



Welshpool Town Council, The Vicarage Gardens, Welshpool, Powys, SY21 7DD
Tel: 01938 553142 Email: office@welshpooltowncouncil.gov.uk

Agenda & Summons

Full Council - 23/07/2025 6:30pm

18th July 2025

Dear Councillor,

You are hereby summoned to attend a meeting of the Full Council of Welshpool Town Council which will be held on Wednesday 23rd July 2025 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 & 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/82541486004?pwd=rttsC6YaOaSHIZQf0jaHMxWoah8Z3Z.1> to join online or use Zoom Meeting ID 825 4148 6004 and passcode 106629.

Agenda

1. WELCOME AND APOLOGIES FOR ABSENCE

The Chair will welcome Councillors and members of the public and will receive, and if desired, resolve to approve, any apologies for absence.

2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

To receive and resolve if desired, declarations of interest and relevant dispensations. [Part III, Local Government Act 2000]

[Appendix A]

3. PUBLIC PARTICIPATION

To receive members of the public who wish to address the meeting, in respect of any item of business included in the agenda. No resolutions may be made under this item and should relate only to matters of Council policy or practice, and not individual affairs or the questioner or any other named person. [Para. 27A, Sch 12, Local Government Act 1972]

4. TOWN MAYOR'S REPORT - JUNE 2025

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

5. COUNTY COUNCIL AND COUNTY COUNCILLOR UPDATES

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

6. MINUTES AND MATTERS ARISING

6.1. Previous Minutes

To approve and sign as a correct record, the minutes from the meeting of the Full Council on 25/06/2025.

[Appendix B]

6.2. Matters Arising

To report for information purposes only matters arising from the Full Council on 25/06/2025.

7. COMMITTEES - MINUTES

7.1. Events & Planning Committee - July 2025

To note the draft minutes and the resolutions made at the meeting of the Events & Planning Committee on the 04/06/2025.

8. COMMITTEES - RECOMMENDATIONS

To invite Committee Chairs to present recommendations from meetings for Council to confirm.

8.1. Operations & Development Committee - July 2025

To confirm the recommendations from the meeting of the Operations & Development Committee on the 09/07/2025.

Item 8.2 - Oldford Estate

RECOMMENDED

To support the Oldford Community Association with their campaign to restore play provision on the Oldford Estate and instructs the Town Clerk to arrange a meeting and invite Powys County Council, ClwydAlyn, Welshpool Town Council and Oldford Community Association to discuss further.

Item 11 - Review of Cleaning Contract

RECOMMENDED

To defer discussions on this matter until October.

Item 8.3 - TIC Solar and Battery Installation

RECOMMENDED

To accept the quotation for works to the TIC to install solar and battery system from PAV Electrical Contractors Ltd (Company B) at a cost of £23,775 excluding VAT.

[Appendix C]

8.2. Finance & Governance Committee - July 2025

To confirm the recommendations from the meeting of the Finance & Governance Committee on the 16/07/2025.

Item 5.3 - Scrutiny of Payments

RECOMMENDED

To elect Cllr Bill Rowell to perform scrutiny of payments exercise for August 2025.

Item 6.2 - Gifts and Hospitality Policy

RECOMMENDED

To approve and adopt the Gifts & Hospitality Policy with amendments to make it clear of the scope of the policy e.g. councillors and/or staff.

Item 6.3 - Vehicle Tracking Policy

RECOMMENDED

To approve and adopt the Vehicle Tracking Policy.

Item 5.4 - Summer Recess

RECOMMENDED

To authorise the Town Clerk to pay urgent and/or contractual payments during August.

Item 7.2 - Council Branding & Style Guide

RECOMMENDED

To approve the Council Branding and Style Guide.

Item 7.3 - Newsletters & Physical Communications

RECOMMENDED

To approve in principle that two newsletters be produced annually, one for the Summer and one for the Winter, and officers investigate all delivery and distribution methods prior to designing.

Item 6.4 - Policy Updates

RECOMMENDED

To give delegated approval to officers to update approved policies to replace references to previous committees with the new approved structure.

Item 11 - Staffing Review - External

RECOMMENDED

To use Local Council Consultancy for the external staffing review at a cost of £2,730, subject to the Town Clerk being satisfied with the information provided by them.

Item 12 - Staffing - Recruitment of Administrator (Temporary)

RECOMMENDED

To appoint a shortlisting and interview panel comprising of Cllr Estelle Blevias, Cllr Morag Bailey, The Mayor and the Town Clerk and to give delegated powers to the Town Clerk to appoint to the position following agreement from the panel.

[Appendix D]

9. FINANCE**9.1. Council Accounts (June 2025 - Period 3)**

To consider the Bank Reconciliation, Income and Expenditure Reports and Cash and Bank Totals for June 2025.

[Appendix E]
[Appendix F]
[Appendix G]
[Appendix H]
[Appendix I]
[Appendix J]

9.2. Payment of Invoices - July

To consider payment of invoices for July 2025 as recommended by the Finance & Governance Committee.

[Appendix K]
[Appendix L]

10. ELECTORAL MATTERS

To receive an update from the Town Clerk in respect of electoral matters and to consider holding a monthly event called 'Cuppa with a Councillor' to allow further engagement with the public.

11. OUTSIDE BODIES

11.1. Rights of Way Volunteer Programme

To consider an update from Cllr Bill Rowell and Cllr Phil Owen from the meeting of Powys County Council Rights of Way Volunteer programme on the 14th July 2025.

11.2. OVW Innovative Practice Conference

To receive a report from Cllr Alison Davies and the Town Clerk on the OVW Innovative Practice Conference held on the 2nd July 2025.

11.3. Other Outside Bodies

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

12. MOTIONS FOR DEBATE

12.1. Motion - Recycling Changes

To consider the motion on recycling changes from Cllr Julie Arnold.

[Appendix M]

12.2. Motion - Car Parking Charges

To consider the motion on car parking charges from Cllr Sally Fitzgerald.

[Appendix N]

13. POST-16 TRANSFORMATION

To consider holding a public meeting in September for residents to discuss the changes to Post-16 being proposed by Powys County Council.

14. COMMUNITY FRIDGE

To consider a proposal from Cllr Alison Davies, Cllr David France and Cllr Richard Church to establish a community fridge at the Town Hall and to accept £2,500 from County Cllr Richard Church Anti-Poverty Fund for the project.

15. DATE OF NEXT MEETING

To note that the next meeting of Full Council will be held on 24th September 2025 at 6:30pm.

16. 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]

17. LAND AND PREMISES [CONFIDENTIAL]

To consider the report from the Town Clerk on the land and premises issues following on from the last meeting. [Confidential - information related to the financial or business affairs of a person and/or the authority.]

