



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 Events & Planning Committee held on 01/10/2025 6:30pm in Council Chamber, Welshpool Town Hall.

PRESENT:

Councillor Chris Davies (Chair)
Councillor Jackson Quarrell
Councillor Julie Arnold
Councillor Morag Bailey
Councillor Phil Owen
Councillor Revd William Rowell

Apologies for absence:

Councillor Nick Howells
Councillor Sally Fitzgerald

Absent:

Also in attendance:

Councillor Estelle Bleivas
Councillor Phil Pritchard
Kimberly Wright - Events, Planning and Markets Officer
Wendy Lewis - Tourist Information Centre Manager
3 member(s) of the public / press

EP011025/1. WELCOME AND APOLOGIES FOR ABSENCE

The Chair welcomed all to the meeting. Apologies received from Cllr Nick Howells and Cllr Sally Fitzgerald.

EP011025/2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

None.

EP011025/3. PUBLIC PARTICIPATION

No questions were received.

EP011025/4. MINUTES AND MATTERS ARISING

EP011025/4.1 Previous Minutes

A 'T' is missing at the start of a sentence.

RESOLVED

To approve the minutes of the meeting held on 03/09/2025 as an accurate record of the previous meeting.

WTCM340 - Proposed by Cllr Morag Bailey, seconded by Cllr Revd William Rowell

EP011025/4.2 Matters arising

White Ribbon Day will be held on the 25th of November 2025 from 5 pm to 6:30 pm at the front of the Town Hall and in the Corn Exchange.

W.I have been contacted, other organisations will be contacted.

EP011025/5. REPORT FROM THE TOURIST INFORMATION CENTRE

New stock arriving soon, including Christmas gifts.

A few issues around new bus timetables.

Councillors asked if the stock could be shared on our social media platforms, after new stock is brought in (roughly twice a year.)

EP011025/6. COMMITTEE FINANCE (MONTH 6)

Cllr Morag Bailey will be speaking with the clerk regarding commission costs and the capital works budget.

EP011025/7. BUDGET 2026/2027 - DRAFT 1

Members discussed the budget and posed the following queries/observations:

- Why are train ticket costs at £0
- Direct Stock for TIC seems too low
- Reduced rates for TIC - well done to the Town Clerk
- More work on the events budget to capture staffing underlying costs.

EP011025/8. WINTER FESTIVAL

Councillors discussed the report presented by the Events Officer and made the following observations/queries:

- Only having outside stalls represents a high risk with the weather and a compromise was agreed to limit indoor stalls
- Having Christmas Trees in the shop anchor points is a risk due to ownership of properties/testing of points. Encourage businesses to use for their own tree - add to agenda for Winter Festival meeting
- To ask Cllr Nick Howells to M.C at the event instead of hiring one
- Cllr Jackson Quarrell to speak to Tesco about free parking on the day of Winter Festival

Councillors also discussed the proposal for free parking in the event and the run-up to Christmas. Speak to the surrounding Council's to request that Powys County Council grant free parking over this period.

RESOLVED

To hire Jolly's circus for £500

To purchase 200 sheets of paper and reindeer food for letter to Santa responses at a total cost of £25

To purchase 300 books from the works for a total cost of £303.99

To book the Salopian brass band for a total cost of £250

WTCM341 - Proposed by Cllr Morag Bailey, seconded by Cllr Julie Arnold

RECOMMENDED

To approve the proposal for free parking at Severn Stars and Church Street car parks for the Winter Festival Event (29th November) and the three Saturdays leading up to Christmas Day (6th December, 10th December and 20th December 2025); to request that Special Projects Budget is used to support this cost and to contact surrounding local councils asking them to write to

Powys County Council to consider free parking over this Christmas period.

WTCM342 - Proposed by Cllr Morag Bailey, seconded by Cllr Revd William Rowell

EP011025/22. CHRISTMAS TREE COMPETITION

RESOLVED

To agree the Christmas Tree competition for 2025.

WTCM343 - Proposed by Cllr Julie Arnold, seconded by Cllr Morag Bailey

EP011025/9. WALKING FESTIVAL

So much to organise, looking to hold the event in 2027
Use 2026 to identify good walking routes.
Making contact with people and groups wanting to get involved.
Putting Welshpool on the map as a walking venue.
Hold an open public meeting in 2026 to discuss in more detail.
Include neighbouring councils.

EP011025/10. DANCE FESTIVAL

Letters sent out to organisations, awaiting a response.
Looking to hold the event in 2027/2028 as so much to organise.
Add to the agenda in January.

EP011025/11. FLICKS IN THE STICKS

Councillors noted that the next screening will be 'And then come the Nightjars' on 6th October at 7 pm

EP011025/12. BOOK SALE

A total of £654.32 was raised. An anonymous donor has agreed to pay £45.68 to round up the Feathers' allocation to £200

RECOMMENDED

To allocate the raised funds from the Book Sale as follows:

- Montgomeryshire Family Crisis Centre £100
- Montgomeryshire Youth Theatre £100
- Parkinson's Welshpool branch £100
- Dementia Welshpool branch £100
- Bryntirion £100
- Feathers £200

WTCM344 - Proposed by Cllr Julie Arnold, seconded by Cllr Morag Bailey

EP011025/13. CARNIVAL EVENT REVIEW

The Committee discussed the proposed changes for the 2026 Carnival event.

RESOLVED

To approve the proposed date, time and operational changes as set out in the report for Carnival 2026.

