

Cyngor Tref Llanfair Caereinion

Llanfair Caereinion Town Council

Pack of appendices for the full council meeting to be held on Monday 24th February 2025

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Cyngor Tref Llanfair Caereinion

Llanfair Caereinion Town Council

APPENDIX A

MANAGEMENT ACCOUNTS

LLANFAIR CAEREINION TOWN COUNCIL													
Year ending 31st March 2025													
MONTHLY INCOME & EXPENDITURE SUMMARY													
INCOME	BUDGET	BUDGET/T/D	ACTUAL	April	May	June	July	August	September	October	November	December	January
Precept	48,825.00	48,825.00	48,825.00	16,275.00	16,275.00	0.00	0.00	0.00	16,275.00	0.00	0.00	16,275.00	0.00
Burial Services	5,000.00	3,750.00	1,605.00	75.00	75.00	75.00	500.00	75.00	75.00	0.00	785.00	20.00	0.00
StreetScene	7,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Recreational	10.00	10.00	10.00	0.00	0.00	0.00	10.00	0.00	0.00	0.00	0.00	0.00	0.00
Mount Field	800.00	395.00	395.46	0.00	0.00	0.00	0.00	200.00	106.54	88.92	0.00	0.00	0.00
Deri Woods	3,875.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Administration	491.00	368.25	914.07	0.00	0.00	0.00	319.94	0.00	298.64	0.00	0.00	295.49	0.00
Publicity/Events	650.00	50.00	167.20	0.00	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00	117.20
Projects (from reser	7,550.00	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/Donations	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	3,860.00	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	78,561.00	53,398.25	51,916.73	16,350.00	125.00	829.94	75.00	16,550.00	405.18	88.92	785.00	16,590.49	117.20
EXPENDITURE	BUDGET	BUDGET/T/D	ACTUAL	April	May	June	July	August	September	October	November	December	January
Burial Services	7,526.00	5,626.00	6,186.90	775.09	388.12	1,254.57	322.86	778.41	513.62	546.43	614.96	423.02	569.82
Street Scene	11,000.00	0.00	5,407.55	509.84	458.23	421.72	765.09	470.82	329.59	568.94	913.86	468.42	501.04
Recreational	5,350.00	4,662.50	3,655.88	87.33	277.33	87.33	87.33	639.91	87.33	87.33	2,127.33	87.33	87.33
Mount Field	6,700.00	4,737.50	4,033.37	298.00	430.18	333.94	298.00	298.00	298.00	1,166.21	311.65	301.39	298.00
Deri Woods	7,000.00	5,225.00	6,136.09	279.54	285.00	203.96	40.00	1,030.83	0.00	861.10	1,331.66	1,600.00	504.00
Administration	22,150.00	15,675.00	15,526.52	1,235.11	2,542.31	1,319.46	2,007.26	2,066.26	698.86	2,115.51	873.66	982.04	1,686.05
Publicity/Events	9,620.00	5,375.00	4,745.80	629.48	0.00	400.00	127.00	156.80	266.60	333.25	0.00	1,841.21	991.46
Projects / Other	2,140.00	1,800.00	2,837.91	1,785.00	0.00	19.91	40.00	0.00	0.00	0.00	993.00	0.00	0.00
Donations/Grants	3,600.00	3,100.00	2,306.00	175.00	250.00	0.00	0.00	1,500.00	0.00	381.00	0.00	0.00	0.00
Community	3,400.00	2,550.00	2,833.30	186.67	223.99	535.33	205.33	205.33	295.33	205.33	565.33	205.33	205.33
Section 137	50.00	50.00	25.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25.00	0.00
Total	78,536.00	48,801.00	53,694.32	5,961.06	4,855.16	4,576.22	3,892.87	7,146.36	2,489.33	6,265.10	7,731.45	5,933.74	4,943.03
Balance	25.00	4,597.25	-1,777.59	10,388.94	-4,730.16	-3,746.28	-3,817.87	9,403.64	-2,084.15	-6,176.18	-6,946.45	10,656.75	-4,725.83
VAT			5,732.94	674.75	204.08	197.85	403.45	505.75	140.64	213.36	2,171.82	772.73	448.51
CHECK=0				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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BANKING RECONCILLIATION

