



# 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 Operations & Development Committee held on 09/07/2025 6:30pm in Council Chamber, Welshpool Town Hall.**

### **PRESENT:**

Councillor David France  
Councillor Estelle Bleivas  
Councillor Nick Howells  
Councillor Phil Owen  
Councillor Phil Pritchard (Chair)  
Councillor Sally Fitzgerald

### **Apologies for absence:**

Councillor Dr Ben Gwalchmai

### **Absent:**

### **Also in attendance:**

Councillor Revd William Rowell  
Richard Williams - Town Clerk & Proper Officer  
Paul McGrath - Operations Manager  
6 member(s) of the public / press

### **OD090725/1. WELCOME AND APOLOGIES FOR ABSENCE**

The Chair welcomed everyone to the meeting. Apologies were received from Cllr Ben Gwalchmai.

### **OD090725/2. DECLARATIONS OF INTERESTS AND DISPENSATIONS**

None.

### **OD090725/3. PUBLIC PARTICIPATION**

A member of the public spoke about Item 8.2 on the agenda and explained that the tenants of Oldford raised £46,000 to provide a play area for all ages, including two toddler areas and asked the Council to support residents in restoring play provision in the largest estate in the town.

### **OD090725/4. MINUTES AND MATTERS ARISING**

#### **OD090725/4.1 Previous Minutes**

### **RESOLVED**

**To approve the minutes from the meeting of the Operations & Development Committee on**

**11/06/2025.**

*WTCM205 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Nick Howells*

## **OD090725/4.2 Matters Arising**

None.

## **OD090725/5. LAND AND BUILDINGS**

### **OD090725/5.1 Town Hall & Motte and Bailey**

The Operations Manager updated on works to the Town Hall and explained that the temporary toilet works were now complete and propping works are to commence next week.

### **OD090725/5.2 Annual ROSPA Inspections**

The Operations Manager updated on the recently held ROSPA inspections on the Councils play areas. Two medium risks were identified - the fencing at Dol y Felin and the wooden posts at Country Park. Both these works were already underway with the replacement fencing at Dol y Felin likely to be installed in the next few weeks. The Operations Manager will now seek quotes to repair the equipment at Country Park.

Members recorded their thanks to the Operations Manager and his team for their hard work in maintaining the play areas and commended them for the reports.

### **OD090725/5.3 General Update**

The Operations Manager updated councillors on general activities, including:

- Carnival had taken place on the 22nd June and the parade went well. A full debrief and lessons learned session is taking place internally tomorrow.
- Continental Market had also taken place last weekend and was a success. The team rigged a new water pipe to allow traders to get water easily and the team continued with regular litter picks around the town centre across the weekend.
- Mayors Parade preparation works had commenced.
- Day Centre - works had been completed to repair the wall in the store cupboard and leaking radiators had been fixed.
- Maes y Dre - a quote was being obtained for End of Season works taking into account the recent STRI report.
- Grass cutting - bi-weekly rota had kicked in again with 83 Bronybuckly now added to the rota.
- Sports clubs - pre-season and fixtures were starting to get underway so works are taking place on marking pitches and general repairs.
- Little Henfaes - the team successfully pressure washed the play equipment at Little Henfaes.
- Playgrounds - new benches had been installed at Maes y Dre.
- Fire Risk Assessments - the contractor has now completed the Day Centre and undertook the Town Hall earlier in the day.

## **OD090725/6. SERVICES**

### **OD090725/6.1 Public Toilets**

The Town Clerk summarised the report and explained that the Council had installed new feedback signs in public toilets to gather feedback from visitors. The feedback received so far had indicated that the toilets were well used with good or excellent responses.

Members asked if more signage could be explored and any publicity given to highlight that the toilets are now open again.

#### **OD090725/6.2 Meals on Wheels**

The Town Clerk summarised the report in the absence of the TIC Manager and explained that 391 meals were served in June which generated £2614 in income.

