



# Cyngor Tref y Trallwng | Welshpool Town Council

Welshpool Town Council, Tourist Information Centre, The Vicarage Gardens, Welshpool, SY21 7DD  
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**DRAFT**

## **Minutes of the Full Council held on 25/06/2025 6:30pm in Council Chamber, Welshpool Town Hall.**

### **PRESENT:**

Councillor Alison Davies  
Councillor Dr Ben Gwalchmai  
Councillor Carol Robinson  
Councillor Chris Davies  
Councillor David France  
Councillor Estelle Bleivas  
Councillor Morag Bailey  
Councillor Nick Howells  
Councillor Phil Owen (Chair)  
Councillor Phil Pritchard  
Councillor Richard Church  
Councillor Sally Fitzgerald  
Councillor Revd William Rowell

### **Apologies for absence:**

Councillor Julie Arnold

### **Absent:**

### **Also in attendance:**

Richard Williams - Town Clerk & Proper Officer  
2 member(s) of the public / press

### **FC250625/1. WELCOME AND APOLOGIES FOR ABSENCE**

His Worship The Mayor welcomed everyone to the meeting. Apologies were received from Cllr Julie Arnold.

### **FC250625/2. DECLARATIONS OF INTERESTS AND DISPENSATIONS**

None.

### **FC250625/3. PUBLIC PARTICIPATION**

None.

### **FC250625/4. TOWN MAYOR'S REPORT - JUNE 2025**

The Mayor gave an update and explained that he had recently attended the 65th anniversary of Llys Hafren and judged the cake competition at the Rhallt and had a tour. He also explained that he had attended the Carnival and judged the prizes and visited every stall and encouraged people to complete the feedback

form.

## **FC250625/5. COUNTY COUNCIL AND COUNTY COUNCILLOR UPDATES**

Cllr Graham Breeze reported on:

- Changes to Post-16 education proposed by Powys County Council which would result in Welshpool and Llanfyllin losing their sixth forms and two centres being established in Newtown and Brecon. At present there is around 150 pupils in Sixth Form at Welshpool which is considerably more than the approx. 50 students in Newtown.
- Meeting held to discuss safety issues at Red Bank but this is on the agenda for discussion later.

Cllr Richard Church reported on:

- Each county councillor has been granted £5,000 each to award to fund a local project or organisation and appealed for any ideas from the Town Council.

Both county councillors invited and answered questions on the above topics.

## **FC250625/6. MINUTES AND MATTERS ARISING**

### **FC250625/6.1 Previous Minutes**

Amendments were proposed to alter:

- AM280525/2 - Cllr Rowell abstained on this item
- AM280525/9.1 - Council selected Option C as opposed to Option B

### **RESOLVED**

**To approve and sign as a correct record, the minutes from the meeting of the Annual Meeting on 28/05/2025 with the above amendments.**

*WTCM171 - Proposed by Cllr Nick Howells, seconded by Cllr Alison Davies*

### **FC250625/6.2 Matters Arising**

- AM280525/10.1 Councillor Allowances - in progress and working out a mechanism to pay
- AM280525/10.2 Bank Mandate - in progress awaiting election of chairs and vice chairs
- AM280525/11 Outside Bodies - still awaiting investigation of Powysland governing document
- AM280525/13.2 Wiggly Path - in progress
- AM280525/13.2 Policies - in progress
- AM280525/13.5 Cricket Club - in progress awaiting a meeting between the Ops Manager and Cricket Club
- AM280525/13.5 Fencing - in progress fencing booked in for installation
- AM280525/13.6 Working Group - to meet in the summer
- AM280525/24 Day Centre - in progress meeting arranged with solicitors to move forward at pace

## **FC250625/7. COMMITTEE MEMBERSHIP**

No changes were proposed.

## **FC250625/8. COMMITTEES - MINUTES**

### **FC250625/8.1 Events & Planning Committee - June 2025**

Cllr Chris Davies asked the Council to note the draft minutes and resolutions made at the meeting.

## **FC250625/9. COMMITTEES - RECOMMENDATIONS**

## **FC250625/9.1 Operations & Development Committee - June 2025**

Cllr Phil Prichard explained that no recommendations were made to confirm, however a discussion was held regarding CCTV around the town. Cllr Sally Fitzgerald asked if a written report on Meals on Wheels could be provided in the future.