			April	May	June	July	August	September	October	November	December	January	
BANKING	START			25,697.44	35,690.43	30,756.19	26,492.12	26,704.20	37,305.54	34,782.11	28,392.57	19,274.30	28,862.83
				61,423.70	61,423.70	61,423.70	61,743.64	61,743.64	61,743.64	62,042.28	62,042.28	62,042.28	62,337.77
				87,121.14	97,114.13	92,179.89	88,235.76	88,447.84	99,049.18	96,824.39	90,434.85	81,316.58	91,200.60
	END			35,690.43	30,756.19	26,492.12	26,704.20	37,305.54	34,782.11	28,392.57	19,274.30	28,862.83	23,688.49
				61,423.70	61,423.70	61,743.64	61,743.64	61,743.64	62,042.28	62,042.28	62,042.28	62,337.77	62,337.77
				97,114.13	92,179.89	88,235.76	88,447.84	99,049.18	96,824.39	90,434.85	81,316.58	91,200.60	86,026.26
				-9,992.99	4,934.24	3,944.13	-212.08	-10,601.34	2,224.79	6,389.54	9,118.27	-9,894.02	5,174.34
	SUMMARY	INCOME											
		GENERAL	51916.73		16,350.00	125.00	829.94	75.00	16,550.00	405.18	88.92	785.00	16,590.49
634.82 DEBTORS													
	DEBTORS	5821.82		310.00	0.00	0.00	5,000.00	511.82	0.00	0.00	0.00	0.00	0.00
	VAT	1191.63		0.00	0.00	0.00	0.00	1,191.63	0.00	0.00	0.00	0.00	0.00
	EXPENDITURE	53694.32		16,660.00	125.00	829.94	5,075.00	18,253.45	405.18	88.92	785.00	16,590.49	117.20
				5,961.06	4,855.16	4,576.22	3,892.87	7,146.36	2,489.33	6,265.10	7,731.45	5,933.74	4,843.03
597.8 LAST YR CHEQUES													
	Last yr chq	597.8		31.20	0.00	0.00	566.60	0.00	0.00	0.00	0.00	0.00	0.00
	VAT	5732.94		674.75	204.08	197.85	403.45	505.75	140.64	213.36	2,171.82	772.73	448.51
				6,667.01	5,059.24	4,774.07	4,862.92	7,652.11	2,629.97	6,478.46	9,903.27	6,706.47	5,291.54
3377.42				9,992.99	-4,934.24	-3,944.13	212.08	10,601.34	-2,224.79	-6,389.54	-9,118.27	9,894.02	-5,174.34
	DIFFERENCE												
				CHECK = 0	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

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APPENDIX B

ORDERS FOR PAYMENT

Act	Ref no	Cheque	Paid to	Section	Details	NET	VAT	GROSS
LGA 1972	135	SO	R HOUGHTON	Street scene	Cleaning toilets	250.00	0.00	250.00
LGA 1973	137	DD	BRITISH GAS	Chapel of Rest	Electric	125.02	0.00	125.02
LGA 1974	141	DD	BRITISH GAS	Street scene	Electric - toilets	218.42	10.92	229.34
LGA 1975	140	SO	THE INSTITUTE	Administration	Office rent	108.33	0.00	108.33
LGA 1976	139	102278	BRIDGEN CONTRACTING	Munt Field	Grass cutting	298.00	136.67	820.00
				Burial grounds	Grass cutting	298.00		
				Playground	Grass cutting	87.22		
LGA 1977	144	SO	M EVANS	Youth & Community	Salary	205.33	0.00	205.33
LGA 1978	145	SO	R ROBINSON	Administration	Salary	568.53	0.00	568.53
LGA 1979	143	TRANS	HSBC	Administration	Bank charges	22.00	0.00	22.00
LGA 1980		102287	WILDLIFE TRUST	Deri Woods	Training (grant aided)	200.00	0.00	200.00
LGA 1981		102288	PCC	Chapel of rest	Rates	178.00	0.00	178.00
LGA 1982		102289	SECOND LIFE PRODUCTS	Deri Woods	Bench	206.00	41.20	247.20
LGA 1983		102290	PCC	Recreation	Playground inspection	62.40	12.48	74.88

