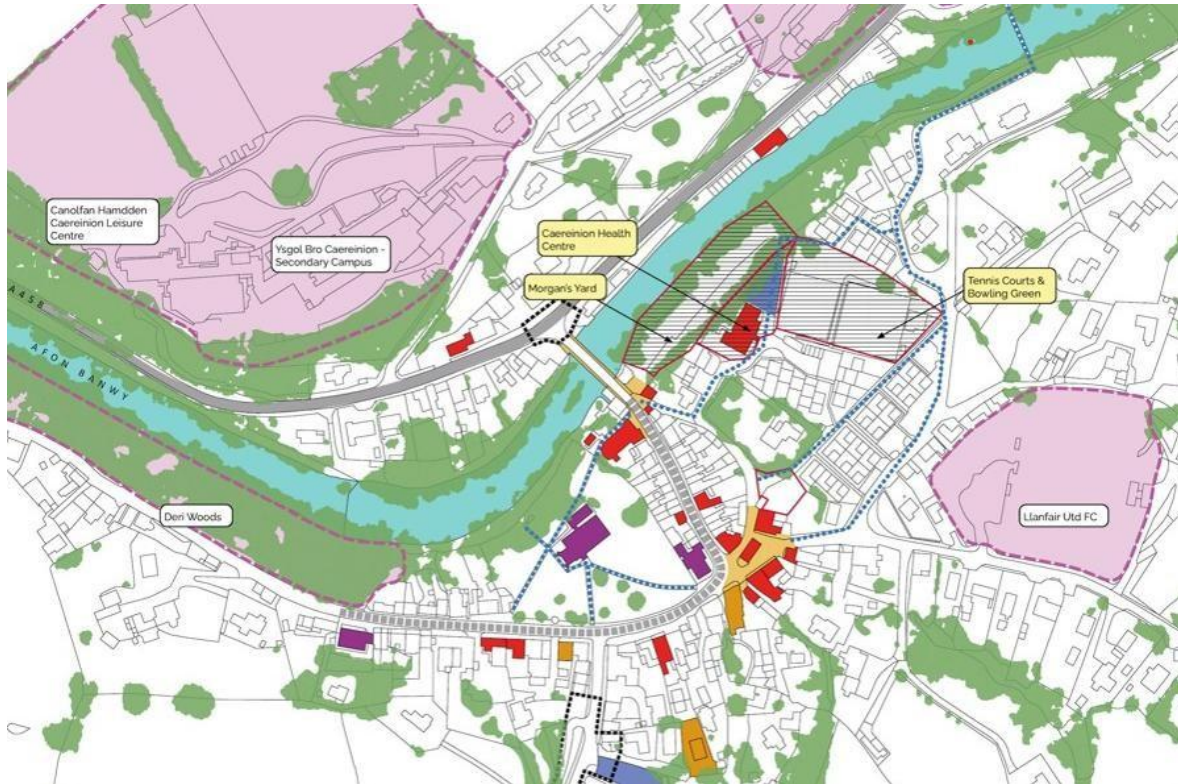


Cyngor Tref Llanfair Caereinion Llanfair Caereinion Town Council

ANNUAL REPORT



Year ending 31st March 2025

WELCOME

Cyngor Tref Llanfair Caereinion

Llanfair Caereinion Town Council

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Llanfair Caereinion Town Council



1. Llanfair Caereinion Town Council

Llanfair Caereinion Town Council was formed in 1974 under the Local Government Act 1972. It covers an area including Heniarth, part of Cyfronydd, Rhiwhiriaeth, Melin Y Ddol, part of Llanerfyl and the town itself.

Llanfair Caereinion Town Council is a medium sized community (town) council. It provides grass roots services to all parts of its community. The council's strategic direction is set by elected councilors (members) who oversee the town clerk who is responsible for delivering services on a day-to-day basis.

Notices of meetings, agendas, reports and minutes can also be viewed here, along with many governance documents and other information about the council.

The council's income includes £46,500 from its precept, from which it derives almost all of its funds.

