



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

Agenda & Summons

Full Council - 24/06/2026 6:30pm

18th June 2026

Dear Councillor,

You are hereby summoned to attend a meeting of the Full Council of Welshpool Town Council which will be held on Wednesday 24th June 2026 in the Council Chamber, Welshpool Town Hall at 6:30pm to transact the business outlined below.

Yours sincerely,

Richard T Williams LLB (Hons)
Town Clerk, RFO & Proper Officer

In accordance with the [Local Government and Elections \(Wales\) Act 2021](#), this meeting is available by remote means. Please visit <https://us02web.zoom.us/j/89847253135?pwd=a3iarH8F6as5w7uHttiI0TclyOKZkO.1> to join online or use Zoom Meeting ID 898 4725 3135 and passcode 982222.

Agenda

1. WELCOME, CODE OF CONDUCT AND APOLOGIES FOR ABSENCE

To welcome Councillors and members of the public, to remind attendees to show respect for all throughout the meeting in line with the obligations of the Code of Conduct, and to receive and, if appropriate, approve apologies for absence. [Section 4(b), Code of Conduct; Section 85(1), Local Government Act 1972]

2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

To receive declarations of interest and, if appropriate, consider any relevant dispensations. [Part III, Local Government Act 2000]

[Appendix A]

3. PUBLIC PARTICIPATION

To receive members of the public who wish to address the meeting, in respect of any item of business included in the agenda. No resolutions may be made under this item and should relate only to matters of Council policy or practice, and not individual affairs of the questioner or any other named person. [Para. 27A, Sch 12, Local Government Act 1972]

4. TOWN MAYOR'S REPORT - JUNE 2026

To receive a verbal report from the Town Mayor, Cllr Revd William Rowell.

5. COUNTY COUNCIL AND COUNTY COUNCILLOR UPDATES

To welcome County Councillors and to receive a verbal update and exchange information on matters affecting Welshpool.

6. MINUTES AND MATTERS ARISING

6.1. Previous Minutes

To approve and sign as a correct record, the minutes from the meeting of the Annual Meeting on 27/05/2026. [Para. 35(1), Sch 12, Local Government Act 1972]

[Appendix B]

6.2. Matters Arising

To report for information purposes only matters arising from the Annual Meeting on 27/05/2026.

7. COMMITTEES - MINUTES & RECOMMENDATIONS

To invite Committee Chairs to present recommendations (if any) from meetings for Council to confirm.

7.1. Events & Planning - June 2026

To consider the recommendations from the meeting of the Events & Planning Committee on the 03/06/2026.

Item 9.10 - Open Doors 2026

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.

Item 10 - Place Plan

RECOMMENDED

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

[Appendix C]

7.2. Operations & Development - June 2026

To consider the recommendations from the meeting of the Operations & Development Committee on the 10/06/2026.

Item 10.2 - Welshpool Town Centre Improvement

RECOMMENDED

To note the successful award of £83,000 under the Pride in Place Impact Fund for the Welshpool Town Centre Improvement Project;
To authorise the Town Clerk to obtain further quotations for landscape architecture, design and project development services in accordance with the Council's procurement requirements; and
To approve a period of public engagement and consultation on emerging proposals.

Item 10.4 - Maes y Dre Alternative Premises

RECOMMENDED

To accept the quotation for planning consultancy on the Maes y Dre Alternative Premises project at a cost of £850 from Hughes Architects.

Item 7.3 - End of Season Works

RECOMMENDED

To accept the quotation for end of season works from Argae Hall (Company A) at a cost of £6,530 excluding VAT.

Item 7.4 - End of Season Works - Recommended Equipment RECOMMENDED To accept the quotation for purchase of a second hand Verti-Cut 1300 at a cost of £4400 from Charlies AG at a cost of £4,400 excluding VAT.
Item 7.5 - Cutting Equipment RECOMMENDED To accept the quotation for the purchase of a Grillo Climber 10 AWD 27 at a cost of £10,900 from Charlies AG.
Item 10.6 - Soft Play Trial RECOMMENDED To approve the soft play trial project within the vacant Market Business Unit and to allocate a budget of up to £3000 for the purchase of equipment, signage and setup costs; To delegate authority to the Town Clerk to implement the trial and undertake all necessary risk assessments and operational arrangements; To approve the proposal to operate entry fee of £1 per child with payments accepted via contactless payment facilities, QR code payments and cash collection, and with a proportionate and pragmatic approach taken to enforcement during the trial period; and To request a trial evaluation report be presented to the Committee upon completion of the trial.

[Appendix D]

7.3. Tour de France - June 2026

To consider the recommendations from the meeting of the Tour de France Special Committee on the 17/06/2026.

Item 6 - Election of Representative RECOMMENDED To elect Cllr Phil Owen to represent Welshpool Town Council on the Powys County Council Tour de France workstream(s).
Item 9 - Tour de France Planning RECOMMENDED To authorise the use of Council managed land for overnight camping and parking in relation to Tour de France subject to approval of a fee & charges schedule.
Item 9 - Tour de France Planning RECOMMENDED To co-opt Tony Brooks as a member of the Tour de France Special Committee.
Item 9 - Tour de France Planning RECOMMENDED To co-opt Shane Logan as a member of the Tour de France Special Committee.
Item 9 - Tour de France Planning RECOMMENDED Subject to any vacancies on the Committee, to co-opt Graham Breeze as a member of the Tour de France Special Committee.

[Appendix E]

7.4. Finance & Governance Committee - June 2026

To consider the recommendations from the meeting of the Finance & Governance Committee on the 17/06/2026.

Item 7.5 - Budget Virements

RECOMMENDED

To approve the budget virements as set out in the paper.

[Appendix F]

8. FINANCE

8.1. Council Accounts (May - Period 2)

To consider the Income and Expenditure Reports and Cash and Bank Totals for May 2026 and note the bank balances as of 31st May 2026:

- General Fund - £20,220.91
- 30 Day Account - £230,312.95
- Petty Cash - £35.03
- Hub Community Account - £3,759.80

[Appendix G]

[Appendix H]

[Appendix I]

8.2. Payment of Invoices - June

To consider payment of invoices for June, including any additional payments tabled on the night.

[Appendix J]

8.3. Scrutiny of Payments

To hear the feedback from May 2026 (Cllr Bailey) for the scrutiny of payments exercise as set out in Financial Regulations.

9. ANNUAL RETURN AND ANNUAL REPORT 2025/26

9.1. Draft Annual Statement and Annual Governance Statement

To consider the draft Annual Statement and Annual Governance Statement for 2025/26 as recommended by the Finance & Governance Committee and examined by Audit Committee.

[Appendix K]

9.2. Internal Audit Report

To note the Internal Audit Report for 2025/26 as examined by the Finance & Governance Committee and Audit Committee.

[Appendix L]

9.3. Annual Report 2025/26

To approve publication of the statutory Annual Report for 2025/26 as recommended and amended by the Finance & Governance Committee (copies previously circulated). [Section 52(1), Local Government and Elections (Wales) Act 2021; Section 40(5), Well-being of Future Generations (Wales) Act 2015]

10. OTHER MATTERS

10.1. Bull Dingle

To receive an update on the Bull Dingle.