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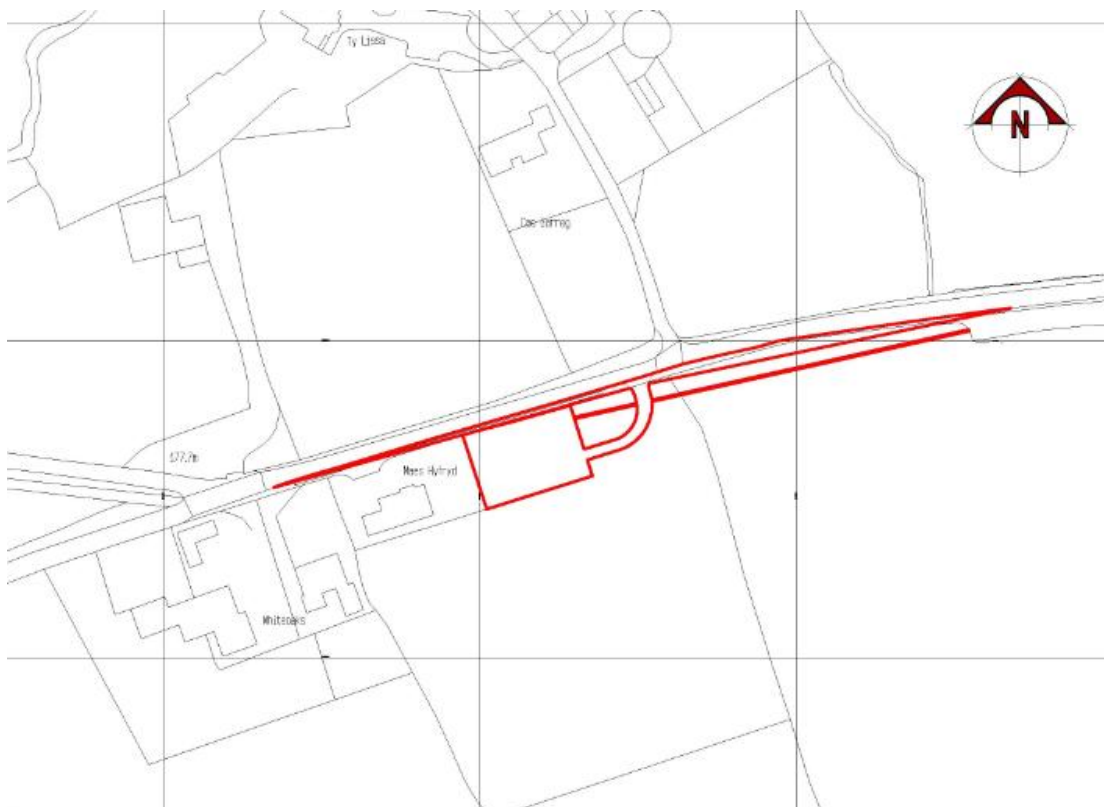
APPENDIX C

PLANNING APPLICATION

Ref	Heading	Details
1	DATE RECEIVED	6 th February 2025
2	APPLICATION NUMBER	25/0172/REM
3	ADDRESS	Ty Hyfryd, Llanfair Caereinion, Powys SY21 0BX
4	PCC LINK	25/0172/REM Section 73 application to remove conditions 5 and 6 of planning permission P/2017/1217 in relation to affordable housing Conditions(s) Removal: Please refer to statement Removal of condition 5 & 6 Ty Hyfryd Llanfair Caereinion Welshpool Powys SY21 0BX
5	PROPOSAL	Erection of a detached house with sewerage treatment unit and improvements to access. Section 73 application to remove conditions 5 and 6 of planning permission P/2017/1217 in relation to affordable housing Conditions(s)
6	TOWN PLAN POLICY	The Town Plan policy which relates to this application would be: B1.The Town Council will support development of those residential sites allocated on the overall plan attached at appendix A. B2. The Town Council will seek to support the provision of affordable housing but only to a level which makes any development scheme viable and able to be taken forward.

