

Pack of appendices for the full council meeting to be held on
Monday 20th April 2026

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APPENDIX A

Actions since last meeting

No	Item	Status
1	Complete draft minutes and circulate to councillors, post of web site in 7 days.	Completed
2	Organise payments in line with the orders for payment approved.	Completed
3	Plan for marking on salt boxes to be provided for the next meeting.	On agenda
4	Inform PCC of planning decision.	Completed
5	Issue confirmation letters for use of council premises as per minutes.	Completed
6	Letter to Hockey Club to be sent informing them of decision on a storage unit.	Completed
7	Letter to be sent to the Tennis Club with an update.	Completed
8	Letter to be sent to PCC regarding the works to Brook Street & Union Street in Welshpool.	Completed
9	Instructions to be given to the contractor to carry out works to tree roots and trees requiring emergency works.	Completed
10	Letter of congratulations to be sent to the WI.	Completed
11	Meeting with trustees of Rhiweniath community centre	Meeting to be arranged, Rob Astley and Clerk to attend

APPENDIX B

Small works completed since last meeting

Ref	Location	Works
1	Tennis courts	Reset concrete edging at tennis courts Brush surface Weed kit and cut back weeds White lining
2	Fish and Chip Shop	Trim hedge to front
3	Deri Woods	Gate post to gate at intermediate gate off High Street needs replacing
4	Deri Woods	Removal of trees along riverside path
5	Erw Ddwr	Flowers in tubs by entrance redone
6	St Mary's Churchyard	Reset lights

Small works outstanding

Ref	Location	Works
1	Junction Bridge Street/A458	Painting of bench and bin at junction. (office has paint)
2	St Mary's Churchyard	Complete Memorial Garden project. Laying paving slabs Locating stone Fixing sculpture Planting
3	Chapel of Rest	Repair gate and apply preservative to front fence.
4	Erw Ddwr	Tree needing removal of extending branches in middle of grassed area.
6	St Mary's	No dog sign to go up on High Street entrance to St Mary's churchyard
7	Institute	Shelf/cupboard for CCTV equipment
8	Institute	Council notice board, bitumen top of cupboard and replace back board
9	Railway station	Replace upright and railing at the Banwy Bridge opposite the Llanfair Railway Station
10	Goat Field	Replace gat post at middle entrance

APPENDIX C

MANAGEMENT ACCOUNTS

IA4:P37NCOME	BUDGET	ACTUAL	April	May	June	July	August	September	October	November	December	January	February	March	End_of_Year
Precept	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	0.00	0.00
Burial Services	4,000.00	4,355.46	865.00	290.00	200.00	355.46	1,245.00	0.00	0.00	970.00	0.00	0.00	430.00	0.00	0.00
Street Scene	5,000.00	5,074.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	74.17	0.00	0.00	0.00	5,000.00	0.00
Recreational	10.00	10.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.00	0.00	0.00	0.00	0.00
Mount Field	410.00	300.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	0.00	0.00	0.00	100.00	0.00
Deri Woods	2,000.00	4,565.24	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,565.24	0.00
Administration	400.00	967.35	0.00	0.00	266.96	0.00	0.00	249.28	0.00	0.00	229.93	0.00	0.00	221.18	0.00
Publicity/Events	750.00	460.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	420.00	40.00	0.00
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	0.00
Grants	0.00	2,253.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,253.59	0.00
Community	3,250.00	92.38	0.00	0.00	0.00	92.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total	74,720.00	71,978.19	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	10,180.01	0.00
EXPENDITURE	BUDGET	ACTUAL	April	May	June	July	August	September	October	November	December	January	February	March	End_of_Year
Burial Services	8,875.00	8,376.77	388.22	833.32	483.95	368.12	424.85	1,488.25	448.34	1,762.41	318.12	964.51	349.00	498.00	49.68
Street Scene	6,700.00	7,885.93	475.87	879.63	382.71	816.20	744.01	319.78	977.33	425.68	481.70	1,303.79	502.25	576.98	0.00
Recreational	3,000.00	1,575.69	210.06	187.33	87.33	87.33	236.85	87.33	120.65	165.33	91.49	87.33	87.33	127.33	0.00
Mount Field	6,625.00	5,574.30	298.00	298.00	298.00	298.00	441.38	298.00	812.68	1,217.68	298.00	471.88	495.00	298.00	49.68
Deri Woods	9,095.00	10,674.50	5,618.54	204.70	280.12	0.00	35.00	0.00	509.46	0.00	509.22	0.00	154.99	2,917.22	445.25
Administration	20,501.00	18,991.52	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	1,701.77	700.40
Publicity/Events	7,400.00	5,180.25	188.00	2,044.01	339.50	0.00	275.00	0.00	210.00	722.83	160.43	718.50	268.66	166.32	87.00
Projects	6,000.00	1,785.36	0.00	0.00	0.00	0.00	0.00	0.00	939.23	0.00	113.99	0.00	0.00	0.00	732.14
Grants	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	0.00	0.00
Community	7,720.00	3,704.42	325.33	222.10	238.57	221.90	311.90	371.90	300.22	221.90	221.90	570.90	221.90	254.00	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	0.00
Total	79,284.00	67,657.87	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	6,539.62	2,286.05
Balance	-4,564.00	4,320.32	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	3,640.39	-2,286.05
VAT		4,928.45	1,343.88	210.61	262.82	238.30	299.88	348.43	462.49	417.68	282.22	435.08	224.47	235.11	167.48
CHECK = 0			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
ERROR CHECKS: MONTHLY TABS			1	0	0	1	0	1	0	0	1	0	1	0	0

