

Cyngor Tref Llanfair Caereinion Llanfair Caereinion Town Council

MINUTES

of a meeting of the Full Council held on
Monday 17th November 2025 at 7pm
in the Youth Room of the Institute

Present were

Cllr Rob Astley Chair

Cllr Jon Badger

Cllr Ian Davies

Cllr Geraint Peate

Cllr Paul Wixey

Cllr Melvin Jones Vice Chair

Cllr Hazel Davies

Cllr Gareth Jones

Cllr Sam Webster

In attendance: Robert Robinson Town Clerk

Apologies for absence.

Cllr Myfanwy Alexander

Cllr Mark Owen

Cllr Stephen Purser

91. Welcome by the Chair

The meeting received a welcome from the Chair.

92. Declarations of interest

There were no declarations of interest recorded at this meeting.

93. Public Question Time and Participation

There were no members of the public present at the meeting.

94. Minutes of the last meeting

The meeting considered and approved the minutes of the last Full Council Meeting held on Monday 20th October 2025.

Proposed by Cllr Paul Wixey and seconded by Cllr Jon badger. The vote was unanimous.

95. Actions taken since last meeting

95.1 Actions since last meeting

The meeting received a report on actions since the last meeting as follows:

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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
Emails	Prepare for change to .gov emails by all	In hand
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

95.2 Minor works progress report

The meeting noted the small works programme as set out in the agenda pack. The Chair is arranging for our new minor works contractor to meet with the Town Clerk over the next few weeks.

96. Finance & Governance

96.1 Bank balances

The meeting noted 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

96.2 Management accounts

The meeting received the management accounts for the period to 31st October 2025 as attached at appendix A1 and A2.

96.3 Orders for payment

The meeting considered and approved the orders for payment as attached at appendix B.

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

The meeting considered the budget report. (See separate report).

After some discussion it was agreed to increase the precept by 15p per week to £60,316.

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Note since the meeting information has been received that the band D properties have moved from 804 last year to 819 this year allowing a little extra without each household band D council tax being affected.

The budget was **approved** as presented subject to the precept amount as set out above.

Proposed by Cllr Ian Davies and seconded by Cllr Jon badger. The vote was unanimous.

It was **agreed** that a press release would be issued. The Town Clerk is to draft a copy for the Chair and Vice Chair to approve.

98. Planning

98.1 Planning decisions

The meeting noted the planning decisions issued by Powys County Council as issued with the agenda.

99. Deri Woods

99.1 Riverside path

To consider a way forward for the repairs needed to the Riverside path at the western end of Deri Woods. The Chair had met with the FODW and they will put a hard fenced at each end of the path for the time being.

An outline sketch and brief outline of the work to be prepared by the Town Clerk and circulated for any comments. An approach to some local contractors for prices is to be made.

99.2 Ash Die Back trees

The Ash Die Back trees are to be identified along the hedge line of Deri Woods and the High Street. The council contractor to be contacted to have a look at them. The Town Clerk is to pass details of the resident who has some concerns to the Chair.

100. Cambrian Line rail report

The meeting noted an update on the Cambrian Line.

101. Christmas update

The meeting received an update on Christmas Lights event progress.

102. County Councillor report

The meeting received a report from the county councillor regarding Powys County Council activity as follows:

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Road works – Scottish Power

The works are running a little behind time due to a number of factors beyond the companies control. The company has offered some community compensation and several suggestions are being considered.

Watergate Street (speed humps)

Powys County Council is to complete work on these whilst the road closure order is in place. It is understood some are being removed and others repaired.

School and Leisure Centre

A short report was given on the improvements at the school and plans regarding the leisure centre.

Lorries on diversion

The diversion routes for lorries during the closure of Watergate Street is causing some concern with some going via Cwm Golau. The Clerk is to write to the quarry asking them to remind the lorry drivers not to use this route.

103. Town Clerk's report and correspondence

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

103.1 Email about publication of information.

The meeting was made aware of a letter from a resident. After consideration it was **agreed** that the appendix papers would be published on the website but not on face-book.

104.1 Email from Heritage Lottery Fund.

The meeting noted the email from the Heritage Lottery Fund and received an update on possible alternative funding.

104.2 Thank you letters for grants made by the council.

The Clerk confirmed that thank you letters for grant aid awarded have been received from The Institute, Merched y Wawr and Ysgol Bro Caereinion.

104.3 Gant application from the Community Café.

The meeting considered a grant application from the Community Café. After discussion it was **agreed** to give a grant of £75 towards the cost of the hire of the hall for the Christmas Dinner.

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105. Section 6 report - Biodiversity

The section 6 report on Biodiversity is a new requirement and a copy of the 2025 report was included in the council papers.