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		See letter of support from the town council in 2017 attached.
7	POWYS COUNTY COUNCIL POLICY	The County Council has a policy on development outside the town boundary which restricts development. Normally only housing is allowed in out-of-town areas if it meets a strict criterion. Sometimes this includes a social housing unit.
8	OTHER INFORMATION	The site has a consent for a single house but with planning conditions (5 and 6) which makes it subject to the 'affordable' rules
9	CONSULTATION DATE	27 th February 2025



LOCATION PLAN

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SITE AND LAYOUT PLAN

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Llanfair Caereinion Town Council

Sara Robinson (CSP - Development Control)

From: Louise Williams (CSP - Development Control)
Sent: 14 November 2017 08:55
To: Sara Robinson (CSP - Development Control)
Subject: FW: New planning application notification P/2017/1217

Hi Sara,

Please see below response from CC

Thanks

Louise

Louise Williams
Planning Technician
01938 551397

(Please note I work Tuesday to Friday)

Louise Williams
Planning Technician
01938 551397

(Please note I work Tuesday to Friday)

From: Town Council [<mailto:llanfairtowncouncil@gmail.com>]
Sent: 13 November 2017 10:05
To: Louise Williams (CSP - Development Control)
Subject: Re: New planning application notification P/2017/1217

Dear Sara,

The members of Llanfair Town Council have voted to support planning application P/2017/1217. They wish to support, in full, young people and local families in their business enterprises in the area and encourage them to remain in their community.

Yours sincerely

Vickie Griffith
Town Clerk

On 25 October 2017 at 13:58, Louise Williams (CSP - Development Control)
<louise.williams@powys.gov.uk> wrote:

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APPENDIX D

Deri Woods – emergency works update

The storm damage to Deri Woods was extensive. The woods were closed from the day after the storm until 31st December. The woods have re-opened except for the riverside path where the landslip took place.

The damage and actions taken are listed on this chart.

Ref	Damage	Actions
1	Trees along top and middle path fallen	Trees cut up and areas made safe by Bridgen Contracting
2	Trees along the riverside plan fallen	Trees cut up and areas made safe by Bridgen Contracting
3	Landslip on riverside path	Area closed off. Plan required as to what we do next.

The areas that are restricted have barriers and signs. (thanks to Rob and Gareth for their work to date on this).

Timber is due to be removed from site (some funding from its sale) during the first week in February.

Things to note:

Insurances

Deri Woods has its own separate insurance policy. This covers third party and injury. It also covers the pumping station building and fences. The tree part of the policy is only for damage caused by fire or people working on site.

The landslip is not covered by insurance. Storm damage to woods is not something that insurance companies normally do.

Fencing works

There is insurance in place for fences. However, it may be not worth claiming as the wood is on site and the FODW may be able to complete most of the work.

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Riverside path

There have been other areas which have fallen away in the past and there are bridges over these areas. An assessment of the path will need to be completed so that the landslip area can be addressed.

Funding

The cost of repairs (council was aware of the quote) maybe around £5,000. The budget has £3,600 for street cleaning which has not been used. This could be moved to help cover the cost of Deri Woods.

It was agreed Cllr Rob Astley with Cllr Sam Webster would progress keeping the Town Clerk informed. Thank you to all involved.

As the insurance is not covering trees falling down through storm there is no need for two quotes and there are two parts to the emergency works. Each of around £2,500 (less than the £3,000 threshold for gaining quotes in our procurement policy).

As the works are urgent it is more economic to progress as above and in an emergency this can be authorised by the Chair, Vice Chair and Clerk. A meeting was held between Cllr R Astley, Cllr M Jones, Cllr S Webster and Cllr G Jones with the clerk to look at this.

Works to the paths and fences along the bottom path are yet to be considered.

Sale of timber

Offers have been sought for the purchase of the timber from the works in Deri Woods. The offers received will be presented at the meeting for consideration and approval.

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APPENDIX E

Defibrillator policy

Introduction

Following the last council meeting the Town Clerk was asked to prepare a policy for the location of defibrillators in the area, in particular taking into account rural areas.

