MINUTES

1: Meeting Header
Meeting Name: Full Council
Date: 20 May 2026
Time: 19:05 - 20:00
Venue: Llanfyllin Public Institute
Chair: Cllr Peter Lewis

2: Attendance
Present:
-Cllr's Sean Cowham, Fiona Waldron, Peter Lewis, Ian Jones, Zarena Allan, Sophie Nazar and Lynnette Kretchmer.
Apologies:
- Cllr Ann Williams
Officers/Advisers:
- Jackie Griffin, Town Clerk & RFO

3: FC/26-27/024 : Declarations of Interest
No declarations of interest were made.

4: FC/26-27/025 : Public Participation
RESOLVED: to suspend Standing Orders to allow public participation.
A member of the public raised questions regarding published financial records.
Another member of the public queried why discussion relating to the Transforming Towns Placemaking Plan was listed within confidential business. Cllr Lewis explained it was due to the confidential nature of the discussion.
The questions were noted.
Following conclusion of public participation, Standing Orders resumed and Council proceeded to consider the ordinary business of the meeting.

5: FC/26-27/026 : Approval of Minutes
RESOLVED: to approve the minutes of the Full Council meeting held on 15 April 2026 as a true and accurate record.

6: FC/26-27/027 : County Councillor Report
The County Councillor report was received and noted, including updates relating to:
- ongoing pothole repair works
- proposed operational changes affecting Llanfyllin Depot
- replacement litter bins
- highways work to remove trip hazard outside the Eagles Chip Shop

7: FC/26-27/028 : Clerk Report
The Clerk's report was received and noted. Council noted updates as follows:
- Market lease has been signed and is with Powys CC for final execution.
- Received draft Heads of Terms for the play park and allotments.
- Town Square Community Asset Transfer has been agreed principle.
- Progression of the new Council website in ongoing
- Current councillor vacancies – a number of candidates have put their name forward for co-option which will be on the agenda for the next meeting.
- Wetlands vandalism has been reported to police, no action will be taken by them as no evidence available.
- Internal audit is progressing will be ready for sign off at June meeting.
RESOLVED:
a) that the Heads of Terms documentation be circulated to members for review and provide feedback to Clerk
b) that further information be sought regarding inclusion of the unclassified road within the Town Square Community Asset Transfer.

8: FC/26-27/029 : Councillor Reports
Reports were received from Cllr Cowham and Cllr Kretchmer.
Cllr Cowham reported on:
- progress of the Council Annual Report, noting that several member contributions remain outstanding
- the Fringe Music Festival grant enquiry, noting that the application could not presently proceed as the organisation

had not yet completed its formal set-up and did not currently meet the eligibility criteria for direct grant consideration. It was noted that a future application could be considered once eligibility requirements had been met, or alternatively the Music Festival may apply directly.
Cllr Kretchmer reported on:
- completion of the biodiversity report, which will be circulated to members
- the offer from Will Denne of a replacement Alder tree
- the offer from David Brandreth of two Oak trees for planting
- biodiversity works at Bachie Verge, including public engagement activity
- attendance at the recent Climate Emergency meeting and associated follow-up actions
RESOLVED: to accept the offer of trees and approve the proposed tree planting at the appropriate time.

9: FC/26-27/030 : Finance
RESOLVED:
a) to approve the schedule of payments as presented. Verified by Cllr Nazar and Cllr Waldron.
b) to approve the bank reconciliation on 30th April 2026. Verified by Cllr Cowham.
c) to note that councillor allowances will be paid in accordance with statutory requirements unless individual signed waivers are received.
d) to approve a grant award to Good Companions of £500. Proposed by Cllr Allan, seconded by Cllr Kretchmer.

10: FC/26-27/031 : Planning
No planning applications were received for consideration.

11: FC/26-27/032 : Policing
Council considered local policing engagement.
RESOLVED: that correspondence be drafted to the Chief Inspector inviting attendance at a future meeting to clarify local policing arrangements, expectations and points of contact.

12: FC/26-27/033 : Correspondence
Correspondence from Lonely Tree WI relating to recent vandalism at the public toilets and the reopening of facilities was received and noted.
Cllr Allan raised concerns regarding public communications, specifically that notice of the temporary closure had been published but no corresponding public notice had been issued following completion of repairs and reopening.
This was noted.
Council further noted that the ladies' and gentlemen's public toilets remain subject to long-term closure pending the outcome of the Pride in Place grant application and associated funding decisions.
RESOLVED: that public communications processes relating to temporary closures and reopening of Council-managed facilities be reviewed.
Action : Cllr Cowham to review current notification arrangements and bring any recommended amendments to Council for consideration.

13: FC/26-27/034 : Exclusion of Press and Public RESOLVED: that under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the remainder of the meeting due to the confidential nature of the business to be transacted.
RESOLVED: that under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the remainder of the meeting due to the confidential nature of the business to be transacted.
It was further
RESOLVED: to vary the order of business to allow consideration of confidential property matters prior to staffing matters.

14: FC/26-27/035 : Clerk Recruitment
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The Interim Clerk withdrew from the meeting for this item.
Council considered the outcome of the recruitment process. It was noted that only one application had been received.
Council further noted that, as the sole applicant had been undertaking the role of Interim Clerk for approximately 18 months, members considered that a formal interview process was not necessary and that appointment could be considered on the basis of the application submitted together with demonstrated performance in post.
It was proposed and seconded that Jackie Griffin be offered the post of Clerk/RFO, subject to approval of contract terms.
Following a vote, it was
RESOLVED: to offer Jackie Griffin the position of Clerk/RFO, subject to agreement of contract terms, with a draft contract to be obtained from One Voice Wales and presented to the next meeting for approval.
For – 6
Against – 0

Cllr Allan abstained. The abstention was noted.

15: FC/26-27/036 : Transforming Towns Placemaking Plan

Council considered a confidential potential land acquisition opportunity in connection with the wider Transforming Towns Placemaking Plan.
Council discussed the need to establish an independent valuation together with the likely costs associated with obtaining the necessary survey work and professional advice.
RESOLVED:
a) to obtain an independent valuation of the land
Action: Cllr Nazar to obtain the required quotations and report back to Council.
Council noted that this matter is to remain confidential at this stage due to commercially sensitive negotiations and at the request of the landowner.