The town council is responsible for a number of local services including Mount Field (as Trustee), Deri Woods (as Trustee) & Goat Field, public toilets, playground, tennis court, bowling green, youth club service, chapel of rest, Erw Ddwr, St Mary's churchyard, council office, signs and street furniture along with other minor responsibilities which contribute to the well-being of Llanfair Caereinion and its communities. The council is also looking to take a more active role in street cleaning during the year ending 31st March 2025.

The council's prime responsibility is to represent the community including being a statutory consultee regarding planning matters.

The full council meets on the last Monday of each month (except August).

The council is working towards being a competent council. This involves 67% of councilors being elected, unqualified accounts and a qualified town clerk.

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Llanfair Caereinion Town Council

The council has a number of policy documents including a Town Plan and is working on a Place Making Plan alongside a new Policy and Planning document. The council also has a compliant website with a tourism website alongside.

2. Information about Llanfair Caereinion

Llanfair Caereinion Town Council serves a population of around 2,000 within the Banwy Valley, in the eastern part of Montgomeryshire.

Today, Llanfair Caereinion is essentially rural, with a small town in the centre of its ward on the River Banwy.

There is a large church with churchyard in the centre of the town along with two chapels.

A variety of shops in the town include Londis, Spar, local butcher, veterinary practice, Wynnstay, newsagent, post office, fish & chip shop, barber, hairdressers, and café at the railway station. There are also three thriving public houses serving food daily. There is one petrol filling station with garage repair facilities. The town is blessed to have its own fire station, dentist (NHS) and medical centre. A Chinese take-away has also now opened.

There are other local businesses including an array of caravan parks and bed & breakfast establishments.

The main tourist attraction is the Welshpool & Llanfair Light Railway who has over two hundred regular volunteers who support the town. The railway attracts over 25,000 visitors a year, some of which go into the town centre or to Deri Woods.

There is a town trail, Deri Woods Walk by the river, a new playground and recreation ground as well as many footpaths for walking.

3. Councilors and town clerk

The council has just one ward with twelve councilors. There were no vacancies at the end of the year.

Details of the councilors and how to contact them can be found on the council's website at www.llanfairtowncouncil.gov.uk.

There were no allowances paid to councilors in the year to 31st March 2025.

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Llanfair Caereinion Town Council

Councilors at the year-end 31st March 2025 (nine elected in May 2022 and one coopted in December 2023 and elected November 2024 and one elected January 2025) were:



Cllr Rob Astley (Chair)
Independent
01938 810393



Cllr Melvin Jones (Vice Chair)
Independent
07773 591895



Cllr Ian Davies
Independent
01938 810602



Cllr Cadvan Evans
Independent
07813 194862



Cllr Geraint Peate
Independent
01938 810657



Cllr Stephen Purser
Independent (co-opted)
07853823846

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Cllr Myfanwy Alexander
Independent
07767 267830



Cllr Hazel Davies
Independent
01938 810152



Cllr Gareth Jones
Independent
07713 988017



Cllr Mark Owen
Independent
07902 857578



Cllr Sam Webster MBE
Independent
07711 293196



Cllr Paul Wixey
Welsh Labour
07962 214404

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Llanfair Caereinion Town Council



For the year the town clerk & responsible financial officer was
Mr. Robert A Robinson MBE FRICS FSLCC.

4. Trusts

The council has managed two trusts during the year as follows:

Recreation and playing field charity – No 525514 (Mount Field) The council managed as trustee the above charity and funded its activities in the financial year to 31st March 2025. The council is the corporate trustee of this charity.

Deri Woods recreation ground charity – 524413

The council managed as trustee the above charity and funded its activities in the financial year to 31st March 2025. The council is the corporate trustee of this charity.

5. External membership

The council has continued its external interest in the following:

Llanfair Caereinion partnership - town clerk & councilors Llanfair

Caereinion library - Cllr Stephen Purser.

