



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 Full Council held on 23/07/2025 6:30pm in Council Chamber, Welshpool Town Hall.

PRESENT:

Councillor Alison Davies
Councillor Chris Davies
Councillor David France
Councillor Julie Arnold
Councillor Morag Bailey
Councillor Nick Howells
Councillor Phil Owen (Chair)
Councillor Phil Pritchard
Councillor Sally Fitzgerald
Councillor Revd William Rowell

Apologies for absence:

Councillor Dr Ben Gwalchmai
Councillor Carol Robinson
Councillor Estelle Bleivas
Councillor Richard Church

Absent:

Also in attendance:

Richard Williams - Town Clerk & Proper Officer
3 member(s) of the public / press

FC230725/1. WELCOME AND APOLOGIES FOR ABSENCE

His Worship the Mayor, Cllr Phil Owen welcomed all to the meeting. Apologies for absence was received from Cllr Dr Ben Gwalchmai, Cllr Carol Robinson, Cllr Estelle Bleivas and Cllr Richard Church.

FC230725/2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

None.

FC230725/3. PUBLIC PARTICIPATION

None.

FC230725/4. TOWN MAYOR'S REPORT - JUNE 2025

The Mayor gave an update and explained that he had attended the recent open day at Neuadd Maldwyn, where he toured the building and gardens. He also visited every stall at the Continental Market in Broad

Street.

The Mayor's Parade and Community Awards took place during the month, and the Mayor thanked all who attended. He reported that he had met with other local mayors during the event and agreed to work collaboratively on shared issues. He also congratulated the Community Award winners and expressed his gratitude to Fitzgeralds for their sponsorship.

FC230725/5. COUNTY COUNCIL AND COUNTY COUNCILLOR UPDATES

No county councillors were present however Cllr Richard Church had circulated a report to councillors which included references to the future building on Berriew St Car Park. A discussion was held regarding anti-social driving which takes place at the car park.

RESOLVED

To write to Powys County Council to express the Council's concerns over anti-social driving taking place in car parks across the town and urges them to take appropriate action.

WTCM232 - Proposed by Cllr Alison Davies, seconded by Cllr Phil Pritchard

FC230725/6. MINUTES AND MATTERS ARISING

FC230725/6.1 Previous Minutes

RESOLVED

To approve the minutes from the meeting of the Full Council on 25/06/2025.

WTCM233 - Proposed by Cllr Alison Davies, seconded by Cllr Revd William Rowell

FC230725/6.2 Matters Arising

None - all resolutions have been actioned by officers.

FC230725/7. COMMITTEES - MINUTES

FC230725/7.1 Events & Planning Committee - July 2025

In the absence of the Chair of the Committee the Vice Chair, Cllr Sally Fitzgerald asked the Council to note the draft minutes and resolutions made at the meeting.

RESOLVED

To note the minutes from the Events and Planning Committee meeting held on 4th July 2025.

WTCM234 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Morag Bailey

FC230725/8. COMMITTEES - RECOMMENDATIONS

FC230725/8.1 Operations & Development Committee - July 2025

Cllr Phil Pritchard summarised the meeting and asked Council to confirm the recommendations made. In relation to Item 8.2 (Oldford Estate), an update was given by the Town Clerk who explained that an introductory meeting had taken place with ClwydAllyn. Members requested that a report on benches (quantity remaining to be installed and installation points) be provided.

RESOLVED

To support the Oldford Community Association with their campaign to restore play provision on the Oldford Estate and instructs the Town Clerk to arrange a meeting and invite Powys County Council, ClwydAlyn, Welshpool Town Council and Oldford Community Association to discuss further.

WTCM235 - Proposed by Cllr Alison Davies, seconded by Cllr Phil Pritchard

RESOLVED

To defer discussions on the review of the cleaning supply contract until October.

WTCM236 - Proposed by Cllr Alison Davies, seconded by Cllr Phil Pritchard

RESOLVED

To accept the quotation for works to the TIC to install solar and battery system from PAV Electrical Contractors Ltd (Company B) at a cost of £23,775 excluding VAT.

WTCM237 - Proposed by Cllr Alison Davies, seconded by Cllr Phil Pritchard

FC230725/8.2 Finance & Governance Committee - July 2025

Cllr Morag Bailey summarised the meeting and asked Council to confirm the recommendations made.

RESOLVED

To elect Cllr Bill Rowell to perform scrutiny of payments exercise for August 2025.

WTCM238 - Proposed by Cllr Phil Pritchard, seconded by Cllr Morag Bailey

RESOLVED

To approve and adopt the Gifts & Hospitality Policy with amendments to make it clear of the scope of the policy e.g. councillors and/or staff.

WTCM239 - Proposed by Cllr Phil Pritchard, seconded by Cllr Morag Bailey

RESOLVED

To approve and adopt the Vehicle Tracking Policy.