Issues to consider

From research the following is of note:

In order for the patient to have the best chance of surviving an out of hospital cardiac arrest, CPR and early defibrillation must be provided within the first 3-4 minutes of the cardiac arrest, followed by advanced life support within the first 8 minutes of the arrest.

Each defibrillator should ideally be possible to fetch within 4 minutes – 2 minutes there and 2 minutes back. If you're walking briskly, that means the defibrillator needs to be within 200 metres of where it's needed.

Suggested policy

The following policy is suggested for when the council is considering the placing of defibrillators in the Llanfair Caereinion Town Council ward.

When considering the location for a defibrillator it should meet the following criteria:

- i) The location must be within 200mtrs of at least 20 residential units or within a meeting place (such as village hall, public house etc).
- ii) The location must be visible and not cause any safety issues.
- iii) Subject to funding being available.

Each defibrillator is to be included on the Town Clerk's weekly visits, tested weekly and recorded on The Circuit.

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APPENDIX F

ST MARY'S CHURCHYARD

INTROUCTION

Following a council meeting decision to host a meeting with the church and RBL to consider proposals from the WI and RBL with regards to a memorial garden and placing of the RBL stands with WWII information on them.

A meeting was held between Sue Whitehouse (church), Cllr Sam Webster (RBL) and Cllr Hazel Davies (Councillor with St Mary's area of interest).

The following two schemes are put forward for consideration by council.