10.2. Town Hall Transformation Project

To receive an update on the Town Hall Transformation Project from the Town Clerk.

11. OUTSIDE BODIES

11.1. Community Risk Register

To consider the correspondence in relation to the Community Risk Register.

[Appendix M]
[Appendix N]

11.2. Royal Welsh Show

To consider the invitation from the Chairman of Powys County Council in relation to an informal reception at the Royal Welsh Show.

[Appendix O]

11.3. Other Outside Bodies

To receive reports from the Council's representatives on other outside bodies, as available.

12. MOTIONS FOR DEBATE

12.1. Public Transport

To consider the motion regarding public transport (Cllr Alison Davies).

[Appendix P]

12.2. Water Supply Issues

To consider water supply issues in Welshpool (Cllr Jackson Quarrell)

13. ITEMS FOR FUTURE AGENDA & DATE OF NEXT MEETING

To receive items for consideration by the Town Clerk for future agendas and to note that the next meeting of Full Council will be held on 22nd July 2026 at 6:30pm.

14. CONFIDENTIAL SESSION - EXCLUSION

To resolve, if required, 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. [Section 1(2), Public Bodies (Admission to Meetings) Act 1960]

15. OPERATIONS & DEVELOPMENT - CONFIDENTIAL - JUNE 2026 [CONFIDENTIAL]

To consider the recommendations from the meeting of the Operations & Development Committee on the 10/06/2026.

Item 14 - Land Adj to Pure Beauty

RECOMMENDED

Subject to the tree liability issues being resolved, to approve a Plant and Maintain licence with Powys County Council for the land at the corner of Union Street adjacent to Pure Beauty; and
To authorise the Town Clerk to progress the necessary paperwork.

[Confidential - information related to the financial or business affairs of a person and/or the authority.]

16. FINANCE & GOVERNANCE COMMITTEE - CONFIDENTIAL - JUNE 2026 [CONFIDENTIAL]

To consider the recommendations from the meeting of the Finance & Governance Committee on the 17/06/2026.

Item 12 - Debtors

RECOMMENDED

To note the current debtor position; and

To approve the action as outlined in Section 4 of the Report in relation to Stage 3 debts.

[Confidential - information related to the financial or business affairs of a person and/or the authority.]

17. TOWN CENTRE IMPROVEMENT PROJECT [CONFIDENTIAL]

To consider the recommendation from the Town Centre Improvement Project Board to accept the quotation from Company A for landscape architect services for the project. [Confidential - information related to the financial or business affairs of a person and/or the authority.]

Confidential Document [Appendix Q]

Confidential Document [Appendix R]

Confidential Document [Appendix S]

18. BERRIEW ST TOILETS [CONFIDENTIAL]

To consider an update from the Town Clerk in respect of Berriew St Toilets. [Confidential - information related to the financial or business affairs of a person and/or the authority.]

Appendix A



Cyngor Tref y Trallwng | Welshpool Town Council Declaration of Interests Flowchart

What matters are being discussed at the meeting?

Do any relate to my interests?

- A Does it affect my entries in the Register of Interests?
- OR**
- B Does it affect the well being or financial position of me, my partner, my relatives or my friends or my, my partner's, my relatives' or my friends':
- jobs, employers or businesses;
 - companies in which I or they are a director or where I or they have a shareholding of more than £5,000 (nominal/face value);
 - business partnerships; and
 - the following organisations where I or they hold a position of general control or management:
 - other bodies where I or they represent the authority;
 - other public authorities;
 - companies, industrial and provident societies and charitable bodies;
 - bodies whose main purpose is to influence public opinion or policy; and
 - trade unions or professional associations

More than other people in the authority's area?

NO

YES

**Disclose the
existence & nature
of your interest**

You may have a
personal interest in
the matter

Would a member of the public – If he or she knew all the facts – reasonably think that personal interest was so significant that my decision on the matter would be affected by it?

NO

**You can
participate in
the meeting
and vote**

YES

You may have a
prejudicial interest

This matter relates to:

- another authority of which I am a member;
- another public authority in which I hold a position of general control or management;
- other bodies where I represent the authority;
- statutory sick pay where I am in receipt of, or are entitled to, such pay from my authority; or
- allowances or payments made under sections 141-160 of the Local Government (Wales) Measure 2011

NO

**Also, withdraw from
the meeting by
leaving the room or
chamber. Do not try
to improperly
influence the decision**

**And, considering whether or not it is
appropriate I participate in the decision
making, do I regard myself as not
having a prejudicial interest?**

YES

Personal Interest

Prejudicial Interest

LOCAL GOVERNMENT ACT 2000

MEMBERS' CODE OF CONDUCT –PARAGRAPH 11 (4)
PARAGRAPH 14 (3) (b) (ii)

NOTIFICATION IN RESPECT OF:-

(1) PERSONAL INTEREST ORALLY DISCLOSED AT MEETING

[(2) DISPENSATION RELIED UPON AT MEETING]

1.	NAME OF MEMBER:	
----	-----------------	--

2. DATE AND DETAILS OF MEETING AT WHICH ORAL DISCLOSURE OF PERSONAL INTEREST MADE:

DATE:	
MEETING:	

3. AGENDA ITEM NUMBER AND BUSINESS TO WHICH THE PERSONAL INTEREST RELATES :

AGENDA ITEM:	
BUSINESS CONSIDERED:	

4. DETAILS OF PERSONAL INTEREST

(Insert ALL category number(s) referred to in the accompanying guidance notes that apply together with any Additional Detail): If this involves SENSITIVE information give details of the agreement of the Monitoring Officer allowing you to simply disclose the EXISTENCE of the interest

--

5. PREJUDICIAL INTEREST

Complete sections (a), (b), (c) and (d) in the box below by deleting those sections and words in square brackets as appropriate.

The personal interest detailed in Section 4 above:-

[(a) Is NOT a prejudicial interest because the business concerned relates to [another relevant authority of which I am also a member] [another public authority or body exercising functions of a public nature in which I hold a position of general control or management] [a body to which I have been elected, appointed or nominated by my Council] [my role as a non LEA School Governor and the business does not relate to my school] [my role as a member of the Local Health Board] AND the business does not relate to the determination of any approval, consent, licence, permission or registration]

[(b) Is NOT a prejudicial interest because (under the objective, public perception test in Paragraph 12 (1) of the Members' Code of Conduct) it WOULD NOT be regarded as so significant that it is likely to prejudice my judgement of the public interest].

[(c) Is NOT a prejudicial interest because the business relates to a grant, loan or other form of financial assistance to community or voluntary organisations up to £500].

[(d) IS ALSO A PREJUDICIAL INTEREST because (under the objective, public perception test in Paragraph 12 (1) of the Members' Code of Conduct) it WOULD BE regarded as so significant that it is likely to prejudice my judgement of the public interest].

6. IF YOU HAVE A PREJUDICIAL INTEREST IN RESPECT OF WHICH YOU HAVE THE BENEFIT OF A DISPENSATION GRANTED BY THE STANDARDS COMMITTEE/SUB-COMMITTEE YOU MUST ALSO COMPLETE THE BOX BELOW.