WTCM240 - Proposed by Cllr Phil Pritchard, seconded by Cllr Morag Bailey

RESOLVED

To authorise the Town Clerk to pay urgent and/or contractual payments during August.

WTCM241 - Proposed by Cllr Phil Pritchard, seconded by Cllr Morag Bailey

RESOLVED

To give delegated approval to officers to update approved policies to replace references to previous committees with the new approved structure.

WTCM242 - Proposed by Cllr Phil Pritchard, seconded by Cllr Morag Bailey

RESOLVED

To approve the Council Branding and Style Guide.

WTCM243 - Proposed by Cllr Phil Pritchard, seconded by Cllr Morag Bailey

RESOLVED

To approve in principle that two newsletters be produced annually, one for the Summer and one for the Winter, and officers investigate all delivery and distribution methods prior to designing.

WTCM244 - Proposed by Cllr Phil Pritchard, seconded by Cllr Morag Bailey

RESOLVED

To accept the quotation from Local Council Consultancy for the external staffing review at a cost of £2,730, subject to the Town Clerk being satisfied with the information provided by them.

WTCM245 - Proposed by Cllr Phil Pritchard, seconded by Cllr Morag Bailey

RESOLVED

To appoint a shortlisting and interview panel comprising of Cllr Estelle Blevias, Cllr Morag Bailey, The Mayor and the Town Clerk and to give delegated powers to the Town Clerk to appoint to the position following agreement from the panel.

WTCM246 - Proposed by Cllr Phil Pritchard, seconded by Cllr Morag Bailey

FC230725/9. FINANCE

FC230725/9.1 Council Accounts (June 2025 - Period 3)

RESOLVED

To approve the Bank Reconciliation, Income and Expenditure Reports and Cash and Bank Totals for June 2025.

WTCM247 - Proposed by Cllr Morag Bailey, seconded by Cllr Alison Davies

FC230725/9.2 Payment of Invoices - July

RESOLVED

To approve payment of invoices for July 2025.

WTCM248 - Proposed by Cllr Morag Bailey, seconded by Cllr Alison Davies

FC230725/10. ELECTORAL MATTERS

Cllr Chris Davies joined the meeting.

The Town Clerk explained that he had earlier that evening received the Statement of Persons Nominated (SOPN) from Powys County Council and confirmed an election was to take place on the 18th August 2025 as three candidates had been nominated. The Town Clerk asked Council to make a decision regarding poll cards, which will be £95 per 100 electors. Members suggested that alternative advertising take place instead, including editorials and advertising in print media.

A discussion was also held regarding a potential engagement event with the public, with some expressing concern over security and lack of attendance from the public.

RESOLVED

To decline the offer to issue poll cards for this election but instead ask officers to advertise the election using a range of methods.

WTCM249 - Proposed by Cllr Morag Bailey, seconded by Cllr Phil Pritchard

RESOLVED

To approve in principle the idea of an engagement event with the public, with a minimum of two councillors at a pre-arranged time.

WTCM250 - Proposed by Cllr Phil Owen, seconded by Cllr Morag Bailey

FC230725/11. OUTSIDE BODIES

FC230725/11.1 Rights of Way Volunteer Programme

Cllr Bill Rowell reported that a productive meeting had taken place as part of a series of cluster-based discussions with local councils across the county. Powys's footpath team relies heavily on volunteers, with over 200 active county-wide and 37 in the local area. While the previous budget no longer exists, the team has been relatively successful in securing grant funding for improvement works.

Since the pandemic, work has lacked a coordinated strategy, often focusing on areas with active volunteers or strong local advocacy. The current aim is to adopt a more strategic approach by identifying and prioritising "promoted routes," many of which will be circular. Local councils are encouraged to help identify these routes and flag urgent areas for improvement.

Councils may also support by engaging with landowners, particularly where good relationships already exist. It was noted that while volunteers are key, they may be reluctant to work outside their immediate areas or take on planning responsibilities. All volunteers will be offered training, and efforts will be made to keep them active and engaged. This process is part of a wider listening exercise, with the identification and development of promoted paths seen as a key priority.

FC230725/11.2 OVW Innovative Practice Conference

Cllr Alison Davies and the Town Clerk reported that they had attended the One Voice Wales Innovative Practice Conference and that key presentations included contributions from Jayne Bryant MS, Cabinet Secretary for Local Government, and Matthew Wellington, Deputy Director for Local Government Partnerships. Diane Bevan from the Democracy and Boundary Commission Cymru also presented.

Topics covered included clustering arrangements, community asset transfers, and digital transformation, with a particular focus on the benefits of artificial intelligence (AI). A session was also delivered by Safe a Life Cymru on the management of defibrillators and bleed kits.

