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Document / Report #405

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Title	THTPB Update - January
Date	6th January 2026

1. Purpose

1. To provide Operations & Development Committee with an update on the establishment, early actions, and forthcoming work of the Town Hall Transformation Project Board in line with its Terms of Reference.

2. Background

1. The Town Hall Transformation Project Board has been established by the Council to support, guide and scrutinise the development and delivery of the “Restarting Welshpool Town’s Heart” project. The Board operates in an advisory capacity and provides guidance to the Town Clerk, who holds delegated authority under Section 101 of the Local Government Act 1972.
2. Under the approved governance arrangements, the Town Clerk is required to provide regular written updates to Operations & Development Committee on progress and key decisions.
3. The first meeting of the Project Board was held on Friday 28th November 2025. Notes and decisions from that meeting have been prepared.

3. Update

1. Establishment of Board and Governance
    1. At its first meeting, the Project Board formally convened and agreed initial governance arrangements. Cllr Alison Davies was elected as Chair of the Board.
    2. A role descriptor and brief for community stakeholder members has been prepared, and invitations have been approved for a number of individuals to join the Board in a co-opted capacity. At the time of writing, two of these have been accepted.
2. Project Development & Actions
    1. The Board reviewed the overall scope of the Restarting Welshpool Town’s Heart project and began consideration of a long list of emerging project strands. This work will continue at the next meeting, with a focus on shaping and refining the strands into clear themes and work packages.
    2. Initial enabling actions have also been agreed, including:

1. commencing the process of registering the Town Hall with HM Land Registry;
2. engaging with the Burgesses' Lands Trust regarding potential availability of Objective 1 grant funding;
3. requesting preparation of an Expression of Interest to Cadw in relation to potential 50% match-funding opportunities; and
4. circulating project presentations and background material to Board members to support ongoing development work.

3. Future Meetings
    1. The next formal meeting of the Project Board is scheduled for Friday 9th January 2026 at 9:30am. This session will focus on detailed work on the emerging project strands.
    2. In addition, a public community meeting is being hosted on the same day, Friday 9th January 2026, 5:30pm – 7:00pm, at Welshpool Town Hall. This event is intended to provide an early opportunity for residents, organisations and stakeholders to hear about the project, share ideas, and help inform the next stage of development. A further follow-up community engagement session is anticipated in March 2026.

4. Links to Strategic Objectives and Interim Strategic Plan

1. TH1, TH2 and TH3 - Redevelop the Town Hall as a modern community and civic hub

5. Resource & Legal Implications

1. This report is for information only.
2. At this stage, no new financial commitments or decisions are being sought. The Project Board’s activity is currently focused on scoping, engagement, and preparatory work. Any matters outside approved budget or scope will be referred to Full Council in line with the governance arrangements.

6. Decision

1. To note for information only.