#### **OD090725/6.3 Markets**

The Town Clerk gave an update in the absence of the Events, Planning and Markets Officer and explained that new tenants had started in the indoor market with several stall reconfigurations planned for August by existing tenants. The outdoor market had also seen new attendees and more advertising and promotion is planned for the market.

### **OD090725/7. COMMITTEE FINANCE (MONTH 3)**

Members noted the current spending position against the budget and no comments were received.

### **OD090725/8. PROJECTS & NEW DEVELOPMENTS**

#### **OD090725/8.1 Town Hall Transformation**

The Town Clerk explained that the expression of interest for Town Hall Transformation had been submitted on the 18th June 2025 and we are still awaiting a response.

#### **OD090725/8.2 Oldford Estate**

Members expressed their thoughts on the correspondence received from the Oldford Community Association (which represents tenants) which included support for restoring play provision on the estate. Members discussed how the Council could provide practical solutions such as assisting with fundraising and putting pressure on Powys County Council to enforce the covenants around play equipment with ClwydAlyn.

The Town Clerk explained that due to publicity of the item that ClwydAlyn had requested a meeting with him to discuss next week.

#### **RECOMMENDED**

**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.**

*WTCM206 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Nick Howells*

#### **OD090725/8.3 TIC Solar and Battery Installation**

The Town Clerk explained that due to the awarded grant by Windfall obtained by Cllr Gwalchmai, the Council needed to select one of two quotes for the works (installation of solar and battery system) to take place.

The Town Clerk explained that Company A had quoted £23,846 and Company B had quoted £23,775. The grant is 100% funded and the Council will receive £23,775.

Members asked questions about the roof condition considering the Quintennial Building Surveys undertaken and the Town Clerk gave assurances from communications he had received from Andrew Rowson (RICS surveyor) that the installation would not impact the works to fix the roof.

**RECOMMENDED**  
**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.**

*WTCM207 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Nick Howells*

**OD090725/9. DATE OF NEXT MEETING**

The next meeting of the Operations and Development Committee will be held on Wednesday 10th September 2025 at 6:30pm.

**OD090725/10. CONFIDENTIAL SESSION - EXCLUSION**

**RECOMMENDED**  
**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.**

*WTCM208 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Nick Howells*

**OD090725/11. REVIEW OF CLEANING CONTRACT [CONFIDENTIAL]**

The Town Clerk summarised the report and answered questions.

**RECOMMENDED**  
**To defer discussions on this matter until October.**

*WTCM209 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Nick Howells*

**OD090725/12. PROPERTY VALUATION [CONFIDENTIAL]**

The Town Clerk updated members to recent property valuations.

*The meeting finished at 19:51.*

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

Councillor Phil Pritchard (Chair)

**Decision/Action Log**

| ID      |                                                                                                                                                               | Assigned                    |
|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| WTCM205 | <b>RESOLUTION</b><br><b>OD090725/4.1 Previous Minutes</b><br>To approve the minutes from the meeting of the Operations & Development Committee on 11/06/2025. | Town Clerk & Proper Officer |

| ID      |                                                                                                                                                                                                                                                                                                                                                            | Assigned                                          |
|---------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| WTCM206 | <b>RECOMMENDATION</b><br><b>OD090725/8.2 Oldford Estate</b><br>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                       |
| WTCM207 | <b>RECOMMENDATION</b><br><b>OD090725/8.3 TIC Solar and Battery Installation</b><br>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<br>Operations Manager |
| WTCM208 | <b>RECOMMENDATION</b><br><b>OD090725/10 Confidential Session - Exclusion</b><br>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.                                                                                                                        |                                                   |
| WTCM209 | <b>RECOMMENDATION</b><br><b>OD090725/11 Review of Cleaning Contract</b><br>To defer discussions on this matter until October.                                                                                                                                                                                                                              | Town Clerk & Proper Officer                       |