The Town Clerk attended a breakout session on TUPE regulations and community boundary reviews, while Cllr Alison Davies attended a breakout session exploring how AI can support administrative functions within local councils.

FC230725/11.3 Other Outside Bodies

Cllr Alison Davies reported that the last meeting of the One Voice Wales Montgomeryshire Area Committee met in Llanfyllin and heard a presentation from Cllr Richard Church.

FC230725/12. MOTIONS FOR DEBATE

FC230725/12.1 Motion - Recycling Changes

Cllr Julie Arnold introduced her motion and explained that when Council last looked at this in May, it was to be deferred while a meeting was organised between Cllr Arnold and the Portfolio Holder Jackie Charlton. However no progress had been made with a meeting and the motion was back on the agenda.

A discussion was held about the impacts of the changes to the recycling centre including the limited ability for digitally excluded persons to book a slot. Suggestions were made on how to improve the changes. It is also likely that Cllr Arnold will be meeting with Cllr Charlton in the coming weeks along with the Council's Waste and Recycling Manager.

RESOLVED

To call on Powys County Council to reverse it's changes to recycling centres and restore single story recycling skips at Welshpool Household Recycling Centre and instructs the Town Clerk to write to the appropriate Cabinet Member expressing the above.

WTCM251 - Proposed by Cllr Julie Arnold, seconded by Cllr Nick Howells

FC230725/12.2 Motion - Car Parking Charges

Cllr Sally Fitzgerald introduced her motion and explained that car parking charges are set to rise from the 1st August. Whilst a new lower charge for up to 1 hour had been introduced, this was still 20p more than the previous charge for up to one hour when it existed. A discussion was held by members about the car parking situation in Welshpool and how the County Council was using these as 'cash cows'. Members were concerned at the impact on people who parked to work in the town centre and volunteers who also worked at charity shops in the town centre. Members were also concerned at the rises and how these were being applied across the county without due care for individual economic or transport circumstances in each town. Members were also concerned at the plans to introduce charges for blue badge holders and how these rises will have an impact on illegal parking.

RESOLVED

To call on Powys County Council to cancel the increased charges and consider the impact on residents, workers and visitors and instructs the Town Clerk to write to the appropriate Cabinet Member expressing the above.

WTCM252 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Alison Davies

FC230725/13. POST-16 TRANSFORMATION

Cllr Nick Howells left the meeting.

As discussed at last month's meeting, Powys County Council had revealed plans to transform Post-16 across the county and a suggestion was made to organise a public meeting in September for residents.

RESOLVED

To organise a public meeting to discuss the changes to Post-16 education in Powys at a date and time to be arranged in September 2025.

WTCM253 - Proposed by Cllr Phil Pritchard, seconded by Cllr Alison Davies

FC230725/14. COMMUNITY FRIDGE

Cllr Sally Fitzgerald left the meeting.

Cllr Alison Davies and Cllr David France explained the background to the proposal and the idea of a community fridge. As the deadline for the funding was at the end of the month, the Council had to act quickly to obtain the funding. A discussion took place and it was decided that the operation of the fridge would need to be decided in the future.

RESOLVED

To approve in principle the proposal for a Community Fridge with further details to be discussed.

WTCM254 - Proposed by Cllr Phil Pritchard, seconded by Cllr Morag Bailey

FC230725/15. DATE OF NEXT MEETING

The next meeting of Full Council will be held on 24th September 2025 at 6:30pm. Cllr Phil Pritchard asked what procedures are in place for calling an additional meeting over summer if required - the Town Clerk confirmed that he or the Mayor could call an additional meeting if required.

FC230725/16. 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.

WTCM255 - Proposed by Cllr Revd William Rowell, seconded by Cllr Morag Bailey

FC230725/17. LAND AND PREMISES [CONFIDENTIAL]

The Town Clerk summarised the report and answered queries.

RESOLVED

- To formally decline the revised proposal for the Motte and Bailey site;**
- To note the the landlord's position, and that no consent for alternative use has been granted;**
- To note that long-term options for the site will be explored as part of the Interim Strategic Plan consultation.**

WTCM256 - Proposed by Cllr Phil Pritchard, seconded by Cllr Revd William Rowell

The meeting finished at 20:35.

