

# **Cyngor Tref Caereinion Llanfair**

## **Llanfair Caereinion Town Council**

### **TOWN CLERK REPORT NO 12**

1<sup>st</sup> March 2022

#### **1. Tourism and sustainability project**

The project is progressing with each element at the following stage:

- i) Town Guide (Tourism) has now gone to print. Ready for 1<sup>st</sup> March.
- ii) Electronic Town Guide (extended) is ready for the website.
- iii) Town Maps – Designs for approval expected any day now.
- iv) Flag Poles – Flag poles have arrived and are ready for installation.
- v) Website design is under way.

The time spent on this project by the Town Clerk is as a volunteer. In this way the Council is not bearing the cost and it helps the volunteering aspect of the grant requirements. A local Welsh Speaker has checked all Welsh aspects.

Workshops online with local community leaders and local businesses have been completed and a consultant's report is expected during March as per the grant aided scheme.

#### **2. Accounts**

We are still awaiting the Audit for the last two years. The delay is due to Covid restrictions. It is hoped they will be with us before May.

The Town Clerk is arranging a meeting with the Auditors for a pre-audit review.

#### **3. Review of services**

The Council is to review services at a Council meeting after the elections.

#### **4. Elections**

A detailed paper on elections will be issued during March.

A co-option policy needs to be approved in March.

Restrictions applying to Council activity will commence on after the next Council Meeting.

#### **5. Trust s Annual Reports**

The accounts and annual returns have been published on the Town Council website and have been recorded within the time period set down with the Charities Commission.

A letter seeking approval of the various agreements at Mount Field has been submitted to the Charity Commission for approval.

The Charity Commission has been asked for copies of the governance documents, we do now have copies from the Land Registry.

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### **6. Mount Field**

The fence posts at the opposite end to Mount Road are being replaced, Cllr Rob Astley is arranging for this.

The new grass compound is to be constructed on the top access road as agreed, awaiting construction, Cllr Rob Astley is arranging for this.

The Football Club have been asked to provide better public access by creating gaps in the railings. The new posts are in place and the works to achieve this completed in the next day or so.

The agreement for the grazing license has been signed and completed. The license fee cheque has been banked.

### **7. Deri Woods & Goat Field**

The drainage pipes have been re-jointed with little effect.

The recent storms have not caused any great damage; indeed the river has cleaned the lower paths for us.

Arrangements to put a new pipe in on the lower path and a small land drain on the top path should solve the issues of the water logged lower path. A grant aid application has been submitted for this work.

The new interpretation boards have arrived and are being put in place along with the stand and plaque for the Town Trail.

The Wildlife Trust has a grant to carry out survey work on bats and other wildlife.

The approved plan by the Council to install a mural in progressing with instructions issued.

The dumper truck has been repaired under guarantee and has been returned to site.

### **8. Chapel of Rest**

The Chapel of Rest external painting of fences has been completed.

The other external painting has been instructed and completion is sought as soon as the weather allows.

The rating appeal has been submitted and the result still awaited (delay due to Covid).

An electrical certificate is being completed by Aled Jones very soon.

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### **9. Erw Ddwr**

A 'bee hive' box has arrived for installation along with a bird feeder (which will go to Deri Woods). These will be installed as soon as the weather permits.

Entrance sign frame needs to re-set. (Rob Isaac has been asked to action).

Consideration to the next area to be used for burials will need to be agreed over the next few months.

### **10. Public Toilets**

No issues to report. An electrical certificate is to be issued by Aled Jones very soon now.

### **11. Defibrillators**

The Watergate Street defibrillator has been installed and the new larger scale signs put on the external shell of the telephone box. (both sides facing road)

The Black Lion has installed a new Defibrillator on an outside wall from donations.

The two other new defibrillators and boxes for Mount Field and High Street have arrived and will be fitted on 22<sup>nd</sup> March.

There is a legal requirement to register inspections both internally (published weekly in the inspection reports posted on the website) and also on the main national database. This is being done.

Training is being arranged via St Johns for early April.

### **12. St Marys Church Clock**

This is very complicated matter and was the subject of a separate report to the Council. The Town Clerk has meet with the authors of a letter along with a local caravan park with a view to setting up a community committee to take any actions forward. They are happy with this but before proceeding a meeting with the Church is needed.

A local clock expert has seen the clock to give advice. Nothing more has been done in recent weeks.

### **13. St Mary's Churchyard**

There are some issues still to resolve in the Churchyard as follows:

- i) The lamp is still not replaced, due to delivery issues. Awaiting parts.
- ii) The churchyard wall along Broad Street and High Street has some pointing which has failed and need to be repointed.

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A quote under general maintenance is being gained carrying out the work over the next two years in parts. This will keep the wall up to scratch on an on-going basis.

- iii) Quotes are being gained for the works to the retaining wall behind the institute. A separate report will be issued as soon as they have been gained.

### **14. Playground**

Approval for the new playground has been given by Council. Wicksteed have been instructed. Installation is likely to be around May 2022.

### **15. Planning and Development**

A letter seeking listing of the Mizzen Hut at Heniarth has been sent and Cllr Gareth Jones has also spoken to Deborah Lewis the Heritage Officer who has referred the matter to CADW.

CADW has been in contact and the appropriate form completed. CADW is now assessing the building and we await the result.

### **16. Community Awards**

The Council is to review the process for Community Awards after the elections.

### **17. Events – 70 years of the Queen’s reign**

An event programme has been confirmed by the Council.

The events will include the beacon ceremony and a street party.

The road closure order application has been submitted.

### **18. Newsletter**

The newsletter (Chronicle) issue 3 has gone out. Issue 4 is in production.

### **19. Youth Council**

The Youth Council is in place. A draft Youth Plan has been produced following completion of a survey of the school conducted by the Youth Council.

Once the Youth Council has approved the plan they will be asked to visit a Council Meeting to present it.

### **20. The Office (Institute)**

The office still has a very damp atmosphere but should improve over the coming months.

The Institute still has quite a lot of their ‘stuff’ in the office. It was understood that this would be removed over the last year. No action to date. The Town Clerk will gently ask for this to progress as there is more space needed in the office for storage of other things the Council now owns.

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### **21. Street Scene**

No issues to report. There is two benches needing repainting the main road side of the bridge. This can be done under the general maintenance budget in the spring.

### **22. Tennis Courts**

The posts for the tennis nets are beginning to rust; instructions to clean them down and repaint have been given to Rob Isaac

### **23. Allotments**

Following the Council Meeting the survey to seek out how much interest in allotments there is has been completed. There are more than 6 registered electors interested – therefore the Council is under an obligation to progress to provide allotments. An initial discussion will take place at the meeting of the Council on 28<sup>th</sup> February following which a plan will be put in place.

### **24. Training**

The new regulations for Town and Community Councils require a training plan from 2022. A plan has been approved by Council and is published online.

The Town Clerk has in the last month completed the course on Health and Safety and passed the final examination.

### **25. Climate Change**

The approved Climate Change Plan has been posted on the website.

### **26. Youth Club for Llanfair**

There is grant aid available for starting a youth club in Llanfair. The Town Clerk has communicated with Sam Webster and Huw Ellis for advice.

A general discussion will take place at the Council meeting on 28<sup>th</sup> February following which a plan can be prepared.

### **27. Partnership Meetings**

The Partnership meetings have ceased with the school wishes to be released from running these. The Town Council was asked to take it over. The subject will be discussed after the elections.

March 2022

Town Clerk