Cyngor Tref y Trallwng | Welshpool Town Council

Welshpool Town Council, Tourist Information Centre, The Vicarage Gardens, Welshpool, SY21 7DD
Tel: 01938 553142 Email: town.clerk@welshpooltowncouncil.gov.uk

DRAFT

Minutes of the Audit Committee held on 23/07/2025 5:45pm in Council Chamber, Welshpool Town Hall.

PRESENT:

Councillor Alison Davies (Chair)
Councillor Dr Ben Gwalchmai
Councillor Phil Owen
Councillor Phil Pritchard

Apologies for absence:

Councillor Carol Robinson
Councillor Estelle Bleivas
Councillor Richard Church

Absent:

Also in attendance:

Councillor Morag Bailey
Councillor Nick Howells
Richard Williams - Town Clerk & Proper Officer

AU230725/1. ELECTION OF CHAIR

RESOLVED
Cllr Alison Davies was elected chair of the Audit Committee for the municipal year 2025/2026

WTCM227 - Proposed by Cllr Alison Davies, seconded by Cllr Phil Owen

AU230725/2. ELECTION OF VICE CHAIR

RESOLVED
Cllr Phil Pritchard was elected Vice Chair of the Audit Committee for the municipal year 2025/2026

WTCM228 - Proposed by Cllr Phil Pritchard, seconded by Cllr Phil Owen

AU230725/3. WELCOME AND APOLOGIES FOR ABSENCE

The Chair welcomed members to the meeting. Apologies were received from Cllr Carol Robinson, Cllr Estelle Bleivas and Cllr Richard Church.

AU230725/4. DECLARATIONS OF INTERESTS AND DISPENSATIONS

None.

AU230725/5. PUBLIC PARTICIPATION

Cllr Nick Howells joined the meeting.
None.

AU230725/6. MINUTES AND MATTERS ARISING

AU230725/6.1 Previous Minutes

A few amendments were proposed to the minutes including:
- The addition of (Chair) after Cllr Alison Davies name
- Remove Cllr C Robinson from the attendance list
- Remove the duplicate 'the' in the first paragraph of A17.2024

RESOLVED
The minutes from the Audit Committee meeting held on 25th November 2025 were accepted as a true record with the above amendments.

WTCM229 - Proposed by Cllr Phil Owen, seconded by Cllr Dr Ben Gwalchmai

AU230725/6.2 Matters Arising

None.

AU230725/7. INTERNAL AUDIT REPORT 2024-25

The Town Clerk summarised the Internal Audit report for 2024-2025 and members discussed the recommendations. It was recommended to add an additional risk to the Risk Register in relation to Recommendation 1. Members were pleased that the number of recommendations had fallen from the previous year.

RECOMMENDED
To add an additional risk to the Risk Register to satisfy Recommendation 1 (Unaffordability of the quintennial building survey) with the Rating and Residual Rating to be high.

WTCM230 - Proposed by Cllr Phil Owen, seconded by Cllr Dr Ben Gwalchmai

AU230725/8. RISK REGISTER

Members discussed the Risk Register and no amendments were suggested.

RESOLVED
To note the Risk Register.

WTCM231 - Proposed by Cllr Phil Pritchard, seconded by Cllr Phil Owen

AU230725/9. EVALUATION OF SERVICES

Cllr Alison Davies and Cllr Morag Bailey gave an update on progress to date. The first service to be reviewed is the Hub and both councillors had undertaken a series of interviews with previous staff and Cllr Nick Howells. The next step is now to interview and gather feedback from service users - this is likely to take place in October once the Hub returns to two days a week.

Cllr Phil Prichard raised a query about membership and expressed an intention to join the group, however no seconder was forthcoming to support this proposal.

AU230725/10. DATE OF NEXT MEETING

The Town Clerk explained that the next meeting will likely be held before Full Council in October.

The meeting finished at 18:20.

Signed: Dated:

Councillor Alison Davies (Chair)

Decision/Action Log

ID		Assigned
WTCM227	**RESOLUTION** **AU230725/1 Election of Chair** Cllr Alison Davies was elected chair of the Audit Committee for the municipal year 2025/2026	Town Clerk & Proper Officer
WTCM228	**RESOLUTION** **AU230725/2 Election of Vice Chair** Cllr Phil Pritchard was elected Vice Chair of the Audit Committee for the municipal year 2025/2026	Town Clerk & Proper Officer
WTCM229	**RESOLUTION** **AU230725/6.1 Previous Minutes** The minutes from the Audit Committee meeting held on 25th November 2025 were accepted as a true record with the above amendments.	Town Clerk & Proper Officer
WTCM230	**RECOMMENDATION** **AU230725/7 Internal Audit Report 2024-25** To add an additional risk to the Risk Register to satisfy Recommendation 1 (Unaffordability of the quintennial building survey) with the Rating and Residual Rating to be high.	Town Clerk & Proper Officer
WTCM231	**RESOLUTION** **AU230725/8 Risk Register** To note the Risk Register.	Town Clerk & Proper Officer