DATE OF MEETING OF THE STANDARDS COMMITTEE/SUB-COMMITTEE	
EXACT WORDING OF DISPENSATION [As an alternative you may simply attach the letter (or a copy) from the Standards Committee/Sub-Committee notifying you of the grant of dispensation]	

7. DATE AND SIGNATURE:

DATE:	
SIGNATURE:	

This written notification, fully completed, dated and signed must be given BEFORE or IMMEDIATELY AFTER the close of the meeting to the Clerk.

V:\WLEGAL\CLARENCE\STANDARDS\TOWN AND COMMUNITY COUNCILS – DECLARATION OF INTEREST (VERSION 2)

Appendix B



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

DRAFT

**Minutes of the Annual Meeting held on 27/05/2026 6:30pm in Council Chamber,
Welshpool Town Hall.**

PRESENT:

Councillor Alison Davies
Councillor Dr Ben Gwalchmai
Councillor Carol Robinson
Councillor Chris Davies
Councillor David France
Councillor Jackson Quarrell
Councillor Kelly Meredith
Councillor Morag Bailey
Councillor Nick Howells
Councillor Phil Owen
Councillor Phil Pritchard
Councillor Richard Church
Councillor Revd William Rowell (Chair)

Apologies for absence:

Councillor Estelle Bleivas

Absent:

Councillor Sally Fitzgerald

Also in attendance:

Richard Williams - Town Clerk & Responsible Finance Officer
7 member(s) of the public / press

AM270526/1. ELECTION OF CHAIR / TOWN MAYOR

The outgoing Mayor opened the meeting and asked for nominations. One nomination was received from the floor for Cllr William Rowell, which was proposed, seconded and unanimously approved.

Cllr Phil Owen then passed the Chain of Office to the new Mayor and the declaration of office was made and signed.

RESOLVED

To elect Councillor William Rowell as Chair and Town Mayor for the 2026/27 municipal year.

WTCM684 - Proposed by Cllr Morag Bailey, seconded by Cllr Phil Pritchard

AM270526/2. ELECTION OF VICE CHAIR / DEPUTY TOWN MAYOR

One nomination was received from the floor for Cllr Morag Bailey which was proposed, seconded and unanimously approved.

Cllr Morag Bailey received the Chain of Office. The declaration of office was made and signed before returning to their seat.

RESOLVED

To elect Councillor Morag Bailey as Vice Chair and Deputy Town Mayor for the 2026/27 municipal year.

WTCM685 - Proposed by Cllr Nick Howells, seconded by Cllr Alison Davies

AM270526/3. WELCOME, CODE OF CONDUCT AND APOLOGIES FOR ABSENCE

The Mayor welcomed everyone to the meeting. Apologies were received from Cllr Estelle Bleivas.

AM270526/4. DECLARATIONS OF INTERESTS AND DISPENSATIONS

The following interests were declared:

Item	Councillor	Type	Reason
20	Richard Church	Personal	A member of Powys County Council's Cabinet.

AM270526/5. RETIRING TOWN MAYOR'S REPORT

Cllr Kelly Meredith joined the meeting.

The outgoing Mayor, Cllr Phil Owen reflected on his two years as Mayor including:

- The building surveys undertaken in January 2025
- Appointment of new Town Clerk in March 2025
- The transfer of Ann Holloway Centre to Welshpool Community Haven
- The essential works to the clock tower and Heritage Lottery Bid
- The refurbished offices
- An improved Motte and Bailey with overgrowth removed and a chance to make this a real benefit to the town
- Berriew St Toilets and their disposal
- Improved financial health of the Council with increased reserves
- New budgetary processes and Strategic Plan
- The fantastic Council services such as the Hub, events, green spaces, biodiversity, transfer of Meals on Wheels and the ability to control the town's development via a Place Plan in the future
- The staffing and HR review

Cllr Owen concluded with his thanks to everyone for helping make the town better.

AM270526/6. COUNTY COUNCIL AND COUNTY COUNCILLOR UPDATES

County Cllr Carol Robinson reported on a possible new bus shelter, timetable and pole on Gungrog Road. A query was raised regarding the cross and traffic lights and a discussion was had. It was agreed that the Town Clerk will write to the Trunk Road Agency to invite someone to a future meeting to answer questions.

AM270526/7. GOVERNANCE

AM270526/7.1 Standing Orders

RESOLVED

To adopt the revised Standing Orders for 2026-27 as set out in Appendix B.

WTCM686 - Proposed by Cllr Alison Davies, seconded by Cllr Phil Owen

AM270526/7.2 Financial Regulations

RESOLVED

To adopt the Financial Regulations for 2026-27 as set out in Appendix C.

WTCM687 - Proposed by Cllr Revd William Rowell, seconded by Cllr Alison Davies

AM270526/7.3 Scheme of Delegation

RESOLVED

To adopt the Scheme of Delegation for 2026-27 as set out in Appendix D.

WTCM688 - Proposed by Cllr Alison Davies, seconded by Cllr Morag Bailey

AM270526/7.4 Investments & Reserves Strategy

Cllr Ben Gwalchmai left the meeting.

RESOLVED

To adopt the Investments & Reserves Strategy for 2026-27 as set out in Appendix E.

WTCM689 - Proposed by Cllr Alison Davies, seconded by Cllr Morag Bailey

AM270526/7.5 Civility and Respect

RESOLVED

To adopt the Civility and Respect Pledge as set out in Appendix F.

WTCM690 - Proposed by Cllr Phil Pritchard, seconded by Cllr Morag Bailey

AM270526/9. COMMITTEES

AM270526/9.1 Committees

A query was raised regarding the Health and Safety Committee and the Town Clerk advised that the Terms of Reference had been changed to meet at least annually.

RESOLVED

To approve the continuation of committees and adopt the Terms of Reference for each one as set out in Appendix G.

WTCM691 - Proposed by Cllr Morag Bailey, seconded by Cllr Alison Davies

AM270526/9.2 Election to Committees

Nominations were received prior to the meeting and from the floor for the following committees:

Events & Planning Committee

- Morag Bailey
- Phil Owen
- Kelly Meredith
- Nick Howells
- Jackson Quarrell
- Ben Gwalchmai
- Chris Davies
- Estelle Bleivas

Operations & Development Committee

- Phil Owen
- Kelly Meredith
- Phil Pritchard
- David France
- Nick Howells
- Chris Davies
- Estelle Bleivas

Finance & Governance Committee

- Alison Davies
- Richard Church
- Morag Bailey
- Phil Pritchard
- David France
- Carol Robinson

Audit Committee

- Alison Davies
- Phil Pritchard
- Carol Robinson
- Richard Church

Health & Safety Committee

- William Rowell
- Morag Bailey
- Phil Pritchard
- Nick Howells
- Carol Robinson
- Jackson Quarrell

Tour de France Special Committee

- Alison Davies
- Richard Church
- Phil Owen
- Phil Pritchard
- Jackson Quarrell
- Ben Gwalchmai
- TBC External Member
- TBC External Member

RESOLVED

To elect the above members to the respective committees.

