



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

Full Council - 28/01/2026 6:30pm

23rd January 2026

Dear Councillor,

You are hereby summoned to attend a meeting of the Full Council of Welshpool Town Council which will be held on Wednesday 28th January 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 & 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/83015369837?pwd=0kRmYuEh8hvEwPLak3zApYaJOayOf.1> to join online or use Zoom Meeting ID 830 1536 9837 and passcode 713252.

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. GUEST - DYFED POWYS POLICE

To welcome Chief Inspector Matthew Price for Dyfed Powys Police to answer any questions regarding crime & disorder in Welshpool.

5. TOWN MAYOR'S REPORT - JANUARY 2026

To receive a verbal report from the 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. MINUTES AND MATTERS ARISING

7.1. Previous Minutes

To approve and sign as a correct record, the minutes from the meeting of the Full Council on 10/12/2025.

[Appendix B]

7.2. Matters Arising

To report for information purposes only matters arising from the Full Council on 10/12/2025.

8. COMMITTEES - MINUTES

8.1. Events & Planning Committee - January 2026

To note the minutes from the meeting of the Events & Planning Committee on the 07/01/2026.

[Appendix C]

9. COMMITTEES - RECOMMENDATIONS

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

9.1. Audit Committee - December 2025

To confirm the recommendations from the meeting of the Audit Committee on the 12/12/2025.

Item 5 - External Audit Reports 2022-2025
RECOMMENDED
To adopt the Audit Action Plan and report back progress to the Audit Committee on implementation.
Item 5 - External Audit Reports 2022-2025
RECOMMENDED
To ask the Town Clerk to prepare a new Procurement Policy to align with updated Financial Regulations.
Item 6 - Risk Register
RECOMMENDED
To add an additional risk to the Risk Register relating to IT/Cyber Failure with the Rating and Residual Rating to be medium with appropriate mitigation added.

Item 7 - Evaluation of Services - The Hub**RECOMMENDED**

To note the evaluation of the Community Hub report;

To implement the following changes to ensure the sustainability of the service:

- Develop the Responsible Person role to include trained non-councillors;
- Explore providing an alternative to Meals on Wheels staff baking potatoes by use of a suitable oven on the premises;
- Continue to apply for grants to develop the service;
- Continue to positively publicise the service. All PR must follow Town Council Communications & Engagement Policy;
- Include support to the Hub with one of the Community roles as part of the new staffing structure;
- Include information reports on the Hub on appropriate committee agendas;
- Clarify the delegated authority for the Hub banking account ensuring compliance with Financial Regulations; and

To delegate authority to the Community Services Manager to operate the Community Hub with reference to with Cllrs Nick Howells, Morag Bailey and William Rowell to ensure proper operational & financial governance of the service in accordance with Section 101 of the Local Government Act 1972.

[Appendix D]

9.2. Operations & Development Committee - January 2026

To confirm the recommendations from the meeting of the Operations & Development Committee on the 14/01/2026.

Item 5.2 - Bookings - Quarter 3**RECOMMENDED**

Accept the block booking for the Assembly Room on a Sunday until the 15th March 2026 but if a booking is received for a Saturday night during this period, ask officers to negotiate a suitable way forward.

Item 5.3 - Tourist Information Centre Naming**RECOMMENDED**

To rename the Tourist Information Centre to the Welshpool Town Council & Information Centre.

Item 5.4 - Motte and Bailey**RECOMMENDED**

To instruct the Town Clerk in consultation with Cllr Nick Howells to explore opportunities for working with Welsh Bikers for Suicide Prevention and other parties at the Motte and Bailey and to report back.

Item 12 - Correspondence - Hire Charges**RECOMMENDED**

To approve awarding a discount of 20% for monthly or weekly repeat bookings.

Item 13 - Correspondence - Bowling Club**RECOMMENDED**

To note the correspondence;

To authorise expenditure of up to £9,000; and

To instruct the Town Clerk to progress negotiations for a new lease and maintenance agreement.

[Appendix E]

9.3. Audit Committee - January 2026

To confirm the recommendations from the meeting of the Audit Committee on the 16/01/2026.

Item 5 - Finance & Governance Toolkit - Sections A & B**RECOMMENDED**

To update the Finance & Governance Toolkit with the comments made and to progress the actions.

Item 6 - Evaluation of Services**RECOMMENDED**

For Cllrs Alison Davies and Morag Bailey to conduct the next evaluation of services exercise on the Tourist Information Centre and to report back before the end of the financial year.

[Appendix F]

9.4. Finance & Governance Committee - January 2026

To confirm the recommendations from the meeting of the Finance & Governance Committee on the 21/01/2026.