The council **approved** this report.

105. Date of the next meeting

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

The next Place Making Plan meeting is to be held on Monday 8th December 2025 at 7pm in the Youth Room of the Institute.

106. Actions to be taken forward

The following actions are to be taken forward from the meeting:

Ref	Action	By
1	Prepare draft minutes and circulate.	Town Clerk
2	Publish draft minutes after 7 days	Town Clerk
3	Prepare for change to .gov emails by all	Town Clerk
4	Prepare papers for Banwy Estate Road asset transfer	Town Clerk
5	Risk Assessment and insurance copy from RBL for poppy blanket and other structures in St Mary's churchyard	Town Clerk
6	Pay accounts as per Orders for Payment	Town Clerk
7	Publish budget report and complete precept request to PCC	Town Clerk
8	Press release on budget prepared for approval by Chair and Vice Chair	Town Clerk
9	Draft sketch and outline scope of works to be prepared for riverside path.	Town Clerk
10	Order bag of scallpens for Mount Field	Town Clerk
11	Contractor to be invited to advise on Ash Die Back trees along the High Street in Deri Woods	Cllr Rob Astley
12	Letter to be sent to the Quarry regarding lorries using Cwm Golau	Town Clerk
13	Publish section 6 report on Biodiversity	Town Clerk
14	Inform organisations of grant awards	Town Clerk
15	Council agenda with appendices to be published on the website	Town Clerk

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APPENDIX A1

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		
Precept	53,900.00	35,934.00	35,934.00	17,968.00	0.00	0.00	0.00	17,966.00	0.00	0.00		
Burial Services	4,000.00	2,335.00	3,925.46	865.00	290.00	200.00	355.46	1,245.00	0.00	970.00		
Street Scene	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Recreational	10.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Mount Field	410.00	0.00	0.00	0.00	0.00	0.00	0.00	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		
Administration	400.00	0.00	516.24	0.00	0.00	266.96	0.00	0.00	0.00	249.28		
Publicity/Events	750.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Projects	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Community	3,250.00	125.00	92.38	0.00	0.00	0.00	92.38	0.00	0.00	0.00		
Total	74,720.00	40,394.00	42,468.08	20,833.00	290.00	466.96	447.84	19,211.00	249.28	970.00		
EXPENDITURE	BUDGET	Budget T/D	ACTUAL	April	May	June	July	August	September	October		
Burial Services	8,875.00	4,950.00	4,435.05	388.22	833.32	483.95	368.12	424.85	1,488.25	448.34		
Street Scene	6,700.00	4,600.00	4,595.53	475.87	879.63	382.71	816.20	744.01	319.78	977.33		
Recreational	3,000.00	1,752.50	1,016.88	210.06	187.33	87.33	87.33	236.85	87.33	120.65		
Mount Field	6,625.00	4,000.00	2,744.06	298.00	298.00	298.00	298.00	441.38	298.00	812.68		
Deri Woods	6,425.00	5,325.00	6,647.82	5,618.54	204.70	280.12	0.00	35.00	0.00	509.46		
Administration	20,501.00	12,695.08	12,730.50	2,217.42	2,383.42	1,476.26	1,208.33	2,379.05	922.33	2,143.69		
Publicity/Events	7,400.00	4,135.00	3,056.51	188.00	2,044.01	339.50	0.00	275.00	0.00	210.00		
Projects	6,000.00	500.00	939.23	0.00	0.00	0.00	0.00	0.00	0.00	939.23		
Grants	3,350.00	1,000.00	2,159.13	0.00	0.00	0.00	2,054.13	105.00	0.00	0.00		
Community	4,720.00	2,753.33	1,991.92	325.33	222.10	238.57	221.90	311.90	371.90	300.22		
Section 137	18.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Total	73,614.00	41,710.92	40,316.63	9,721.44	7,052.51	3,586.44	5,054.01	4,953.04	3,487.59	6,461.60		
Balance	1,106.00	-1,316.92	2,151.45	11,111.56	-6,762.51	-3,119.48	-4,606.17	14,257.96	-3,238.31	-5,491.60		
VAT			3,166.41	1,343.88	210.61	262.82	238.30	299.88	348.43	462.49		
CHECK = 0				0.00	0.00	0.00	0.00	0.00	0.00	0.00		

