

Cyngor Tref Llanfair Caereinion

Llanfair Caereinion Town Council

Pack of appendices for the full council meeting to be held on Monday 16th March 2026

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Cyngor Tref Llanfair Caereinion

Llanfair Caereinion Town Council

APPENDIX A

Actions since last meeting

Ref	Action	By
1	Prepare minutes for comment,	Completed
2	Post minutes in draft on the website 7 days later.	Completed
3	Post minutes from January meeting on website.	Completed
4	Orders for payment – make payments.	Completed
5	End of year balances – all to think of any small projects.	Ongoing
6	Youth and Community – effect transfers.	Completed
7	Library – proceed to new agreement.	Arranged
8	Planning location maps – letter to PCC.	Completed
9	Planning decisions – inform PCC.	Completed
10	Transmission Line – send letter.	Completed
11	National Park – send letter.	Completed
12	Banwy Estate Road – meeting of councillors.	Completed
13	Banwy Estate Road – proposal for consideration.	Update at meeting
14	Public notice board – approach Ashton's.	Completed
15	Toilet lighting – arrange to adjust lighting units.	Completed
16	Tennis courts – complete pre-season works.	Arranged
17	Salt Bins – all to consider locations.	Ongoing
18	North & Mid Wales Association of Local Councils - Town Clerk to circulate a report.	Completed
19	Riverside path – grant aid application in mind.	Awaiting result
20	Ash Die Back and trees – chase up report.	Awaited
21	Memorial garden – move to completion when the weather conditions allow.	Ongoing
22	Post on face-book CCTV warning notices.	Completed
23	Small works list – continue with list.	Ongoing
24	Meeting regarding Leisure Centre to be held with Cllrs Gareth Jones, Paul Wixey, Sam Webster and the Town Clerk	Completed
25	Post CCTV policy and documents review online	Completed

Cyngor Tref Llanfair Caereinion Llanfair Caereinion Town Council

APPENDIX A CONT...

Small works completed since last meeting

Ref	Action
1	Playground - Replace timber edging to steps and path to slide.
2	Playground - 4 fence posts to be replaced at fence by footpath
3	Playground – washed down bouncers and cleaned paths
4	Toilets - Pressure wash around public toilets
5	All site inspections completed
6	Toilets - Lower angle of LED lights so as not to blind people using the footpath

Small works pending

Ref	Location	Works
1	Deri woods/Mount Field	Obtain materials and then to fill potholes and tamp down
2	Junction Bridge Street/A458	Painting of bench and bin at junction. (office has paint)
3	Chapel of Rest	Repair gate and apply preservative to front fence.
4	Erw Ddwr	Re-site signs to point to new bin by entrance
5	Chapel of Rest	Point the cement gap at top fascia board
6	Station area	Refix handrail and replace post leading from bridge
7	Notice Board	Waterproof top of council notice board outside Institute and replace pinboard
9	Institute	Create cupboard for the CCTV system
10	Deri Woods	Yellow line markings to keep gate clear.

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Ref	Location	Works
11	Tennis courts	Reset concrete edging at tennis courts
12	Tennis courts	Pressure wash surface
13	Fish and Chip Shop	Trim hedge to front
14	Erw Ddwr	Remove lower tree undergrowth by grave along top path as per photo
15	Deri Woods	Gate post to gate at intermediate gate off High Street needs replacing

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Llanfair Caereinion Town Council

