



Cyngor Tref y Trallwng | Welshpool Town Council

Welshpool Town Council, Tourist Information Centre, The Vicarage Gardens, Welshpool, SY21 7DD
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DRAFT

Minutes of the Operations & Development Committee held on 14/01/2026 6:30pm in Council Chamber, Welshpool Town Hall.

PRESENT:

Councillor Dr Ben Gwalchmai
Councillor David France
Councillor Estelle Bleivas
Councillor Nick Howells
Councillor Phil Owen
Councillor Phil Pritchard (Chair)
Councillor Sally Fitzgerald

Apologies for absence:

Absent:

Also in attendance:

Councillor Morag Bailey
Councillor Revd William Rowell
Richard Williams - Town Clerk & Responsible Finance Officer
Paul McGrath - Operations Manager
1 member(s) of the public / press

OD140126/1. WELCOME AND APOLOGIES FOR ABSENCE

The Chair welcomed all to the meeting and wished all a Happy New Year.

OD140126/2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

None.

OD140126/3. PUBLIC PARTICIPATION

None.

OD140126/5. MINUTES AND MATTERS ARISING

OD140126/5.1 Previous Minutes

RESOLVED

To approve the minutes from the meeting of the Operations & Development Committee on 12/11/2025.

OD140126/5.2 Matters Arising

None.

OD140126/5. LAND AND BUILDINGS

OD140126/5.1 General Update

The Operations Manager updated councillors on general activities, including:

- Busy November & December with bookings - boxing, pantomime, tractor run, flower arranging, Michael Jones and parties
- Winter Festival - thanks to all who helped on the day
- Day Centre - all the kitchen PPM remedials have now been completed
- Town Hall - lift was broken however now repaired, PAT testing has commenced and quotes obtained for repairs to the oven in the kitchen
- TIC/Office - emergency light has broken however under warranty
- Toilets - flushing faceplates in ladies require repairs
- Playgrounds - quarterly check done with new basket seat fitted, secondary support chains fitted and ubolts added. Awaiting Wickstead for Burgess Lands works. New equipment in Maes y Dre is planned to be installed before the end of this month
- Other - boundary fence at Bowling Club is end of life and exploring quotes for replacement
- Maes y Dre - car park at Rugby end being cleared of debris

Councillors gave their thanks to the team.

OD140126/5.2 Bookings - Quarter 3

The Town Clerk summarised the report and explained that £3,774.50 in bookings income had been collected during the quarter. The Town Clerk also asked Council to examine the application for a repeat booking for Sundays in the Assembly Room until the middle of March and explained due to Working Time Directives and staff welfare, that Council would need to make a decision regarding Saturday bookings if they were to accept the booking on a Sunday.

A discussion took place between members and a recommendation reached.

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.

WTCM440 - Proposed by Cllr Dr Ben Gwalchmai, seconded by Cllr Nick Howells

OD140126/5.3 Tourist Information Centre Naming

The Town Clerk explained that during the Interim Strategic Plan consultation in August, 111 responses were received for Tourist Information Centre and 111 responses were received for Welshpool Information Centre and due to new signage & postal addressing being needed, a decision was required on the name of the building.

RECOMMENDED

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

WTCM441 - Proposed by Cllr Phil Pritchard, seconded by Cllr Phil Owen

OD140126/5.4 Motte and Bailey

The Town Clerk summarised the report and explained that the working group had explored plans to open up the site and submitted a grant for £50,000 to the Landfill Disposals Tax Fund.

A discussion was had by members regarding the previous proposals from Welsh Bikers for Suicide Prevention.

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.

WTCM442 - Proposed by Cllr Estelle Bleivas, seconded by Cllr Phil Pritchard

OD140126/6. SERVICES

OD140126/6.1 Meals on Wheels

The Town Clerk summarised the report and answered any queries.

