



Welshpool Town Council, The Vicarage Gardens, Welshpool, Powys, SY21 7DD
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Agenda & Summons

Annual Meeting - 27/05/2026 6:30pm

21st May 2026

Dear Councillor,

You are hereby summoned to attend a meeting of the Annual Meeting of Welshpool Town Council which will be held on Wednesday 27th May 2026 in the Council Chamber, Welshpool Town Hall at 6:30pm to transact the business outlined below.

Yours sincerely,

Richard T Williams LLB (Hons)
Town Clerk, RFO & Proper Officer

In accordance with the [Local Government and Elections \(Wales\) Act 2021](#), this meeting is available by remote means. Please visit <https://us02web.zoom.us/j/86889994632?pwd=WaCTYcFHprpa9qF8ukhAvSnoj1nebA.1> to join online or use Zoom Meeting ID 868 8999 4632 and passcode 105159.

Agenda

1. ELECTION OF CHAIR / TOWN MAYOR

To receive nominations and to elect the Chair of Council and Town Mayor for the 2026-27 municipal year. The new Mayor to read and sign the declaration of office, take the chair and address the meeting.

Note: all present to stand while the chain of office is transferred and declaration of acceptance of office read out loud with those present applauding at the end to welcome the new Mayor (Section 4, Civic and Ceremonial Protocol) [Section 34(1), Local Government Act 1972]

2. ELECTION OF VICE CHAIR / DEPUTY TOWN MAYOR

To receive nominations and to elect the Vice Chair of Council and Deputy Town Mayor for the 2026-27 municipal year. The new Deputy Mayor to read and sign the declaration of office and address the meeting.

Note: all present to stand while the chain of office is transferred and declaration of acceptance of office read out loud with those present applauding at the end to welcome the new Deputy Mayor (Section 4, Civic and Ceremonial Protocol) [Section 34(6), Local Government Act 1972]

3. WELCOME, CODE OF CONDUCT AND APOLOGIES FOR ABSENCE

To welcome Councillors and members of the public, to remind attendees to show respect for all throughout the meeting in line with the obligations of the Code of Conduct, and to receive and, if appropriate, approve apologies for absence. [Section 4(b), Code of Conduct; Section 85(1), Local Government Act 1972]

4. DECLARATIONS OF INTERESTS AND DISPENSATIONS

To receive declarations of interest and, if appropriate, consider any relevant dispensations. [Part III, Local Government Act 2000]

5. RETIRING TOWN MAYOR'S REPORT

To receive a verbal report from the retiring Town Mayor, Cllr Phil Owen.

6. COUNTY COUNCIL AND COUNTY COUNCILLOR UPDATES

To welcome County Councillors and to receive a verbal update and exchange information on matters affecting Welshpool.

7. GOVERNANCE

7.1. Standing Orders

To consider adoption of the revised Standing Orders for 2026-27 as recommended by the Finance & Governance Committee. [Section 135(2) & Para. 42, Sch 12, Local Government Act 1972]

[Appendix A]

[Appendix B]

7.2. Financial Regulations

To consider adoption of Financial Regulations for 2026-27 as recommended by the Finance & Governance Committee.

[Appendix C]

7.3. Scheme of Delegation

To consider adoption of the Scheme of Delegation for 2026-27 as recommended by the Finance & Governance Committee. [Section 101(1), Local Government Act 1972]

[Appendix D]

7.4. Investments & Reserves Strategy

To consider adoption of the Investments & Reserves Strategy for 2026-27 as recommended by the Finance & Governance Committee. [Section 12, Local Government Act 2003]

[Appendix E]

7.5. Civility and Respect

To consider adoption of the Welsh Civility and Respect pledge, as recommended by the Finance & Governance Committee.

[Appendix F]

9. COMMITTEES

9.1. Committees

To resolve the continuation of the following Committees and to approve the revised Terms of References as amended by the Finance & Governance Committee:

- Events & Planning Committee
- Operations & Development Committee
- Finance & Governance Committee
- Audit Committee
- Health & Safety Committee
- Tour de France Special Committee [Section 101(1), Local Government Act 1972]

9.2. Election to Committees

To elect the following councillors to the committees as approved above. Additional nominations taken from the floor.

Events & Planning Committee

- William Rowell
- Morag Bailey
- Phil Owen
- Kelly Meredith
- Nick Howells
- Jackson Quarrell
- Ben Gwalchmai
- Vacancy x1

Operations & Development Committee

- Phil Owen
- Kelly Meredith
- Phil Pritchard
- David France
- Nick Howells
- Vacancy x3

Finance & Governance Committee

- Alison Davies
- Richard Church
- William Rowell
- Morag Bailey
- Phil Pritchard
- David France
- Vacancy x2

Audit Committee

- Alison Davies
- Phil Pritchard
- Vacancy x6

Health & Safety Committee

- William Rowell
- Morag Bailey
- Phil Pritchard
- Nick Howells
- Vacancy x4

Tour de France Special Committee

- Alison Davies
 - Richard Church
 - Phil Owen
 - William Rowell
 - Phil Pritchard
 - Jackson Quarrell
 - Ben Gwalchmai
 - TBC External Member
 - TBC External Member
- (Oversubscribed by 1)