Powys County Council Community Council forum - town Clerk

Llanfair Caereinion youth council – Cllr Melvin Jones

Friends of Deri Woods (MWT) - Cllr Rob Astley & Cllr Sam Webster

The Institute committee - Cllr Hazel Davies and Cllr Melvin Jones

School governor's - Cllr Melvin Jones

Shrewsbury Aberystwyth rail liaison committee – Town Clerk

North & Mid Wales Association of local councils – Town Clerk

One Voice Wales area meetings – Town Clerk

The council has set up a youth council which is now operating through the youth club.

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Llanfair Caereinion Town Council

6. Power of well-being

The council has approved and published a well-being statement and assessment during the 2022-2023 financial year. This remains current and is monitored.

7. Climate Change Plan

The council adopted a climate change plan in February 2022 with an action plan which is being taken forward. This plan alongside the bio-diversity plan (on web site) continues to be actioned.

8. Bio-diversity Plan

The council has prepared and adopted a bio-diversity plan and assessment during the 2022-2023 financial year which progressing year by year.

9. Training Plan

A training plan has been adopted and published on the council website.

10. Achievements

During the year to 31st March 2025 the council achieved the following:

Proposed works 2024-2025	Status
Places Plan for Llanfair to be completed ready for implementation	Completed.
Complete and start street cleaning project	Awaiting PCC sustainability plan to be unveiled.
Replacement of top rail on Mount Field side of Mount Field and repair netting and posts at far end of field along with post replacement far end of Mount Field	Some works completed. More to be done.
New signage at Mount Field	Awaiting bylaws approval to allow changes.
Repair to car park surface at Deri Woods and Mount Field	Materials awaited to improve surfaces.
Works of repair at Deri Woods and Goat Field to paths, steps and railings to continue	Works ongoing.
Replace cross on top of Lychgate	Bracket awaited.
Minor tree works to Erw Ddwr	Completed.
Complete town street furniture painting project	Completed
Fitness Trail installation	Completed.
Progress to seek grant aid to help with tennis court resurfacing	Ongoing.
Complete Book start Day for reception class at Llanfair	Outline plan ready for approval.
Completion of installation of Tourism Maps around the town	Completed.
Continue with progress proposals to take lorries out of the town.	Ongoing.
Complete Christmas Lights plan for December 2024	Completed.
Deri Woods storm damage.	Tree works completed. Riverside walks ongoing.
Bear Bins for playground to be installed.	Completed.
New website and email .gov hosting.	Completed.
Council health check to be completed.	Completed.
Consider asset transfer of Banwy Industrial Estate Road	Awaiting more information from PCC before a final decision can be made.

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Llanfair Caereinion Town Council

11. Other events happening around the town During

the year other occasions of note were:

1. The annual act of remembrance held in November was held by the Royal British Legion with the council.
2. Some of the main roads through town were resurfaced by Powys County Council.
3. Festival of youth football with Llanfair United Football Club.
4. The steam railway extended its offering of events during the year.
5. The Friends of Llanfair Clock achieved their funding objective and the clock is now working again.
6. Change of the council website and emails to a .gov address.
7. Completion of the Council Health check.

12. Reserves

The monies held by the council at the end of the year are represented by:

General reserves	£45,000
Youth Club	£3,000
Deri Woods (tree works)	£5,500
Total allocated	£53,500
Available for projects	£41,930
Total funds	£95,430

13. Annual return and financial Statement

A copy of the annual return and financial statement is posted on the council's website at www.llanfairtowncouncil.gov.uk

14. Annual monitoring review

The council receives a monitoring report on its plans each year at the Annual Meeting. This report is published on the council website.

15. Chronicle

The council has produced a newsletter both online and in hard copy keeping the town updated on what is happening within its community.

16. Independent review panel for Wales

The council has adopted policies as required by the IRPW.

A schedule of councilor expenses can be found the council website.

