



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

Agenda & Summons

Full Council - 25/02/2026 6:30pm

19th February 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 25th February 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/86999261641?pwd=rpjalfzMPkYd99bVfpaZlKZ4hwFIC.1> to join online or use Zoom Meeting ID 869 9926 1641 and passcode 881741.

Agenda

1. 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 desired, resolve to approve any apologies for absence. [Section 4(b), Code of Conduct; Section 85(1), Local Government Act 1972]

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 of the questioner or any other named person. [Para. 27A, Sch 12, Local Government Act 1972]

4. GUEST - JOINT CIVIL AID CORPS

To welcome representatives from the Joint Civil Aid Corps to address Council on their role and remit.

5. GUEST - CLWYD ALYN

To welcome representatives from ClwydAlyn to give a brief presentation on the history of Oldford.

6. TOWN MAYOR'S REPORT - FEBRUARY 2026

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

7. COUNTY COUNCIL AND COUNTY COUNCILLOR UPDATES

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

8. MINUTES AND MATTERS ARISING

8.1. Previous Minutes

To approve and sign as a correct record, the minutes from the meeting of the Full Council on 28/01/2026.
[Para. 35(1), Sch 12, Local Government Act 1972]

[Appendix B]

8.2. Matters Arising

To report for information purposes only matters arising from the Full Council on 28/01/2026.

9. COMMITTEES - RECOMMENDATIONS

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

9.1. Events & Planning Committee - February 2026

To confirm the recommendations from the meeting of the Events & Planning Committee on the 04/02/2026.

Item 7.1 - Welshpool Fair Trade

RECOMMENDED

That Council support the Welshpool Fair Trade initiative and allocate a market stall accordingly.

[Appendix C]

9.2. Operations & Development Committee - February 2026

To confirm the non-confidential recommendations from the meeting of the Operations & Development Committee on the 11/02/2026.

Item 5.2 - Tourist Information Centre Naming

RECOMMENDED

To rename the Tourist Information Centre to the Welshpool Information Centre.

Item 5.4 - Maes y Dre: Permissions for Works

RECOMMENDED

To grant permission to approve with the plans and to authorise the Town Clerk to work with the club to draft a lease and to bring this back to Council for approval.

Item 5.5 - Flower Bed Transfers

RECOMMENDED

To approve the request to Powys County Council to transfer ownership of the two flower beds outside the NFU building on Mill Lane / Church Street;

The principle of licensing town centre beds and planters to voluntary groups for maintenance is adopted; and

That the Town Clerk is authorised to draft a standard flower bed maintenance licence agreement for use with interested groups and seek expressions of interest.

Item 5.6 - Town Hall WiFi - Quote

RECOMMENDED

To approve the quote for £864 for enhanced WiFi provision in the Town Hall.

[Appendix D]

9.3. Finance & Governance Committee - February

To confirm the non-confidential recommendations from the meeting of the Finance & Governance Committee on the 18/02/2026.

Item 5.4 - Virements

RECOMMENDED

To recommend the virements to Full Council.

Item 6.1 - Procurement Policy

RECOMMENDED

To approve and adopt the amended Procurement Policy.

Item 6.2 - Volunteer Policy

RECOMMENDED

To approve and adopt the amended Volunteer Policy.

Item 8.1 - Review of Standing Orders & Committee Structure

RECOMMENDED

That a working group of Cllrs Alison Davies, Morag Bailey and the Mayor be established to work with the officers on a review of Standing Orders and the committee structure.

Item 8.2 - Appointment of Internal Auditor

RECOMMENDED

To approve the appointment of TIAA Ltd as the internal auditor for 2025/26.

[Appendix E]

10. FINANCE**10.1. Council Accounts (January - Period 10)**

To consider the Income and Expenditure Reports and Cash and Bank Totals for January 2026 and note the bank balances as of 31st January 2026:

- General Fund - £23,729.13
- 30 Day Account - £200,000
- Petty Cash - £67.43
- Hub Community Account - £3,129.78

[Appendix F]

[Appendix G]

10.2. Payment of Invoices - February

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

[Appendix H]

10.3. Interim Strategic Plan Action Plan

To consider the approved Council Interim Strategic Plan action plan.

[Appendix I]

11. OTHER MATTERS

11.1. Tour de France 2027

To consider the draft Terms of Reference for a special advisory committee and to appoint members.
[Section 101, Local Government Act 1972]

[Appendix J]

11.2. Bull Dingle

To receive an update on the Bull Dingle.

11.3. Biodiversity Action Plan 2026-2028

To consider establishing a working group to prepare the Biodiversity Action Plan for 2026-2028 for adoption by Full Council in May. [Section 6, Environment (Wales) Act 2016]

11.4. Civic & Ceremonial Working Group

To consider the report from the Town Clerk and the Civic & Ceremonial Working Group.

[Appendix K]
[Appendix L]

11.5. Electoral Matters

To note that an election has been called for the vacancy in the Castle Ward and to consider if poll cards should be issued at a cost of approximately £1,584.90.

12. BYELAWS - CONSULTATION

To consider the recommendation from Operations & Development Committee to proceed and the report from the Town Clerk in respect of the byelaws consultation.

[Appendix M]

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. OVW Annual Awards

To consider the correspondence from One Voice Wales regarding the Annual Awards for 2026.

[Appendix N]

13.3. Sustainable Powys

To receive information regarding a Sustainable Powys meeting at Welshpool Integrated Family Centre on 3rd March at 7pm and to elect, if desired, up to two representatives from the Council to attend.

13.4. Cross Border Healthcare

To elect a representative from the Council to attend the cross border healthcare meeting being held by Llandrindod Wells Town Council on 16th March 2026 at 6:30pm via Zoom.

14. 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 25th March 2026 at 6:30pm.

15. 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]

16. OPERATIONS & DEVELOPMENT COMMITTEE - FEBRUARY 2026 [CONFIDENTIAL]

To confirm the confidential recommendations from the meeting of the Operations & Development Committee on the 11/02/2026.

Item 14 - Contract Management

RECOMMENDED

That officers prepare a list of issues identified and that the Town Clerk writes to the contractor setting out our position.

Item 13 - Station & Leases

RECOMMENDED

That the Town Council pursues adopting Welshpool Railway Station under the adopt a station scheme; and To authorise officers to explore potential lease terms for a rear railway station car park and report back to Full Council with a draft lease if deemed appropriate.

17. ALTERNATIVE PREMISES [CONFIDENTIAL]

To consider the report from the Town Clerk regarding alternative premises for Operations Team.

Confidential Document [Appendix O]

18. FINANCE & GOVERNANCE COMMITTEE - FEBRUARY 2026 [CONFIDENTIAL]

To confirm the confidential recommendations from the meeting of the Finance & Governance Committee on the 18/02/2026.

Item 11 - Debtors

RECOMMENDED

To approve the confidential recommendation 1 that access is restricted until payment is received in full or a repayment plan agreed.

Item 11 - Debtors

RECOMMENDED

To amend the Debt Management Policy to alter Stage 1 to read 7 days instead of 30 days and Stage 2 to read 21 days instead of 60 days.

Item 11 - Debtors

RECOMMENDED

To recommend to Full Council to approve the write-off of historic debts as outlined in Section 4 and the list at the end of the report.

19. GRANT SCHEME [CONFIDENTIAL]

To consider the report from the Town Clerk in respect of a grant scheme as discussed at the last meeting.

Confidential Document [Appendix P]

20. CELEBRATION OF LOCAL TALENT [CONFIDENTIAL]

To discuss and resolve if desired proposals for how to celebrate local talent.