## **FC250625/9.2 Finance & Governance Committee - June 2025**

Cllr Morag Bailey asked the Council to confirm the recommendations from the meeting.

### **RESOLVED**

**To authorise the Town Clerk to enter into the new photocopier lease with ABS.**

*WTCM172 - Proposed by Cllr Alison Davies, seconded by Cllr Estelle Bleivas*

### **RESOLVED**

**To authorise the Town Clerk to enter into a new telephony lease with Enconvo.**

*WTCM173 - Proposed by Cllr Alison Davies, seconded by Cllr Estelle Bleivas*

### **RESOLVED**

**To authorise the Town Clerk to accept the quote from United Technologies in respect of additional licences for councillor email addresses.**

*WTCM174 - Proposed by Cllr Alison Davies, seconded by Cllr Estelle Bleivas*

### **RESOLVED**

- To change the pay scale of Employee No. 8 to SCP 20, backdated to the 19th October 2023.**
- To agree to the request made by Employee No. 45 as to working arrangements.**
- To authorise the Town Clerk to enter into discussions in relation to the training request made.**

*WTCM175 - Proposed by Cllr Alison Davies, seconded by Cllr Estelle Bleivas*

### **RESOLVED**

**To support appropriate enforcement action to collect the outstanding balances, including any costs, as recommended by the Town Clerk**

*WTCM176 - Proposed by Cllr Alison Davies, seconded by Cllr Estelle Bleivas*

### **RESOLVED**

**To adopt the Town Clerk Performance Management Framework subject to typographical and numbering amendments being made.**

*WTCM177 - Proposed by Cllr Alison Davies, seconded by Cllr Estelle Bleivas*

## **FC250625/10. FINANCE**

### **FC250625/10.1 Council Accounts (May 2025 - Period 2)**

### **RESOLVED**

**To approve the Bank Reconciliation and Cashbook Reports and Income and Expenditure Report for May 2025.**

*WTCM178 - Proposed by Cllr Nick Howells, seconded by Cllr Phil Owen*

## **FC250625/10.2 Payment of Invoices - June**

### **RESOLVED**

**To approve payment of invoices for June 2025.**

*WTCM179 - Proposed by Cllr Nick Howells, seconded by Cllr Revd William Rowell*

## **FC250625/11. ACCOUNTING STATEMENT & ANNUAL GOVERNANCE STATEMENT 2024/25**

The Town Clerk summarised the papers and explained that the Council had now received the Internal Audit Report which will be discussed by Audit Committee in July. The Town Clerk went through each line of the Annual Governance Statement and Council confirmed if it had met, nor not met each section in turn.

### **RESOLVED**

**To approve the Accounting Statement and Annual Governance Statement for 2024/25.**

*WTCM180 - Proposed by Cllr Alison Davies, seconded by Cllr Morag Bailey*

## **FC250625/12. INTERIM STRATEGIC PLAN (2025-2028)**

The Town Clerk summarised the report and explained that the Finance & Governance Committee had looked at this in-depth and recommended approval.

### **RESOLVED**

- To note the contents of the report.**
- To approve the launch of a community consultation on the Interim Strategic Plan 2025-2028.**
- To authorise the Town Clerk in consultation with the Mayor, Deputy Mayor and Chair's of Committees to approve the consultation documentation.**
- To support the wide promotion of the consultation across physical and digital channels.**
- To ask officers to bring back a final draft of the Interim Strategic Plan for approval by Full Council in September 2025.**

*WTCM181 - Proposed by Cllr Phil Pritchard, seconded by Cllr Morag Bailey*

## **FC250625/13. OUTSIDE BODIES**

### **FC250625/13.1 OVW Motions for Debate - 2025**

The Mayor explained that Newtown & Llanllwchaearn Town Council were seeking the support of the Council to second the motion about having specific legal advice on Welsh law.

### **RESOLVED**

**To second the motion proposed by Newtown & Llanllwchaearn at the One Voice Wales AGM on the 1st October 2025.**

*WTCM182 - Proposed by Cllr Phil Pritchard, seconded by Cllr Morag Bailey*

### **FC250625/13.2 Rights of Way Volunteer Programme**

The Mayor summarised the invitation from Powys County Council for two representatives to attend a meeting to discuss the Rights of Way volunteer programme.

