Welshpool Town Council, The Vicarage Gardens, Welshpool, Powys, SY21 7DD
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DRAFT

Minutes of the Operations & Development Committee held on 08/07/2026 6:30pm in Council Chamber, Welshpool Town Hall.

PRESENT:

Cllr Chris Davies
Cllr David France
Cllr Kelly Meredith
Cllr Nick Howells
Cllr Phil Owen
Cllr Phil Pritchard (Chair)
Cllr Revd William Rowell

Apologies for absence:

Cllr Estelle Bleivas

Absent:

Also in attendance:

Richard Williams - Town Clerk & Responsible Finance Officer
Paul McGrath - Operations Manager
Wendy Lewis - Community Services Manager
2 member(s) of the public / press

OD080726/1. WELCOME, CODE OF CONDUCT AND APOLOGIES FOR ABSENCE

The Chair welcomed all to the meeting. Apologies for absence were received from Cllr Estelle Bleivas.

OD080726/2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

None.

OD080726/3. PUBLIC PARTICIPATION

Two members of the public were present and gave presentations. The first was the Chair of the Welshpool Cricket Club in relation to Item 5.3 who explained the purpose of the container (20ft x 20ft x 8ft) and the items which will be stored within it. He confirmed that the Cricket Club would meet all expenditure incurred with the project. Members asked questions regarding insurance and other matters.

Cllr Kelly Meredith joined during the first presentation.

The second presentation was given by the Community Development and Support Manager from ClwydAlyn who explained the partnership they would wish to explore with the Town Council in relation to play facilities on the Oldford Estate. He also explained about other initiatives such as community gardens and the Scanis Pitch lease. He confirmed that ClwydAlyn were holding a consultation with residents on the estate during

July about play provision and hoped to bring these findings back to Full Council at the end of the month. He explained that ClwydAlyn would inform the Council of the consultation dates so we could assist in publicising it. Queries were raised regarding the content of the consultation, fundraising for new play provision, the scansis lease complaints from neighbouring residents and more.

The Chair thanked both members of the public for their presentations.

OD080726/4. MINUTES AND MATTERS ARISING

OD080726/4.1 Previous Minutes

RESOLVED
To approve the minutes from the meeting of the Operations & Development Committee on 10/06/2026.

WTCM784 - Proposed by Cllr Revd William Rowell, seconded by Cllr Kelly Meredith

OD080726/4.2 Matters Arising

None.

OD080726/5. LAND AND BUILDINGS

OD080726/5.1 General Update

The Operations Manager updated councillors on general activities, including:
- Town Hall - a few bigger bookings have been cancelled by organisers but regular ones still took place
- Carnival & Continental Market went well with litter picking, stall placement, waste collection and a road sweeper all carried out or organised for both events
- Market - broken glass now replaced and putty painted
- Honours Board - still awaiting quotation
- Emergency Lighting ??? faulty unit in the Town Hall to be replaced on Friday
- Outdoor spaces - still on the two weekly grass cutting rota but grass growth has slowed down thankfully
- Tractor and cutting bed have been serviced
- Pre-season friendlies are due to commence at Maes y Dre so pitch marking will re-commence
- Knotweed near canal spreading to Maes y Dre reported to Canal & Rivers Trust
- Defibrillators have been serviced
- Lifting Operations and Lifting Equipment Regulations (LOLER) testing for changing places unit booked in for Monday.

The Mayor remarked on the fantastic joint working which takes place with the Operations Team and PCC during Continental Market and thanked all involved.

A query was raised regarding wildfires and it was explained that on the land which we manage the grass is maintained at a short length which helps mitigate the risk of wildfire.

OD080726/5.2 RoSPA Reports - Playgrounds

The Operations Manager presented the reports and explained that the playgrounds are improving all the time. Maes y Dre medium risks were caused by the Bowling Club fence which had fallen down and some minor issues which have been resolved. The Council is continuing to liaise with the Bowling Club over their fences.

OD080726/5.3 Storage at Maes y Dre

A discussion was held by members over the request taking into account the presentation given during Item 3.

RECOMMENDED
To allow all sports clubs occupying Maes y Dre to have one container each subject to the conditions and consent of Council on each one.

WTCM785 - Proposed by Cllr Phil Pritchard, seconded by Cllr Revd William Rowell

RECOMMENDED
To allow the Welshpool Cricket Club to install a container as long as it blends into the environment and to delegate authority to the Operations Manager to agree location and look of the container.

WTCM786 - Proposed by Cllr Kelly Meredith, seconded by Cllr Revd William Rowell

OD080726/5.4 Town Hall Lift

The Town Clerk explained that the drive nut needs replacing on the front platform lift and a quote for £15,965 had been provided by Otis who we have a service contract with. The Town Clerk explained that all lifts are due to be replaced as part of the Town Hall Transformation Project and asked members to consider whether it represented good value to undertake significant expenditure on a lift which may be replaced as part of the Town Hall Transformation Project.

RESOLVED
To defer consideration of the item until after the outcome of the Town Hall Transformation bid is known.

WTCM787 - Proposed by Cllr Phil Owen, seconded by Cllr Revd William Rowell

OD080726/5.5 Town Hall Electrical

The Town Clerk explained that quotations had been received for the rectification of the C1 electrical failures on the buildings EICR report. This work was now urgent and could not wait until any future transformation of the building. 3 quotations were received and outlined to members.

RECOMMENDED
To accept the quotation for Town Hall electrical works from Alan Thomas Electrical (Company A) at a cost of £4500 excluding VAT; and
To request a virement from General Reserve to 100/4085 to cover the cost.

WTCM788 - Proposed by Cllr Revd William Rowell, seconded by Cllr Phil Pritchard

OD080726/6. SERVICES

OD080726/6.1 Markets

The Town Clerk presented the minutes of the last traders meeting and invited questions or comments.

