

Cyngor Tref Llanfair Caereinion

Llanfair Caereinion Town Council

MINUTES

of a
meeting of the Full Council held on
Monday 28th October 2024
in the Youth Room of the Institute Llanfair Caereinion.

Present were:

Cllr Rob Astley (Chair)	Cllr Melvin Jones (Vice Chair)
Cllr Hazel Davies	Cllr Cadvan Evans
Cllr Gareth Jones	Cllr Mark Owen
Cllr Geraint Peate	Cllr Stephen Purser

In attendance Robert Robinson Town Clerk

Apologies received from:

Cllr Ian Davies	Cllr Sam Webster
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70. Welcome by the Chair

The meeting received a welcome from the Chair.

71. Declarations of interest

The following declarations of interest were recorded:

Cllr Melvin Jones	Planning and Development minute 7.2
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72. Minutes of the last meeting

The meeting considered and approved the minutes of the last meeting.
Proposed by Cllr Stephen Purser and seconded by Cllr Cadvan Evans.
The vote was unanimous.

73. Finance and governance

73.1 Current bank balances

The members noted the bank balances reported as follows:

Current	£34,782.11
Deposit	£62,042.28
Total	£96,824.39
VAT	£646.39
Total	£97,470.78

73.2 Management accounts

The meeting considered and received the management accounts for the period ending 30th September 2024.

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73.3 Orders for payment

The meeting approved the orders for payment as set out in appendix B of the agenda.

Proposed by Cllr Stephen Purser and seconded by Cllr Melvin Jones.

The vote was unanimous.

73.4 Independent Review Panel for Wales

The meeting noted the IRPW allowances for 2025-2026.

73.5 Budget 2025-2026

The meeting considered the draft budget for the year ending 31st March 2026.

It included for the general running costs of the council (an allowance having been made for inflation) and the following:

- i) A contribution towards the cost of running a carnival.
- ii) £2,500 for the Christmas Lights event.
- iii) No increase in the cost of the Town Clerk.
- iv) Any allowance for councillor payments (IRPW).
- v) Any new projects without grant aid funding.

The budget moves the council closer to revenue covering all running costs without the need to take from reserves.

The budget including any revisions to be ready for the November council meeting.

74. Review of actions taken since last meeting

The meeting reviewed the list of actions taken since the last meeting. The only outstanding item was the provision of new benches and delivery of an existing bench to the Deri Woods site.

75. Elections update

The meeting noted that the election process for the two vacant seats has started with nominations being sought by 7th November 2024.

76. Planning and Development

76.1 Planning decisions

The meeting noted the decisions notices issued by Powys County Council.

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76.2 Planning application

Ref 24/1476/FUL **Pentre Isaf , Llanfair Caereinion SY21 0HS.**

Proposal: Cover to existing feeding area and covered manure store.

The meeting **SUPPORTS** this application. Proposed by Cllr Gareth Jones and seconded by Cllr Geraint Peate. The vote was unanimous.

Note: Cllr Melvin Jones left the meeting for this item on the agenda and declared an interest.

76.3 Planning application

Ref 24/1273/FUL **Ochr Y Foel, Llanfair Caereinion, Powys SY21 0DS**

Proposal: Siting of two glamping pods and associated works

The meeting **SUPPORTS** this application with a note stating the council's view on possible traffic effect on a narrow lane leading to the site as follows:

'two residents have expressed concern about possible traffic increase along a narrow lane access. Perhaps passing places on the lane should be considered'.

Proposed by Cllr Cadvan Evans and seconded by Cllr Geraint Peate. The vote was unanimous.

77. Defibrillators

The meeting considered possible locations for further defibrillators in more remote areas around the ward.

It was agreed that before making a decision a map showing all defibrillators around the area should be obtained so that a clear view of the gaps can be identified.

78. St Mary's churchyard

78.1 Stone retaining wall

The meeting considered the wall next to the chapel which retains the churchyard.

From inspection the wall appears to have bowed a little in the middle, it is not sure if this is recent or has been like this for some time.

The ownership of the wall was considered, it is not known if the wall is supporting the churchyard by the owner of that land or if the chapel built the wall to gain more land on which to build. A similar situation took place behind the Institute and the cost of this project was split 50/50.

The members **AGREED** to gain detailed measurements and to monitor the wall over the coming 12 months after which a decision on any action can be made.