### **RESOLVED**

**To elect the Mayor and Deputy Mayor to attend the Rights of Way Volunteer Programme meeting on the 14th July 2025.**

*WTCM183 - Proposed by Cllr Phil Owen, seconded by Cllr Sally Fitzgerald*

### **FC250625/13.3 Red Bank Traffic**

Cllr Nick Howells left the meeting.

The Mayor allowed County Councillor Graham Breeze to summarise a recent meeting held between town councillors, Powys County Council and the Police regarding Red Bank and safety issues. A discussion was held by councillors about what the options could be to improve safety such as making Red Bank one way or closing the road. Councillors agreed however to focus on Stage 1 improvements such as signage, speed cameras and speed devices and send a letter to Powys County Council endorsing those improvements.

#### **RESOLVED**

**To write to Powys County Council to endorse the implementation of safety measures on Red Bank such as new signage, speed cameras and traffic calming measures.**

*WTCM184 - Proposed by Cllr Dr Ben Gwalchmai, seconded by Cllr Morag Bailey*

### **FC250625/13.4 Other Outside Bodies**

No other outside reports were received, however the Council had been notified that it had been shortlisted for an award as part of the VISA Let's Celebrate Town's programme. The awards ceremony will be held at the House of Lords on the 16th July 2025 and councillors nominated the Town Clerk to attend on their behalf.

#### **RESOLVED**

**To approve as an approved duty the Town Clerk attending the awards ceremony for the VISA Let's Back Our Town's 2025 at the House of Lords on the 16th July 2025.**

*WTCM185 - Proposed by Cllr Phil Owen, seconded by Cllr Sally Fitzgerald*

### **FC250625/14. CONFIDENTIAL SESSION - EXCLUSION**

#### **RESOLVED**

**That members of the public and press be requested to leave the meeting by reason of the confidential nature of the business about to be transacted.**

*WTCM186 - Proposed by Cllr Alison Davies, seconded by Cllr Phil Pritchard*

### **FC250625/15. LAND AND PREMISES [CONFIDENTIAL]**

The Town Clerk summarised the report and explained that negotiations had been held with the business owner and a revised proposal submitted, however drew attention to the legal issues contained within the proposal.

Cllr Sally Fitzgerald left the meeting.

A discussion was held and it was agreed that the Town Clerk should investigate further with the landlord and bring back a report to Council.

#### **RESOLVED**

**To instruct the Town Clerk to enter into discussions with the landlord in respect of the legal issues and report back to Council.**

*WTCM187 - Proposed by Cllr David France, seconded by Cllr Richard Church*

### **FC250625/16. OUTDOOR MARKET AGREEMENT [CONFIDENTIAL]**

Cllr Phil Prichard left the meeting.  
The Town Clerk summarised the report.

**RESOLVED**

**To follow the decision made on the 22nd February 2023 (Minute No. 144/2023) to sign the new deed agreement agency delegation for the Monday outdoor market.**

*WTCM188 - Proposed by Cllr Alison Davies, seconded by Cllr Richard Church*

*The meeting finished at 20:47.*

Signed:

Dated:

Councillor Phil Owen (Chair)

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**Decision/Action Log**

ID		Assigned
WTCM171	<b>RESOLUTION</b> <b>FC250625/6.1 Previous Minutes</b> To approve and sign as a correct record, the minutes from the meeting of the Annual Meeting on 28/05/2025 with the above amendments.	Town Clerk & Proper Officer
WTCM172	<b>RESOLUTION</b> <b>FC250625/9.2 Finance &amp; Governance Committee - June 2025</b> To authorise the Town Clerk to enter into the new photocopier lease with ABS.	Town Clerk & Proper Officer
WTCM173	<b>RESOLUTION</b> <b>FC250625/9.2 Finance &amp; Governance Committee - June 2025</b> To authorise the Town Clerk to enter into a new telephony lease with Enconvo.	Town Clerk & Proper Officer
WTCM174	<b>RESOLUTION</b> <b>FC250625/9.2 Finance &amp; Governance Committee - June 2025</b> To authorise the Town Clerk to accept the quote from United Technologies in respect of additional licences for councillor email addresses.	Town Clerk & Proper Officer
WTCM175	<b>RESOLUTION</b> <b>FC250625/9.2 Finance &amp; Governance Committee - June 2025</b> - To change the pay scale of Employee No. 8 to SCP 20, backdated to the 19th October 2023. - To agree to the request made by Employee No. 45 as to working arrangements. - To authorise the Town Clerk to enter into discussions in relation to the training request made.	Town Clerk & Proper Officer
WTCM176	<b>RESOLUTION</b> <b>FC250625/9.2 Finance &amp; Governance Committee - June 2025</b> To support appropriate enforcement action to collect the outstanding balances, including any costs, as recommended by the Town Clerk	Town Clerk & Proper Officer

