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

Minutes of the Events & Planning Committee held on 03/06/2026 6:30pm in Council Chamber, Welshpool Town Hall.

PRESENT:

Councillor Chris Davies
Councillor Estelle Bleivas
Councillor Jackson Quarrell
Councillor Kelly Meredith
Councillor Morag Bailey
Councillor Nick Howells
Councillor Phil Owen
Councillor Revd William Rowell

Apologies for absence:

Councillor Dr Ben Gwalchmai

Absent:

Also in attendance:

Councillor Phil Pritchard
Richard Williams - Town Clerk & Responsible Finance Officer

EP030626/1. ELECTION OF CHAIR

The Chair, Cllr Chris Davies asked for nominations for Chair of the Events and Planning Committee for the 2026-2027 municipal year. It was proposed by Cllr Estelle Bleivas and seconded by Cllr Nick Howells that Chris Davies is Chair. It was proposed by Cllr Morag Bailey and seconded by Cllr Jackson Quarrell that Phil Owen is Chair. A recorded vote was requested.

Cllr Chris Davies: Chris Davies, Estelle Bleivas, Jackson Quarrell, Kelly Meredith, Morag Bailey, Nick Howells
Cllr Phil Owen: Cllr William Rowell
Abstain: Cllr Phil Owen.

Cllr Chris Davies thanked all for their support.

RESOLVED
To elect Cllr Chris Davies as Chair of the Events and Planning Committee for the municipal year 2026/2027.

WTCM711 - Proposed by Cllr Estelle Bleivas, seconded by Cllr Nick Howells

EP030626/2. ELECTION OF VICE CHAIR

RESOLVED
To elect Cllr Phil Owen as Vice Chair of the Events and Planning Committee for the municipal year 2026/2027.

WTCM712 - Proposed by Cllr Jackson Quarrell, seconded by Cllr Nick Howells

EP030626/3. WELCOME, CODE OF CONDUCT AND APOLOGIES FOR ABSENCE

The Chair welcomed all those present to the meeting and reminded all attendees to show respect for all throughout the meeting. Apologies received by Cllr Ben Gwalchmai.

EP030626/4. DECLARATIONS OF INTERESTS AND DISPENSATIONS

None.

EP030626/5. PUBLIC PARTICIPATION

None.

EP030626/6. MINUTES AND MATTERS ARISING

EP030626/6.1 Previous Minutes

Cllr Estelle Bleivas and Phil Pritchard left the meeting.

RESOLVED
To approve the minutes from the meeting of the Events & Planning Committee on 06/05/2026

WTCM713 - Proposed by Cllr Morag Bailey, seconded by Cllr Revd William Rowell

EP030626/6.2 Matters Arising

All items are on the agenda this evening.

EP030626/7. TOURISM & ECONOMIC DEVELOPMENT

EP030626/7.1 Information Centre

The Town Clerk summarised the report and explained that revenue taken was double the previous month due to holiday balances becoming due. The Town Clerk thanked Elaine who had retired after 20 years at the TIC and welcomed Taylor in her place.

EP030626/7.2 Tourism Project

The Town Clerk summarised the project including the responses received to the survey done of businesses for the voucher scheme. The Town Clerk explained that 6 responses were received however we will continue to push for more to properly evaluate the idea.

EP030626/8. BUSINESS PLANNING & FINANCIAL MATTERS

EP030626/8.1 Interim Strategic Plan Action Plan

A comment was made regarding the Carnival Working Group and meeting again for next year's carnival - it is intended that the group meet in July.

EP030626/8.2 Budget and Committee Finance (Month 2)

The Town Clerk summarised the accounts and answered queries. A discussion was held regarding Christmas lights and a competition.

EP030626/9. EVENTS

EP030626/9.1 Welshpool Fair Trade

Cllr William Rowell explained that no further update to add but the Corn Exchange had been booked on the 18th June to discuss further.

EP030626/9.2 Farmers Market

The Town Clerk explained that the Events & Markets Manager had no responses to her queries about the proposed market. A discussion was had regarding producers and a recently held event at the Senedd. The issue of our own traders was also raised and competition.

It was agreed to drop the idea to hold it alongside the Continental Market this year but keep the idea on the agenda to develop further.

EP030626/9.3 Flicks in the Sticks

The Town Clerk explained that due to rises in Flicks in the Sticks costs the budget would be overspent. A discussion was held about charging and promotion of Flicks in the Sticks. It was agreed that members will think about changes over the summer and consult users of Flicks in the Sticks regarding the price increase.