APPENDIX B

Management accounts

LLANFAIR CAEREINION TOWN COUNCIL														
ANNUAL ACCOUNTS - YEAR TO 31st March 2026														
MONTHLY INCOME & EXPENDITURE SUMMARY														
INCOME	BUDGET	Budget T/D	ACTUAL	April	May	June	July	August	September	October	November	December	January	February
Precept	53,900.00	53,900.00	53,900.00	17,968.00	0.00	0.00	0.00	17,966.00	0.00	0.00	0.00	17,966.00	0.00	0.00
Burial Services	4,000.00	3,666.67	4,355.46	865.00	290.00	200.00	355.46	1,245.00	0.00	970.00	0.00	0.00	0.00	430.00
Street Scene	5,000.00	0.00	74.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	74.17	0.00	0.00	0.00
Recreational	10.00	0.00	10.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.00	0.00	0.00
Mount Field	410.00	375.00	200.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	0.00	0.00	0.00
Deri Woods	2,000.00	2,000.00	2,000.00	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Administration	400.00	0.00	746.17	0.00	0.00	266.96	0.00	0.00	249.28	0.00	0.00	229.93	0.00	0.00
Publicity/Events	750.00	0.00	420.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	420.00
Projects	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Community	3,250.00	230.00	92.38	0.00	0.00	0.00	92.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total	74,720.00	60,171.67	61,798.18	20,833.00	290.00	466.96	447.84	19,211.00	249.28	970.00	274.17	18,205.93	0.00	850.00
EXPENDITURE	BUDGET	Budget T/D	ACTUAL	April	May	June	July	August	September	October	November	December	January	February
Burial Services	8,875.00	8,308.33	7,829.09	388.22	833.32	483.95	368.12	424.85	1,488.25	448.34	1,762.41	318.12	964.51	349.00
Street Scene	6,700.00	6,216.67	7,308.95	475.87	879.63	382.71	816.20	744.01	319.78	977.33	425.68	481.70	1,303.79	502.25
Recreational	3,000.00	2,825.00	1,448.36	210.06	187.33	87.33	87.33	236.85	87.33	120.65	165.33	91.49	87.33	87.33
Mount Field	6,625.00	6,100.00	5,226.62	298.00	298.00	298.00	298.00	441.38	298.00	812.68	1,217.68	298.00	471.88	495.00
Deri Woods	6,425.00	6,325.00	7,312.03	5,618.54	204.70	280.12	0.00	35.00	0.00	509.46	0.00	509.22	0.00	154.99
Administration	20,501.00	19,384.00	16,589.35	2,217.42	2,383.42	1,476.26	1,208.33	2,379.05	922.33	2,143.69	925.33	1,036.23	1,561.53	335.76
Publicity/Events	7,400.00	7,325.00	4,926.93	188.00	2,044.01	339.50	0.00	275.00	0.00	210.00	722.83	160.43	718.50	268.66
Projects	6,000.00	1,950.00	1,053.22	0.00	0.00	0.00	0.00	0.00	0.00	939.23	0.00	113.99	0.00	0.00
Grants	3,350.00	3,350.00	3,909.13	0.00	0.00	0.00	2,054.13	105.00	0.00	0.00	1,700.00	0.00	0.00	50.00
Community	7,720.00	4,326.67	3,228.52	325.33	222.10	238.57	221.90	311.90	371.90	300.22	221.90	221.90	570.90	221.90
Section 137	18.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total	76,614.00	66,110.67	58,832.20	9,721.44	7,052.51	3,586.44	5,054.01	4,953.04	3,487.59	6,461.60	7,141.16	3,231.08	5,678.44	2,464.89
Balance	-1,894.00	-5,939.00	2,965.98	11,111.56	-6,762.51	-3,119.48	-4,606.17	14,257.96	-3,238.31	-5,491.60	-6,866.99	14,974.85	-5,678.44	-1,614.89
VAT			4,525.86	1,343.88	210.61	262.82	238.30	299.88	348.43	462.49	417.68	282.22	435.08	224.47
CHECK = 0				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

