

Full Council Meeting

Wednesday 21 Jan 2026 @ 18:45

Llanfyllin Public Institute



CYNGOR TREF
LLANFYLLIN
TOWN COUNCIL

MINUTES

Councillors Present

Cllr A Griffin

Cllr I Jones

Cllr S Wilkinson (from 19:15)

Cllr S Cowham

Cllr L Kretchmer

Cllr A Williams

Cllr P Lewis

Cllr F Waldron

Cllr S Nazar (Attended remotely)

In attendance

Jackie Griffin (Interim Clerk)

1) Apologies

Apologies were received and accepted from Cllr Darren Mayor.

2) Declarations of Interest

No declarations of interest were registered.

3) Public Participation Session

Matters relating to public engagement and communication, including the operation of the public participation period, the status and timing of the proposed Town Council newsletter, and questions regarding parking matters previously discussed by the Public Amenities Committee.

The Clerk confirmed that the communication would be retained on file attached to the minutes and that responses to the specific questions raised would be provided in writing where appropriate, in line with Council procedures.

Clarification is sought about Powys County Council's involvement in appointing a permanent Town Clerk, requested clarification on the difference between elected and co-opted Councillors, and called for the council to provide increased transparency on this.

4) Previous Minutes

RESOLVED that the minutes of the Full Council meeting held on 17th December 2025 be approved as a true and accurate record and be signed by the Chair

5) Matters Arising from Minutes

No additional matters that are not already agenda items

6) Reports & Announcements

a) Mayors Report

The Mayor reported attendance at the Town Council-funded Pensioners' Christmas Lunch and advised that the Carols on the Square event was very well supported, raising over £500 for the Royal British Legion and Dementia UK. It was confirmed that letters of thanks would be sent to key contributors.

b) County Councillor Report

The County Councillor reported that Powys County Council had finalised a 4.9% increase in Council Tax and confirmed that over £17million of external funding had been secured for transport investment across Powys.

The importance of the local depot was noted, particularly in relation to winter resilience and access to salt supplies.

It was further reported that the Christmas tree had been removed and that fencing would need to be relocated to the container to allow the art installation to be reinstated.

c) Clerks Report

Leases: Allotment and Playground leases have been separated, with an additional clause proposed in the allotment lease to clarify responsibility for tree management along the school boundary. Will be sent to legal team for review.

Allotments: Further vandalism has occurred to gate padlocks at the RDC end of the allotments, marking the third replacement this year.

Noticeboards: Arrangements are in hand to reinstate the existing noticeboard, with further discussions planned regarding a second electronic noticeboard once Charity Shop works are complete.

Scrapyard: An updated valuation of the scrapyard has been requested from Morris Marshall & Poole, with confirmation awaited on whether a site visit will be required.

Elections: Powys Electoral Services have advised that the election notice will be issued shortly; if the election is contested, Council will need to consider whether to issue polling cards at an estimated cost of £1,200.

7) Communication

Members noted correspondence from One Voice Wales regarding nominations to attend a Buckingham Palace Garden Party and the confidential nature of the process.

RESOLVED that nominations would not be considered within the meeting. It was agreed that any nominations be submitted to the Clerk and circulated to Members by email for consideration and decision, in order to protect personal data and comply with confidentiality requirements associated with the nomination process.

Closing date for nominations: 13 February 2026.

8) Councillors Reports

Cllr Lewis reported that the bike park was nearing completion, with an opening anticipated in mid-March. The site will be known as Coed y Cain, following a naming competition at the school. Use of the bike park would be free of charge outside of school hours, subject to completion of an online membership registration. Cllr Lewis thanked the Town Clerk and Town Council, on behalf of Llanfyllin Community Initiative, for the administrative support that assisted in the delivery of the project. Clerk confirmed that the significant VAT reclaim has been submitted.

Cllr Kretchmer reported attendance at an initial One Voice Wales biodiversity training session, with a further session scheduled for the following week. The training highlighted the Town Council's statutory reporting duties under Section 6 of the Environment (Wales) Act 2016 and the need to develop an action plan.

Cllr Williams reported attendance at an NHS community drop-in health session provided by Powys Teaching Health Board. It was further reported that the January Lunch Club had an attendance of 35, and that two radio interviews, in Welsh and English, had been undertaken during the recent cold weather period.

9) Finance

a) RESOLVED that the schedule of payments presented to the meeting were approved, checked by Cllr I Jones and validated by Cllr Lewis.

b) RESOLVED that the bank and accounts reconciliation for December 2025 was verified, accepted, and signed by Cllr Cowham.

10) Policy Adoption

a) RESOLVED that the amended Financial Regulations be adopted.

b) RESOLVED that the Vexatious Complaints Policy be adopted.

11) Planning

There were no planning applications for review

12) Permanent Clerk Replacement

The Clerk addressed a question raised regarding the role of Powys County Council in the appointment of the Town Clerk and confirmed that responsibility for the recruitment and appointment rests solely with the Town Council.

RESOLVED that the Job Description for the Permanent Town Clerk position be formally approved and that an advertisement be prepared and issued through the Society of Local Council Clerks, One Voice Wales, local press outlets, and on the Town Council website and noticeboard.

13) Parking Consultation

The Chair outlined the reasons for undertaking a public parking consultation, emphasising the need to gather evidence-based feedback on parking issues affecting the town. It was noted that the exercise is consultation only and does not represent any proposals, decisions or financial commitments by the Town Council.

Consultation will commence on 1 February and run for a four-week period, with a summary report to be considered at the March meeting. The questionnaire will be available online and in paper format to ensure accessibility for all.

The information gathered will be used to inform and support the next Powys County Council Highways Review in 2027.

The Chair undertook to co-ordinate the planning and scheduling of the face-to-face sessions.

14) Severe Weather Action Plan

Cllr Williams reported a prolonged electricity outage affecting different supply lines into the town, resulting in loss of heating and cooking facilities for an extended period and highlighting the need for an Emergency Action Plan for those impacted. It was noted that SP Energy Networks had provided free food provision to other affected locations but not to Llanfyllin. Cllr Nazar undertook to draft a letter on behalf of the Council to SP Energy Networks to request an explanation and clarity on future arrangements.

15) Speed Enforcement

Cllr Griffin reported that several residents had raised concerns regarding speeding and asked the Town Council to investigate speed enforcement options. It was noted that Community Speedwatch has a role but is not an enforcement measure, and that enforcement cameras are operated by GoSafe on behalf of Powys County Council. The use of speed awareness signage was also discussed. The Clerk was asked to follow up with Powys County Council Highways to establish whether any temporary speed management measures could be deployed to assess whether further expenditure would be justified.

16) Community Asset Transfer

RESOLVED that the Expression of Interest for a Community Asset Transfer of Llanfyllin Market Square be approved for submission to Powys County Council, noting that this is an exploratory step only, creates no obligation on either party, and that any future proposal would be subject to further discussion and decision by the Council.

Signed :

Chair

Date:
