



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 05/11/2025 6:30pm in Council Chamber, Welshpool Town Hall.

PRESENT:

Councillor Chris Davies (Chair)
Councillor Jackson Quarrell
Councillor Morag Bailey
Councillor Nick Howells
Councillor Phil Owen
Councillor Sally Fitzgerald
Councillor Revd William Rowell

Apologies for absence:

Absent:

Councillor Julie Arnold

Also in attendance:

Councillor Phil Pritchard
Kimberly Wright - Events, Planning and Markets Officer
Wendy Lewis - Tourist Information Centre Manager

EP051125/1. WELCOME AND APOLOGIES FOR ABSENCE

The Chair welcomed all to the meeting. No apologies were received.

EP051125/2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

None.

EP051125/3. PUBLIC PARTICIPATION

None.

EP051125/4. MINUTES AND MATTERS ARISING

EP051125/4.1 Previous Minutes

RESOLVED

To approve as a correct record, the minutes from the meeting of the Events & Planning Committee on 01/10/2025

WTCM328 - Proposed by Cllr Revd William Rowell, seconded by Cllr Jackson Quarrell

EP051125/4.2 Matters Arising

A comment was made regarding the budget which will be discussed at Item 6.3 on the Agenda.

EP051125/5. TOURISM

EP051125/5.1 Report from the Tourist Information Centre

The TIC Manager gave an update, including:

- Footfall had been positive with 782 local visitors, 732 UK visitors and 52 overseas visitors.
- Handbags are selling very well.
- Owens Coaches have published their new brochure for 2026 holidays which has been an increase in sales.
- The plans to offer mince pies for customers during December.

A query was made regarding the TIC having a stall at the Winter Festival - the TIC manager will take back and discuss. Cllrs Bill Rowell and Sally Fitzgerald offered to assist with running the stall.

EP051125/5.2 Tourism Branding Project

The committee explored the report and offered a range of advice including sources of grants and local trails which could be incorporated into the app and website. A discussion took place regarding the Changing Places toilet which could also generate tourism visits for the town. It was confirmed that money has been allocated in next year's budget to finish the facility and get it open. A comment was made regarding PCCs responsibility for toilets.

RESOLVED

To note the contents of the report;

To approve the project as set out in the paper, with monitoring and further decisions to be brought back to Committee in early 2026; and

To appoint Cllrs Jackson Quarrell and Nick Howells to act as a liaison between officers and the committee on the project.

WTCM329 - Proposed by Cllr Revd William Rowell, seconded by Cllr Morag Bailey

EP051125/6. BUSINESS PLANNING & FINANCIAL MATTERS

EP051125/6.1 ISP Action Plan

Councillors noted the current ISP action plan.

EP051125/6.2 Budget and Committee Finance (Month 7)

Councillors noted the current spending position against the budget.

EP051125/6.3 Budget 2026/2027 - Draft 2

A discussion took place among members and it was remarked that the committee has the highest financial burden to put on events and needs a decent budget. Councillors deferred discussion until Cllrs Chris Davies, Sally Fitzgerald, Morag Bailey, Phil Owen and officers meet to discuss in more detail.

RESOLVED

To defer discussion until Cllrs Chris Davies, Sally Fitzgerald, Morag Bailey, Phil Owen and officers meet to discuss in more detail.

EP051125/7. EVENTS

EP051125/7.1 Winter Festival

Members considered the report and had a discussion regarding Christmas trees - this is to be revisited in January for next year's budget. Cllr Fitzgerald has managed to secure a 15ft and 8ft Christmas trees for the Town Hall and Puzzle Square.

RESOLVED

To approve a donation of £50 to Angel Voice Singing School for their performances at the Winter Festival, subject to the funds being available in the budget;

To approve giving officers delegated authority to spend funds on the Winter Festival, within its budget, should any additional expenditure be required; and

To approve the purchase of a 15ft and 8ft Christmas Trees from Vyrnwy Trees at a cost of £125.

WTCM332 - Proposed by Cllr Morag Bailey, seconded by Cllr Nick Howells

EP051125/7.2 Flicks in the Sticks

The Events and Markets Officer updated the Committee explaining that attendance at the screening on Monday, 3rd November, was extremely low, with only 14 in attendance - this is the lowest attendance on record in 2025 and may have been due to no subtitles available. The Christmas screening 'Last Christmas' will take place on Monday, 1st December 2025.

EP051125/7.3 White Ribbon Day

Cllr Morag Bailey updated members and explained that:

- The event is coming together nicely with local businesses being invited to attend
- Hub visitors have been making white ribbons
- Posters advertising the event are on display.

Cllr Bailey encouraged all councillors to attend the event.

EP051125/7.4 Walking Festival

This item was deferred until January 2026.

EP051125/8. PLANNING

EP051125/9. NEW APPLICATIONS

EP051125/9.1 25/1017/FUL

RESOLVED

The committee support this application with no comment.

