Cyngor Tref Trallwng Welshpool Town Council

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

Agenda & Summons
Annual Meeting - 28/05/2025 6:30pm

22nd May 2025

Dear Councillor,

You are hereby summoned to attend a meeting of the Annual Meeting of Welshpool Town Council which will be held on Wednesday 28th May 2025 in the Council Chamber, Welshpool Town Hall at 6:30pm to transact the business outlined below.

Please note that the time of this meeting will be 6:30pm and will be live streamed online.

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/83758122468?pwd=WYcDM6xbakmW14qYkrWQqZ8p9YM6a2.1 to join online or use Zoom Meeting ID 837 5812 2468 and passcode 900887.

Agenda

1. ELECTION OF CHAIR / TOWN MAYOR

To receive nominations and to elect the Chair of Council and Town Mayor for the 2025-26 municipal year. If required, the new Mayor to sign Declaration of Office, take the chair and address the meeting. [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 2025-26 municipal year. [Section 34(6), Local Government Act 1972]

3. 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.

4. 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]

5. 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 only relate 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]

6. TOWN MAYOR'S REPORT - MAY 2025

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. CORPORATE GOVERNANCE

8.1. Standing Orders

To adopt revised Standing Orders for 2025-26 as recommended by the Strategy, Policy and Development Committee. [Section 135, Local Government Act 1972]

[Appendix B]

8.2. Financial Regulations

To adopt revised Financial Regulations for 2025-26 as recommended by the Finance Committee.

[Appendix C]

8.3. Risk Assessment

To adopt revised Risk Assessment for 2025-26 as recommended by the Finance Committee. [Reg 6(3)(d), The Accounts and Audit (Wales) Regulations 2014]

[Appendix D]

8.4. Training Plan

To adopt revised Training Plan as recommended by the Strategy, Policy and Development Committee. [Section 67(4), Local Government and Elections (Wales) Act 2021]

[Appendix E]

8.5. Code of Conduct

To adopt the model Code of Conduct as recommended by the Strategy, Policy and Development Committee. [Section 51(3), Local Government Act 2000]

[Appendix F]

9. COMMITTEES AND DELEGATION

9.1. Committee Structure

To consider the report from the Town Clerk in respect of committees as recommended by the Strategy, Policy and Development Committee. [Section 101(1), Local Government Act 1972]

[Appendix G]
[Appendix H]

9.2. Election to Committees

To elect councillors to committees as approved above.

9.3. Scheme of Delegation

To adopt revised Scheme of Delegation for 2025-26 as recommended by the Strategy, Policy and Development Committee. [Section 101(1), Local Government Act 1972]

[Appendix I]

10. OTHER GOVERNANCE

10.1. Councillor Allowances

To consider the report from the Town Clerk in respect of councillor allowances for 2025-26. [Section 153, Local Government (Wales) Measure 2011]

[Appendix J]

10.2. Bank Mandate

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

10.3. Investment and Reserves Strategy

To adopt revised Investment and Reserves Strategy for 2025-26 as recommended by the Finance Committee.

[Appendix K]

10.4. Dates of Meetings

To consider the recommended schedule of meetings for the 2025-26 municipal year.

[Appendix L]

11. OUTSIDE BODIES

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

[Appendix M]

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 23/04/2025.

[Appendix N]

12.1. Matters Arising

To report for information purposes only matters arising from the Full Council on 23/04/2025.

13. RECOMMENDATIONS FROM COMMITTEES

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

13.1. Staffing Committee - May 2025

To confirm the recommendations from the meeting of the Staffing Committee on the 07/05/2025.

Item 7 - Staffing Matters RECOMMENDED To approve chainsaw training plus qualification at Meifod for three staff at a cost of £1950.

[Appendix O]

13.2. Strategy, Policy and Development Committee - May 2025

To confirm the recommendations from the meeting of the Strategy, Policy and Development Committee on the 07/05/2025.

Item 6.2 - Land at Ardwyn School / Wiggly Path RECOMMENDED To authorise officers to engage with Powys County Council over the protection of the Wiggly Path and pursue action to preserve the path for the public.
Item 6.3 - Car Parking / Barrier System RECOMMENDED To not proceed with the proposal to charge for parking at Maes y Dre.
Item 8.5 - Communications and Engagement Policy RECOMMENDED That the Communications and Engagement Policy be adopted.
Item 8.6 - Special Leave Policy RECOMMENDED That the Special Leave Policy be adopted.
Item 8.8 - Honorary Titles / Community Awards RECOMMENDED That the Honorary Titles and Community Awards Policy be adopted.

