



Welshpool Town Council, The Vicarage Gardens, Welshpool, Powys, SY21 7DD
Tel: 01938 553142 Email: office@welshpooltowncouncil.gov.uk

DRAFT

Minutes of the Finance & Governance Committee held on 15/04/2026 6:30pm in Council Chamber, Welshpool Town Hall.

PRESENT:

Councillor Alison Davies
Councillor Carol Robinson
Councillor Morag Bailey (Chair)
Councillor Phil Owen
Councillor Phil Pritchard
Councillor Richard Church
Councillor Revd William Rowell

Apologies for absence:

Councillor Estelle Bleivas

Absent:

Councillor David France

Also in attendance:

Councillor Nick Howells
Richard Williams - Town Clerk & Responsible Finance Officer

FG150426/1. WELCOME, CODE OF CONDUCT AND APOLOGIES FOR ABSENCE

The Chair welcomed all to the meeting and reminded attendees to show respect for all throughout the meeting. Apologies were received by Cllr Estelle Bleivas.

FG150426/2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

None.

FG150426/3. PUBLIC PARTICIPATION

None.

FG150426/4. MINUTES AND MATTERS ARISING

FG150426/4.1 Previous Minutes

The Town Clerk explained that Cllr Carol Robinson had given her apologies however was wrongly recorded in the minutes.

Cllr Nick Howells left the meeting.

RESOLVED

To approve as amended, the minutes from the meeting of the Finance & Governance Committee on 18/03/2026.

WTCM622 - Proposed by Cllr Alison Davies, seconded by Cllr Phil Owen

FG150426/4.2 Matters Arising

Cllr Richard Church joined the meeting.

A query was raised regarding WTCM587 and the Town Clerk explained that this was in hand and a presentation planned.

FG150426/5. BUSINESS PLANNING & FINANCIAL MATTERS

FG150426/5.1 Council Accounts (February - Period 12)

The committee thanked the Town Clerk & RFO for their and the team's hard work on the financial situation this year. Members remarked that the finances are moving in the right direction.

FG150426/5.2 Payment of Invoices - April

The Town Clerk summarised the payments and answered any queries.

RECOMMENDED

To consider payment of invoices for April 2026.

WTCM623 - Proposed by Cllr Alison Davies, seconded by Cllr Revd William Rowell

FG150426/5.3 Scrutiny of Payments

Cllr Richard Church reported back on the scrutiny of payments from February which were successful. Cllr Phil Owen swapped with Cllr William Rowell who is unable to do the scrutiny as he is a bank signatory and the check is a quarterly one.

FG150426/5.4 Interim Strategic Plan Action Plan

The Chair summarised the report.

Cllr Nick Howells joined the meeting.

FG150426/6. END OF YEAR 2025/26

The Town Clerk summarised the reports and answered any queries. Members thanked the whole team for their work.

FG150426/7. OTHER MATTERS

FG150426/7.1 Digital Engagement - Q4 2025

The Town Clerk summarised the report and answered queries. A query was raised regarding metrics for articles on MyWelshpool about the Town Council - Town Clerk to investigate.

FG150426/7.2 Section 137 Expenditure Limit for 2026/27

The committee noted that the limit on expenditure for the year under Section 137 powers is £57,652.

FG150426/7.3 DBCC Annual Report 2026/27

The committee noted the report from the DBCC.

FG150426/8. FINANCIAL YEAR 2026/27

FG150426/8.1 BACS/CHAPS

The Town Clerk explained that Financial Regulations required that each year the Council has to approve the continuation of BACS as a means of payment.

RECOMMENDED

To approve the continuation of BACS/CHAPS for the 2026/27 financial year.

WTCM624 - Proposed by Cllr Morag Bailey, seconded by Cllr Revd William Rowell

FG150426/8.2 Bank Mandate

The Town Clerk summarised the bank mandate and members explained that anyone who wanted to be a bank signatory was previously added. At the last Annual Meeting, the mandate was changed and new categories introduced.

A debate took place regarding the levels of permissions given to bank signatories. The Town Clerk is to research the permission levels to the next meeting.

FG150426/8.3 Direct Debits

The committee reviewed the list of direct debits for 2026/27.

RECOMMENDED

To approve the list of direct debits for for the 2026/27 financial year.

WTCM625 - Proposed by Cllr Alison Davies, seconded by Cllr Revd William Rowell

FG150426/8.4 Salaries

The Town Clerk explained that this is not approval of salaries as they will still appear on the approval list however there are times when Full Council meets after the salary payment date.

RECOMMENDED

To approve the payment of salaries in accordance with the approved Staffing Structure prior to monthly approval for the 2026/27 financial year.

WTCM626 - Proposed by Cllr Revd William Rowell, seconded by Cllr Phil Owen

FG150426/8.5 Insurance

The Town Clerk explained the insurances and answered queries. A query was raised about insurance during Tour de France which will be picked up in the Committee.

RECOMMENDED

To retrospectively approve the insurance quotes for the next three years as set out in the agenda.

WTCM627 - Proposed by Cllr Phil Pritchard, seconded by Cllr Revd William Rowell

FG150426/8.6 HR & HS Support

The Town Clerk summarised the report and a debate over took place over providers.
Cllr Nick Howells left the meeting.