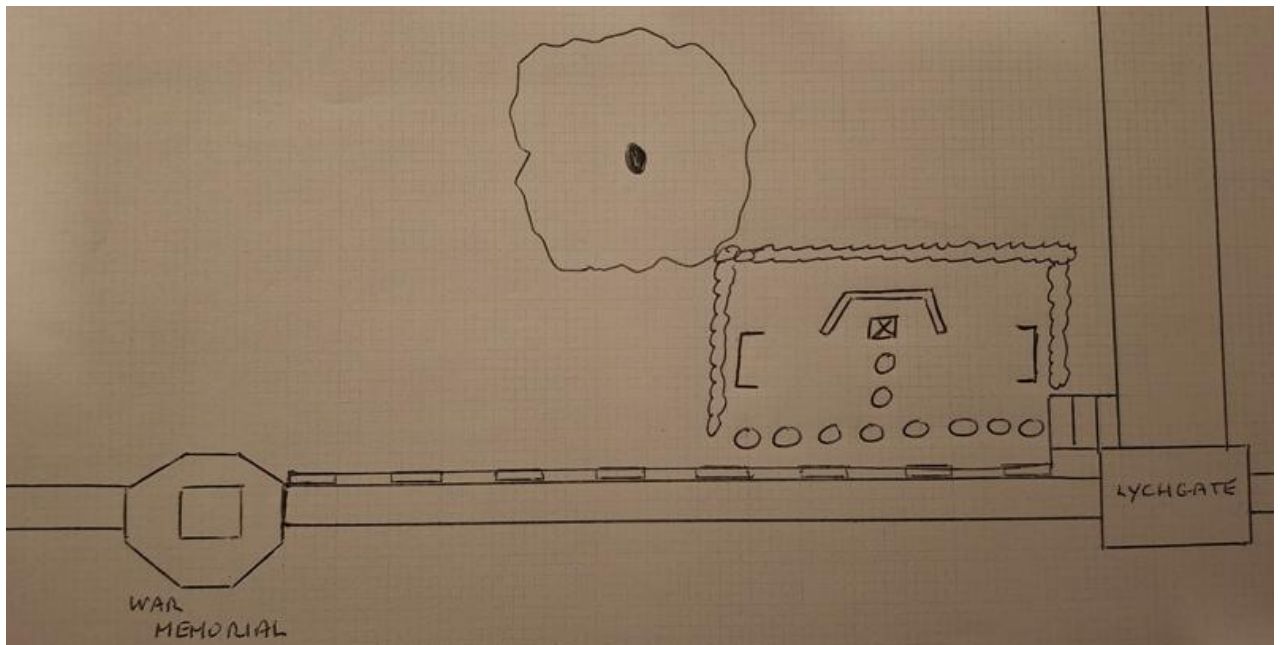
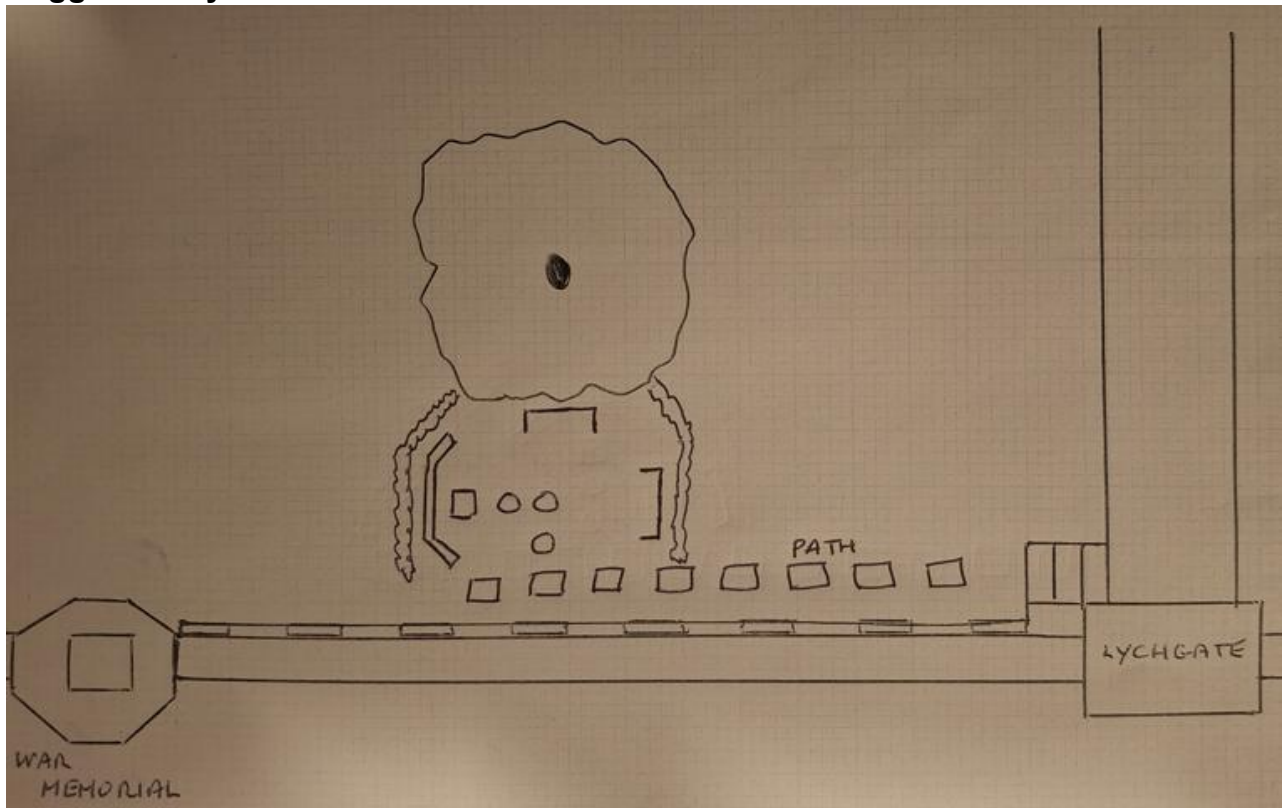
SCHEME 1 – Memorial Garden



Area of suggested memorial garden with a WI bench for unborn and baby deaths.

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Suggested layouts



The wall and stone to be similar to that shown below.

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The wall could be used for plaques for those who have died in military service (since WWII) and the emergency services.

Funding

There could some grant aid towards a scheme and it is recommended that if a scheme is agreed that this funding should be sought.

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SCHEME 2 – RBL Information Stands

A request has been received from the RBL to place 10 information boards (depicting WWII) along the path leading to St Mary's Church from the Lychgate. They would be placed on the grass between the stones either side of the path.

A picture of the stands is set out below along with a picture of the church path where they would be located.

It is suggested that there is a single page agreement between the council and the RBL in the form of a license to place such items as suggested and to ensure that the RBL is responsible for any maintenance and insurance cover (if required).