[Appendix P]

13.3. Planning Committee - May 2025

To note that the Planning Committee was inquorate in May and no business was transacted.

13.4. Events and Tourism Committee - May 2025

To confirm the recommendations from the meeting of the Events and Tourism Committee on the 14/05/2025.

Item 8 - Carnival RECOMMENDED To book the face painter and balloon modeller on the terms as set out in the accompanying paper.
Item 10 - 1940's Weekend RECOMMENDED To allow use of the Town Hall free of charge for the 2025 1940s Event.

[Appendix Q]

13.5. Services and Property Committee - May 2025

To confirm the recommendations from the meeting of the Services and Property Committee on the 21/05/2025.

Item 5.2 - Cricket Club - Permission for Building
RECOMMENDED
To grant permission to the Cricket Club to proceed and give delegated powers to the Operations Manager to approve location, design and all other ancillary matters.

Item 5.3 - General Update
RECOMMENDED
To accept the quotation for replacement fencing at Dol y Felin playground from Midland Fencing (Company B) at a cost of £13,250 excluding VAT.

[Appendix R]

13.6. Finance Committee - May 2025

To confirm the recommendations from the meeting of the Finance Committee on the 21/05/2025.

Item 5.2 - Payment of Invoices - May
RECOMMENDED
To confirm and agree payment of invoices for May 2025.

Item 5.4 - Debit Card
RECOMMENDED
To authorise the RFO to obtain a purchase card in line with Financial Regulations.

Item 8 - Fees and Charges
RECOMMENDED
To establish a working group to review all fees and charges. The working group made up of Cllr Bailey, Cllr Owen, Cllr Fitzgerald and the Town Clerk, RFO and Events, Planning and Markets Officer and will report back by September to the Finance Committee.

[Appendix S]

14. FINANCE

14.1. Council Accounts (April 2025 - Period 1)

To consider the Bank Reconciliation and Cashbook Reports and Income and Expenditure Report for April 2025.

[Appendix T]
[Appendix U]
[Appendix V]
[Appendix W]
[Appendix X]
[Appendix Y]
[Appendix Z]

14.2. Payment of Invoices - May

To consider payment of invoices for May 2025.

[Appendix AA]

15. MOTIONS FOR DEBATE

15.1. Motion - Recycling Changes

To consider the motion from Cllr Julie Arnold.

[Appendix AB]

16. OUTSIDE BODIES

16.1. OVW Annual Awards

To note the recently awarded 'highly commended' award for Best Initiative addressing the Cost-of-Living Crisis at the One Voice Wales National Awards 2025.

16.2. OVW Innovative Practice Conference

To receive information regarding the One Voice Wales Innovative Practice Conference on the 5th July 2024 and to elect, if desired, representatives from the Council to attend.

[Appendix AC]

16.3. Other Outside Bodies

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

17. CONSULTATION - POWYS TEACHING HEALTH BOARD

To consider the consultation by Powys Teaching Health Board on the future of health services in Powys (deferred from Strategy, Policy and Development Committee).

[Appendix AD]

18. STREET NAMING - BUTTINGTON DEVELOPMENT

To consider a request for registration of development name at Unit 1 & 2 Development Land Adjacent To Moors Farm, Rhallt Lane, Buttington, Welshpool, Powys. [Section 17, Public Health Act 1925]

[Appendix AE]

19. DATE OF NEXT MEETING

To note that the next meeting of Full Council will be held on 25th June 2025 at 6:30pm.

20. 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]

21. COMMUNITY AWARDS [CONFIDENTIAL]

To receive suggestions from the Mayor's Parade and Community Awards working group for awarding of community awards on Sunday 1st June 2025. [Confidential - information which is likely to reveal the identity of an individual.]

22. STAFFING MATTERS [CONFIDENTIAL]

To consider a staffing and employment matter as recommended by the Staffing Committee. [Confidential - information relating to any negotiation in connection with any labour relations matter arising between the Council and employees.]

Confidential Document [Appendix AF]

23. LAND AND PREMISES [CONFIDENTIAL]

To consider the recommendations from Services & Property Committee on the land and premises issues. [Confidential - information related to the financial or business affairs of a person and/or the authority.]

Confidential Document [Appendix AG]
Confidential Document [Appendix AH]
Confidential Document [Appendix AI]

24. DAY CENTRE [CONFIDENTIAL]

To consider a report and the recommendations from Services & Property Committee in respect of the Day Centre. [Confidential - information related to the financial or business affairs of a person and/or the authority.]

Confidential Document [Appendix AJ]