HOME PAGE

Cyngor Tref Llanfair Caereinion

Llanfair Caereinion Town Council

BANKING CHECKS													
			April	May	June	July	August	September	October	November	December	January	February
BANKING	START		26,907.92	41,675.60	34,702.48	31,053.22	26,208.75	42,222.45	38,386.43	32,432.34	26,047.78	40,510.48	36,207.66
			62,622.17	62,622.17	62,622.17	62,889.13	62,889.13	62,889.13	63,138.41	63,138.41	63,138.41	63,368.34	63,368.34
			89,530.09	104,297.77	97,324.65	93,942.35	89,097.88	105,111.58	101,524.84	95,570.75	89,186.19	103,878.82	99,576.00
END			41,675.60	34,702.48	31,053.22	26,208.75	42,222.45	38,386.43	32,432.34	26,047.78	40,510.48	36,207.66	34,368.30
			62,622.17	62,622.17	62,889.13	62,889.13	62,889.13	63,138.41	63,138.41	63,138.41	63,368.34	63,368.34	63,368.34
			104,297.77	97,324.65	93,942.35	89,097.88	105,111.58	101,524.84	95,570.75	89,186.19	103,878.82	99,576.00	97,736.64
			DIFFERENCE	-14,767.68	6,973.12	3,382.30	4,844.47	-16,013.70	3,586.74	5,954.09	6,384.56	-14,692.63	1,839.36
SUMMARY	INCOME	61798.18 GENERAL	20,833.00	290.00	466.96	447.84	19,211.00	249.28	970.00	274.17	18,205.93	0.00	850.00
		5900.11 DEBTORS	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	900.11	0.00	0.00	0.00
		3866.32 VAT	0.00	0.00	0.00	0.00	2,055.62	0.00	0.00	0.00	0.00	1,810.70	0.00
		61798.18 TOTAL	25,833.00	290.00	466.96	447.84	21,266.62	249.28	970.00	1,174.28	18,205.93	1,810.70	850.00
EXPENDITURE		58832.20 GENERAL	9,721.44	7,052.51	3,586.44	5,054.01	4,953.04	3,487.59	6,461.60	7,141.16	3,231.08	5,678.44	2,464.89
		0.00 Town Trail	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		0.00 Last yr chq	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	-659.54	4525.86 VAT	1,343.88	210.61	262.82	238.30	299.88	348.43	462.49	417.68	282.22	435.08	224.47
		63358.06 TOTAL	11,065.32	7,263.12	3,849.26	5,292.31	5,252.92	3,836.02	6,924.09	7,558.84	3,513.30	6,113.52	2,689.36
		DIFFERENCE	14,767.68	-6,973.12	-3,382.30	-4,844.47	16,013.70	-3,586.74	-5,954.09	-6,384.56	14,692.63	-4,302.82	-1,839.36
		CHECK = 0	0.00	0.00	-0.00	0.00	0.00	-0.00	0.00	0.00	0.00	0.00	0.00
			OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK

Cyngor Tref Llanfair Caereinion

Llanfair Caereinion Town Council

APPENDIX C

Orders for payment

March 2026

Authority	Cheque	Paid to	Department	For	Net	VAT	Gross
1972 LGA	SO	R HOUGHTON	TOILETS	<i>CLEANING</i>	250.00	0.00	250.00
1973 LGA	DD	BRITISH GAS	CHAPEL OF R	<i>ELECTRIC</i>	19.47	0.00	19.47
1974 LGA	SO	BRIDGEN CONTR	BURIALS	GRASS CUTTING	298.00	136.67	434.67
1975 LGA			MOUNT FIELD	GRASS CUTTING	298.00		
1976 LGA			PLAYGROUND	GRASS CUTTING	87.33		
1977 LGA	DSO	INSTITUTE	ADMIN	OFFICE RENT	108.33	0.00	108.33
1978 LGA	TRANS	HSBC	ADMIN	<i>BANK CHARGES</i>	6.00	0.00	6.00
1979 LGA	DD	BRITISH GAS	TOILETS	ELECTRIC	248.29	12.41	260.70
1980 LGA	SO	R ROBINSON	ADMIN	SALARIES	711.00	0.00	711.00
1981 LGA	SO	M EVANS	ADMIN	SALARIES	221.90	0.00	221.90
1982 LGA	102336	MID WALES SIGN	MOUNT FIELD	SIGNS	80.00	24.40	146.40
1983 LGA			DERI WOODS	SIGNS	42.00		
1984 LGA	102337	WPG	PUBLICITY	CHRONICLE	232.00	0.00	232.00
1985 LGA	102338	ROB ISAAC	DERI WOODS	ROOF OF PUMP HOUSE	90.00	0.00	350.00
1986 LGA			STREET SCENE	RIVERSIDE PATH STRIM	20		
1987 LGA			CHAPE OF R	SIDE GATE REPAIRS	150		
1988 LGA			ERW DDWR	PATH EDGING/TREES	50		
1989 LGA			TENNIS COURTS	STRIMMING	40		

