Llanfair Caereinion Town Council

Minutes of meeting held on Monday 28th October 2019 at The Public Institute, Llanfair at 7.00pm

Present – Cllrs K Roberts (Chair), R Astley, U Griffiths, I Davies, V Evans, A Dunsford, H Davies, G Peate, C Stephens, I Davies and Clerk

Before business began The Chair welcomed all and Mr Phil Jones, Head of the high School, was invited to speak. Mr Jones updated the members on the recent Estyn visit who had acknowledged that the High School had repositioned itself within the community due to the strong links now being forged with business and the Town Council. The school would now also be pushing ahead with putting two non-voting youth members on to the Town Council.

Mr Jones confirmed that a letter had gone to PCC stating the intention of the High and Primary School’s Governing bodies to work together regarding the ‘through school’ option. Post 16 provision was also under discussion with NPTC. Mark Dacey would be attending the next Community Partnership meeting on Tuesday 3rd December to discuss this. Mr Jones reiterated the importance of the High School working with the Town Council and wider community when applying for grants.

The Chair thanked Mr Jones for his time.

Mr David Salter then gave the members a brief presentation about his prospective role as the Town Crier. He attended the meeting in his full regalia and asked for a formal appointment by the Town Council which would allow his membership of the Ancient and Honourable Guild of Town Criers. Although the position was voluntary David requested that the Town Council make a contribution to his membership of the guild which should be no more than £50.00

The Chair thanked Mr Salter for his time.

Business began at 7.30pm and neither guests stayed for this.

1.Apologies – Cllrs C Evans and W Williams

2.Declarations of Interest – None

3.Minutes of meeting 23rd September 2019

Cllr V Evans proposed and Cllr C Stephens seconded that the minutes were correct. All agreed and they were signed by the Chair.

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4.Matters arising.

Gorsedd Stones – Cllr R Astley confirmed that the recent wet weather had prevented any work on the area.

**Action**: Cllr R Astley to drain area by use of a chain harrow when ground becomes drier.

BT Phone box by the Goat. Cllr A Dunsford confirmed he could now apply for the transfer of ownership to LTC.

**Actions:**

i.Clerk to print off application forms and send to Cllr A Dunsford

ii.Cllr A Dunsford to complete and application to BT

A458 School crossing – To be discussed under PCC Matters.

Dog bags and bins – Clerk and Cllr G Jones had requested both at various points in the town.

**Action:** Cllr G Jones and Clerk to follow up with PCC.

Sponsorship at Llanfair United – Clerk informed the members that the next available game inviting sponsorship would be at home to Gresford on Jan 11th 2020.

Dead tree in St Mary’s Church Yard – Cllr H Davies informed the members that this had now been removed.

Church Yard Hedge – Clerk informed all that this was now cut.

Public Toilets – Cllr R Astley confirmed that the gutters were now clear of leaves and other debris.

Chapel of Rest fence – Clerk confirmed this was almost finished

**Action:** Clerk to liaise with contractor until completion.

Land at Banwy Ind Est – See premises

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War Memorial – Clerk confirmed that LTC had received a full reimbursement of the cost of conservation under the PWMP. She confirmed that the last of the small granite mouldings would be replaced by the conservator asap.

**Action**: Clerk to insure this final job is carried out.

Dog fouling – Cllr C Stephens and I Davies confirmed they had posted on social media as per minutes of the previous meeting.

Remembrance Day – Clerk and Cllr H Davies confirmed that all community groups and schools had received a letter regarding arrangements for the Service on 10th November. Those needing wreaths could still order directly through Cllr H Davies.

**Action**: Clerk and Cllr H Davies to continue to liaise with those needing wreaths etc.

Youth Reps on Town Council – All agreed that this should now proceed in collaboration with the High School as per Mr Jones’ earlier agreement.

**Action**: Clerk to continue to liaise with the High School

Banwy Road Bridge – Cllr G Jones had made enquiries of PCC regarding finding an alternative way to get the road bridge repainted. He informed the members that for various health and safety reasons this was unlikely to be agreed.

Environment Wales Act report on biodiversity – Clerk confirmed she had asked MWT to assist with this due to its complexity.

**Action**: Clerk to continue to compile this report.

5.Finance.

Current account balance: £48,716.03

Money Manager Account: £40,089.81

Chair signed the balance sheet for both bank accounts.