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Llanfair Caereinion Town Council

17. Plans for 2025-2026

During the next financial year, the following projects and maintenance are planned to be completed:

Proposed works 2025-2026
Place Making Plan for Llanfair to be taken forward (grant aid funded)
Work with PCC on the sustainability plan as required.
Seek asset transfer of car park Watergate Street and car park by the Medical Centre from Powys County Council.
Finalise council consideration of an asset transfer of the Banwy Industrial Estate Road.
Land registration of the Deri Woods property.
Start street cleaning project
Replacement of top rail on Mount Field side of Mount Field and repair netting.
Replace damaged posts at far end of Mount Field
New signage at Mount Field following approval by bylaws to be completed
Repairs to car park surface at Deri Woods and Mount Field
Works of repair at Deri Woods and Goat Field to paths, steps and railings to continue
Replace cross on top of Lychgate
Reprint the Town Guide
Liaise with WLLR to improve access for visitors to the town
Works plan for Erw Ddwr including minor tree works, new rubbish compound and bin. Approx cost £2,000.
Progress to seek grant aid to support projects.
Take forward with grant aid a digital notice board for the town
Complete Book start Day for reception class at Llanfair. Cost £200.
Complete installation of VDU Hybrid equipment in association with the Institute.
Continue with progress proposals to take lorries out of the town.
Complete a campaign seeking residents to have a small wildlife garden within their homes.

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Proposed works 2025-2026 - continued
Installation of further bird boxes on council open spaces.
Provide an area for the youth to 'hang out'
Deliver the Christmas Lights for 2025
Work with the RBL to deliver a VE Day Event
Complete the memorial garden project in St Mary's Churchyard
Refurbish the 'St Mary's Well' sign

Robert Robinson
MBE FRICS FSLCC
Town Clerk & Responsible Financial Officer

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Llanfair Caereinion Town Council

APPENDIX A

Annual Return for the Year Ended 31 March 2025

Accounting statement 2024-25 for:

Name of body: LLANFAIR CAEREINION TOWN COUNCIL

	Year ending		Notes and guidance
	31 March 2024 (£)	31 March 2025 (£)	
Please round all figures to nearest £. Do not leave any boxes blank and report £0 or nil balances. All figures must agree to the underlying financial records for the relevant year.			
Statement of income and expenditure/receipts and payments			
1. Balances brought forward	100645	93058	Total balances and reserves at the beginning of the year as recorded in the financial records. Must agree to line 7 of the previous year.
2. (+) Income from local taxation/levy	46500	48825	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.
3. (+) Total other receipts	30070	14048	Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.
4. (-) Staff costs	11139	11802	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, taxable allowances, PAYE and NI (employees and employers), pension contributions and termination costs. Exclude reimbursement of out-of-pocket expenses.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on external borrowing (if any).
6. (-) Total other payments	73318	48899	Total expenditure or payments as recorded in the cashbook minus staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	93058	95430	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6).
Statement of balances			
8. (+) Debtors	6535	5900	Income and expenditure accounts only: Enter the value of debts owed to the body at the year-end.
9. (+) Total cash and investments	87121	89530	All accounts: The sum of all current and deposit bank accounts, cash holdings and investments held <u>at</u> 31 March. This must agree with the reconciled cashbook balance as per the bank reconciliation.
10. (-) Creditors	598		Income and expenditure accounts only: Enter the value of monies owed by the body (except borrowing) at the year-end.
11. (=) Balances carried forward	93058	95430	Total balances should equal line 7 above: Enter the total of (8+9-10).
12. Total fixed assets and long-term assets	212000	227000	The asset and investment register value of all fixed assets and any other long-term assets held as <u>at</u> 31 March.
13. Total borrowing	0	0	The outstanding capital balance as <u>at</u> 31 March of all loans from third parties (including PWLB).