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APPENDIX D

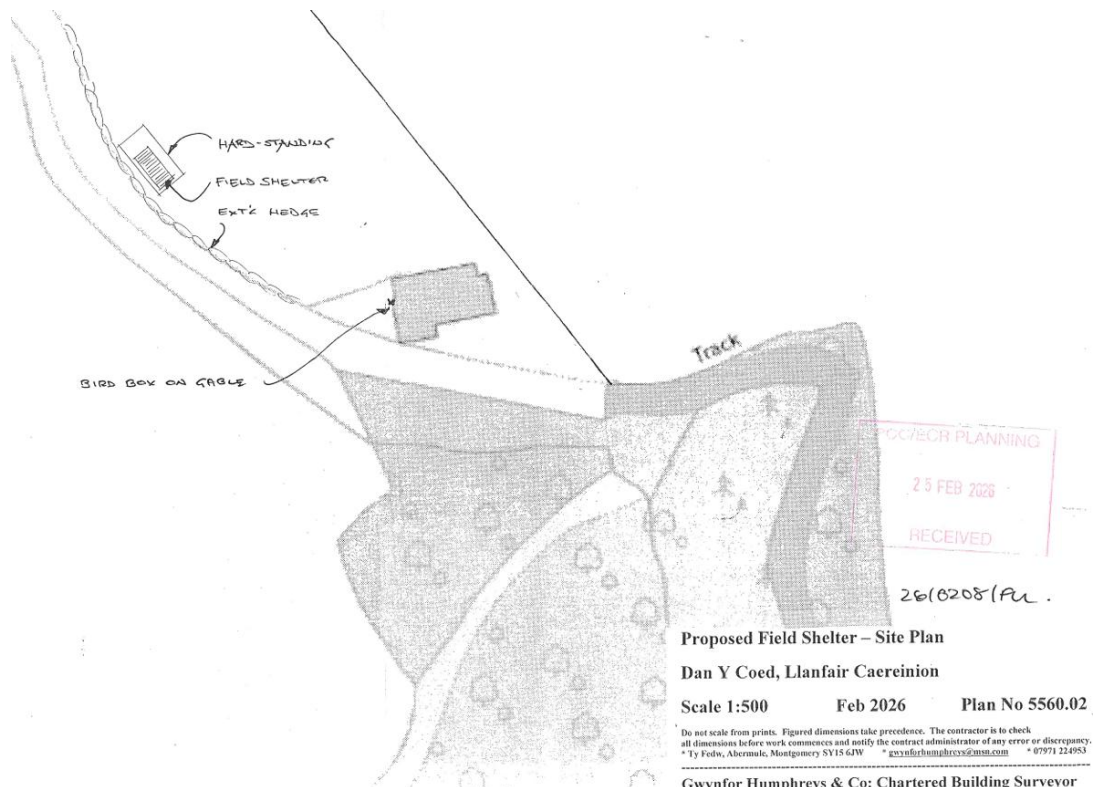
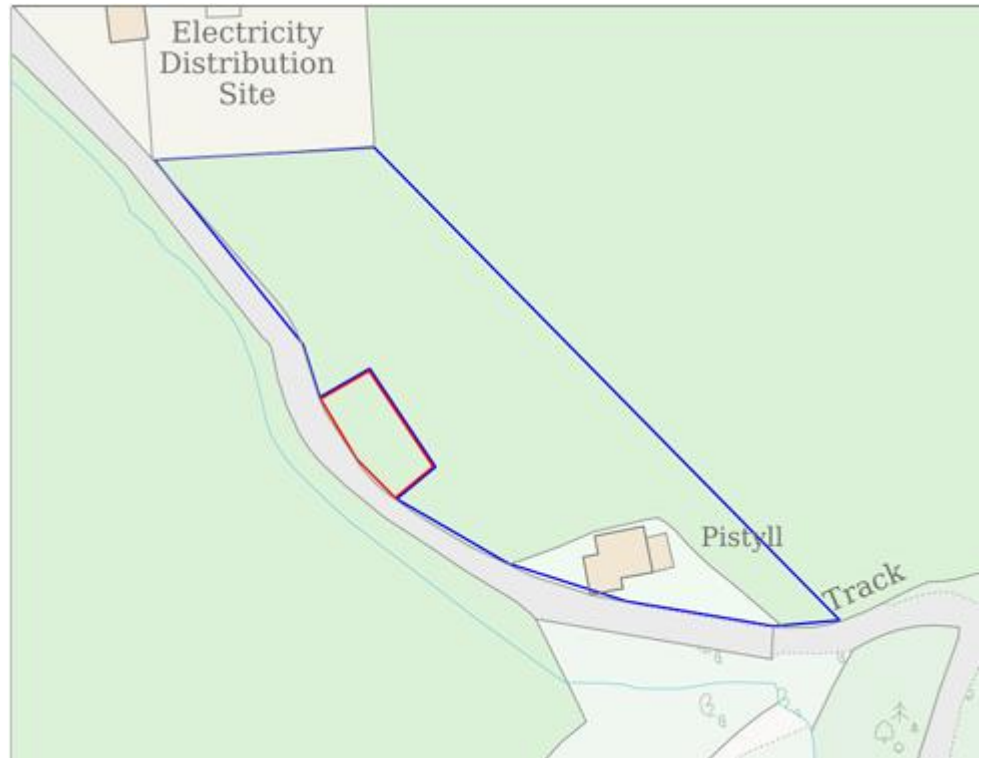
PLANNING APPLICATION