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The following payments were agreed:

101476 – Mrs V Griffith – Clerk’s salary August - £809.64

101477 – Mrs V Griffith -Clerk’s expenses, September - £61.20

101478 – Chapel of Rest gardening and sign at Erw Ddwr - £56.75

101479 – Morgan’s Accountants – PAYE 2018/19 - £186.00

DD- Opus Energy – Electric for Chapel of Rest and Toilets (Sept) - £111.08

DD – Opus Energy – Electric for Chapel of Rest and Toilets (Oct) -£100.38

DD – Wynnstay – HLF fence posts Deri Woods and LTC for Centenary - £106.16

Bank transfer – S D Johnson – library cleaning September - £45.00

Bank transfer – S D Johnson – toilet cleaning September -£180.00

Bank transfer – Nerys Astly – Catering in Deri Woods -£40.00

Bank transfer – Boys and Boden – Materials for Chapel of Rest fence repair - £449.50

Bank transfer – Hafren Dyfrdwy – Water for public toilets - £167.02

Bank transfer – Delyth Williams – Face painting at Centenary - £60.00

Clerk informed the members that there would be a conflict of interest for the internal audit if they used Gerald Morgan for the 2019/2020 audit due to Morgan’s Accountancy administering PAYE for LTC. The Clerk had spoken to Gerald Morgan who agreed that this was a conflict of interest for him also and he recommended a new auditor should be appointed by LTC. It was agreed that the Clerk should find another independent auditor.

**Action**: Clerk should make enquiries of other Town and Community Councils in order to find a new accountant to carry out the next internal audit.

Receipts:

Burials - £375.00

Chapel of Rest - £90.00

Reimbursement for War Memorial from PCC - £6,206.24

Wayleaves - £106.54

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6.Planning.

There were no planning applications received for consideration.

7.Premises.

Deri Woods and Goatfield - Clerk explained the position of the HLF project. Although the grant period had now expired HLF were happy to extend it in order for the spend to be completed. It was agreed that a mural for the pump house would be the last thing to have money spent on and perhaps an ‘A’ level art student could be commissioned to paint it. It was agreed that the quote from professional artist, although visually stunning, was not the best way to spend the remaining money. It was agreed that seating around the pump house should be sourced and the roof cleaned off with a view to using it. The Clerk informed the members that there was approximately £4,000 left to spend on the pump house.

The Clerk also presented the requested tools list from the volunteers / MWT for approval. It was agreed that this should be sent to Cllrs G Jones, C Evans and R Astley for a closer inspection before approval was granted. It was agreed that a fool proof inventory of tools must be put in place and maintained at all times due to their high value.

**Actions:**

i.Clerk to get quotes for benches made of recycled plastic

ii.Clerk to asks R Isaac to blow leaves from all paths

iii.Clerk to ask MWT and volunteers to replace chicken wire on all bridges and walkways in woods to prevent slipping.

iv. Clerk to obtain quotes for cleaning of roof of pump house and repair of drains etc with a few to water recycling.

v. Clerk to email tools list to Cllr G Jones, R Astley and C Evans.

vi. Clerk to inform MWT / volunteers that an extra page on the LTC would not be possible. However, all news could be put on the LTC website and social media and a link to any external volunteer’s website included.

Mountfield – Nothing further to report.

Glan yr Afon play area – Cllr R Astley confirmed he had completed work on the swings, photographed them and sent them to RoSPA.

**Action**: Cllr R Astley to await reply and report when received.

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St Mary’s Church Yard – Nothing further to report.

Public toilets – Clerk informed the members that the toilets were only leased from PCC. She pointed out that the WAG grant was in its final year and in order to secure grants in the future it may be a good idea to request a CAT. It was decided not to pursue the CAT at this time.

It was also decided that the Sunday opening hours should remain unchanged.

**Action**: Cllr R Astley to check the toilets are open as programmed and the hour going back has not affected them.

Chapel of Rest – Nothing further to report.

Erw Ddwr – Clerk reported that the issue of rubbish needed addressing. The contractor had recommended that organic waste and glass/plastic should be separated by providing two separate bins.

**Action:** Cllrs H Davies and K Roberts to visit Erw Ddwr, see what is already in situ and report back to next meeting.

Library – Clerk confirmed that a meeting had been held in October with Kay Thomas of PCC regarding the future of the Library. It was clear that PCC cuts meant that the Library would not be funded by PCC beyond the end of the financial year despite there being no agreed budget yet. It was decided LTC would continue to assist with keeping Library open.

**Action:** Cllr G Jones to ask Kay Thomas if all necessary consultations had taken place before moving the matter forward.

War Memorial – As part of the management plan it was agreed that the plaques of the memorial would be waxed yearly in October, before Armistice Day. Cllr G Jones confirmed he was in possession of the wax. They had already been done this year as part of the conservation work.