Signed:

Dated:

Councillor Phil Owen (Chair)

Decision/Action Log

ID		Assigned
WTCM232	RESOLUTION FC230725/5 County Council and County Councillor Updates To write to Powys County Council to express the Council's concerns over anti-social driving taking place in car parks across the town and urges them to take appropriate action.	Town Clerk & Proper Officer
WTCM233	RESOLUTION FC230725/6.1 Previous Minutes To approve the minutes from the meeting of the Full Council on 25/06/2025.	Town Clerk & Proper Officer
WTCM234	RESOLUTION FC230725/7.1 Events & Planning Committee - July 2025 To note the minutes from the Events and Planning Committee meeting held on 4th July 2025.	Town Clerk & Proper Officer
WTCM235	RESOLUTION FC230725/8.1 Operations & Development Committee - July 2025 To support the Oldford Community Association with their campaign to restore play provision on the Oldford Estate and instructs the Town Clerk to arrange a meeting and invite Powys County Council, ClwydAlyn, Welshpool Town Council and Oldford Community Association to discuss further.	Town Clerk & Proper Officer

ID		Assigned
WTCM236	RESOLUTION FC230725/8.1 Operations & Development Committee - July 2025 To defer discussions on the review of the cleaning supply contract until October.	Town Clerk & Proper Officer
WTCM237	RESOLUTION FC230725/8.1 Operations & Development Committee - July 2025 To accept the quotation for works to the TIC to install solar and battery system from PAV Electrical Contractors Ltd (Company B) at a cost of £23,775 excluding VAT.	Town Clerk & Proper Officer
WTCM238	RESOLUTION FC230725/8.2 Finance & Governance Committee - July 2025 To elect Cllr Bill Rowell to perform scrutiny of payments exercise for August 2025.	Town Clerk & Proper Officer
WTCM239	RESOLUTION FC230725/8.2 Finance & Governance Committee - July 2025 To approve and adopt the Gifts & Hospitality Policy with amendments to make it clear of the scope of the policy e.g. councillors and/or staff.	Town Clerk & Proper Officer
WTCM240	RESOLUTION FC230725/8.2 Finance & Governance Committee - July 2025 To approve and adopt the Vehicle Tracking Policy.	Town Clerk & Proper Officer
WTCM241	RESOLUTION FC230725/8.2 Finance & Governance Committee - July 2025 To authorise the Town Clerk to pay urgent and/or contractual payments during August.	Town Clerk & Proper Officer
WTCM242	RESOLUTION FC230725/8.2 Finance & Governance Committee - July 2025 To give delegated approval to officers to update approved policies to replace references to previous committees with the new approved structure.	Town Clerk & Proper Officer
WTCM243	RESOLUTION FC230725/8.2 Finance & Governance Committee - July 2025 To approve the Council Branding and Style Guide.	Town Clerk & Proper Officer
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WTCM246	RESOLUTION FC230725/8.2 Finance & Governance Committee - July 2025 To appoint a shortlisting and interview panel comprising of Cllr Estelle Blevias, Cllr Morag Bailey, The Mayor and the Town Clerk and to give delegated powers to the Town Clerk to appoint to the position following agreement from the panel.	Town Clerk & Proper Officer

ID		Assigned
WTCM247	RESOLUTION FC230725/9.1 Council Accounts (June 2025 - Period 3) To approve the Bank Reconciliation, Income and Expenditure Reports and Cash and Bank Totals for June 2025.	Town Clerk & Proper Officer
WTCM248	RESOLUTION FC230725/9.2 Payment of Invoices - July To approve payment of invoices for July 2025.	Town Clerk & Proper Officer
WTCM249	RESOLUTION FC230725/10 Electoral Matters To decline the offer to issue poll cards for this election but instead ask officers to advertise the election using a range of methods.	Town Clerk & Proper Officer
WTCM250	RESOLUTION FC230725/10 Electoral Matters To approve in principle the idea of an engagement event with the public, with a minimum of two councillors at a pre-arranged time.	Town Clerk & Proper Officer
WTCM251	RESOLUTION FC230725/12.1 Motion - Recycling Changes To call on Powys County Council to reverse it's changes to recycling centres and restore single story recycling skips at Welshpool Household Recycling Centre and instructs the Town Clerk to write to the appropriate Cabinet Member expressing the above.	Town Clerk & Proper Officer
WTCM252	RESOLUTION FC230725/12.2 Motion - Car Parking Charges To call on Powys County Council to cancel the increased charges and consider the impact on residents, workers and visitors and instructs the Town Clerk to write to the appropriate Cabinet Member expressing the above.	Town Clerk & Proper Officer
WTCM253	RESOLUTION FC230725/13 Post-16 Transformation To organise a public meeting to discuss the changes to Post-16 education in Powys at a date and time to be arranged in September 2025.	Town Clerk & Proper Officer
WTCM254	RESOLUTION FC230725/14 Community Fridge To approve in principle the proposal for a Community Fridge with further details to be discussed.	Town Clerk & Proper Officer
WTCM255	RESOLUTION FC230725/16 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.	
WTCM256	RESOLUTION FC230725/17 Land and Premises - To formally decline the revised proposal for the Motte and Bailey site; - To note the the landlord's position, and that no consent for alternative use has been granted; - To note that long-term options for the site will be explored as part of the Interim Strategic Plan consultation.	Town Clerk & Proper Officer