PLANNING APPLICATION

Ref	Heading	Details
1	DATE RECEIVED	2 nd March 2026
2	APPLICATION NUMBER	26/0208/FUL
3	ADDRESS	Dan Y Coed , Llanfair Caereinion, Welshpool, SY21 0BJ
4	PCC LINK	26/0208/FUL Erection of agricultural field shelter Dan Y Coed Llanfair Caereinion Welshpool SY21 0BJ
5	PROPOSAL	Proposal: Erection of agricultural field shelter
6	TOWN PLAN POLICY	The Town Plan does not have a specific policy on this type of application..
7	POWYS COUNTY COUNCIL POLICY	The County Council has design policies which apply to this type of application.
8	OTHER INFORMATION	None. •
9	CONSULTATION DATE	23 rd March 2026

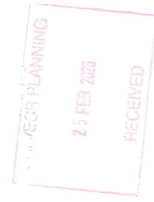
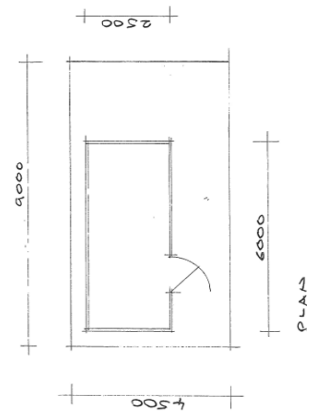
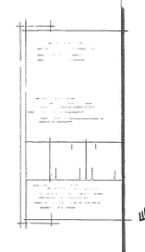
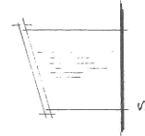
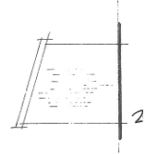
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LOCATION & SITE PLANS



Cyngor Tref Llanfair Caereinion

Llanfair Caereinion Town Council



Proposed Field Shelter - Plan & Elevations

Dan Y Coed, Llanfair Caereinion

Scale 1:100

Feb 2026

Plan No 5560.01

Cyngor Tref Llanfair Caereinion

Llanfair Caereinion Town Council

APPENDIX E

MOUNT FIELD, MOUNT ROAD, LLANFAIR CAEREINION

MARTYN'S LAW – for events hosting between 200 and 800 persons

1. Legislation

The legislation relevant to these regulations is the Terrorism (Protection of Premises) Act 2025 and comes into effect on 1st April 2026. The regulations apply as follows:

- Tier1
Standard Duty Premises: For venues expecting between 200 and 799 individuals, the requirements focus on simple, lowcost activities to enhance safety, such as locking doors and identifying safe routes.
- Tier 2
Enhanced Duty Premises: For venues expecting 800 or more individuals, additional measures are required to reduce vulnerability to terrorist attacks. This may include implementing public protection measures like bag searches and CCTV monitoring.

Martyn's Law aims to ensure that public venues and events are not only aware of the potential risks but also actively engaged in preparing for them. This includes developing procedures for evacuation, lockdown, and communication during a terrorist incident. The law emphasizes the importance of organizational preparedness and the need for public venues to take reasonable steps to protect individuals from harm.

2. Introduction

Mount Field is a defined area and therefore is covered by the legislation. In particular the regulations apply where a charge is made to enter the premises.

As Llanfair Caereinion Town Council is the owner of the land as corporate trustee these regulations will apply to all users of the grounds.

3. Premises

This document applies to Mount Field Mount Road Llanfair Caereinion.