Item 5.3 - Scrutiny of Payments**RECOMMENDED**

To appoint the following members for scrutiny of payments:

- Cllr Phil Pritchard for December in January
- Cllr Estelle Bleivas for January in February
- Cllr Richard Church for February in March
- Cllr William Rowell for March in April

Item 6 - Budget 2026/2027 - Final Draft**RECOMMENDED**

To note the draft budgets for 2027/2028 and 2028/2029 and that Full Council adopt the draft budget for 2026/2027.

Item 7.1 - Complaints, Comments & Feedback Policy**RECOMMENDED**

To approve and adopt the amended Complaints, Comments & Compliments Policy.

Item 7.2 - Gritting and Snow Removal Policy**RECOMMENDED**

To approve and adopt the Gritting and Snow Removal Policy.

Item 7.3 - Financial Regulations 2025-2026**RECOMMENDED**

To approve the revised Financial Regulations 2025-2026.

Item 8.1 - Petty Cash & Pre-Paid Cards**RECOMMENDED**

To approve the phasing out of petty cash to level set by Financial Regulations; and
To authorise the Town Clerk to implement pre-paid debit or spend cards to not exceed the values set by Financial Regulations for authorised purchasing officers.

Item 12.1 - Operations Team Review**RECOMMENDED**

To appoint Cllrs Phil Owen, Phil Pritchard and Morag Bailey to work with the Town Clerk on the review into the Operations Team and to report back by the end of February 2026.

Item 12.2 - Staffing Update**RECOMMENDED**

To delegate to the Town Clerk the recruitment of the post.

[Appendix G]

10. FINANCE**10.1. Council Accounts (December - Period 9)**

To consider the Income and Expenditure Reports and Cash and Bank Totals for December 2025 and note the bank balances as of 31st December 2025:

- General Fund - £20,560.18
- 30 Day Account - £275,135.68
- Petty Cash - £31.11
- Hub Community Account - £3,204.16

[Appendix H]
[Appendix I]

10.2. Payment of Invoices - January

To consider payment of invoices for January 2026, including any additional payments tabled on the night.

[Appendix J]

11. OTHER MATTERS

11.1. Car Parking Trial

To consider the updated report from the Town Clerk in respect of a trial of free parking in 2026/27.

[Appendix K]

11.2. Tour de France 2027

To consider the establishment of a special advisory committee in relation to Tour de France starting in Welshpool in 2027 and to consider allocating £5,000 from the proposed budget for 2026/2027 (200/4000) to a new cost centre & account code.

11.3. Bull Dingle

To receive an update on the Bull Dingle.

11.4. Hustings

To consider holding hustings in the Town Hall on an appropriate date for the upcoming Senedd election.

12. BUDGET 2026/2027 & PRECEPT

12.1. Budget 2026/2027

To consider the report from the Town Clerk and to approve the budget for 2026/2027.

[Appendix L]
[Appendix M]
[Appendix N]

12.2. Council Tax Precept 2026/2027

To consider the report from the Town Clerk to calculate the budget requirement and to issue a precept for 2026/2027. [Sections 41 & 50, Local Government Finance Act 1992]

[Appendix O]

13. OUTSIDE BODIES

13.1. OVW AGM

To receive an update from the recently held One Voice Wales AGM on the 21st January.

13.2. Other Outside Bodies

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

13.3. Quarry Initial Stakeholder Group

To elect, if desired, a Town Council representative to sit on the proposed Quarry Initial Stakeholder Group.

14. CORRESPONDENCE

14.1. Cross Border Healthcare

To consider the correspondence from Llandrindod Wells Town Council in relation to cross border healthcare.

[Appendix P]

14.2. Buckingham Palace

To consider the correspondence from One Voice Wales in relation to Buckingham Palace Garden Parties.

[Appendix Q]

14.3. Resilient Powys

To consider the correspondence in relation to Resilient Powys.

[Appendix R]

15. DATE OF NEXT MEETING

To note that the next meeting of Full Council will be held on 25th February 2026 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. R U SAYCE TRUST

17.1. Accounts 2023/2024 [CONFIDENTIAL]

To approve the accounts for the period ending 2024.

Confidential Document [Appendix S]

17.2. Other Matters [CONFIDENTIAL]

To consider a way forward in respect of the Trust.

18. LEASES OF LAND [CONFIDENTIAL]

To consider the report from the Town Clerk in respect of the two leases and to approve execution. [Confidential - information related to the financial or business affairs of a person and/or the authority.]

Confidential Document [Appendix T]
Confidential Document [Appendix U]
Confidential Document [Appendix V]