WTCM692 - Proposed by Cllr Phil Pritchard, seconded by Cllr Revd William Rowell

AM270526/10.1 Councillor Allowances

The Town Clerk summarised the report and explained that the Council was required by legislation to adopt the mandatory payments. The Town Clerk also explained that the Council was nearing the Group 2 inclusion level of 5,000 electors and if reached, more payments would become mandatory.

RESOLVED

To pay £52 to each member in respect of cost of office consumables;

To pay travel costs and reimbursement of subsistence expenses where an overnight stay has been approved;

To pay financial loss for attending approved duties up to the maximum levels as set by the DBCC;

To pay the mandatory £500 to the Town Mayor in respect of senior role payment; and

To not pay all remaining optional allowances, except for the Mayor or Chair payment of £1000 to the Town Mayor.

WTCM693 - Proposed by Cllr Morag Bailey, seconded by Cllr Phil Owen

AM270526/10.2 Bank Mandate

RESOLVED

To confirm the bank mandate as set out above.

WTCM694 - Proposed by Cllr Revd William Rowell, seconded by Cllr Morag Bailey

AM270526/10.3 Dates of Meetings

The Town Clerk explained that no meetings would take place in April or May except for Full Council due to the pre-election period for next year's local government elections. An error in the year was pointed out in the paper which is to be amended.

RESOLVED

To approve the schedule of meetings for the 2026-27 as amended.

WTCM695 - Proposed by Cllr Alison Davies, seconded by Cllr Phil Owen

AM270526/11. OUTSIDE BODIES

The Town Clerk summarised the paper and no amendments were made. A concern was raised regarding named positions sitting on trusts.

RESOLVED

To elect to the outside bodies as set out in Appendix K.

WTCM696 - Proposed by Cllr Phil Pritchard, seconded by Cllr Kelly Meredith

AM270526/12. MINUTES AND MATTERS ARISING

AM270526/12.1 Previous Minutes

RESOLVED

To approve the minutes from the meeting of the Full Council on 22/04/2026.

WTCM697 - Proposed by Cllr Alison Davies, seconded by Cllr Kelly Meredith

AM270526/12.2 Matters Arising

The Town Clerk summarised the remaining items.

AM270526/13. COMMITTEES - MINUTES & RECOMMENDATIONS

AM270526/13.1 Events & Planning Committee - May 2026

Cllr Richard Church left the meeting.

The Chair of the Committee, Cllr Chris Davies went through the minutes and answered any queries. There were two recommendations from the committee relating to Christmas Lights and 1940s weekend and a discussion took place regarding the 1940s weekend and the recommendation to allow free use of the Town Hall.

RESOLVED

To approve Option A - 1 year extension of existing scheme which would include hire, carriage and storage at £2840.27.

WTCM698 - Proposed by Cllr Morag Bailey, seconded by Cllr Phil Pritchard

RESOLVED

To support the 1940s Weekend by allowing free use of the Town Hall, subject to other bookings and terms of agreement.

WTCM699 - Proposed by Cllr Morag Bailey, seconded by Cllr Chris Davies

AM270526/13.2 Operations & Development Committee - May 2026

The Chair of the Committee, Cllr Phil Pritchard went through the minutes and answered any queries and proposed that the recommendations be adopted.

RESOLVED

To approve and adopt the Biodiversity Action Plan for 2026-2028.

WTCM700 - Proposed by Cllr Phil Pritchard, seconded by Cllr Alison Davies

RESOLVED

To ask officers to obtain quotations for a tree survey for all Council land and specific works at Vicarage Gardens.

WTCM701 - Proposed by Cllr Phil Pritchard, seconded by Cllr Kelly Meredith

RESOLVED

To note the report;

**To approve joining the National Allotments Association as members at £70 per annum; and
To approve additional promotional and improvement measures to improve occupancy.**

WTCM702 - Proposed by Cllr Phil Pritchard, seconded by Cllr Revd William Rowell

AM270526/13.3 Finance & Governance Committee - May 2026

The Chair of the Committee, Cllr Morag Bailey explained that the other recommendations from the committee are on other places in the agenda and asked Council to adopt the remaining item.

RESOLVED

To appoint the following members for scrutiny of payments:

- Cllr Morag Bailey for May in June
- Cllr Phil Owen for June in July (quarterly check)
- Cllr Richard Church for July in August

WTCM703 - Proposed by Cllr Revd William Rowell, seconded by Cllr Alison Davies

AM270526/14. BUSINESS PLANNING & FINANCE

AM270526/14.1 Council Accounts (April - Period 1)

Cllr Morag Bailey explained the financial position and the Town Clerk summarised the accounts.

RESOLVED

To note the bank balances and accounts for Period 1.

WTCM704 - Proposed by Cllr Alison Davies, seconded by Cllr Kelly Meredith

AM270526/14.2 Payment of Invoices - May

The Town Clerk summarised the payment list and answered queries.

RESOLVED

To approve payment of invoices for May 2026.

WTCM705 - Proposed by Cllr Morag Bailey, seconded by Cllr Alison Davies

AM270526/15. OTHER MATTERS

AM270526/15.1 Bull Dingle

Cllr William Rowell gave an update on the Bull Dingle and explained that the trees are growing well. Cllr Jackson Quarrell highlighted some land slippage which had occurred and it was agreed to write to PCC to highlight this issue.

RESOLVED

To ask the Town Clerk to write to Powys County Council regarding the land slippage at Bull Dingle.

WTCM706 - Proposed by Cllr David France, seconded by Cllr Phil Pritchard

AM270526/15.2 Town Hall Transformation Project

Cllr Ben Gwalchmai joined the meeting.

The Town Clerk gave an update on the project and explained that the Heritage Lottery Bid was due tomorrow at midday and an awful lot of work had gone on in the last two weeks with our Fundraising Consultants to write the 20,000 words plus 38 supporting documents. The Town Clerk paid tribute to the entire Project Board for getting involved and active in the project.

Members gave thanks to the Town Clerk and Cllr Alison Davies as Chair of the Project Board for their hard work in getting the application completed.

AM270526/16. OUTSIDE BODIES

AM270526/16.1 Other Outside Bodies

Cllr Phil Pritchard reported from the TJ Evans Trust that the administrator had resigned and recruitment for a new one was underway. He also reported that the Advisor to the BLT had suffered a recent health issue and councillors sent their best wishes to him on his recovery.

AM270526/17. MOTIONS FOR DEBATE

AM270526/17.1 Litter Champions

Cllr William Rowell explained this paper and proposed a trial area to test the project before being rolled out.

AM270526/18. ITEMS FOR FUTURE AGENDA & DATE OF NEXT MEETING

Members suggested that a review of traffic in the town centre following road closures should be discussed along with the state of public transport in the town.

The next meeting of Full Council will be held on 24th June 2026 at 6:30pm

AM270526/19. CONFIDENTIAL SESSION - EXCLUSION

Cllr Chris Davies left the meeting.

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.

WTCM707 - Proposed by Cllr Alison Davies, seconded by Cllr Kelly Meredith

AM270526/20. BERRIEW ST TOILETS [CONFIDENTIAL]

The Town Clerk summarised their paper and explained the options presented. A wide ranging discussion and debate took place with a way forward agreed.

RESOLVED

To suspend Standing Order 3(c)(u) to allow the meeting to continue past 9pm.