78.2 CCTV (Market Square)

The meeting considered a report on the CCTV proposal by the Chapel. The area would be covered by a new camera (which would rove around the square).

The members **AGREED** to offer £160 towards the cost of a new camera.

Proposed by Cllr Stephen Purser and seconded by Cllr Cadvan Evans.

The vote was unanimous.

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79. Bylaws

The meeting approved the bylaws in principle before submission to Powys County Council for approval. The document will now progress to Powys County Council for their observations and approval which is the next stage.

80. Christmas Lights update

The meeting considered an update on the Christmas Lights Plan.
See appendix A to these minutes.

81. County Councillor's report

The meeting received a report from Cllr Gareth Jones covering the following:

- i) The resurfacing of the High Street (Watergate Street to Deri Woods entrance) is due to take place on 17th December).
- ii) The Banwy Bridge is due to be refurbished very soon.
- iii) A proposal by the county council to seek to 'offload' local services onto town and community councils is progressing.
- iv) The proposed change to the voting system (a form of proportional representation) was voted down and will not take place at the 2027 elections.

82. Llanfair Bowling Club

The meeting considered the letter from the Bowling Club seeking consent to carry out works on the land, this is retrospective permission as the works have been completed.

The meeting **AGREED** to give consent for the works.

83. Fitness Trail update

The meeting noted that the fitness trail has now been completed.

84. Banwy Industrial Estate Road and land

The meeting discussed further the above possible asset transfer.

There was a request from Powys County Council to clarify the council's position. A copy of the email is to be passed to Cllr Gareth Jones who will arrange site meeting (including all councillors and the Clerk).

Following the last meeting when the Council considered the proposal to accept a transfer of land at the Banwy Industrial estate the council wishes to walk the land as a group before proceeding further.

The council would need to be sure that it was in the best interests of its citizens and of the area to accept a transfer of the land.

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To determine this, in addition to any issues which might be discovered during the walk, it needed certainty on the following issues

1. the revenue consequences of the transfer (e.g insurance, legal costs, “normal” maintenance such as gully emptying and grass cutting etc)
2. that the condition of the land and road was such that it would not require significant expenditure on maintenance or repair in the short and medium term
3. that any repairs/maintenance needed now would be carried out to the Councils satisfaction
4. the exact extent of the land to be transferred
5. whether fishing rights are included with the transfer
6. the rights and obligations granted to the frontages when their land was transferred to them by the County Council
7. how legally enforceable contributions to maintenance costs might be secured from the frontages if not covered by 6. Above.

The next stage is for Cllr Gareth Jones to arrange for David Shepperd (PCC) to meet the councillors and clerk on site to finalise the way forward.

85. Letter from the URDD (Eisteddfod)

The meeting received a letter from the Eisteddfod seeking a contribution towards the next Urdd. The meeting **AGREED** not to make any contribution.

86. Video link equipment

The meeting noted that requirement for town and community councils to have Hybrid facilities for all meetings. The Institute is happy to see the council progress to gain grant aid to provide such a facility in the Youth Room which would comprise a large screen with sound system linked to good Wi-Fi.

The grant application will require a survey on face-book to support the need. It was **AGREED** that the Town Clerk should progress with the project to the next stage.

87. Church Path

The meeting noted the need for the churchyard path to be resurfaced. Quotes had been gained from two contractors. A final letter is to be sent to Powys County Council from the Town Clerk and Cllr Gareth Jones jointly seeking a financial contribution from the county council toward the cost.

88. Councillors Christmas Dinner

The meeting **AGREED** to host its Christmas Dinner on Thursday 19th December at 7pm in the Goat Hotel.

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89. Date of the next meeting

The meeting noted the dates of the following meetings:

Monday 25th November 2024 – Full Council.

Monday 18th November 2024 – Trusts Meeting.