EP030626/9.4 Summer Cinema & Craft Session

The Town Clerk explained the idea of a 'My First Cinema' session for under 7 year olds during the summer.

RESOLVED
To approve holding a film and craft session aimed at under 7 year olds during the summer at a total cost of £120 and authorise officers to organise and determine a date.

WTCM714 - Proposed by Cllr Revd William Rowell, seconded by Cllr Morag Bailey

EP030626/9.5 Walking Festival

Cllr William Rowell explained that there was nothing further to report.

EP030626/9.6 Dance Festival

Cllr Phil Owen explained that there was nothing further to report.

EP030626/9.7 Carnival

The Town Clerk summarised the report and explained about the parade cancellation and the need for volunteers to operate the gazebo and enter the 'stocks'. A comment was made regarding the external PA support.

EP030626/9.8 Remembrance Band 2027

Members thanked those who have raised so much money for this year's band and proposed that we book Wrexham Concert Band again for 2027.

RESOLVED
To approve booking the Wrexham Concert Band for Remembrance in 2027.

WTCM715 - Proposed by Cllr Revd William Rowell, seconded by Cllr Jackson Quarrell

EP030626/9.10 Open Doors 2026

The Town Clerk summarised their report and answered any queries. A query was raised regarding the Cockpit which the Town Clerk will explore.

RECOMMENDED
To support Welshpool Town Council's participation in Open Doors 2026;
To approve the opening of Welshpool Information Centre on Sunday 13th September 2026; and
To approve free parking at Church Street Car Park for Sunday 13th September 2026 at cost of approx £250 to be met from the Community Events cost code.

WTCM716 - Proposed by Cllr Morag Bailey, seconded by Cllr Revd William Rowell

EP030626/9.9 Upcoming Events

Members noted the upcoming events & dates.

EP030626/10. PLACE PLAN

A discussion regarding the Place Plan, training and consultation took place. It was agreed to setup a working group to explore how we could achieve this.

RESOLVED
To establish a Place Plan Working Group to make recommendations to the Committee regarding the Place Plan.

WTCM717 - Proposed by Cllr Phil Owen, seconded by Cllr Revd William Rowell

RECOMMENDED
To appoint members as determined by Full Council to the Place Plan Working Group.

WTCM718 - Proposed by Cllr Phil Owen, seconded by Cllr Revd William Rowell

EP030626/11. PLANNING DECISIONS

Members noted the decisions.

EP030626/12. ITEMS FOR FUTURE AGENDA & DATE OF NEXT MEETING

The next meeting of the Events & Planning Committee will be held on Wednesday, 1st July at 6:30pm

The meeting finished at 19:49.

Signed: Dated:

Councillor (Chair)

Decision/Action Log

ID		Assigned
WTCM711	**RESOLUTION** **EP030626/1 Election of Chair** To elect Cllr Chris Davies as Chair of the Events and Planning Committee for the municipal year 2026/2027.	Town Clerk & Responsible Finance Officer
WTCM712	**RESOLUTION** **EP030626/2 Election of Vice Chair** To elect Cllr Phil Owen as Vice Chair of the Events and Planning Committee for the municipal year 2026/2027.	Town Clerk & Responsible Finance Officer
WTCM713	**RESOLUTION** **EP030626/6.1 Previous Minutes** To approve the minutes from the meeting of the Events & Planning Committee on 06/05/2026	Town Clerk & Responsible Finance Officer
WTCM714	**RESOLUTION** **EP030626/9.4 Summer Cinema & Craft Session** To approve holding a film and craft session aimed at under 7 year olds during the summer at a total cost of £120 and authorise officers to organise and determine a date.	Events & Markets Manager
WTCM715	**RESOLUTION** **EP030626/9.8 Remembrance Band 2027** To approve booking the Wrexham Concert Band for Remembrance in 2027.	Events & Markets Manager
WTCM716	**RECOMMENDATION** **EP030626/9.10 Open Doors 2026** To support Welshpool Town Council's participation in Open Doors 2026; To approve the opening of Welshpool Information Centre on Sunday 13th September 2026; and To approve free parking at Church Street Car Park for Sunday 13th September 2026 at cost of approx £250 to be met from the Community Events cost code.	Events & Markets Manager
WTCM717	**RESOLUTION** **EP030626/10 Place Plan** To establish a Place Plan Working Group to make recommendations to the Committee regarding the Place Plan.	Events & Markets Manager
WTCM718	**RECOMMENDATION** **EP030626/10 Place Plan** To appoint members as determined by Full Council to the Place Plan Working Group.	Town Clerk & Responsible Finance Officer