WTCM708 - Proposed by Cllr Alison Davies, seconded by Cllr Phil Owen

RESOLVED

**To continue negotiations regarding Berriew St Toilets;
To arrange a site meeting with the interested parties; and
To confirm the Council's preferred approach would be Option 2 with no conditions.**

WTCM709 - Proposed by Cllr Phil Owen, seconded by Cllr Alison Davies

AM270526/21. CARNIVAL [CONFIDENTIAL]

Cllr Ben Gwalchmai left the meeting.

Cllr Phil Pritchard left the meeting.

Cllr Nick Howells left the meeting.

The Town Clerk explained the parade situation and some suggestions and a way forward was agreed.

AM270526/22. COMMUNITY AWARDS [CONFIDENTIAL]

RESOLVED

To award community awards to those individuals and/or organisations as set out in Appendix U.

WTCM710 - Proposed by Cllr Morag Bailey, seconded by Cllr Alison Davies

The meeting finished at 21:31.

Signed:

Dated:

Councillor Revd William Rowell (Chair)

Decision/Action Log

ID		Assigned
WTCM684	RESOLUTION AM270526/1 Election of Chair / Town Mayor To elect Councillor William Rowell as Chair and Town Mayor for the 2026/27 municipal year.	Town Clerk & Responsible Finance Officer
WTCM685	RESOLUTION AM270526/2 Election of Vice Chair / Deputy Town Mayor To elect Councillor Morag Bailey as Vice Chair and Deputy Town Mayor for the 2026/27 municipal year.	Town Clerk & Responsible Finance Officer
WTCM686	RESOLUTION AM270526/7.1 Standing Orders To adopt the revised Standing Orders for 2026-27 as set out in Appendix B.	Town Clerk & Responsible Finance Officer
WTCM687	RESOLUTION AM270526/7.2 Financial Regulations To adopt the Financial Regulations for 2026-27 as set out in Appendix C.	Town Clerk & Responsible Finance Officer
WTCM688	RESOLUTION AM270526/7.3 Scheme of Delegation To adopt the Scheme of Delegation for 2026-27 as set out in Appendix D.	Town Clerk & Responsible Finance Officer
WTCM689	RESOLUTION AM270526/7.4 Investments & Reserves Strategy To adopt the Investments & Reserves Strategy for 2026-27 as set out in Appendix E.	Town Clerk & Responsible Finance Officer
WTCM690	RESOLUTION AM270526/7.5 Civility and Respect To adopt the Civility and Respect Pledge as set out in Appendix F.	Town Clerk & Responsible Finance Officer
WTCM691	RESOLUTION AM270526/9.1 Committees To approve the continuation of committees and adopt the Terms of Reference for each one as set out in Appendix G.	Town Clerk & Responsible Finance Officer

ID		Assigned
WTCM692	RESOLUTION AM270526/9.2 Election to Committees To elect the above members to the respective committees.	Town Clerk & Responsible Finance Officer
WTCM693	RESOLUTION AM270526/10.1 Councillor Allowances To pay £52 to each member in respect of cost of office consumables; To pay travel costs and reimbursement of subsistence expenses where an overnight stay has been approved; To pay financial loss for attending approved duties up to the maximum levels as set by the DBCC; To pay the mandatory £500 to the Town Mayor in respect of senior role payment; and To not pay all remaining optional allowances, except for the Mayor or Chair payment of £1000 to the Town Mayor.	Town Clerk & Responsible Finance Officer
WTCM694	RESOLUTION AM270526/10.2 Bank Mandate To confirm the bank mandate as set out above.	Town Clerk & Responsible Finance Officer
WTCM695	RESOLUTION AM270526/10.3 Dates of Meetings To approve the schedule of meetings for the 2026-27 as amended.	Town Clerk & Responsible Finance Officer
WTCM696	RESOLUTION AM270526/11 Outside Bodies To elect to the outside bodies as set out in Appendix K.	Town Clerk & Responsible Finance Officer
WTCM697	RESOLUTION AM270526/12.1 Previous Minutes To approve the minutes from the meeting of the Full Council on 22/04/2026.	Town Clerk & Responsible Finance Officer
WTCM698	RESOLUTION AM270526/13.1 Events & Planning Committee - May 2026 To approve Option A - 1 year extension of existing scheme which would include hire, carriage and storage at £2840.27.	Town Clerk & Responsible Finance Officer
WTCM699	RESOLUTION AM270526/13.1 Events & Planning Committee - May 2026 To support the 1940s Weekend by allowing free use of the Town Hall, subject to other bookings and terms of agreement.	Events & Markets Manager
WTCM700	RESOLUTION AM270526/13.2 Operations & Development Committee - May 2026 To approve and adopt the Biodiversity Action Plan for 2026-2028.	Town Clerk & Responsible Finance Officer
WTCM701	RESOLUTION AM270526/13.2 Operations & Development Committee - May 2026 To ask officers to obtain quotations for a tree survey for all Council land and specific works at Vicarage Gardens.	Operations Manager

ID		Assigned
WTCM702	RESOLUTION AM270526/13.2 Operations & Development Committee - May 2026 To note the report; To approve joining the National Allotments Association as members at £70 per annum; and To approve additional promotional and improvement measures to improve occupancy.	Community Services Manager
WTCM703	RESOLUTION AM270526/13.3 Finance & Governance Committee - May 2026 To appoint the following members for scrutiny of payments: - Cllr Morag Bailey for May in June - Cllr Phil Owen for June in July (quarterly check) - Cllr Richard Church for July in August	Finance & Administration Assistant
WTCM704	RESOLUTION AM270526/14.1 Council Accounts (April - Period 1) To note the bank balances and accounts for Period 1.	Town Clerk & Responsible Finance Officer
WTCM705	RESOLUTION AM270526/14.2 Payment of Invoices - May To approve payment of invoices for May 2026.	Town Clerk & Responsible Finance Officer
WTCM706	RESOLUTION AM270526/15.1 Bull Dingle To ask the Town Clerk to write to Powys County Council regarding the land slippage at Bull Dingle.	Town Clerk & Responsible Finance Officer
WTCM707	RESOLUTION AM270526/19 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
WTCM708	RESOLUTION AM270526/20 Berriew St Toilets To suspend Standing Order 3(c)(u) to allow the meeting to continue past 9pm.	Town Clerk & Responsible Finance Officer
WTCM709	RESOLUTION AM270526/20 Berriew St Toilets To continue negotiations regarding Berriew St Toilets; To arrange a site meeting with the interested parties; and To confirm the Council's preferred approach would be Option 2 with no conditions.	Town Clerk & Responsible Finance Officer
WTCM710	RESOLUTION AM270526/22 Community Awards To award community awards to those individuals and/or organisations as set out in Appendix U.	Events & Markets Manager

Appendix C



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

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

Appendix D



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

DRAFT

Minutes of the Operations & Development Committee held on 10/06/2026 6:30pm in Council Chamber, Welshpool Town Hall.