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APPENDIX A2

BANKING CHECKS											
			April	May	June	July	August	September	October		
BANKING	START		26,907.92	41,675.60	34,702.48	31,053.22	26,208.75	42,222.45	38,386.43		
	DEPOSIT		62,622.17	62,622.17	62,622.17	62,889.13	62,889.13	62,889.13	63,138.41		
	TOTAL		89,530.09	104,297.77	97,324.65	93,942.35	89,097.88	105,111.58	101,524.84		
END	CURRENT		41,675.60	34,702.48	31,053.22	26,208.75	42,222.45	38,386.43	32,432.34		
	DEPOSIT		62,622.17	62,622.17	62,889.13	62,889.13	62,889.13	63,138.41	63,138.41		
	TOTAL		104,297.77	97,324.65	93,942.35	89,097.88	105,111.58	101,524.84	95,570.75		
	DIFFERENCE		-14,767.68	6,973.12	3,382.30	4,844.47	-16,013.70	3,586.74	5,954.09		
SUMMARY	INCOME	42468.08	20,833.00	290.00	466.96	447.84	19,211.00	249.28	970.00		
	DEBTORS	5000.00	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00		
	VAT	2055.62	0.00	0.00	0.00	0.00	2,055.62	0.00	0.00		
	TOTAL	42468.08	25,833.00	290.00	466.96	447.84	21,266.62	249.28	970.00		
EXPENDITURE	GENERAL	40316.63	9,721.44	7,052.51	3,586.44	5,054.01	4,953.04	3,487.59	6,461.60		
	Town Trail	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		
	VAT	3166.41	1,343.88	210.61	262.82	238.30	299.88	348.43	462.49		
	TOTAL	43483.04	11,065.32	7,263.12	3,849.26	5,292.31	5,252.92	3,836.02	6,924.09		
	DIFFERENCE		14,767.68	-6,973.12	-3,382.30	-4,844.47	16,013.70	-3,586.74	-5,954.09		
	CHECK = 0		0.00	0.00	-0.00	0.00	0.00	-0.00	0.00		
			OK	OK	OK	OK	OK	OK	OK		

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APPENDIX B

Auth	Cheque n	Paid to	Department	Details	Net	VAT	Gross
LGA1972	101892	R ROBINSON	Admin	Office supplies	60.16	21.12	186.83
			Deri Woods	Dog poo bag supplies	101.98		
			Mount Field	Key for main waste bin	3.57		
LGA1973	101893	MID WALES SIGN	Tennis courts	New signage	40.00	8.00	48.00
LGA1974	SO	R HOUGHTON	Toilets	Cleaning	250.00	0.00	250.00
LGA1975	DD	BRITISH GAS	Toilets	Electric	148.91	0.00	148.91
LGA1976	SO	BRIDGEN CONTR	Mount Field	Grass cutting	298.00	136.67	820.00
LGA1977	SO	BRIDGEN CONTR	Burials	Grass cutting	298.00		
LGA1978	SO	BRIDGEN CONTR	Playground	Grass cutting	87.33		
LGA1977	SO	INSTITUTE	Office	Lease rental	108.33	0.00	108.33
LGA1978	DD	BRITISH GAS	Chapel of Rest	Electric	69.78	3.48	73.26
LGA1979	SO	R ROBINSON	Administration	Salaries	711.00	0.00	711.00
LGA1980	SO	M EVANS	Administration	Salaries	221.90	0.00	221.90
LGA1981	TRANS	HSBC	Administration	Bank charges	13.00	0.00	13.00
LGA1982	101894	MATT EVANS	Youth Club	Equipment	78.32	15.66	93.98
LGA1983	101895	HRMC	Administration	PAYE	700.40	0.00	700.40
LGA1984	101896	THE INSTITUTE	Youth Club	Hall rental	210.00	0.00	210.00
LGA1985	101897	R ROBINSON	Admin	General	39.80	35.30	227.34
			Deri Woods	Supplies	14.96		
			Street scene	Supplies	30.05		
			Mount Field	Bin liners/no dog sign	103.91		
			Recreation	Bin liners playground	3.32		
LGA1986	101898	R ROBINSON	Projects	Benches for Memorial Gdn	939.23	187.85	1127.08
LGA1987	101899	INSTITUTE	Administration	Hall rental	30.00	0.00	30.00
LGA1988	101900	POWYS COUNTY COUNCIL	Playground	Inspections	78.00	0.00	78.00
LGA1989	102302	POWYS COUNTY COUNCIL	Mount Field	Refuse disposal	49.68	0.00	49.68
LGA1990	102303	WPG	Publicity	Chronicle (larger version)	582.00	0.00	582.00
LGA1991	102304	HAFREN DYFRDWY	Toilets	Water	501.35	0.00	501.35
LGA1992	102305	MERCHED Y WAWR	Grants	Grant aid	200.00	0.00	200.00
LGA1993	102306	PHS	Toilets	Sanitary bins	81.30	16.26	97.56
LGA1994	102307	SAM WEBSTER	Projocts	Sculpfter memorial gdn	113.99	0.00	113.99