OD080726/6.2 The Hub - June 2026

The Community Services Manager presented the Hub Performance report for June and invited questions. An incident which took place during the Hub last week was referenced when all the lifts went out of action leading to members of the public with mobility issues to be stuck in the Town Hall. The

Town Clerk explained steps had been taken to protect against future incidents and a report will be discussed by the Council's Health and Safety Committee next week.

OD080726/6.3 Allotments

The Community Services Manager presented an update on allotments and invited queries.

OD080726/6.4 Community Fridge

The Community Services Manager presented an update on the Community Fridge and invited questions. Queries were received regarding the supply of food and volunteer support. It was explained that the Community Services Manager will be meeting with Newtown Food Surplus soon to see how we can expand our supply.

OD080726/7. PROJECTS & NEW DEVELOPMENTS

OD080726/7.1 Town Hall Transformation

No updates.

OD080726/7.2 Welshpool Town Centre Improvement

No updates however the design contractor agreed at Full Council had been appointed and accepted with an on-site meeting to take place shortly.

OD080726/7.3 Changing Places

The Operations Manager explained that the sink had been fitted, a cupboard for bed covers had arrived and is to be built and Lifting Operations and Lifting Equipment Regulations (LOLER) testing to take place next week. The Town Clerk explained that the existing hygiene contract needed to be extended to include the new changing places facility at an extra cost of £961.23 per annum. Queries were received regarding the cost.

RECOMMENDED
To accept the quotation from Initial Hygiene for a five year contract for the collection and installation of sanitary bins at a cost of £961.23 excluding VAT per annum.

WTCM789 - Proposed by Cllr Revd William Rowell, seconded by Cllr Kelly Meredith

OD080726/7.4 Maes y Dre Alternative Premises

No updates but the architects had been appointed to prepare the required planning permission for the scheme.

OD080726/7.5 Oldford Estate - Play Provision

A discussion took place regarding the presentation given during Item 3 however more discussion will take place at Full Council.

OD080726/7.6 Soft Play Trial

The Town Clerk explained that we are awaiting some quotations back from companies on design and fit of equipment and once those arrive then discussions will take place with insurers and H&S providers on

risk assessments.

OD080726/8. ITEMS FOR FUTURE AGENDA & DATE OF NEXT MEETING

The next meeting of Operations & Development Committee will be held on 9th September 2026

OD080726/9. CONFIDENTIAL SESSION - EXCLUSION

RESOLVED
That members of the public and press be requested to leave the meeting by reason of the confidential nature of the business about to be transacted.

WTCM790 - Proposed by Cllr Revd William Rowell, seconded by Cllr Phil Owen

OD080726/10. EXTENSION OF LEASE [CONFIDENTIAL]

The Town Clerk explained his findings on the matter based on the instructions from the last meeting and urged members to make a decision on the length this month so the clubs could proceed with grant funding. A wide ranging debate and discussion took place between members on the length of lease.

Cllr Nick Howells left the meeting prior to the vote.

RECOMMENDED
To extend the existing lease (L/2/6) by 10 years to expire on 22nd June 2045.

WTCM791 - Proposed by Cllr Chris Davies, seconded by Cllr Kelly Meredith

OD080726/11. BOWLING CLUB LEASE [CONFIDENTIAL]

The Town Clerk explained that the Council is still negotiating with the club on their replacement lease.

OD080726/12. BERRIEW ST TOILETS [CONFIDENTIAL]

The Town Clerk gave an update on negotiations with the third party in respect of Berriew St toilets.

The meeting finished at 20:46.

Signed: Dated:

Councillor Phil Pritchard (Chair)

Decision/Action Log

ID		Assigned
WTCM784	**RESOLUTION** **OD080726/4.1 Previous Minutes** To approve the minutes from the meeting of the Operations & Development Committee on 10/06/2026.	Town Clerk & Responsible Finance Officer
WTCM785	**RECOMMENDATION** **OD080726/5.3 Storage at Maes y Dre** To allow all sports clubs occupying Maes y Dre to have one container each subject to the conditions and consent of Council on each one.	Town Clerk & Responsible Finance Officer

ID		Assigned
WTCM786	**RECOMMENDATION** **OD080726/5.3 Storage at Maes y Dre** To allow the Welshpool Cricket Club to install a container as long as it blends into the environment and to delegate authority to the Operations Manager to agree location and look of the container.	Town Clerk & Responsible Finance Officer
WTCM787	**RESOLUTION** **OD080726/5.4 Town Hall Lift** To defer consideration of the item until after the outcome of the Town Hall Transformation bid is known.	Town Clerk & Responsible Finance Officer
WTCM788	**RECOMMENDATION** **OD080726/5.5 Town Hall Electrical** To accept the quotation for Town Hall electrical works from Alan Thomas Electrical (Company A) at a cost of £4500 excluding VAT; and To request a virement from General Reserve to 100/4085 to cover the cost.	Town Clerk & Responsible Finance Officer
WTCM789	**RECOMMENDATION** **OD080726/7.3 Changing Places** To accept the quotation from Initial Hygiene for a five year contract for the collection and installation of sanitary bins at a cost of £961.23 excluding VAT per annum.	Town Clerk & Responsible Finance Officer
WTCM790	**RESOLUTION** **OD080726/9 Confidential Session - Exclusion** That members of the public and press be requested to leave the meeting by reason of the confidential nature of the business about to be transacted.	Town Clerk & Responsible Finance Officer
WTCM791	**RECOMMENDATION** **OD080726/10 Extension of Lease** To extend the existing lease (L/2/6) by 10 years to expire on 22nd June 2045.	Town Clerk & Responsible Finance Officer