PRESENT:

Councillor Chris Davies
Councillor David France
Councillor Estelle Bleivas
Councillor Kelly Meredith
Councillor Nick Howells
Councillor Phil Pritchard (Chair)
Councillor Revd William Rowell

Apologies for absence:

Absent:

Councillor Phil Owen

Also in attendance:

Richard Williams - Town Clerk & Responsible Finance Officer
Paul McGrath - Operations Manager

OD100626/1. ELECTION OF CHAIR

The Chair, Cllr Phil Pritchard asked for nominations for Chair of the Operations and Development Committee for the 2026-2027 municipal year. It was proposed by Cllr William Rowell and seconded by Cllr Estelle Bleivas that Phil Pritchard be elected as Chair.

No other nominations were received.

RESOLVED

To elect Cllr Phil Pritchard as Chair of the Operations and Development Committee for the municipal year 2026/2027.

WTCM719 - Proposed by Cllr Revd William Rowell, seconded by Cllr Estelle Bleivas

OD100626/2. ELECTION OF VICE CHAIR

One nomination was proposed by Cllr Chris Davies and Cllr William Rowell for Nick Howells to be elected as Vice Chair. No other nominations were received.

RESOLVED

To elect Cllr Nick Howells as Vice Chair of the Operations and Development Committee for the municipal year 2026/2027.

WTCM720 - Proposed by Cllr Chris Davies, seconded by Cllr Revd William Rowell

OD100626/3. 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.

OD100626/4. DECLARATIONS OF INTERESTS AND DISPENSATIONS

None.

OD100626/5. PUBLIC PARTICIPATION

None.

OD100626/6. MINUTES AND MATTERS ARISING

OD100626/6.1 Previous Minutes

RESOLVED

To approve the minutes from the meeting of the Operations & Development Committee on 13/05/2026.

WTCM721 - Proposed by Cllr Chris Davies, seconded by Cllr Phil Pritchard

OD100626/6.2 Matters Arising

Cllr Kelly Meredith joined the meeting.

None.

OD100626/7. LAND AND BUILDINGS

OD100626/7.1 General Update

The Operations Manager updated councillors on general activities, including:

- Town Hall - usual bookings including a Wedding, Mayor and Community Awards, Annual Rugby Dinner, We Buy Vintage and a 50th Birthday Party this weekend so busy as always.
- Health and Safety - annual visit held and report to be considered by Health & Safety Committee in July.
- Hanging Baskets have been installed.
- A leak to the toilet system led to the closure of the indoor market for three days but the team cleared the blockage and investigated the pipework - the the pipework will be redirected in a few months to prevent the issue from happening again.
- Broken glass in the Town Hall being replaced on Thursday.
- Day Centre asbestos report has been completed.
- Outdoor Spaces - grass cutting season now taking up a considerable portion of the work with the weather hampering the ability to keep to the two weekly rota.
- Goalposts - a quote had been obtained for goal post inspections - Town Clerk to investigate and make further enquiries before proceeding.
- WIC - sliding door control panel has been fitted.
- Town Centre flags went up.

RESOLVED

To defer consideration of goal post testing until further research can be done by the Town Clerk.

WTCM722 - Proposed by Cllr Phil Pritchard, seconded by Cllr Estelle Bleivas

OD100626/7.2 Playgrounds and Bike Shelters

Cllr Kelly Meredith raised various queries about playgrounds including benches, bench pads and other features. It was suggested that Cllr Meredith takes a tour with the Operations Team of all assets and brings back a list of proposed changes to the next meeting.

OD100626/7.3 End of Season Works

The Town Clerk explained that last year end of season works cost £21k due to the work required following the STRI report - this year however no where near as much work is required meaning that two quotations had been obtained for the works required. A third quotation could not be obtained despite reasonable efforts. Company A was £6530 ex VAT and Company B was £7000 ex VAT and asked members to select which one to proceed with.

RECOMMENDED

To accept the quotation for end of season works from Argae Hall (Company A) at a cost of £6,530 excluding VAT.

WTCM723 - Proposed by Cllr Revd William Rowell, seconded by Cllr Kelly Meredith

OD100626/7.4 End of Season Works - Recommended Equipment

The Town Clerk explained that following the recommendation above there was now significant monies left in the End of Season works budget and that the most recent STRI report recommended that the organic matter growing at the first two centimetres of the ground needs removing. A quotation had been obtained from Charlies AG for a second hand Verti-Cut 1300 which is a tractor mounted scarifier which would remove the organic matter and fulfil the recommendations of the STRI report.

RECOMMENDED

To accept the quotation for purchase of a second hand Verti-Cut 1300 at a cost of £4400 from Charlies AG at a cost of £4,400 excluding VAT.

WTCM724 - Proposed by Cllr Revd William Rowell, seconded by Cllr Estelle Bleivas

OD100626/7.5 Cutting Equipment

The Town Clerk summarised the report and explained that there are approximately 4.3 acres of scrub land owned by the Town Council which needs cutting to maintain visual appearance but also enhance biodiversity and that the Town Council did not have the equipment to do so at present. A demonstration had been given to the Council on a proposed solution which would be a new ATV Grillo Climber 10.27 which allows cutting on steep banks and marshy areas, of which we have several.

A wide-ranging discussion took place by members with questions answered by the Town Clerk and the Operations Manager. It was also explained that this year is significant in that due to the recommendations above, the End of Season works budget has a windfall which would not be available in other years and that investing in equipment makes the Council much more efficient and agile to respond to the changing nature of the land under our management. It was also suggested that the machinery could be hired out to neighbouring Councils to assist them with similar work.

Three quotations for the Grillo Climber 10.27 had been obtained in line with Financial Regulations and ranged from £10,900 to £13,000 and that outright purchase in this financial year would make better economic sense than a finance package into future years as the funds were available in this year.

RECOMMENDED

To accept the quotation for the purchase of a Grillo Climber 10 AWD 27 at a cost of £10,900

from Charlies AG.

WTCM725 - Proposed by Cllr David France, seconded by Cllr Revd William Rowell

OD100626/8. SERVICES

OD100626/8.1 Markets

The Town Clerk gave an update on behalf of the Events and Market Manager and explained that one trader is leaving at the end of the month so a reshuffling around of the stalls will be taking place.

OD100626/8.2 The Hub - May 2026

The Town Clerk summarised the report from the Community Services Manager and answered any queries. The Hub had 309 visits across May and reverted back to the one day a week operation during the Summer months. A comment was made by Cllr Nick Howells regarding the figures but the Town Clerk explained they are factual based on the monies received.

OD100626/8.3 Allotments

The Town Clerk gave an update and reported on some new enquiries for tenancies.

OD100626/8.4 Community Fridge

The Town Clerk summarised progress and explained that supply was starting to dry up as less food waste becomes available and new distribution avenues need pursuing. There is still work to be done on increasing supply of volunteers to enable the fridge to take on more venues.

OD100626/9. BUSINESS PLANNING & FINANCIAL MATTERS

OD100626/9.1 Interim Strategic Plan Action Plan

The Town Clerk explained that regarding Action PT1 that the Council had been successful in an Expression of Interest for new LoRaWAN equipment.

OD100626/9.2 Budget and Committee Finance (Month 2)

The Town Clerk presented the report and answered any queries.