OD140126/6.2 Markets

The Town Clerk gave an update and explained that only one indoor stall is available and a push was now taking place on expanding the outdoor market. The Town Clerk also summarised the proposal from Newtown & Llanllwchaearn Town Council regarding celebrating Charter Markets in North Powys and the committee asked Cllr Nick Howells to report back.

OD140126/6.3 Community Hub

The Town Clerk summarised the report and answered any queries. Thanks was given to all involved.

OD140126/7. BUSINESS PLANNING & FINANCIAL MATTERS

OD140126/7.1 ISP Action Plan

The Town Clerk summarised the report and highlighted that most actions were in progress or in future years. One action (PT1) is delayed and will be actioned shortly.

OD140126/7.2 Budget and Committee Finance (Month 9)

The Town Clerk summarised the report and explained that most budgets are now close to, or have been spent and no queries were received.

Cllr Ben Gwalchmai left the meeting.

OD140126/8. BUDGET 2026/27

Cllr Sally Fitzgerald left the meeting.

The Town Clerk summarised the Draft 3 budget for the committee and explained that the committee had provided input over the last few months and answered members queries and questions.

RECOMMENDED

That Full Council adopt the Committee Budget for 2026/2027.

OD140126/9. PROJECTS & NEW DEVELOPMENTS

OD140126/9.1 Community Fridge

The Town Clerk summarised the report and explained that a launch event will take place at the end of the month.

OD140126/9.2 Town Hall Transformation

The Town Clerk summarised the report and answered any queries.

OD140126/9.3 Oldford Estate

The Town Clerk explained that a site meeting is due to take place this month with ClwydAlyn with further reporting back to Full Council in February.

OD140126/10. DATE OF NEXT MEETING

The next meeting of Operations & Development Committee will be held on 11th February 2026 at 6:30pm

OD140126/11. CONFIDENTIAL SESSION - EXCLUSION

RESOLVED

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

WTCM444 - Proposed by Cllr Phil Owen, seconded by Cllr Estelle Bleivas

OD140126/12. CORRESPONDENCE - HIRE CHARGES [CONFIDENTIAL]

Cllr Nick Howells left the meeting.

The Town Clerk summarised the correspondence and a discussion was had by members.

RECOMMENDED

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

WTCM445 - Proposed by Cllr Estelle Bleivas, seconded by Cllr Phil Owen

OD140126/13. CORRESPONDENCE - BOWLING CLUB [CONFIDENTIAL]

The Town Clerk summarised the correspondence and report and a discussion was had by members.

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.

WTCM446 - Proposed by Cllr Estelle Bleivas, seconded by Cllr Phil Owen

The meeting finished at 20:33.

Signed:

Dated:

Councillor Phil Pritchard (Chair)

Decision/Action Log

ID		Assigned
WTCM439	RESOLUTION OD140126/5.1 Previous Minutes To approve the minutes from the meeting of the Operations & Development Committee on 12/11/2025.	Town Clerk & Responsible Finance Officer
WTCM440	RECOMMENDATION OD140126/5.2 Bookings - Quarter 3 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.	Events & Markets Manager
WTCM441	RECOMMENDATION OD140126/5.3 Tourist Information Centre Naming To rename the Tourist Information Centre to the Welshpool Town Council & Information Centre.	Town Clerk & Responsible Finance Officer
WTCM442	RECOMMENDATION OD140126/5.4 Motte and Bailey 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.	Town Clerk & Responsible Finance Officer
WTCM443	RECOMMENDATION OD140126/8 Budget 2026/27 That Full Council adopt the Committee Budget for 2026/2027.	Town Clerk & Responsible Finance Officer
WTCM444	RESOLUTION OD140126/11 Confidential Session - Exclusion 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	Town Clerk & Responsible Finance Officer
WTCM445	RECOMMENDATION OD140126/12 Correspondence - Hire Charges To approve awarding a discount of 20% for monthly or weekly repeat bookings.	Town Clerk & Responsible Finance Officer
WTCM446	RECOMMENDATION OD140126/13 Correspondence - Bowling Club 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.	Town Clerk & Responsible Finance Officer