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APPENDIX G

COMMUNITY & YOUTH CHARITY

Introduction

At the last council meeting it was suggested that the Town Clerk should look into setting up a separate charity for the youth club and any other community projects that the council decides would be better administered by a charity.

Funding

There is much less funding through grants available today compared to a few years ago. On investigation there is more funding streams available for registered or not-for-profit organisations and less available for local councils.

Charity

The charity would need to meet certain criteria, this is listed below with how we could meet that:

Heading	Requirement	How we would meet it
Name of charity	Name must be different from any other charity registered.	Llanfair Caereinion Community Charity
Charitable objective	There must be a clear objective which meets the charity commission guidelines.	The charity will have a governing document.
Remit of the charity	The remit of the charity must be clear and within charity commission rules.	To administer and run activities to support the youth, elderly and the community at large in Llanfair Caereinion and its surrounding area.
Turnover £5,000pa	A turnover of a minimum of £5,000pa must be maintained.	The turnover would be over £5,000pa.
Annual returns	The charity must agree to submit annual returns.	These will be completed on the due dates with an end of year being 31 st July.
Financial	The charity must host its own bank account and complete separate annual accounts.	There will be a separate bank account and annual accounts prepared and approved at the annual meeting.
Governance	A governance and management structure will need to be put in place.	There will be a management agreement and financial agreement between the charity and the Trustee.
Trustee	A corporate trustee or other trustee's must be appointed to be responsible for the charity.	The charity trustee shall be Llanfair Caereinion Town Council.
Approval	The charity will need to be set up with charity commission approval.	Approval will be sought before any activities under the charity are commenced.

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Trustee

The Trustee would be Llanfair Caereinion Town Council as a corporate trustee.

Management of the trust

The Trust would be managed in the same way as Deri Woods and Mount Field, in both cases the council is the corporate trustee and there is a management and financial agreement in place.

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APPENDIX H

Place Making Plan

Introduction

The council has considered the base plan and the consultation papers (issued previously and the subject of a presentation in January 2025). The plan is now ready to be put out to consultation and the programme for this is set out below.

Consultation programme

The consultation process is to be as follows:

Dates - start date 25th February 2025 ending on 17th March 2025.

Online survey (on the council website).

Publicised on Facebook, My Welshpool, Website, local papers and posters.

A leaflet for the survey is to be produced for circulation.

Open day in the Institute on 6th March 2025.

Partnership meeting on the evening of the 6th March 2025.

Meeting people on the street and other locations.

Visit to the community café.

Displays in the Institute for the whole consultation period.

There will also be consultations with Powys County Council, local business and organisations.

I think also as it is a Town Council plan (albeit funded by PCC and being put together for us by yourselves) that the Clerk and maybe a councillor from the Town Council should be there at open days, cafe etc.

Town Plan

Once the Place Making Plan is completed the Town Plan should be reviewed to sit alongside the Place Making Plan.

A suggested plan 'Policy & Planning' is to be prepared based on the last Town Plan for consideration by the council at the March meeting.

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Llanfair Caereinion Town Council

APPENDIX J

CONSULTATION

NORTH & MID WALES ASSOCIATION OF LOCAL COUNCILS

SUMMARY PAPER

TOWN AND COMMUNITY COUNCIL REVIEW

1. Introduction

The changes to town and community councils have been on the 'cards' for some years. The momentum to progress more quickly is beginning to build. There are now 5 regions (CCJ's) in place over Wales and the county councils all appear to be in financial crisis. This paper looks at what might be a way forward to achieving this.

2. Town and Community Council review

The programme for completion by the Association of the paper for Welsh Government is:

January 2025	Identify the views and issues from the members. (issues and ideas) – Completed on 24 th January
February 2025	Consult member councils
March 2025	To complete the document with consultation. (Preparation of a paper). (Discussion by email and meetings).
April 2025	To agree at the main meeting the document For presentation to Welsh Government. (Final document).

3. The issues

The issues with regard to the reduction of Town and Community Councils from around 737 down to around 150 have been identified as follows (I am sure there are more):

Basis

It was recognised that one size does not fit all with towns (urban) being very different from villages (rural). Any plan for the future needs to reflect this.