RECOMMENDED

To approve the renewal contract with WorkNest for Health and Safety, Fire Safety support and optional Health & Safety prosecution insurance for 5 years at £5546.48 per annum

WTCM628 - Proposed by Cllr Phil Pritchard, seconded by Cllr Alison Davies

RECOMMENDED

To approve the contract with WorkNest for Employment / HR support for 5 years.

WTCM629 - Proposed by Cllr Alison Davies, seconded by Cllr Richard Church

FG150426/8.7 Community Angels

Members explained that during Covid-19, volunteers & staff delivered meals and collecting shopping/prescriptions and this group became known as the Community Angels.

A proposal was made to disperse the funds to a organisation with similar aims which would satisfy the objects of how the money was raised. It was suggested that Welshpool Community Haven would be a similar organisation however it was suggested that the North Montgomeryshire Volunteer Bureau were setting up a similar scheme.

A proposal was made to speak to County Cllr Graham Breeze about the monies and speak to the NMVB about their scheme and split the funds between their scheme and Welshpool Community Haven.

RECOMMENDED

**To ask officers to speak to County Cllr Graham Breeze about the Community Angel monies held by the Council and speak to the NMVB about their potential similar scheme; and
To split the funds between their scheme (if progressing) and Welshpool Community Haven as organisations with similar objectives.**

WTCM630 - Proposed by Cllr Revd William Rowell, seconded by Cllr Alison Davies. A recorded vote was requested.

For: Alison Davies, Carol Robinson, Morag Bailey, Phil Owen, Richard Church, Revd William Rowell

Against:

Abstain: Phil Pritchard

FG150426/9. ITEMS FOR FUTURE AGENDA & DATE OF NEXT MEETING

The next meeting of Finance & Governance Committee will be held on 20th May 2026 at 6:30pm

FG150426/10. CONFIDENTIAL SESSION - EXCLUSION

WR / AD - approve

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

WTCM631 - Proposed by Cllr Revd William Rowell, seconded by Cllr Alison Davies

FG150426/11. STAFFING

FG150426/11.1 Temporary Cover [CONFIDENTIAL]

The Town Clerk explained the issues facing recruitment and asked members to make a decision regarding temporary cover.

RECOMMENDED

To authorise the Town Clerk to pursue temporary agency cover for the cleaning position at best value which is to be reviewed in three months time to consider continuation or direct employment of the role.

WTCM632 - Proposed by Cllr Morag Bailey, seconded by Cllr Revd William Rowell. A recorded vote was requested.

For: Alison Davies, Carol Robinson, Morag Bailey, Phil Owen, Richard Church, Revd William Rowell

Against: Phil Pritchard

Abstain:

FG150426/11.2 Staffing [CONFIDENTIAL]

The Town Clerk updated the committee on staffing updates.

The meeting finished at 20:21.

Signed:

Dated:

Councillor Morag Bailey (Chair)

Decision/Action Log

ID		Assigned
WTCM622	RESOLUTION FG150426/4.1 Previous Minutes To approve as amended, the minutes from the meeting of the Finance & Governance Committee on 18/03/2026.	Town Clerk & Responsible Finance Officer
WTCM623	RECOMMENDATION FG150426/5.2 Payment of Invoices - April To consider payment of invoices for April 2026.	Town Clerk & Responsible Finance Officer
WTCM624	RECOMMENDATION FG150426/8.1 BACS/CHAPS To approve the continuation of BACS/CHAPS for the 2026/27 financial year.	Town Clerk & Responsible Finance Officer
WTCM625	RECOMMENDATION FG150426/8.3 Direct Debits To approve the list of direct debits for for the 2026/27 financial year.	Town Clerk & Responsible Finance Officer
WTCM626	RECOMMENDATION FG150426/8.4 Salaries To approve the payment of salaries in accordance with the approved Staffing Structure prior to monthly approval for the 2026/27 financial year.	Town Clerk & Responsible Finance Officer

ID		Assigned
WTCM627	RECOMMENDATION FG150426/8.5 Insurance To retrospectively approve the insurance quotes for the next three years as set out in the agenda.	Town Clerk & Responsible Finance Officer
WTCM628	RECOMMENDATION FG150426/8.6 HR & HS Support To approve the renewal contract with WorkNest for Health and Safety, Fire Safety support and optional Health & Safety prosecution insurance for 5 years at £5546.48 per annum	Town Clerk & Responsible Finance Officer
WTCM629	RECOMMENDATION FG150426/8.6 HR & HS Support To approve the contract with WorkNest for Employment / HR support for 5 years.	Town Clerk & Responsible Finance Officer
WTCM630	RECOMMENDATION FG150426/8.7 Community Angels To ask officers to speak to County Cllr Graham Breeze about the Community Angel monies held by the Council and speak to the NMVB about their potential similar scheme; and To split the funds between their scheme (if progressing) and Welshpool Community Haven as organisations with similar objectives.	Town Clerk & Responsible Finance Officer
WTCM631	RESOLUTION FG150426/10 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
WTCM632	RECOMMENDATION FG150426/11.1 Temporary Cover To authorise the Town Clerk to pursue temporary agency cover for the cleaning position at best value which is to be reviewed in three months time to consider continuation or direct employment of the role.	Town Clerk & Responsible Finance Officer