90. Actions to be taken forward

The following actions are to be taken forward (general council items):

No	Item	By
1	Minutes to be issued in draft and after 7 days published on the website.	Town Clerk
2	Inform Powys County Council of the planning consultation decisions.	Town Clerk
3	Letter to be sent to Powys County Council regarding the churchyard path.	Town Clerk & Cllr G Jones
4	Meeting with Powys County Council to be arranged on site regarding the Banwy Industrial Estate.	Cllr G Jones
5	Inform Chapel of decision regarding the CCTV camera.	Town Clerk
6	Inform Chapel of decision regarding the boundary wall.	Town Clerk
7	Progress Christmas Lights plan	All
8	Final draft budget to be ready for the November council meeting.	Town Clerk
9	Defibrillator plan to be produced for November council meeting.	Town Clerk
10	Bylaws to be passed to Powys County Council for approval.	Town Clerk
11	Letter giving consent for works to bowling club to be issued.	Town Clerk
12	Progress grant and survey for the installation of visual equipment with Wi-Fi in the Youth Room.	Town Clerk
13	Pass on decision regarding Urdd.	Town Clerk

The following actions are to be taken forward (Christmas Lights):

No	Item	By
1	Finalise Broad Street, Bridge Street and High Street lighting.	Rob Astley
2	Arrange for lighting to be erected.	Rob Astley
3	Order good quality Christmas Trees.	Town Clerk
4	Order brighter lights for the square.	Town Clerk
5	Finalise children's entertainer.	Town Clerk
6	Radios to be available for the event.	Town Clerk
7	High viz jackets to be available.	Town Clerk
8	Issue of final plan to all.	Town Clerk
9	Contact with Mrs Jones at the school.	Town Clerk
10	Children's best jumper or hat competition to turn on the lights.	Town Clerk
11	Handouts for the evening to be printed.	Town Clerk

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APPENDIX A

ORGANISATION OF CHRISTMAS LIGHTS 2024

Information

Date	Friday 6 th December 2024	
Times	Briefing	1730
	Initial entertainment	1800
	Procession	1825
	Lights switch on	1830
	The Institute	1845 onwards

Lights

Lights over the Square – considering larger bulbs to give ‘wow’ factor – to be ordered

Lights over the bridge, along the street and over the market square.

Extra lights between pole along Broad Street – Cllr Rob Astley to see what can be done – only properties responded positively were Mona and Holy House.

No response from the operative on lights in the square help.

Procession

Cllr Cadvan Evans to lead. Tractor with lights to add to procession organised by Cllr Melvin Jones.

Switch on event

Castle Belles have agreed to sing and lead some carols

David Salter is acting as host

Micky Mouse attending with Mini Mouse.

A child to be chosen from a best jumper or hat competition to turn on the lights.

Mrs Jones at the school is interested to involve children – Town Clerk to make contact.

Metal barriers ordered to protect crowds

A handout to be given to all attending the square to let them know what is happening

Car park control to all three roads leading onto the square.

The Institute

The Community Café has agreed to do refreshments

Stalls around the hall (5 so far)

More seating and tables for those eating and drinking

Children’s entertainer being arranged

Santa on stage approached by doors at side of stage

On the stage fairy lights, string lights to create path to Santa and animals lit up to create a winter wonderland

Small soft toy present for each child who sees Father Christmas

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Staffing

The following staffing is required.

Heading	Staff required	Who
Co-ordination	1	Robert Robinson
Procession i/c	1	Cadvan Evans
Tractors	1	Melvin Jones
Host	1	David Salter
Traffic control	4	Cllrs Gareth Jones, Melvin Jones and Ian Davies.
I/C Lights	1	Rob Astley
I/C Institute	1	Robert Robinson
Santa	1	Col Glyn
Santa's helper	1	Two lads from the youth club.
Set up Road	2	
Set up Institute	2	
Raffle	1	Hazel Davies
Documentation	1	Robert Robinson

Actions to date

Heading	Action
Christmas Trees order	Ordered
Metal barriers order	Ordered – arriving Friday am return Mon am
Documentation	In place
Presents order	Ordered
Entertainer arranged	Ordered
Residents contact Bridge Street	Limited response with many only tenants and unable to give consent
Contact John Jones PCC	No response.
Host appointed	David Salter has agreed to be host.
Book Institute Hall	Hall booked.
Entertainer for the street	Castle Belle's booked.
Children's entertainer	Booked
Café in Institute	Arranged
Lights switch on by	Micky Mouse provisionally booked.

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Cost plan

The cost plan
expected is:

Income	Raffle	£100	
	Budget	£4,500	
	Total allowance		£4,600
Costs	Hall rental	£75	
	Child entertainer	£300	
	Presents	£150	
	Café	£200	
	Institute lights	£200	
	Barriers hire	£300	
	Square lights	£250	
	Street lights	£400	
	Hire of equipment	£200	
	First Aid cover	£100	
	Christmas trees	£420	
	Other	£50	
	Total costs		£2,645
	Balance		£1,955