BANK RECONCILLIATION

BANKING CHECKS															
		April	May	June	July	August	September	October	November	December	January	February	March		End_of_Year
BANKING	START	CURRENT	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	34,368.30	
		DEPOSIT	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	63,368.34	
		TOTAL	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	97,736.64	
END		CURRENT	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	37,552.40	
		DEPOSIT	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	63,589.52	
		TOTAL	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	101,141.92	
		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	-3,405.28	
SUMMARY															
	INCOME	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	10,180.01	0.00
		DEBTORS	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	900.11	0.00	0.00	0.00	0.00	
		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	0.00	
		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	10,180.01	0.00
#REF!	EXPENDITURE	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	6,539.62	2,286.05
		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	0.00	
		VAT	1,343.88	210.61	262.82	238.30	299.88	348.43	462.49	417.68	282.22	435.08	224.47	235.11	167.48
		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	6,774.73	2,453.53
		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	3,405.28	-2,453.53
		CHECK = 0	0.00	0.00	-0.00	0.00	0.00	-0.00	0.00	0.00	0.00	0.00	0.00	0.00	-2,453.53
		OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	

APPENDIX D

ORDERS FOR PAYMENT

AUTH	REF	CHEQUE	PAID TO	DEPARTMENT	DETAILS	NET	VAT	GROSS
LGA 1972	182	102339	R ROBINSON	ADMINISTRATION	ADMINISTRATION	162.44	31.11	326.01
					DERI WOODS	108.30		
					TOILETS	24.16		
LGA 1972	X2	102340	PCC	MOUNT FIELD	REFUSE BINS	49.68	0.00	49.68
LGA 1972	181	102341	PHS	TOILETS	SANITARY BINS	81.30	16.26	97.56
LGA 1972	185	102342	GLOVERSURE	PUBLICITY	EMAILS	15.00	3.00	18.00
LGA 1972	160	SO	R HOUGHTON	TOILETS	CLEANING	250.00	0.00	250.00
LGA 1972	161	DD	BRITISH GAS	BURIALS	ELECTRICT COR	51.00	0.00	51.00
LGA 1972	162	SO	BRIDGEN CONTR	MOUNT FIELD	GRASS CUTTING	298.00	136.67	820.00
				BURIALS	GRASS CUTTING	298.00		
				RECREATION	GRASS CUTTING	87.33		
LGA 1972	163	DSO	INSTITUTE	ADMINISTRATION	OFFICE RENTAL	108.33	0.00	108.33
LGA 1972	166	TRANS	HSBC	ADMINISTRATION	BANK CHARGES	13.00	0.00	13.00
LGA 1972	164	DD	BRITISH GAS	TOILETS	ELECTRIC	252.25	12.61	264.86
LGA 1972	173	SO	M EVANS	COMMUNITY	YOUTH SALARY	221.90	0.00	221.90
LGA 1972	186	102343	GLOVERSURE	PUBLICITY	WEB HOSTING	145.00	29.00	174.00
LGA 1972	184	102344	MID WALES SIGN	MOUNT FIELD	REMAINING DOG SIGNS	40.00	8.00	48.00
LGA 1972	175	SO	R HOUGHTON	TOILETS	CLEANING	250.00	0.00	250.00
LGA 1972	179	DD	BRITISH GAS	TOILETS	ELECTRIC	221.52	11.07	232.59
LGA 1972	177	SO	BRIDGEN CONTR	MOUNT FIELD	GRASS CUTTING	298.00	136.67	820.00
				BURIALS	GRASS CUTTING	298.00		
				RECREATION	GRASS CUTTING	87.33		
LGA 1972	178	DSO	INSTITUTE	ADMINISTRATION	OFFICE RENTAL	108.33	0.00	108.33
LGA 1972	183	TRANS	HSBC	ADMINISTRATION	BANK CHARGES	9.00	0.00	9.00
LGA 1972	174	SO	R ROBINSON	ADMINISTRATION	SALARY FEB	711.00	0.00	711.00
LGA 1972	188	SO	R ROBINSON	ADMINISTRATION	SALARY MARCH	711.00	0.00	711.00
LGA 1972	176	TRANS	DERI WOODS GRANT	DERI WOODS	GRANT TO COVER COSTS	2665.24	0.00	2665.24
LGA 1972	X3	102345	R ROBINSON	PROJECTS	SCREEN FOR YOUTH RM	732.14	146.43	878.57
LGA 1972	X4	102346	M EVANS	YOUTH	SALARY MARCH	221.90	0.00	221.90
LGA 1972	X5	102347	HRMC	HRMC	PAYE	700.40	0.00	700.40
LGA 1972	X6	102348	R ROBINSON	DERI WOODS	MATERIALS	105.25	21.05	126.30
LGA 1972	X7	102349	K PARKES	STREET SCENE	OCTV	340.00	0.00	340.00
LGA 1972	X8	102350	PCC	BURIALS	ERW DDWR REFUSE	49.68	0.00	49.68
LGA 1972	187	102351	THE INSTITUTE	ADMINISTRATION	HALL RENTALS	254.00	0.00	254.00