WTCM333 - Proposed by Cllr Morag Bailey, seconded by Cllr Nick Howells

EP051125/9.2 25/1376/TRE

RESOLVED

The committee support this application with no comment.

WTCM334 - Proposed by Cllr Nick Howells, seconded by Cllr Phil Owen

EP051125/9.3 25/1321/ADV

Deferred until further information is received - As per Application 25/1320/FUL

RESOLVED

The Committee deferred this item until further information has been received regarding the drainage plans for the disposal of foul and surface water flows.

WTCM335 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Morag Bailey

EP051125/9.4 25/1320/FUL

The Events and Markets Officer read out the consultee comments:

- PCC Ecologist - object - further information required. No ecological information was submitted with the application.
- Environmental Protection - No objection.
- Hafren Dyfrdwy - Development should not commence until drainage plans for the disposal of foul and surface water flows have been submitted and approved by the local planning authority.
- Canal and River Trust - No comment
- PCC Highways - No comment
- Welsh Government Highways Directorate - Insufficient information to determine the application. Must supply road restraint risk assessment process in accordance with CD377 of the design manual for roads and bridges.

RESOLVED

The Committee deferred this item until further information has been received regarding the drainage plans for the disposal of foul and surface water flows.

WTCM336 - Proposed by Cllr Nick Howells, seconded by Cllr Sally Fitzgerald

EP051125/9.5 25/1353/HH

The Events and Markets Officer read out the consultee comments:

- Natural Resources For Wales - No comment, bats unlikely to be using the site.
- Heneb Clwyd-Powis - No obvious archaeological implications.

RESOLVED

The committee support this application with no comment.

WTCM337 - Proposed by Cllr Nick Howells, seconded by Cllr Morag Bailey

EP051125/9.6 25/1405/TRE

RESOLVED

The committee support this application with no comment.

WTCM338 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Morag Bailey

EP051125/9.7 25/1398/HH

The Events and Markets Officer read out the consultee comments:

- Highways - No commercial use should be permitted, such as letting, holiday letting or other commercial use/enterprise.

RESOLVED

The committee support this application with no comment.

WTCM339 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Nick Howells

EP051125/10. PLANNING DECISIONS

Councillors noted the planning decisions report.

EP051125/11. DATE OF NEXT MEETING

The next meeting of the Events & Planning Committee will be held on Wednesday 7th January 2026 at 6.30pm

The meeting finished at 20:05.

Signed:

Dated:

Councillor Chris Davies (Chair)

Decision/Action Log

ID		Assigned
WTCM328	RESOLUTION EP051125/4.1 Previous Minutes To approve as a correct record, the minutes from the meeting of the Events & Planning Committee on 01/10/2025	Events, Planning and Markets Officer
WTCM329	RESOLUTION EP051125/5.2 Tourism Branding Project To note the contents of the report; To approve the project as set out in the paper, with monitoring and further decisions to be brought back to Committee in early 2026; and To appoint Cllrs Jackson Quarrell and Nick Howells to act as a liaison between officers and the committee on the project.	Town Clerk & Proper Officer
WTCM330	RESOLUTION EP051125/6.3 Budget 2026/2027 - Draft 2 To defer discussion until Cllrs Chris Davies, Sally Fitzgerald, Morag Bailey, Phil Owen and officers meet to discuss in more detail.	Town Clerk & Proper Officer

ID		Assigned
WTCM332	RESOLUTION EP051125/7.1 Winter Festival To approve a donation of £50 to Angel Voice Singing School for their performances at the Winter Festival, subject to the funds being available in the budget; To approve giving officers delegated authority to spend funds on the Winter Festival, within its budget, should any additional expenditure be required; and To approve the purchase of a 15ft and 8ft Christmas Trees from Vyrnwy Trees at a cost of £125.	Events, Planning and Markets Officer
WTCM333	RESOLUTION EP051125/9.1 25/1017/FUL The committee support this application with no comment.	Events, Planning and Markets Officer
WTCM334	RESOLUTION EP051125/9.2 25/1376/TRE The committee support this application with no comment.	Events, Planning and Markets Officer
WTCM335	RESOLUTION EP051125/9.3 25/1321/ADV The Committee deferred this item until further information has been received regarding the drainage plans for the disposal of foul and surface water flows.	Events, Planning and Markets Officer
WTCM336	RESOLUTION EP051125/9.4 25/1320/FUL The Committee deferred this item until further information has been received regarding the drainage plans for the disposal of foul and surface water flows.	Events, Planning and Markets Officer
WTCM337	RESOLUTION EP051125/9.5 25/1353/HH The committee support this application with no comment.	Events, Planning and Markets Officer
WTCM338	RESOLUTION EP051125/9.6 25/1405/TRE The committee support this application with no comment.	Events, Planning and Markets Officer
WTCM339	RESOLUTION EP051125/9.7 25/1398/HH The committee support this application with no comment.	Events, Planning and Markets Officer