WTCM345 - Proposed by Cllr Morag Bailey, seconded by Cllr Jackson Quarrell

EP011025/14. REMEMBRANCE SERVICES

Two veterans were present and addressed the Committee. They informed the Committee members of the parade order and discussed the importance of changing the parade order back to its original form. The

suggested parade order is as follows;

Band, Clergy & choir, Civic VIP's, Union flag, Ex-service standards and Regular and reserve forces then proceed, preceding larger groups of ex-service contingents, followed by uniformed public services (police, fire brigade), youth organisations and finally members of the public who have been invited to participate

RESOLVED

To approve the following:

- **The changes to Remembrance Services as set out in the report**
- **To advertise for a band/drummer on social media**
- **To allow use of the Assembly Room for rehearsal space**
- **To amend the parade order and wreath laying order as set out in the report**
- **To appoint Cllr Jackson Quarrell as the Council's standard bearer.**

WTCM346 - Proposed by Cllr Morag Bailey, seconded by Cllr Revd William Rowell

EP011025/15. UPCOMING EVENTS

Add white ribbon day (25th November) to the list

RESOLVED

To postpone the Mayor's Quiz, date and time tbc, and open it up to all, not just businesses.

WTCM327 - Proposed by Cllr Phil Owen, seconded by Cllr Revd William Rowell

EP011025/16. PLANNING

EP011025/17. PLANNING TRAINING

As the meeting is scheduled for a Wednesday evening, some Councillors are unable to attend. Councillors asked that any future planning training be circulated, so they have an opportunity to attend a course on an alternative evening.

RESOLVED

To approve the training booking for Cllr Chris Davies, Cllr Morag Bailey and Cllr Bill Rowell.

WTCM321 - Proposed by Cllr Morag Bailey, seconded by Cllr Jackson Quarrell

EP011025/18. TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS:

EP011025/18.1 25/1182/ADV

RESOLVED

To object to the application due to the historical objections provided by the Council.

WTCM322 - Proposed by Cllr Morag Bailey, seconded by Cllr Julie Arnold

EP011025/18.2 25/1225/LBC

RESOLVED

To support the application with no comment

WTCM323 - Proposed by Cllr Revd William Rowell, seconded by Cllr Morag Bailey

EP011025/18.3 25/1221/DIS

RESOLVED

To support the application with no comment.

WTCM324 - Proposed by Cllr Revd William Rowell, seconded by Cllr Morag Bailey

EP011025/19. PLANNING DECISIONS

EP011025/20. APPROVED APPLICATIONS

EP011025/20.1 25/1049/DIS

EP011025/20.2 25/0581/ADV

EP011025/20.3 25/1136/FUL

EP011025/20.4 225/0906/DIS

EP011025/21. DATE AND TIME OF NEXT MEETING

Councillors noted that the next meeting of Events & Planning Committee will be held on Wednesday 5th November 2025 at 18:30.

The meeting finished at 20:45.

Signed:

Dated:

Councillor Chris Davies (Chair)

Decision/Action Log

ID		Assigned
WTCM321	RESOLUTION EP011025/17 Planning training To approve the training booking for Cllr Chris Davies, Cllr Morag Bailey and Cllr Bill Rowell.	
WTCM322	RESOLUTION EP011025/18.1 25/1182/ADV To object to the application due to the historical objections provided by the Council.	
WTCM323	RESOLUTION EP011025/18.2 25/1225/LBC To support the application with no comment	

ID		Assigned
WTCM324	RESOLUTION EP011025/18.3 25/1221/DIS To support the application with no comment.	
WTCM327	RESOLUTION EP011025/15 Upcoming events To postpone the Mayor's Quiz, date and time tbc, and open it up to all, not just businesses.	
WTCM340	RESOLUTION EP011025/4.1 Previous Minutes To approve the minutes of the meeting held on 03/09/2025 as an accurate record of the previous meeting.	Events, Planning and Markets Officer
WTCM341	RESOLUTION EP011025/8 Winter Festival To hire Jolly's circus for £500 To purchase 200 sheets of paper and reindeer food for letter to Santa responses at a total cost of £25 To purchase 300 books from the works for a total cost of £303.99 To book the Salopian brass band for a total cost of £250	Events, Planning and Markets Officer
WTCM342	RECOMMENDATION EP011025/8 Winter Festival To approve the proposal for free parking at Severn Stars and Church Street car parks for the Winter Festival Event (29th November) and the three Saturdays leading up to Christmas Day (6th December, 10th December and 20th December 2025); to request that Special Projects Budget is used to support this cost and to contact surrounding local councils asking them to write to Powys County Council to consider free parking over this Christmas period.	Town Clerk & Proper Officer
WTCM343	RESOLUTION EP011025/22 Christmas tree competition To agree the Christmas Tree competition for 2025.	Events, Planning and Markets Officer
WTCM344	RECOMMENDATION EP011025/12 Book sale To allocate the raised funds from the Book Sale as follows: - Montgomeryshire Family Crisis Centre £100 - Montgomeryshire Youth Theatre £100 - Parkinson's Welshpool branch £100 - Dementia Welshpool branch £100 - Bryntirion £100 - Feathers £200	Town Clerk & Proper Officer
WTCM345	RESOLUTION EP011025/13 Carnival Event Review To approve the proposed date, time and operational changes as set out in the report for Carnival 2026.	Events, Planning and Markets Officer

ID		Assigned
WTCM346	RESOLUTION EP011025/14 Remembrance Services To approve the following: - The changes to Remembrance Services as set out in the report - To advertise for a band/drummer on social media - To allow use of the Assembly Room for rehearsal space - To amend the amend the parade order and wreath laying order as set out in the report - To appoint Cllr Jackson Quarrell as the Council's standard bearer.	Town Clerk & Proper Officer