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	Agreed?		"YES" means that the Council:	Toolkit
	Yes	No ^a		
In consultation with the community, we have developed a vision and purpose for the Council and used this vision to inform the Council's plans, budget and activities.	X		Has consulted with the community and ~~focused~~ its activities to meet the community's needs	A, C
We have adopted a Code of Conduct for members and officers and implemented an appropriate training plan for members to ensure all ~~councillors~~ understand their role and responsibilities.	X		Ensures that ~~councillors~~ understand and are equipped to deliver their roles and responsibilities.	B
We have ensured that we electronically publish the information the Council is required to publish by law, on its website at [insert name of website].	X		Is transparent about its activities and provides the public with all information required by law	A, C, D, E
We have taken all reasonable steps to ensure that the Council complies with relevant laws and regulations when exercising its functions, including employment of staff and payment of allowances to members.	X		Has only done things that it has the legal power to do and has conformed to codes of practice and standards in the way it does so	
We have adopted standing orders, financial regulations and terms of reference and ensure that these are followed when conducting business including functions delegated to committees.	X		Has adopted rules and procedures to govern how the Council conducts its business including procurement of goods and services.	B, E
We have put in place arrangements for: - Effective financial management including the setting and monitoring of the Council's budget - Maintenance and security of accurate and up to date accounting and other financial records - Identifying potential liabilities, commitments, events and transactions that may have a financial impact on the Council.	X		Calculated its budget requirement in accordance with the law and properly monitors its financial position throughout the year	D
We have maintained an adequate system of internal control and management of risk, including: - measures designed to prevent and detect fraud and corruption including clearly documented procedures for ~~authorising~~ and making payments - assessment and management of risks facing the Council - an adequate and effective system of internal audit and reviewed the effectiveness of these arrangements.	X		Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge including arranging for a competent person, independent of the financial controls and procedures, to give an objective view on whether these meet the needs of the body.	D, E
We have taken appropriate action on all matters raised in previous reports from internal and external audit.	X		Considered and taken appropriate action to address weaknesses / ~~issues~~ brought to its attention by internal and external auditors.	D, E
We have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Public Audit (Wales) Act 2004 and the Accounts and Audit (Wales) Regulations 2014.	X		Has given all persons interested the opportunity to inspect the body's accounts as set out in the notice of audit issued by the Auditor General.	E
10. General power of Competence – The Council has resolved to adopt the General Power of Competence set out in Local Government and Elections (Wales) Act 2021	X		Meets the eligibility criteria to exercise the general Power of Competence	E

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Additional disclosure notes

Include here any additional disclosures the Council considers necessary to aid the reader's understanding of the accounting statement and/or the annual governance statement

The following information is provided to assist the reader to understand the accounting statement and/or the Annual Governance Statement

1. Expenditure under §137 Local Government Act 1972

Section 137(1) of the 1972 Act permits the Council to spend on activities for which it has no other specific powers if the Council considers that the expenditure is in the interests of, and will bring direct benefit to, the area or any part of it, or all or some of its inhabitants, providing that the benefit is commensurate with the expenditure. Section 137(3) also permits the Council to incur expenditure for certain charitable and other purposes. The maximum expenditure that can be incurred under both section 137(1) and (3) for the financial year 2024-25 was £10.81 per elector.

In 2024-25, the Council made payments totalling £50.00 under section 137. These payments are included within 'Other payments' in the Accounting Statement.

Trust Funds

Trust funds – The Council acts as sole trustee for and is responsible for managing trust fund(s)/assets. We exclude transactions related to these trusts from the Accounting Statement. In our capacity as trustee, we have discharged our responsibility in relation to the accountability for the fund(s) including financial reporting and, if required, independent examination or audit.	Yes	No	N/A	Has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.
	X			

Council approval and certification

The Council is responsible for the preparation of the accounting statements and the annual governance statement in accordance with the requirements of the Public Audit (Wales) Act 2004 (the Act) and the Accounts and Audit (Wales) Regulations 2014.

Certification by the RFO I certify that the accounting statements contained in this Annual Return present fairly the financial position of the Council, and its income and expenditure, or properly present receipts and payments, as the case may be, for the year ended <u>31</u> March 2025.	Approval by the Council I confirm that these accounting statements and Annual Governance Statement were approved by the Council under minute reference:
	Minute ref:
RFO signature: <i>Robert Robinson</i>	Chair signature: <i>Cllr Rob Astley</i>
Name: ROBERT ANDREW ROBINSON	Name: Cllr ROBERT ASTLEY
Date: 23 rd June 2025	Date: 23 rd June 2025

Annual internal audit report to:

Name of body:	LLANFAIR CAEREINION TOWN COUNCIL
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The Council's internal audit, acting independently and on the basis of an assessment of risk,

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Llanfair Caereinion Town Council

has included carrying out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ending 31 March 2025.