4. Requirements

The user of the grounds must comply with the regulations set out in this document as follows:

Note: The carnival is likely to attract over 200 people but not in excess of 800 people so tier 1 applies.

Note: Most days the football club falls outside the scope of the act. On special days where more than 200 people are likely to attend then tier 1 applies.

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Llanfair Caereinion Town Council

5. Actions required

The Council is to register with the SIA (Security Industry Authority) the responsible person for ensuring regulations is complied with and the details of the event organiser to be notified to the council each time the event takes place.

The event organiser with any committee is to implement the following Protection Procedures:

Designated Senior Individual (DSI): responsible for compliance on site during the event.

Evacuation - Safe exit processes for emergencies – main entrance and secondary entrance.

Invacuation - Bringing people to safer areas within the grounds – muster point to be marked.

Lockdown - Securing premises (shutting off entrances to the site)

Communication - Alert systems for staff-to-staff and staff-to-public warnings – via a pa system or loud haler, also radios between key staff required.

Staff Awareness: All staff must understand the procedures and their roles if an evacuation or lockdown is required.

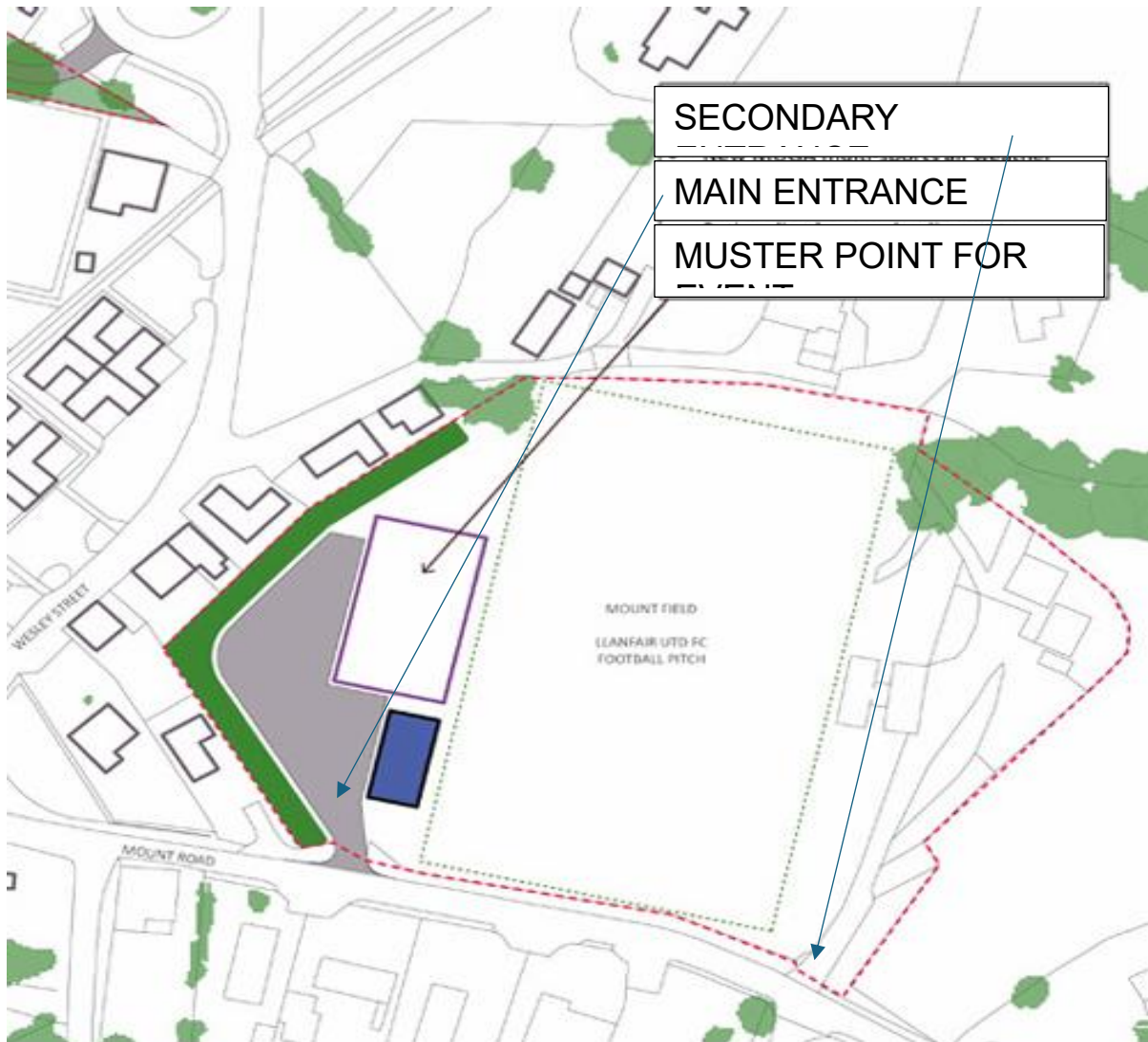
Monitoring - CCTV and surveillance systems to be working (if any).

