



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

Full Council - 25/03/2026 6:30pm

20th March 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 March 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/89237534709?pwd=wldFveM39YdxHci8iVpa3Sh2XOSSM.1> to join online or use Zoom Meeting ID 892 3753 4709 and passcode 919521.

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 - POWYS CC

To welcome representatives from Powys County Council to give a brief presentation on the upcoming Tour de France start and the new economic strategy for Powys.

5. TOWN MAYOR'S REPORT - MARCH 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 25/02/2026.
[Para. 35(1), Sch 12, Local Government Act 1972]

[Appendix B]

7.2. Matters Arising

To report for information purposes only matters arising from the Full Council on 25/02/2026.

7.3. Previous Minutes

To approve and sign as a correct record, the minutes from the meeting of the Full Council on 03/03/2026.
[Para. 35(1), Sch 12, Local Government Act 1972]

[Appendix C]

7.4. Matters Arising

To report for information purposes only matters arising from the Full Council on 03/03/2026.

8. COMMITTEES - MINUTES

8.1. Events & Planning Committee - March 2026

To note the minutes from the meeting of the Events & Planning Committee on the 04/03/2026.

[Appendix D]

9. COMMITTEES - RECOMMENDATIONS

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

9.1. Operations & Development Committee - March 2026

To confirm the recommendations from the meeting of the Operations & Development Committee on the 11/03/2026.

[Appendix E]

9.2. Audit Committee - March 2026

To confirm the recommendations from the meeting of the Audit Committee on the 13/03/2026.

Item 5 - Risk Register RECOMMENDED To amend Risk 5 (Management of cash flow) to reduce the probability to 1.
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Item 6 - Evaluation of Services - Tourist Information Centre**RECOMMENDED**

To note the Service Review Report;

To approve the following recommendations and changes:

- Carry out a review of TIC staffing roles/hours/rotas prior to replacing/appointing staff, to achieve greater integration into the WIC
 - Following the above, consider extending opening during the summer season to include Sundays and/or not closing at lunch times
 - Develop a simple competency checklist and training plan for all WIC staff relating to the TIC service and ensure that all staff are competent
 - Include a feasibility study of relocating WIC in the Regeneration of Welshpool Town Hall development and delivery phases and report back
 - Clearly define current roles in relation to maintenance, cleaning, health and safety and allocate them to the appropriate team
 - Consider the creation of volunteering opportunities within the WIC team
 - Consider succession planning; the roles are complex and it will take time to gather the knowledge and expertise needed
 - Continue to improve communications within the WIC and the TIC team ensuring that everyone is kept up to date on strategy/policy/process changes that affect them or the WTC
 - Address the tensions between the WIC team members and other teams; and
- To ask the Town Clerk to implement the above and report back in a suitable timeframe.

[Appendix F]

9.3. Finance & Governance Committee - March 2026

To confirm the recommendations from the meeting of the Finance & Governance Committee on the 18/03/2026.

Item 6 - Carry Forwards 2025-26**RECOMMENDED**

To approve the carry forward of the following unspent budget allocations into the next financial year as set out in Section 3 of the report

Item 7.1 - Civil and Ceremonial Protocol & Flag Flying Policies**RECOMMENDED**

To approve and adopt the amended Civic & Ceremonial Protocol and Flag Flying & Lighting Policy.

Item 7.2 - One Voice Wales Membership - 2026-27**RECOMMENDED**

To renew membership of One Voice Wales for 2026-27.

[Appendix G]

10. FINANCE**10.1. Council Accounts (February - Period 11)**

To consider the Income and Expenditure Reports and Cash and Bank Totals for February 2026 and note the bank balances as of 28th February 2026:

- General Fund - £15,522.14
- 30 Day Account - £170,118.86
- Petty Cash - £54.99
- Hub Community Account - £3,556.44

[Appendix H]

[Appendix I]

10.2. Payment of Invoices - March

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

[Appendix J]

10.3. Interim Strategic Plan Action Plan

To consider the approved Council Interim Strategic Plan action plan.

[Appendix K]

11. OTHER MATTERS

11.1. Tour de France 2027

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

11.2. Bull Dingle

To receive an update on the Bull Dingle.

12. OUTSIDE BODIES

12.1. One Voice Wales

To receive an update if required on any One Voice Wales activities.

12.2. Sustainable Powys

To receive information regarding a Sustainable Powys meeting at Welshpool Integrated Family Centre on 3rd March.

12.3. Other Outside Bodies

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

13. MOTIONS FOR DEBATE

13.1. Ynni Cymru

To consider the proposal from Cllr Ben Gwalchmai regarding Ynni Cymru.

Motion

To authorise officers in consultation with Cllr Ben Gwalchmai to work with local landowners on a grant application to Ynni Cymru to develop more renewable energy in Welshpool. [Section 20(1), Climate Change and Sustainable Energy Act 2006]

13.2. Re-use Scheme

To consider a proposal from Cllr David France regarding a re-use scheme in Welshpool.

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 22nd April 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. FINANCE & GOVERNANCE COMMITTEE - MARCH 2026 [CONFIDENTIAL]

To confirm the confidential recommendations from the meeting of the Finance & Governance Committee on the 18/03/2026.

Item 11 - Debtors

RECOMMENDED

To approve the write off of 17 invoices totalling £1,590 listed at the end of this report, and to note that officers will continue to pursue the remaining £7,698.76.

Item 13.1 - Pay Scales

RECOMMENDED

To agree the revised pay scales for the cleaning posts from 1st April 2026 from SCP 2 to SCP 3

Item 13.2 - TIC Review - Staffing Implications

RECOMMENDED

To authorise the Town Clerk to review the staffing structure of the Welshpool Information Centre before filling any vacancy and report back to Members where appropriate.

Item 13.3 - Staffing

RECOMMENDED

To appoint a shortlisting and interview panel comprising of Cllr Bill Rowell, Cllr Morag Bailey, Cllr Phil Owen and the Events and Markets Manager and to give delegated powers to the Town Clerk to appoint to the position following a recommendation from the panel.

Item 13.3 - Staffing

RECOMMENDED

To authorise the Town Clerk to purchase appropriate items to celebrate the employment milestone.

17. PRIDE IN PLACE FUNDING [CONFIDENTIAL]

To consider the report from the Town Clerk in respect of Pride in Place funding (guidance previously circulated via email) [Confidential - information related to the financial or business affairs of a person and/or the authority.]

Confidential Document [Appendix L]

18. CORRESPONDENCE [CONFIDENTIAL]

To note the correspondence from the Public Services Ombudsman for Wales and to note the recommendations. [Confidential - information which is likely to reveal the identity of an individual.]

Confidential Document [Appendix M]

Confidential Document [Appendix N]