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Size of council

At present town and community councils vary from Barry (pop 50,000) to small rural councils (pop 500).

Precept under £10k	209	
Precept 10-20k	142	Total very small councils 351 (48%)
Precept 20-50k	155	
Precept 50-100k	81	Total mid-size councils 236 (32%)
Precept 100-200k	67	
Precept over 200k	83	Total larger councils 150 (20%)

Wales has a population of 3.2m and has 737 local councils, average population 4,300. If there were 150 town and community councils the average rises to approx. 20,000 population.

Identity

Towns and communities being joined raises the concern of loss of identity. Smaller councils may feel overrun by larger councils and feeling they may lose control of their communities.

Representation

Representation within communities was considered important and should be protected.

Legislation

It was felt that the only way combining councils or clustering councils would work was via legislation – it was recognised that many would not take part if not.

Culture

Many communities have diverse cultures to others and this becomes an issue if councils were combined as opposed to clustered.

Service delivery

The service delivery of more (handed down from County Councils) will give rise to issues of what each community wants. All vastly different in their views.

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Service delivery of the level envisaged will require larger unit to enable it to happen.

The county councils have already intimated that they are looking to only do those things which they have a duty to. This will leave many services on the ground to be delivered by others (Town or Community Councils and the community).

Financial

Each council has various levels of reserves and some may not be happy to combine with a council with less funds.

Council tax will rise whatever the outcome as they will even up over the cluster or group.

VAT

The VAT status of councils would change with partial exemption not being an option once the council budget rise to the level expected.

Seats

If councils were to be combined the allocation of seats (of which there are likely to be less) will be an issue depending upon how they are calculated.

Councillors and payments

With larger councils and with the workload it is expected that councillors would need to be paid when a new system arrives. This has a cost implication.

Services and council tax

Councils may have two parts to their council tax. One part for their own area and part for joint services. Some may not wish to pay for a service on a collective basis if they do not receive it.

Town Clerk and staff

The cost of making staff redundant (less Town Clerk's required) – where is it met from?

We are sure you may have more to add.

Cyngor Tref Llanfair Caereinion

Llanfair Caereinion Town Council

4. Suggested basis for the next stage

The Executive suggests that we consider three types of local council

- a) Larger councils could remain much as they are now
(budgets of over £200k)
- b) Medium councils to combine in urban areas
where there is a common interest
(budgets of over £100k)
- c) Smaller councils to cluster in more rural areas
with a system to deliver services jointly. (budgets under £100k)

Consultation of members

The Association is asking its member councils for its views on this subject. Any responses need to be with the Association secretary no later than 28th February 2025.

The basic questions for you are:

Question	YES	NO	Don't know
Do you think the suggested way forward is a basis for further work?			
Do you think the issues identified are right?			
Do you think a reduction to 150 councils is the right way forward?			
If not how many do you think would be right?			

Please do give us your written views so we can fully understand and make sure they are included in the paper going forward.

All views will be included in the consultation document with any report.

FURTHER INFORMATION

You can find more detail within the following (which are made available to you):

- i) Association Executive Meeting minutes January 2025
- ii) Association Quarterly Meeting minutes January 2025
- iii) Copy of the slides used in the presentation to the Association in January 2025

See www.northwalesassociation.org.uk

Cyngor Tref Llanfair Caereinion Llanfair Caereinion Town Council

Exhibit 2: Qualified audit opinions 2022-23

Income/expenditure	Number of councils	Audits completed	Qualified Opinions	Qualified opinions % of completed audits	Full audits completed	Qualified Opinions Full audits	Qualified Opinions % of full audits
Less than £10,000	209	191	104	54%	62	37	60%
£10,001 - £20,000	142	125	72	58%	37	23	62%
£20,001 - £50,000	155	146	58	40%	48	21	44%
£50,001 - £100,000	81	77	35	45%	26	16	62%
£100,001 - £200,000	67	63	36	57%	19	15	79%
More than £200,000	83	79	32	41%	24	13	54%
Total	737	681	337	49%	216	125	58%

Source: Audit Wales analysis of 2022-23 audit outcomes. These include councils where the audit work has been completed but are to be reviewed prior to certification. The proposed draft opinions are subject to review before issue to councils.