Comprehensive Documentation:

a letter confirming agreement to these regulations to be issued to the Town Clerk with details as required on the attached form for each event.

Robert A Robinson MBE FRICS FSLCC
Town Clerk
January 2026

Cyngor Tref Llanfair Caereinion Llanfair Caereinion Town Council



Cyngor Tref Llanfair Caereinion

Llanfair Caereinion Town Council

MOUNT FIELD – MARTYN’S LAW REGISTRATION FORM – TIER ONE

To be submitted to the Town Clerk 4 weeks before the event.

DATE OF THE EVENT	
TIMES OF THE EVENT	
NAME OF THE EVENT ORGANISER	
CONTACT EMAIL AND TELEPHONE NUMBER	
BY COMPLETING THIS FORM THE EVENT ORGANISER AGREES TO COMPLY WITH THE CONDITIONS ISSUED	Confirmed.
ANY SPECIAL REQUESTS FOR THE COUNCIL TO CONSIDER	
SIGNED BY THE EVENT ORGANISER	
SIGNED BY THE TOWN CLERK	
DATE OF APPROVAL	

Cyngor Tref Llanfair Caereinion

Llanfair Caereinion Town Council

APPENDIX F

Llanfair Hockey Club

From: "Llanfair Hockey Club" <llanfairhc@hotmail.co.uk>

To: "ROBERT ROBINSON" <Llanfairtownclerk@mail.com>

Subject: Storage Container for Llanfair Hockey Club at Mount Field

Morning Robert,

Hope you are keeping well ?

We are still looking into locating an affordable small container for storage of our hockey equipment for the club. You kindly looked into this being located at Mount Field for us and I think the last conclusion was that this would be acceptable, and that indeed the Town Council may be able to help towards the costs. Is this still the case ?

Any contribution would be greatly appreciated.

Could you let us know if this is still a possibility ?

Many thanks,

Marie.

Llanfair Hockey Club.

The council decision on was recorded in the minutes of 23rd June 2024 as set out below:

Minute no 53. Llanfair Hockey Club

The meeting considered the request from the Hockey Club to site a container at Mount Field for storage of equipment. It was noted that the Hockey Club did explore all other A
*The meeting **AGREED** the following:*

- i) To give permission to the Hockey Club to place a half size container (20ft x 8ft) in a position to be agreed between Cllr Rob Astley and Cllr Paul Wixey.*
- ii) The Town Clerk to be informed of the agreed location so that an agreement can be completed.*
- iii) To cease consent for any further units on the site until a future plan has been completed.*

Cost

Generally £1,400 plus delivery to site.

Cyngor Tref Llanfair Caereinion

Llanfair Caereinion Town Council

APPENDIX G

TENNIS COURT PRE - SEASON WORKS

1. Introduction

A meeting was held on site between the tennis club and the town council to discuss pre-season works with regard to the tennis courts.

2. Works by the council

The works sought from the town council before the season starts the first week in April are:

2.1 Surface of the courts

To pressure wash the courts to remove surface moss and dirt.

2.2 Surrounding block edging

Reset the blocks that have broken away around the edge of the courts.

2.3 Weeds and bushes

Remove weeds around edge of the courts and weed kill

Remove bushes and brush along the back of the bowling club and along the garages.

Kill off bushes along garage area.

2.4 White lining

White line the courts.

3. Posts for nets

The tennis club will arrange to have the net posts repainted.

4. Scoreboards

The tennis club would like to provide two scoreboards to be fixed to the upright posts of the chain-link fencing at their own cost.

