

Full Council Meeting

Wednesday 19 Nov 2025 @ 18:45

Llanfyllin Public Institute



CYNGOR TREF
LLANFYLLIN
TOWN COUNCIL

MINUTES

IN ATTENDANCE

Cllr A Griffin
Cllr S Cowham
Cllr D Mayor
Cllr J Griffin (Interim Clerk)
Cllr L Kretchmer
Cllr F Waldron
Cllr A Williams

NOT PRESENT

Cllr S Wilkinson
Cllr F Waldron
Cllr S Nazar (18:50)
Cllr I Jones

1) Apologies

Apologies were received from Cllr P Lewis.

2) Declarations of Interest

No declarations of interest were registered.

3) Public Participation Session

Councillors **VOTED** to suspend the meeting to allow residents to make representations in respect of the Weekly & Christmas Market lease. Councillors **RESOLVED** to agree for the meeting to be recorded.

4) Previous Minutes

Councillors **RESOLVED** to accept the minutes as an accurate record, and they were signed by the Chair.

5) Matters Arising from Minutes

There were no matters arising.

6) Announcements

- a) Mayors Announcement – Remembrance Day well attended. Councillors **RESOLVED** to be added to the Powys TPA order for next year to ensure a 10 minute road closure to support observance.
- b) County Councillors Announcement; concerns still being raised about pharmacy provision, PTHB have advised they are still exploring options. It was also noted by Cllr Kretchmer that the surgery in Llanrhaeadr is scheduled to be closed next year to save approx. £200k; resulting in a significant impact on the Llanfyllin practice.
- c) Correspondence
 - Clerk read out a letter as requested, from a resident related to drain clearing, river dredging and the market situation.
 - Cllr A Griffin provided a summary of correspondence received from a resident covering multiple areas of concern. Summary is attached for completeness.

7) Councillors Report

- a) Cllr Williams – RBL Coffee Morning raised £255.
- b) Cllr Wilkinson – nothing to report
- c) Cllr Cowham – covered under Public Amenity Committee update.
- d) Cllr Nazar – nothing to report
- e) Cllr Waldron – nothing to report
- f) Cllr Jones – nothing to report
- g) Cllr Mayor - nothing to report
- h) Cllr Kretchmer – Actively involved in Churchyard & Wetlands Maintenance.

8) Policy & Finance Committee
a) Payment Approvals – reviewed by Cllr Waldron and validated by Cllr Mayor.
b) Clerk shared the draft budget for review by Councillors. Recommendations for changes to be sent to the Clerk to prepare the final budget for agreement at the December Meeting.
c) Financial Regulations: Councillors RESOLVED to amend clauses 5.8: amend value to £1,500 including VAT 5.9: amend value to £1,500 including VAT 5.15: amend to include VAT – no change to sub-committee 5.18: additional Councillor or Chair of Committee to be added to approval Clerk to action and send out for review; to be formally adopted at December meeting.
d) 137 Grant Policy Review: Councillors RESOLVED to adopt the revised policy allowing 137 Grant applications at any time during the year.
e) Social Media Policy Review: Councillors RESOLVED to adopt the revised policy. One Voice Wales have recommended this be supported with a Vexatious Complainant Policy which will be drafted for review and adoption at the next meeting.
9) Public Amenities Committee
a) The disabled toilet has been refurbished, with anti-vandalism fittings and timed locks reducing vandalism and drug activity. Infrastructure grants are needed for drain work and refurbishing the Ladies' and Gents' toilets.
b) Town Council Noticeboard Relocation: Councillors RESOLVED to (a) move the current noticeboard to The Public Institute, the Council's official address, and (b) explore adding an electronic noticeboard hosted at the Spar or the old Charity Shop, thanks to Mark Prust's offer. This would allow us to explore electronic and remotely updated solutions, reducing paper use. Cllr Cowham to provide cost estimates for this option.
c) Representatives from BRACE attended the previous meeting and provided input regarding the management of Cae Bodfach. The discussion was constructive, resulting in a decision to develop a Cae Bodfach Management Plan informed by recommendations from BRACE and other advisors. The Clerk will prepare a draft for review by the Full Council, including any necessary budgetary considerations before sharing with interested parties.
10) Market & Events Committee
a) Councillors RESOLVED to introduce a bi-monthly newsletter. Cllr Cowham to draft a mockup and share with all Councillors. Distribution method still to be agreed.
b) Market Lease – Clerk advised she is working with our legal team and Powys CC on the draft lease. Recent feedback needs to be communicated clearly to prevent confusion. - Powys CC confirmed that only Pen-Y-Bryn can be used for charter markets, including weekly and seasonal events, as Town Square is not a designated public highway and has never been authorised by them for Market Operations. - The lease requires an onsite Market Manager during market hours. Council need to decide how to manage this role and budget for it if recruitment is necessary – with minimal traders' financial viability would need to be taken into account. - There is also an annual reporting requirement for numbers and revenue, with commission due if revenue exceeds set thresholds. Not currently an issue as we do not charge but that may need to be reviewed as well. - Parking enforcement at Pen-Y-Bryn can be done by the Market Manager, but we currently lack one, and enforcement procedures are unclear; Clerk to follow up with Powys CC. Issues with Town Square ownership and adjacent land have been identified but remain unresolved. They are not directly related to the market lease so Clerk recommended the Public Amenities Committee investigate these and report back at the next meeting.
c) Christmas Market over 35 stalls confirmed. Complaints and concerns raised by several residents were covered under Item 6c and 10b.

d) Chester Market Bus Trip has been popular – all online tickets sold out in the first few days.

11) Planning

No items to discuss

12) Councillor Motions

- a) Police Incident and Drug Concerns: Steve Wilkinson reported a recent police incident reflecting increasing drug activity in town. He stressed the need for more visible police presence and action. PCSO coverage is lacking due to staff absence and desk assignments, leading to more incidents without sufficient policing. Councillors **RESOLVED** to formally raise these concerns; Cllr Nazar to draft letter for Cllr Wilkinson to review.
- b) Cllr Williams reported that debris cleared from the Brook by Powys CC is left on the bank and often re-enters the water; proper removal is needed. Councillors agreed to ask Cllr P Lewis, in his Country Councillor role to address this as well as the drain clearance issues raised.