ID		Assigned
WTCM177	<b>RESOLUTION</b> <b>FC250625/9.2 Finance &amp; Governance Committee - June 2025</b> To adopt the Town Clerk Performance Management Framework subject to typographical and numbering amendments being made.	Town Clerk & Proper Officer
WTCM178	<b>RESOLUTION</b> <b>FC250625/10.1 Council Accounts (May 2025 - Period 2)</b> To approve the Bank Reconciliation and Cashbook Reports and Income and Expenditure Report for May 2025.	Town Clerk & Proper Officer
WTCM179	<b>RESOLUTION</b> <b>FC250625/10.2 Payment of Invoices - June</b> To approve payment of invoices for June 2025.	Town Clerk & Proper Officer
WTCM180	<b>RESOLUTION</b> <b>FC250625/11 Accounting Statement &amp; Annual Governance Statement 2024/25</b> To approve the Accounting Statement and Annual Governance Statement for 2024/25.	Town Clerk & Proper Officer
WTCM181	<b>RESOLUTION</b> <b>FC250625/12 Interim Strategic Plan (2025-2028)</b> - To note the contents of the report. - To approve the launch of a community consultation on the Interim Strategic Plan 2025-2028. - To authorise the Town Clerk in consultation with the Mayor, Deputy Mayor and Chair's of Committees to approve the consultation documentation. - To support the wide promotion of the consultation across physical and digital channels. - To ask officers to bring back a final draft of the Interim Strategic Plan for approval by Full Council in September 2025.	Town Clerk & Proper Officer
WTCM182	<b>RESOLUTION</b> <b>FC250625/13.1 OVW Motions for Debate - 2025</b> To second the motion proposed by Newtown & Llanllwchaearn at the One Voice Wales AGM on the 1st October 2025.	Town Clerk & Proper Officer
WTCM183	<b>RESOLUTION</b> <b>FC250625/13.2 Rights of Way Volunteer Programme</b> To elect the Mayor and Deputy Mayor to attend the Rights of Way Volunteer Programme meeting on the 14th July 2025.	Town Clerk & Proper Officer
WTCM184	<b>RESOLUTION</b> <b>FC250625/13.3 Red Bank Traffic</b> To write to Powys County Council to endorse the implementation of safety measures on Red Bank such as new signage, speed cameras and traffic calming measures.	Town Clerk & Proper Officer
WTCM185	<b>RESOLUTION</b> <b>FC250625/13.4 Other Outside Bodies</b> To approve as an approved duty the Town Clerk attending the awards ceremony for the VISA Let's Back Our Town's 2025 at the House of Lords on the 16th July 2025.	Town Clerk & Proper Officer

ID		Assigned
WTCM186	<b>RESOLUTION</b> <b>FC250625/14 Confidential Session - Exclusion</b> That members of the public and press be requested to leave the meeting by reason of the confidential nature of the business about to be transacted.	
WTCM187	<b>RESOLUTION</b> <b>FC250625/15 Land and Premises</b> To instruct the Town Clerk to enter into discussions with the landlord in respect of the legal issues and report back to Council.	Town Clerk & Proper Officer
WTCM188	<b>RESOLUTION</b> <b>FC250625/16 Outdoor Market Agreement</b> To follow the decision made on the 22nd February 2023 (Minute No. 144/2023) to sign the new deed agreement agency delegation for the Monday outdoor market.	Town Clerk & Proper Officer