Cyngor Tref Trallwng Welshpool Town Council

Welshpool Town Council, The Vicarage Gardens, Welshpool, Powys, SY21 7DD
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Document / Report #518

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Title	Civic Ceremonial Working Group Recommendations
Date	18th February 2026

OFFICERS RECOMMENDATION

1. **That the notes of the meeting of the Civic & Ceremonial Working Group be noted; and**
2. **That the draft policies and protocols be discussed by Finance & Governance Committee in March, with a view to adoption by Full Council in the future.**

1. Purpose

1. To report to Full Council on the work of the Civic & Ceremonial Working Group established in November.

2. Background

1. At its meeting on 26 November 2025, Council resolved to establish a Civic & Ceremonial Working Group to review historic civic practices and ensure they remain appropriate, inclusive and proportionate for modern Welshpool.
2. The Working Group met on 17 February 2026 and considered a range of matters including civic protocols at funerals, robes, maces, photography, election of Mayor and Deputy Mayor.

3. Recommendations

1. The Working Group recommends that Council formally adopts three new governance documents:
    1. Flag Flying Policy
    2. Death of Sovereign or Senior Person of State Policy
    3. Civic & Ceremonial Protocol

4. Advice

1. The proposed arrangements provide clarity, consistency and transparency around civic traditions while ensuring they remain proportionate and inclusive.

2. The policies formalise practices already undertaken by the Council and provide operational guidance to officers, reducing ambiguity around ceremonial matters.

5. Links to Strategic Objectives and Interim Strategic Plan

1. None.

6. Resource & Legal Implications

1. There are no significant financial implications arising from adoption of the policies beyond existing ceremonial budgets.
2. Flag flying is largely governed by etiquette rather than statute except there are some instances where it is covered by the Control of Advertisments Regulations 1999 and this criteria will be incorporated into the policy.

7. Specific Implications

1. **Crime and Disorder** - N/A (Crime and Disorder Act 1998).
2. **Biodiversity** - N/A (Environment (Wales) Act 2016).
3. **Well-being** - N/A (Well-being of Future Generations (Wales) Act 2015).
4. **Risk Management** - N/A

8. Recommendation

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2. That the draft policies and protocols be discussed by Finance & Governance Committee in March, with a view to adoption by Full Council in the future.

9. Decision

1. To resolve to adopt the recommendations as above.