



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

Agenda & Summons

Full Council - 24/09/2025 6:30pm

19th September 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 24th September 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/83413562674?pwd=XU0rz52ZDQMoESBeunh0wQE5h8kMnw.1> to join online or use Zoom Meeting ID 834 1356 2674 and passcode 955947.

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. COUNTY COUNCIL AND COUNTY COUNCILLOR UPDATES

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

5. GUEST: POWYS COUNTY COUNCIL

To welcome officers from Powys County Council to present on recent works at Bull Dingle.

6. TOWN MAYOR'S REPORT - JULY & AUGUST 2025

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

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 23/07/2025.

[Appendix B]

7.2. Matters Arising

To report for information purposes only matters arising from the Full Council on 23/07/2025.

8. COMMITTEES - MINUTES

8.1. Events & Planning Committee - August & September 2025

To note the draft minutes and the resolutions made at the meeting of the Events & Planning Committee on the 13/08/2025 and 03/09/2025.

[Appendix C]
[Appendix D]

9. COMMITTEES - RECOMMENDATIONS

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

9.1. Audit Committee - July 2025

To confirm the recommendations from the meeting of the Audit Committee on the 23/07/2025.

Item 7 - Internal Audit Report 2024-25
RECOMMENDED
To add an additional risk to the Risk Register to satisfy Recommendation 1 (Unaffordability of the quinquennial building survey) with the Rating and Residual Rating to be high.

[Appendix E]

9.2. Operations & Development Committee - September 2025

To confirm the recommendations from the meeting of the Operations & Development Committee on the 10/09/2025.

Item 4.1 - Previous Minutes
RECOMMENDED
To approve the minutes from the meeting of the Operations & Development Committee on 09/07/2025.

Item 5.3 - Tender - End of Season Works
RECOMMENDED
To accept the quotation for end of season works from Argae Hall (Quotation 03 - Company A) at a cost of £21,380 excluding VAT.

Item 5.4 - Dog Control Orders**RECOMMENDED**

To authorise the Town Clerk to write to other local councils in Powys to lobby for the making of a PSPO in relation to control of dogs on all sports grounds across Powys.

[Appendix F]

9.3. Finance & Governance Committee - September 2025

To confirm the recommendations from the meeting of the Finance & Governance Committee on the 17/09/2025.

Item 5.3 - Scrutiny of Payments**RECOMMENDED**

To elect the following members to perform scrutiny of payments exercise:

- Cllr Phil Owen - September
- Cllr Estelle Bleivas - October
- Cllr David France - November

Item 5.4 - Virements**RECOMMENDED**

To recommend the virements to Full Council.

Item 5.5 - Funding Sources**RECOMMENDED**

To apply for and use Burgess Lands Trust Objective 1 monies for the Town Hall works

Item 5.5 - Funding Sources**RECOMMENDED**

To use General Reserve monies for the Motte and Bailey work

Item 6.2 - Debt Management Policy**RECOMMENDED**

To approve and adopt the Debt Management Policy.

Item 7.1 - Newsletter**RECOMMENDED**

To use Royal Mail Door 2 Door for the newsletter and to review distribution at 6 monthly intervals.

Item 12 - Staffing Update**RECOMMENDED**

To extend the contract of Employee No. 61 to 31st December 2025.

[Appendix G]

10. GOVERNANCE & COMMITTEES**10.1. Committee Size**

To consider the report from the Town Clerk in respect of committee sizes.

[Appendix H]

10.2. Committee Membership

To resolve the election of councillors to committees if required.

11. FINANCE

11.1. Council Accounts (July & August - Period 4 & 5)

To consider the Income and Expenditure Reports and Cash and Bank Totals for August 2025 (incorporating July 2025) and note the bank balances as of 31st August 2025:

- General Fund - £95,209.27
- 30 Day Account - £200,000
- Petty Cash - £151.86
- Hub Community Account - £-4.25

[Appendix I]
[Appendix J]

11.2. Payment of Invoices - September

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

[Appendix K]
[Appendix L]

11.3. Quotation for Christmas Lights Infrastructure

To consider the quote from Derand Ltd in respect of Christmas light infrastructure. [FR 5.12(i) - Exemption to FR 5.8 where contracts greater than £1,000 excluding VAT the Clerk or RFO shall try to obtain at least 3 fixed-price quotes.]

[Appendix M]

12. INTERIM STRATEGIC PLAN (2025-2028)

To receive the engagement report and approve and adopt the updated Interim Strategic Plan 2025-2028.

[Appendix N]
[Appendix O]

13. OUTSIDE BODIES

13.1. OVW National Conference & AGM

To receive information regarding the One Voice Wales National Conference and Annual General Meeting (AGM) on the 1st October 2025 and to elect, if desired, representatives from the Council to attend.

[Appendix P]

13.2. Outside Body Appointments

To elect nominees to any outside bodies, if desired.

13.3. Other Outside Bodies

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

14. COMMUNITY FRIDGE

To consider the report from officers in respect of a community fridge.

[Appendix Q]

15. BYELAWS

To consider the report from the Town Clerk in respect of byelaws, as recommended by the Operations & Development Committee. [Section 6, Local Government Byelaws (Wales) Act 2012]

16. DATE OF NEXT MEETING

To note that the next meeting of Full Council will be held on 22nd October 2025 at 6:30pm.

17. 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]

18. DAY CENTRE [CONFIDENTIAL]

To consider the recommendations of the Operations & Development Committee in respect of the land adjacent to the Day Centre. [Confidential - information relating to any consultations or negotiations.]

19. LAND ADJ TO YOUTH CENTRE [CONFIDENTIAL]

To consider the recommendations of the Operations & Development Committee in respect of the land adjacent to the Youth Centre, Howell Drive. [Confidential - information relating to any consultations or negotiations.]

20. MARKET CAFE [CONFIDENTIAL]

To consider the recommendation of the Operations & Development Committee in respect of the Market Cafe. [Confidential - information related to the financial or business affairs of a person and/or the authority.]

Confidential Document [Appendix S]