

Cyngor Tref Llanfair Caereinion Llanfair Caereinion Town Council

Chair Cllr Rob Astley Vice Chair Cllr Melvin Jones
Town Clerk Robert A. Robinson MBE FRICS FSLCC
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10th November 2025

To All Llanfair Town Councillors

From the Town Clerk

Dear Councillor,

You are hereby invited to attend the annual meeting of Llanfair Caereinion Town Council which is to be held on **Monday 17th November 2025** at **7pm** in the Youth Room of the Institute.

The appendices and agenda papers are enclosed along with the budget report.

I also enclose the agenda for the Deri Woods and Mount Field Trust meetings to follow the main council meeting. (this is approval of annual accounts and the annual report).

If anyone is able to come early at 6.30pm to the office at the Institute we can get your .gov email up and running.

Yours sincerely,

Robert Robinson

Robert A Robinson MBE FRICS FSLCC Town Clerk & RFO

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AGENDA

for a meeting of the Full Council to be held on

Monday 17th November 2025 at 7pm

in the Youth Room of the Institute
(by zoom on receipt of 3 days' notice)

1. Welcome by the Chair

To receive a welcome from the Chair.

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.

5. Minutes of the last meeting

To consider and approve the minutes of the last Full Council Meeting held on Monday 20th October 2025.

6. Actions taken since last meeting

6.1 Actions since last meeting

To receive a report on actions since the last meeting as follows:

Item	Details	Status
Minutes	Prepared draft minutes and circulate to members – publish 7 days later	Completed
Minutes	Publish September minutes	Completed
Accounts	Prepare budget for November meeting	Completed
Payments	Complete payments as per approved list	Completed

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Item	Details	Status
Emails	Prepare for change to .gov emails by all	Completed
Bylaws	Send copy of approved bylaws to PCC	Completed
Signage	Prepare signage plan for Deri Woods and Mount Field.	Completed
Asset Transfer	Complete due diligence paperwork for asset transfer.	Being actioned
Grants	Inform groups who have been awarded grants	Completed
Churchyard	Gain confirmation from RBL of insurance and risk assessment and grant approval for churchyard use.	Awaiting documents

6.2 Minor works progress report

To receive an update on progress with minor works.

7. Finance & Governance

7.1 Bank balances

To note the bank balances to 31st October 2025 as follows:

Current account	£32,432.34
Deposit account	£63,138.41
Total cash	£95,570.75
VAT due	£1,704.74
Total available	£97,275.49

7.2 Management accounts

To receive the management accounts for the period to 31st October 2025.

7.3 Orders for payment

To approve the orders for payment.

7.4 Draft Budget (3) for year ending 31st March 2027

To consider the draft budget report. See separate report.

8. Planning

8.1 Planning decisions

To consider the planning decisions issued by Powys County Council.

8.2 Place Making Plan

To receive the minutes from the meeting held on 10th November 2025.

9. Deri Woods

To consider a way forward for the repairs needed to the Riverside path at the western end of Deri Woods.

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10. Cambrian Line rail report

To note an update on the Cambrian Line.

11. Christmas update

To receive an update on Christmas Lights event progress.

12. County Councillor report

To receive a report from the county councillor regarding Powys County Council activity.

13. Chair's time

To receive any items from the Chair.

14. Town Clerk's report and correspondence

To receive a report from the Town Clerk on general matters and any correspondence for this meeting.

- i) Email about publication of information.
- ii) Email from Heritage Lottery Fund.
- iii) Thank you letters for grants made by the council.
- iv) Grant application from the Community Café.

15. Date of the next meeting

To note the date of the next meeting which is to be Monday 15th December 2025 at 7pm in the Youth Room of the Institute.