The internal audit has been carried out in accordance with the Council's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are ~~summarised~~ in this table. Set out below are the objectives of internal control and the internal audit conclusions on whether, in all significant respects, the following control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of the Council.

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
1. Appropriate books of account have been properly kept throughout the year.	X				
2. Financial regulations have been met, payments were supported by invoices, expenditure was approved and VAT was appropriately accounted for.	X				
3. The body assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	X				
4. The annual precept/levy/resource demand requirement resulted from an adequate budgetary process, progress against the budget was regularly monitored, and reserves were appropriate.	X				
5. Expected income was fully received, based on correct prices, properly recorded and promptly banked, and VAT was appropriately accounted for.	X				
6. Petty cash payments were properly supported by <u>receipts</u> , expenditure was approved and VAT appropriately accounted for.	X				
7. Salaries to employees and allowances to members were paid in accordance with contracts/ ~~minutes~~ approvals, and PAYE and NI requirements were properly applied.	X				
8. Asset and investment registers were complete, accurate, and properly maintained.	X				

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Llanfair Caereinion Town Council

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
9. Periodic and year-end bank account reconciliations were properly carried out.	X				
10. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments/income and expenditure), agreed with the cashbook, were supported by an adequate audit trail from underlying records, and where appropriate, debtors and creditors were properly recorded.	X				
11. Trust funds (including charitable trusts). The Council has met its responsibilities as a trustee.	X				

For any risk areas identified by the Council (list any other risk areas below or on separate sheets if needed) adequate controls existed:

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
12.					
13.					
14.					

* If the response is 'no', please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

** If the response is 'not covered', please state when the most recent internal audit work was done in this area and when it is next planned, or if coverage is not required, internal audit must explain why not.

Internal audit confirmation

I/we confirm that as the Council's internal auditor, I/we have not been involved in a management or administrative role within the body (including preparation of the accounts) or as a member of the body during the financial years 2024-25 and 2025-26. I also confirm that there are no conflicts of interest surrounding my appointment.

Name of person who carried out the internal audit: David Hawes

Signature of person who carried out the internal audit:



Date: 04/06/2025

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Llanfair Caereinion Town Council

Llanfair Caereinion Town Council
C/O Robert A. Robinson
Crown House
High Street
Llanfair Caereinion
SY21 0QY

30th May 2025

To the Councillors of Llanfair Caereinion Town Council,

Internal Audit Report 2025

I have completed the internal audit for the year ended 31 March 2025.

My role as internal auditor is to assist the Council in fulfilling its responsibility to have and maintain proper internal control arrangements. That includes for the prevention and detection of fraud and errors, ensuring proper use of funds and reducing mistakes.

I can confirm that I am independent of Llanfair Caereinion Town Council, having no personal or financial interest in the Council, and having no involvement in the financial decision making, management or control of the Council. I have no personal or financial connection to the Clerk, Robert Robinson.

To complete the internal audit I have reviewed the Council's financial regulations, policies, board minutes, accounts, asset register, bank statements and agreed transactions to supporting documents.

Generally speaking, I have found the record keeping to be organised, the transaction recording to be accurate, and the supporting documentation to be appropriate. The transactions appeared reasonable for the needs and objectives of the Council. As such, I recommend that the current processes continue.

I wish to express my thanks to Robert for providing referenced information in a clear and understandable format ahead of the review and for responding quickly to my queries with everything requested.

I am happy to complete the review again for the 2025-26 financial year and provided there are no material changes to the nature and number of transactions, my fee proposal for that review is £549.

Yours sincerely,



David Hawes ACA BSc LCGI