



MINUTES OF FULL TOWN COUNCIL MEETING

held on

Wednesday 19th March 2025 at The Public Institute, Llanfyllin

IN ATTENDANCE

Cllr Peter Lewis

Cllr Andrew Griffin

Cllr Ian Jones

Cllr Sean Cowham (RFO)

Cllr Steve Wilkinson

Cllr Jackie Griffin (Interim Clerk)

Cllr Lynnette Kretchmer

Cllr Sophie Nazar (arrived 7pm)

Cllr Darren Mayor

1	Apologies
	Cllr Ann Williams
2	Declaration of Interests
	No declarations of interests were made.
3	Previous Minutes
	Members confirmed the minutes of the meeting held on 19 th February 2025 and resolved that they are a true record of the meeting.
4	Matter Arising from Minutes
	Play Park: Discussed the issues with maintenance. Members resolved to complete maintenance promptly and move benches and tables from the Town Square to the play park upon re-opening.
5	Mayors Report
	Cllr Lewis reported that he had attended and judged the St David's Day Art Event at Y-Dolydd.
6	County Councillor's Report
	County Councillor reported on the following: a) Llwyn Woods: Ash dieback has been cleared, and we have received notification that no planning application is needed for the track. The lease is currently being negotiated. b) Pavement Clearing: between the Town and Y Dolydd has been completed. c) Electric Charging Points: Funding has been agreed but Scottish Power have advised there is not sufficient power so a substation will be needed.

7	Reports of Representatives
a)	Cae Bodfach Management Committee: Day 1 grant commitments have been reviewed and need to be costed. Sub-Committee will be Cllr Sophie Nazar, Cllr A Griffin, Cllr S Cowham, Cllr P Lewis and Cllr S Wilkinson. Committee to meet to evaluate and report back at the next full council meeting.
b)	Personnel Committee: Previous Town Clerk has returned documents and property following legal intervention. Some cash has been returned; remainder is outstanding.
c)	Allotments: Have been unable to resolve the issue of tree management with the school and now too late in the season to address it. Town Clerk to follow up.
d)	Friends of St Myllins: Cllr Kretchmer reported they have additional bell-ringing volunteers.
e)	Wetlands: The Town Clerk reported that there is a late grant available to fund the remainder of the repairs, requiring an initial funding of approximately £14,000 from the Town Council, which can be reclaimed from Powys CC upon completion. All Councillors present RESOLVED to proceed, conditional on Powys CC providing a purchase order number.
f)	Market: no report
g)	
h)	Y Dolydd: Cllr Wilkinson reported that they have had to extend the mortgage and are planning additional events to increase funds.
i)	Public Institute: Cllr Cowham reported that some basic refurbishment had started but was still work in progress.
j)	Toilets: Councillors present RESOLVED to complete a short-term refurbishment to get the Gents Toilet re-opened. Costs will be circulated via email. Councillors present RESOLVED to change the status of the cleaner from contractor to employee. Town Clerk to action.
8	Correspondence
	Mynydd Mawr Wind Farm: Discussed representations made by residents and other interested parties. All Councillors present RESOLVED that in future a public session will be established to ensure the local views are considered before the Town Council responds.
9	Finance
a)	Advanced Schedule of Regular Payments: Members considered the regular payments scheduled. The need for proper accounting software was discussed. All Councillors present APPROVED the regular payments.
b)	Adhoc Schedule of Payments: All Councillors present APPROVED the adhoc payments.
10	Planning
	No planning items to discuss.
11	Councillor Vacancies
a)	Co-option of 1 Councillor: one candidate applied. All Councillors present RESOLVED to co-opt Jane Carrington. Town Clerk to instigate the necessary paperwork.
b)	Election of 1 Councillor: No nominations were received, so the election did not proceed despite local residents requesting it. Electoral Services advised that the process must be repeated until the vacancy is

filled. Co-opting is not possible following an election request. The Town Clerk will determine the associated costs. Funds will need to be reallocated from other budget line items to cover the expenses.

12 Defibrillator

Cllr Cowham reported that Cllr Williams had contacted British Heart Foundation, and they can offer a fully serviced option for £75 per month. Town Clerk reminded Councillors that we had requested the relocation of the current unit in Coed Llan Lane as part of the ambulance station relocation. Councillors therefore **RESOLVED** to wait until the outcome of the planning application before making further investment.

13 Youth Forum

Discussed re-introducing the Youth Forum. Cllr Cowham to liaise with the school to re-establish it. **RESOLVED** that it should be open to Llanfyllin Town Council residents only during Term Time, ideally Year 10 or above. Cllr Cowham to draft letter for Cllr Mayor & Cllr Nazar to review and update as needed.

14 Good Companions

Requested a grant to support their Annual Summer Outing rather than the running costs previously submitted under 137 Grant Application. Councillors present **RESOLVED** to donate £450 to support the trip.

15 Compliance Matters

- a) Councillors are to review and complete The Finance & Governance Toolkit distributed with the minutes. This can be done individually or as a team. Completed forms to be returned to the Town Clerk before the April meeting so that an action plan can be created.
- b) Councillors are required to use a designated Town Council email address for all council business. This will come into effect from 1st April 2025. From this date council business will not be sent to private email addresses. All Councillors are to contact Cllr Cowham before this date to activate their new email accounts.
- c) Training courses offered by OneVoiceWales have been distributed. Each Councillor is requested to provide the Town Clerk with a list of the courses they wish to enroll in, and we will evaluate the training budget accordingly. Town Clerk to verify certificates for previous courses undertaken.

16 VE Day Celebrations

Discussed the various options for VE Day Celebrations in the town. It was **RESOLVED** that we would run the following:

- a) Bank Holiday Monday 5th May: Community Street Party on the Town Square between noon and 3pm. Institute to be booked as a wet weather alternative. Residents encouraged to bring their own picnic. Town Council will provide decorations and some food contributions. Local retailers to be contacted to ascertain if they wish to take part.
- b) Thursday 8th May: Observe the national planned events including wreath laying, bell ringing, singing and lighting a beacon on Cae Bodfach.

Both events are to be published on website, our Facebook page and by letter to local businesses.

The next meeting will be held on Wednesday 16th April, 18:45 at The Public Institute, Llanfyllin.

Cllr D Mayor offered apologies in advance.