OD100626/10. PROJECTS & NEW DEVELOPMENTS

OD100626/10.1 Town Hall Transformation

The Town Clerk gave an update and explained that the bid had now been submitted and was around £5m for the entire project. A decision from the lottery would now be expected in September and if successful, the development phase of the project would begin in January 2027 and end in December 2027 with the delivery phase starting in April 2028 ending in May 2031. The Town Clerk thanked all those involved including partners and members of the Project Board for all their hard work.

OD100626/10.2 Welshpool Town Centre Improvement

The Town Clerk summarised the report and explained that the Project Board would be meeting next Monday to discuss the project further.

RECOMMENDED

To note the successful award of £83,000 under the Pride in Place Impact Fund for the Welshpool Town Centre Improvement Project;

To authorise the Town Clerk to obtain further quotations for landscape architecture, design and project development services in accordance with the Council's procurement requirements; and

To approve a period of public engagement and consultation on emerging proposals.

WTCM726 - Proposed by Cllr Phil Pritchard, seconded by Cllr Estelle Bleivas

OD100626/10.3 Changing Places

The Town Clerk reported positive news that a new sink is being installed next Monday and after this is fitted, a deep clean and opening can be held. Members thanked Cllr Nick Howells for all his hard work on getting the project started in the first place.

OD100626/10.4 Maes y Dre Alternative Premises

The Town Clerk presented the quotation for planning consultancy for the Maes y Dre Alternative Premises project and answered any questions from Members.

RECOMMENDED

To accept the quotation for planning consultancy on the Maes y Dre Alternative Premises project at a cost of £850 from Hughes Architects.

WTCM727 - Proposed by Cllr Revd William Rowell, seconded by Cllr David France

OD100626/10.5 Oldford Estate - Play Provision

Cllr David France left the meeting.

A wide ranging discussion took place regarding play provision on the Oldford Estate and the Town Clerk explained that ClwydAlyn would be presenting some partnership plans next month on how we can work with them to install new play provision at Oldford.

OD100626/10.6 Soft Play Trial

The Town Clerk summarised the paper and answered questions around risk and insurance.

RECOMMENDED

To approve the soft play trial project within the vacant Market Business Unit and to allocate a budget of up to £3000 for the purchase of equipment, signage and setup costs;

To delegate authority to the Town Clerk to implement the trial and undertake all necessary risk assessments and operational arrangements;

To approve the proposal to operate entry fee of £1 per child with payments accepted via contactless payment facilities, QR code payments and cash collection, and with a

proportionate and pragmatic approach taken to enforcement during the trial period; and

To request a trial evaluation report be presented to the Committee upon completion of the trial.

WTCM728 - Proposed by Cllr Phil Pritchard, seconded by Cllr Revd William Rowell

OD100626/11. ITEMS FOR FUTURE AGENDA & DATE OF NEXT MEETING

The next meeting of Operations & Development Committee will be held on 8th July 2026

OD100626/12. 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.

WTCM729 - Proposed by Cllr Phil Pritchard, seconded by Cllr Revd William Rowell

OD100626/13. EXTENSION OF LEASE [CONFIDENTIAL]

The Town Clerk summarised the report and a discussion took place. A proposal was made to adopt the recommendations and a vote taken however the proposal was defeated by 2 votes for, 3 against and 1 abstention.

Following this and during the discussion it was clear that there was a discrepancy in the core details and the Town Clerk was asked to go away and explore this further.

RESOLVED

To defer consideration of the item until next month when further research and investigation can be done by the Town Clerk.

WTCM730 - Proposed by Cllr Phil Pritchard, seconded by Cllr Revd William Rowell

OD100626/14. LAND ADJ TO PURE BEAUTY [CONFIDENTIAL]

The Town Clerk summarised the report and a discussion took place regarding the liabilities involved in the area.

RECOMMENDED

Subject to the tree liability issues being resolved, to approve a Plant and Maintain licence with Powys County Council for the land at the corner of Union Street adjacent to Pure Beauty; and To authorise the Town Clerk to progress the necessary paperwork.

WTCM731 - Proposed by Cllr Kelly Meredith, seconded by Cllr Revd William Rowell

The meeting finished at 21:00.

Signed:

Dated:

Councillor Phil Pritchard (Chair)

Decision/Action Log

ID		Assigned
WTCM719	RESOLUTION OD100626/1 Election of Chair To elect Cllr Phil Pritchard as Chair of the Operations and Development Committee for the municipal year 2026/2027.	Town Clerk & Responsible Finance Officer
WTCM720	RESOLUTION OD100626/2 Election of Vice Chair To elect Cllr Nick Howells as Vice Chair of the Operations and Development Committee for the municipal year 2026/2027.	Town Clerk & Responsible Finance Officer

ID		Assigned
WTCM721	RESOLUTION OD100626/6.1 Previous Minutes To approve the minutes from the meeting of the Operations & Development Committee on 13/05/2026.	Town Clerk & Responsible Finance Officer
WTCM722	RESOLUTION OD100626/7.1 General Update To defer consideration of goal post testing until further research can be done by the Town Clerk.	Town Clerk & Responsible Finance Officer
WTCM723	RECOMMENDATION OD100626/7.3 End of Season Works To accept the quotation for end of season works from Argae Hall (Company A) at a cost of £6,530 excluding VAT.	Town Clerk & Responsible Finance Officer
WTCM724	RECOMMENDATION OD100626/7.4 End of Season Works - Recommended Equipment To accept the quotation for purchase of a second hand Verti-Cut 1300 at a cost of £4400 from Charlies AG at a cost of £4,400 excluding VAT.	Town Clerk & Responsible Finance Officer
WTCM725	RECOMMENDATION OD100626/7.5 Cutting Equipment To accept the quotation for the purchase of a Grillo Climber 10 AWD 27 at a cost of £10,900 from Charlies AG.	Town Clerk & Responsible Finance Officer
WTCM726	RECOMMENDATION OD100626/10.2 Welshpool Town Centre Improvement To note the successful award of £83,000 under the Pride in Place Impact Fund for the Welshpool Town Centre Improvement Project; To authorise the Town Clerk to obtain further quotations for landscape architecture, design and project development services in accordance with the Council's procurement requirements; and To approve a period of public engagement and consultation on emerging proposals.	Town Clerk & Responsible Finance Officer
WTCM727	RECOMMENDATION OD100626/10.4 Maes y Dre Alternative Premises To accept the quotation for planning consultancy on the Maes y Dre Alternative Premises project at a cost of £850 from Hughes Architects.	Town Clerk & Responsible Finance Officer
WTCM728	RECOMMENDATION OD100626/10.6 Soft Play Trial To approve the soft play trial project within the vacant Market Business Unit and to allocate a budget of up to £3000 for the purchase of equipment, signage and setup costs; To delegate authority to the Town Clerk to implement the trial and undertake all necessary risk assessments and operational arrangements; To approve the proposal to operate entry fee of £1 per child with payments accepted via contactless payment facilities, QR code payments and cash collection, and with a proportionate and pragmatic approach taken to enforcement during the trial period; and To request a trial evaluation report be presented to the Committee upon completion of the trial.	Town Clerk & Responsible Finance Officer

ID		Assigned
WTCM729	RESOLUTION OD100626/12 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
WTCM730	RESOLUTION OD100626/13 Extension of Lease To defer consideration of the item until next month when further research and investigation can be done by the Town Clerk.	Town Clerk & Responsible Finance Officer
WTCM731	RECOMMENDATION OD100626/14 Land Adj to Pure Beauty Subject to the tree liability issues being resolved, to approve a Plant and Maintain licence with Powys County Council for the land at the corner of Union Street adjacent to Pure Beauty; and To authorise the Town Clerk to progress the necessary paperwork.	Town Clerk & Responsible Finance Officer

Appendix E



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

DRAFT

Minutes of the Tour de France Special Committee held on 17/06/2026 10:30am in Council Chamber, Welshpool Town Hall.