10. OTHER GOVERNANCE

10.1. Councillor Allowances

To consider the report from the Town Clerk in respect of councillor allowances for 2026-27. [Section 153, Local Government (Wales) Measure 2011]

[Appendix H]

10.2. Bank Mandate

To consider the bank mandate and authorised signatories on the Council's bank accounts as:

- Benjamin Gwalchmai
- Christopher Davies
- David France
- Morag Bailey
- Nicholas Howells
- Phillip Pritchard
- Richard Church
- Richard Williams
- Sally Fitzgerald
- Alison Davies
- William Rowell

[Appendix I]

10.3. Dates of Meetings

To consider the recommended schedule of meetings for the 2026-27 municipal year.

[Appendix J]

11. OUTSIDE BODIES

To elect nominees to the outside bodies listed in the attached report.

[Appendix K]

12. MINUTES AND MATTERS ARISING

12.1. Previous Minutes

To approve and sign as a correct record, the minutes from the meeting of the Full Council on 22/04/2026.
[Para. 35(1), Sch 12, Local Government Act 1972]

[Appendix L]

12.2. Matters Arising

To report for information purposes only matters arising from the Full Council on 22/04/2026.

13. COMMITTEES - MINUTES & RECOMMENDATIONS

13.1. Events & Planning Committee - May 2026

To consider the recommendations from the meeting of the Events & Planning Committee on the 06/05/2026.

Item 7.7 - Christmas Lights

RECOMMENDED

To approve Option A - 1 year extension of existing scheme which would include hire, carriage and storage at £2840.27.

Item 7.8 - 1940's Weekend**RECOMMENDED**

To support the 1940s Weekend by allowing free use of the Town Hall, subject to other bookings and terms of agreement.

[Appendix M]

13.2. Operations & Development Committee - May 2026

To consider the recommendations from the meeting of the Operations & Development Committee on the 13/05/2026.

Item 5.3 - Biodiversity Action Plan**RECOMMENDED**

To approve and adopt the Biodiversity Action Plan for 2026-2028.

Item 5.4 - Trees**RECOMMENDED**

To ask officers to obtain quotations for a tree survey for all Council land and specific works at Vicarage Gardens

Item 6.4 - Allotments**RECOMMENDED**

To note the report;

To approve joining the National Allotments Association as members at £70 per annum; and

To approve additional promotional and improvement measures to improve occupancy.

[Appendix N]

13.3. Finance & Governance Committee - May 2026

To consider the recommendations from the meeting of the Finance & Governance Committee on the 20/05/2026.

Item 5.3 - Scrutiny of Payments**RECOMMENDED**

To appoint the following members for scrutiny of payments:

- Cllr Morag Bailey for May in June
- Cllr Phil Owen for June in July (quarterly check)
- Cllr Richard Church for July in August

[Appendix O]

14. BUSINESS PLANNING & FINANCE**14.1. Council Accounts (April - Period 1)**

To consider the Income and Expenditure Reports and Cash and Bank Totals for April 2026 and note the bank balances as of 30th April 2026:

- General Fund - £29,382.65
- 30 Day Account - £290,246.93
- Petty Cash - £35.03
- Hub Community Account - £4,072.74

[Appendix P]

[Appendix Q]

14.2. Payment of Invoices - May

To consider payment of invoices for May, including any additional payments tabled on the night.

[Appendix R]

15. OTHER MATTERS

15.1. Bull Dingle

To receive an update on the Bull Dingle.

15.2. Town Hall Transformation Project

To receive an update on the Town Hall Transformation Project from the Town Clerk.

16. OUTSIDE BODIES

16.1. Other Outside Bodies

To receive reports from the Council's representatives on other outside bodies, as available.

17. MOTIONS FOR DEBATE

17.1. Litter Champions

To consider the proposal as set out in the paper from Cllr William Rowell regarding litter champions, following the in principle approval at the last meeting.

[Appendix S]

18. ITEMS FOR FUTURE AGENDA & DATE OF NEXT MEETING

To receive items for consideration by the Town Clerk for future agendas and to note that the next meeting of Full Council will be held on 24th June 2026 at 6:30pm.

19. CONFIDENTIAL SESSION - EXCLUSION

To resolve, if required, 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. [Section 1(2), Public Bodies (Admission to Meetings) Act 1960]

20. BERRIEW ST TOILETS [CONFIDENTIAL]

To consider the report from the Town Clerk in respect of Berriew St Toilets. [Confidential - information related to the financial or business affairs of a person and/or the authority.]

Confidential Document [Appendix T]

21. CARNIVAL [CONFIDENTIAL]

To consider an update on the Carnival from the Town Clerk and to decide a way forward. [Confidential - information related to the financial or business affairs of a person and/or the authority.]

22. COMMUNITY AWARDS [CONFIDENTIAL]

To consider the paper from the Events & Markets Manager in respect of Community Awards. [Confidential - information which is likely to reveal the identity of an individual.]

Confidential Document [Appendix U]