**Action:** Clerk to ensure the above is carried out

Banwy Industrial Estate CAT – Clerk and Cllr Jones had heard nothing more from PCC regarding the CAT. It was acknowledged that the department was very busy. However in a meeting with Ness Young of PCC she had agreed to look into the matter for LTC.

**Action:** Clerk and Cllr G Jones to await response from Ness Young

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The list of jobs from the Town Walk was updated.

**Action**: Clerk to keep this updated and re circulate before each meeting to ensure the list is completed.

8.Correspondence

Letter from resident – Clerk read a letter requesting support to remove the section 106 local needs occupancy restriction of their recent planning permission. Before any discussion County Councillor Gareth Jones declared an interest and left the room. After discussion by the remaining members Cllr Ursula Griffiths proposed and Cllr C Stephens seconded a vote to write in support of the resident for removal of the section 106. There were 3 votes in favour of supporting the removal of the 106 restriction, 3 votes against and 3 abstentions. Therefore no further action would be taken by LTC

**Action**: Clerk to write to resident to inform them of the outcome and explain why their request could not be granted.

County Councillor G Jones returned to the meeting.

Doctors surgery car park – Clerk read a letter from a resident complaining about a number of vehicles being parked long term. The letter pointed out that elderly and unwell residents were unable to park close when using the surgery due to inappropriate use of the limited space. Clerk had informed the resident that the car park was not owned or managed by either LTC or the surgery but the issue did need addressing. Cllr G Jones had contacted PCC Highways, who own the car park, and was awaiting a reply and hopefully a solution.

**Action:** Cllr G Jones to report back at next meeting with the response from PCC.

Request for an advert on social media – The Clerk had received a request to place an advert for a job vacancy on LTC’s social media and website. It was unanimously decided that neither platform was a suitable place for such things.

**Action:** Clerk to write the resident to decline their request.

CAT interview – Clerk had received a request for PCC to interview Town and Community councils over their experience of CAT’s. It was decided that the Clerk could use her time better.

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Town and Community Councils engagement meetings with PCC – Clerk informed the members of the future meetings for all Clerk’s to meet with PCC. The next will be in 2020. Clerk confirmed her availability but Cllr C Stephens stated that it would be better to see the outcome of a recent meeting with Ness Young before committing to this engagement. All agreed.

Budget simulator – Clerk had received details of this from PCC. It was agreed that it should be placed on the website / social media for residents to access.

**Action:** Cllr I Davies and C Stephens to post this as above.

The Clerk informed the members of the contents of letters from PAVO and Powys Teaching Health Board. Both item were info only and no actions were required.

9.PCC Matters

Cllr G Jones informed the members of the current situation with Morgan’s Yard, drains, potholes and the request for dog bags and bins in Llanfair. He presented the members with a proposal for yellow lines in various parts of the town taken from the results of the Town Plan consultation. These were agreed by all and would now be submitted to PCC Highways Dept for approval and application.

**Action**: Cllr G Jones to report back on the matter in due course.

A458 – Cllr G Jones informed the members of his recent meeting with Ness Young of PCC in and around Llanfair. Both he and the Clerk had brought up the ongoing issue of the safety of the A458 crossing and requested a dialogue with PCC to resolve the matter.

**Action**: Clerk and Cllr G Jones to await reply from Ness Young and report all developments.

10.Montgomeryshire Local Council Forum.

Clerk informed the members of the current situation regarding the retirement of Mr Robert Robinson. A meeting was schedule in November to discuss the way forward for the Forum and Cllr W Williams had confirmed he was able to attend.

**Action**: Cllr W Williams to report back at next meeting

11.Road Safety. Nothing to report

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12.AOB

Town Crier – It was unanimously agreed that LTC should formally appoint Mr Salter as the Town Clerk for Llanfair. It was also agreed that LTC would pay for his membership of the professional body to the value of £50 to ensure Mr Salter carries full public liability insurance.

**Action**: Clerk to write formally to Mr Salter to inform him of the decision and invite him to be the Town Crier.

Painter – Due to a number of painting jobs required in the Town it was agreed that a notice should be placed on social media and website asking for those wishing to quote for these jobs to apply to LTC.

**Action:** Cllr C Stephens and I Davies to carry this out.

Traffic mirror – A number of residents had expressed concern regarding the sharp corner near the surgery. The Clerk confirmed she had asked PCC to consider installing a traffic mirror to aid visibility but the criteria was not met. She also stated that if the mirror was on private land PCC would have no objections.

**Action**: Cllr A Dunsford to ask his parents if they would consider placing it in their garden area.

13.Date of next meeting – Monday 18th November at 7pm

Meeting ended at 9.45pm

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