retaining wall behind the Institute**

Confirmation in writing gained from Institute to pay half the cost.

Instructions to Andrew Watkin issued. Work starts on Wednesday or Thursday 23/24th August.

Bridgen Construction asked to remove trees and bushes to allow the works to proceed. (Monday 21st)

Scottish Power informed of works close to their electricity pole.

1. **Lighting to steps on path**

A meeting with the electrician is due soon so a scheme can be prepared.

1. **Churchyard wall and paths**

The contractor has been asked to include a days work on repointing the stonework. A section a year to be completed.

A meeting with the contractor is being held soon to ascertain the best way of repairing the paths.

1. **No dogs signage**

Dog signs for all entrances ordered.

**2.7 Chapel of Rest**

 **i) Hedges**

The hedges have been trimmed.

 **ii) New fuseboard**

Instructions to the contractor have been issued. Awaiting parts.

**2.8 Glanyrafon Playground**

 **i) New playground**

Works to provide new playground completed on Thursday 11th August (7 days later than planned).

On completion the earth banking to the swing surrounds was fine, it took any a day or so (with the dry ground) to start falling away. The Clerk has made contact with the contractor with no response. The area concerned has been protected the best we can using the blocks which normally hold up the heris fencing. This has been looked at almost daily and the blocks replaced as they have been moved. The Clerk will continue to chase the contractor. The playground is not dangerous but remedial works to reduce trip hazards is needed.
There has been the usual facebook posts - however we have done the best we can to reduce the hazards whilst keeping the playground open for the summer holidays.

**2.9 Tennis Courts**

 **i)** The grassed areas around the tennis courts are monitored and are clear.

**2.10 Street scene**

 **i) Seating and bin (A483 & Bridge Street)**

Instructions to the contractor to complete works in autumn have been issued.

 **ii) Phone box Watergate Street**

As no regular contractor is interested in painting the phone box the Clerk has asked a small contractor to look at it.

**2.11 Defibrillators**

All defibrillators checked weekly and recorded with the Circuit (national database).

**2.12 Town Trail**

The English Town Trail leaflets have come to an end, some more have been ordered.

**2.13 Map Boards**

The map board designs are with a designer and are being prepared for Council approval by a working group.

**2.14 Riverside walk (by station)**

The path has been strimmed to clear it for walkers.

**2.15 Administration**

 **i) Roof to office**

The office roof has been repaired and leaks stopped. The CCTV system can now be moved into the office.

 **ii) Printer**

A new printer is being sourced by the Chair with the Clerk.

 **iii)Filing and records**

The filing is up to date. Computer based records are stored annually under the year name and headings so that they can be

sourced quickly.

1. **Town Plan programme update**

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| No | Year of delivery | Location | Details | Status |
| 1 | 2022-2023 | Glanyrafon Playground | Refurbish and install new equipment. | Completed and open for use on Wednesday 11th August 2022. |
| 2 | 2022-2023 | Youth Council | To improve Youth Council and bring forward a Youth Plan for Llanfair | Funding can be available. A plan is to be prepared for approval. |
| 3 | 2022-2023 | Deri Woods | Complete mural in Pumping Station. | Completed. |

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| No | Year of delivery | Location | Details | Status |
| 4 | 2022-2023 | Mount Field agreements | Compete agreements with Llanfair United Football Club | Charity Commission letter so that the Council can proceed obtained. Final approval of terms of leases and licenses to be considered by Council at its October meeting. |
| 5 | 2022-2023 | Public Toilets | Redecoration, review disabled facilities, install water bottle point and baby changing facilities. | A plan with grant aid to be prepared for Council approval. |
| 6 | 2022-2023 | Erw Ddwr | Agree and complete an extension to the path at the top of the graveyard to facilitate new burials. | Location agreed, meeting with contractor being held to take forward works. |
| 7 | 2022-2023 | Youth Club | Investigate and implement a youth club for Llanfair. | Plan with funding required to progress. |
| 8 | 2023-2024 | Community Engagement | To consider seeking a grant for a short-term community engagement officer. This to be combined with a community enabler. | A scheme is being investigated for the autumn. |
| 9 | 2022-2023 | Allotment provision | Complete investigations into provision of further allotments in Llanfair. | Land search exhausted. No further action until suitable land can be found. |
| 10 | 2022-2023 | Complete Book start Day | Host a book start day for junior and infant school reception classes | Event did not take place in 2022 due to incident at the school. Planned to take place in June 2023. |
| 11 | 2022-2023 | Watergate Street Tel Box | Redecoration of phone box and transfer of freehold to Town Council | Approach made to small contractor. |
| 12 | 2022-2023 | Community Awards | Review and continue with community awards. | Review has been completed. Chair to consider awards each year/ |
| 13 | 2022-2023 | Explore setting up a community foundation | To allow legacies to be left to the town to aid development of projects. | A scheme is being put on the agenda for the September council meeting. |

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| No | Year of delivery | Location | Details | Status |
| 14 | 2022-2023 | Parking restrictions | Agree response to Powys County Council on a parking review. | Initial review completed, further consultation with residents taking place so that a final decision can be taken on a recommendation to PCC at the September/October Council meeting. |
| 14 | 2022-2023 | Heavy traffic review | To discuss and offer suggested solutions to Powys County Council. | Via a planning application a suggestion of using the wind farm temporary road for an adopted road has been put forward. This will be followed up in September/October. |
| 15 | 2022-2023 | Volunteers’ reception | To host a coffee morning reception to say thanks local volunteers who work to make Llanfair a better place. | Council to consider at a meeting later in the year. |
| 25 | 2022-2023 | Markets | Investigate and implement a street market in the Town Square area or other suitable location. | Investigations to be completed and presented to Council over the autumn period. |
| 26 | 2022-2023 | Trem Banwy playground | To meet PCC to seek a way forward for the playground. |  A meeting with PCC is now to be pushed for. |