5. Storage unit

The tennis club would like to provide at their own cost a small storage unit to be located in the corner of the courts for their equipment.

6. Two new benches

The tennis club are seeking a grant to provide two more benches.

7. Agreement

The tennis club would like to consider an agreement to manage the courts similar to that proposed before. See copy below.

21st February 2026

Cyngor Tref Llanfair Caereinion Llanfair Caereinion Town Council

TENNIS COURTS

Suggested heads of terms for a license agreement – March 2026

Licensor

Llanfair Caereinion Town Council

Licensee

Llanfair Caereinion Tennis Club

Premises

The tennis courts at Glanyrafon Llanfair Caereinion

License fee

£1pa if demanded

Term

25 years from the date of the agreement

Grant

A grant of £600pa to be paid by the Licensor to the Licensee as a contribution towards general maintenance. (to be reviewed annually by the council in May)

Licensor responsibilities

To insure the premises including the playing of tennis, to pay any rates and taxes (if any) and to provide support for the gaining of grants. To pay for any major repairs as and when necessary.

Licensee responsibilities (during period of usage)

To sweep and keep clean the surface, weed and clear undergrowth, white line the courts, maintain the nets and generally keep the premises clean and tidy. To provide a storage unit and scoreboards to be fixed to the premises.

User and rights

The tennis courts to always be available for the tennis club for the playing of tennis from 1st March to 30th September, the public to be allowed to use the courts for tennis (or such other uses by agreement) at all other times free from any charges at times when the tennis club is not using the courts.

Between 1st October and 28th February the nets are to be removed and area available for other uses but not cycling.

Signage

The licensor to provide signage making it clear about court usage.

The Licensee to provide signage making it clear when they are using the court giving notice.

Cyngor Tref Llanfair Caereinion

Llanfair Caereinion Town Council

APPENDIX H

NORTH AND MID WALES ASSOCIATION OF LOCAL COUNCILS

1. Introduction

The Association represents approx. 30 town and community councils covering North and Mid Wales. (mainly the larger ones). The organisation is not in competition with One Voice Wales but complements it in its work.

The Association has four meetings a year with all members and four meeting with an executive.

The Association is also the official user and liaison group with Welsh Government, Transport for Wales and Avanti with regards to the North Coast rail and the Cambrian Lines.

Full information can be found on the website at www.northwalesassociation.org.uk

2. Town and Community Council Review

The Association does a lot of work with regards to the Welsh Government review on Town and Community Councils and often gives evidence at Welsh Government or the Boundary Commission.

Currently the Association is looking at council audits which are causing some concern with Audit Wales.

3. A55

A meeting with Welsh Government Trunk Roads was held in January so that the Association members could put their views forward on the A55 around Aston Hill.

4. Welsh Government consultations

The Association responds to Welsh Government consultations when they affect either or both of North Wales and Mid Wales.

5. Rail matters – Cambrian Line

The Association has considered on many occasions with both Transport for Wales and Network Rail the hourly train service and extra stations.

Although the Association is not against Carno station re-opening it is with the proviso that it does not affect the clockface hourly train service. Recent times have seen Bow Street open and until the new class 197 stock are fully working no further consideration of new stations is likely to be considered. See no 5 below.

6. Station audits

The Association completed a full North Wales coast and Cambrian line station audit which has informed the current programme of station improvements.

Welshpool Station has had its extra shelter and extra car park and is now due to have the footbridge railings painted to help those with visual impairments or dementia.

The benches and other furniture on the platform are to be refurbished soon.

Cyngor Tref Llanfair Caereinion

Llanfair Caereinion Town Council

7. Rail matters – North Coast Line

Concern over management of incidents has been considered in the light of the Shotton incident. This is being investigated to see how things might be improved.

8. Hourly train service for the Cambrian Line

Working with Transport for Wales and Network Rail the train stock and paths required to allow trains from Birmingham to Aberystwyth and Holyhead to work is being planned.

9. Train surveys

The by annual train surveys are due to take place again in May and August of this year.

10. Buses

The Association has noted the various bus service improvements.

There is some concern over the number of operators that are available to tender particularly in Shropshire.

11. Holyhead port

There have been issues with connections between rail and ferries at this port. A meeting between all parties is being hosted by the Association.

12. Planning

The Association has prepared and submitted papers to Welsh Government on revitalisation of shopping centres and retail rates.