APPENDIX E

DOCUMENT - DEGATED AUTHORITY TO THETOWN CLERK AND R F O

1.Introduction

This paper setting out delegated powers is to be read alongside the relevant documents which are: (i) Standing Orders (ii) The Financial regulations. (iii) The procurement policy (iv) The Cash Handling procedure.

2. General (correspondence)

The Town Clerk shall deal with all routine correspondence on behalf of the council. The following correspondence shall be referred to council for decision:

- i) Issuing letters of support
- ii) Representing the council's position externally
- iii) Endorsing funding bids
- iv) Any other policy decisions not previously approved by the council

3. General authority (income)

The Town Clerk has authority to negotiate charges for the use of Council facilities where the person involved is a regular user of such facilities. Any permanent changes to income rates and charges are to be approved by the Full Council at the annual meeting.

4. General authority (payments)

4.1 The Town Clerk and Responsible Financial Officer has authority to authorise the following:

- a) Commit the Council with contract up to £200 without prior approval.
- b) May commit the Council to payments which are specifically identified in the budget.
- c) All commitments over £200 to £1,000 (not included in (a) above shall be authorised in consultation with the Chair and Vice Chair.
- d) All other payments must be approved by the Full Council before commitment.
- e) All payments shall be approved as soon as possible by two Councillors or the Chair and Vice Chair and the Town Clerk prior to the payment being made.
- f) In an emergency payment's maybe authorised in consultation with Chair, Vice Chair and Clerk. In such cases this should be reported to councillors asap.

Continued

g) All requests for authorisation shall be accompanied by the relevant paperwork.

5. Reporting to Council

5.1 The Town Clerk and Responsible Financial Officer shall report to the Full Council every month the management figures showing not only income and expenditure against budget but also the bank reconciliation. Cyngor Tref Llanfair Caereinion Llanfair Caereinion Town Council

5.2 The Town Clerk and Responsible Financial Officer shall pass to the Chair and Vice Chair every month the management figures showing not only income and expenditure against budget but also the bank reconciliation and bank statements 5.3 The bank account balances are to be presented to the Full Council monthly.

5.3 Payments

All payments shall be authorised by one of two methods:

- a) Listed on the orders for payment approved by Full Council at each of its meetings.
- b) Two Councillors and the Town Clerk authorising and signing off all Payments
- c) within this delegated authority document.

5.4 All BACS payments and cheques are to be signed by two Councillors and the Town Clerk in all cases.

April 2026

APPENDIX F