PRESENT:

Councillor Alison Davies
Councillor Phil Owen (Chair)
Councillor Phil Pritchard
Councillor Richard Church
Councillor Revd William Rowell

Apologies for absence:

Councillor Jackson Quarrell

Absent:

Councillor Dr Ben Gwalchmai

Also in attendance:

Richard Williams - Town Clerk & Responsible Finance Officer

TDF170626/1. ELECTION OF CHAIR

The Mayor, Cllr Revd William Rowell opened the meeting and invited nominations for Chair of the Tour de France Special Committee for the 2026-2027 municipal year. One nomination for Cllr Phil Owen was received and seconded. No other nominations were received.

RESOLVED

To elect Cllr Phil Owen as Chair of the Tour de France Special Committee for the municipal year 2026/2027.

WTCM732 - Proposed by Cllr Revd William Rowell, seconded by Cllr Alison Davies

TDF170626/2. ELECTION OF VICE CHAIR

One nomination for Cllr Richard Church was proposed and seconded. No other nominations were received.

RESOLVED

To elect Cllr Phil Owen as Vice Chair of the Tour de France Special Committee for the municipal year 2026/2027.

WTCM733 - Proposed by Cllr Alison Davies, seconded by Cllr Phil Owen

TDF170626/3. 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 in line with the obligations of the Code of Conduct. Apologies were received from Cllr Jackson

Quarrell.

TDF170626/4. DECLARATIONS OF INTERESTS AND DISPENSATIONS

None.

TDF170626/5. PUBLIC PARTICIPATION

None.

TDF170626/6. ELECTION OF REPRESENTATIVE

It was proposed that the Chair of the Committee, Cllr Phil Owen should be our representative.

RECOMMENDED

To elect Cllr Phil Owen to represent Welshpool Town Council on the Powys County Council Tour de France workstream(s).

WTCM734 - Proposed by Cllr Alison Davies, seconded by Cllr Revd William Rowell

TDF170626/7. ITEMS FOR FUTURE AGENDA & DATE OF NEXT MEETING

A discussion took place regarding the potential co-opted persons for the next agenda however this will be dealt with in the confidential session. The next meeting will be on the 8th July or another date TBC however the time will be changed to 9am to accommodate Cllr Jackson Quarrell.

TDF170626/8. 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.

WTCM735 - Proposed by Cllr Alison Davies, seconded by Cllr Richard Church

TDF170626/9. TOUR DE FRANCE PLANNING [CONFIDENTIAL]

A wide ranging discussion about Tour de France in Welshpool took place including:

- Proposals regarding camping and parking on Council controlled land
- Proposals relating to the countdown to 1 year to go
- Fan zone locations
- Other towns in Powys which the route goes through
- Powis Castle and the wider estate
- A register of available accommodation and local events taking place
- The town centre including passageways
- The external persons to co-opt onto the committee as members.

Cllr Richard Church left prior to any votes taking place.

Cllr Phil Pritchard left after the third resolution (No. 738) took place.

RECOMMENDED

To authorise the use of Council managed land for overnight camping and parking in relation to Tour de France subject to approval of a fee & charges schedule.

WTCM736 - Proposed by Cllr Alison Davies, seconded by Cllr Revd William Rowell

RECOMMENDED

To co-opt Tony Brooks as a member of the Tour de France Special Committee.

WTCM737 - Proposed by Cllr Phil Owen, seconded by Cllr Alison Davies

RECOMMENDED

To co-opt Shane Logan as a member of the Tour de France Special Committee.

WTCM738 - Proposed by Cllr Phil Owen, seconded by Cllr Alison Davies

RECOMMENDED

Subject to any vacancies on the Committee, to co-opt Graham Breeze as a member of the Tour de France Special Committee.

WTCM739 - Proposed by Cllr Phil Owen, seconded by Cllr Alison Davies

The meeting finished at 11:37.

Signed:

Dated:

Councillor Phil Owen (Chair)

Decision/Action Log

ID		Assigned
WTCM732	RESOLUTION TDF170626/1 Election of Chair To elect Cllr Phil Owen as Chair of the Tour de France Special Committee for the municipal year 2026/2027.	Town Clerk & Responsible Finance Officer
WTCM733	RESOLUTION TDF170626/2 Election of Vice Chair To elect Cllr Phil Owen as Vice Chair of the Tour de France Special Committee for the municipal year 2026/2027.	Town Clerk & Responsible Finance Officer
WTCM734	RECOMMENDATION TDF170626/6 Election of Representative To elect Cllr Phil Owen to represent Welshpool Town Council on the Powys County Council Tour de France workstream(s).	Town Clerk & Responsible Finance Officer
WTCM735	RESOLUTION TDF170626/8 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
WTCM736	RECOMMENDATION TDF170626/9 Tour de France Planning To authorise the use of Council managed land for overnight camping and parking in relation to Tour de France subject to approval of a fee & charges schedule.	Town Clerk & Responsible Finance Officer
WTCM737	RECOMMENDATION TDF170626/9 Tour de France Planning To co-opt Tony Brooks as a member of the Tour de France Special Committee.	Town Clerk & Responsible Finance Officer

ID		Assigned
WTCM738	RECOMMENDATION TDF170626/9 Tour de France Planning To co-opt Shane Logan as a member of the Tour de France Special Committee.	Town Clerk & Responsible Finance Officer
WTCM739	RECOMMENDATION TDF170626/9 Tour de France Planning Subject to any vacancies on the Committee, to co-opt Graham Breeze as a member of the Tour de France Special Committee.	Town Clerk & Responsible Finance Officer

Appendix F



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 17/06/2026 6:30pm in Council Chamber, Welshpool Town Hall.

PRESENT:

Councillor Alison Davies
Councillor David France
Councillor Morag Bailey (Chair)
Councillor Phil Pritchard
Councillor Richard Church
Councillor Revd William Rowell

Apologies for absence:

Councillor Carol Robinson

Absent:

Also in attendance:

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

FG170626/1. ELECTION OF CHAIR

The Chair, Cllr Morag Bailey opened the meeting and invited nominations for Chair of the Finance and Governance Committee for the 2026-2027 municipal year. One nomination for Cllr Morag Bailey was received and seconded. No other nominations were received.

RESOLVED

To elect Cllr Morag Bailey as Chair of the Finance & Governance Committee for the municipal year 2026/2027.

WTCM740 - Proposed by Cllr Revd William Rowell, seconded by Cllr Alison Davies

FG170626/2. ELECTION OF VICE CHAIR

One nomination for Cllr David France was proposed and seconded. No other nominations were received.

RESOLVED

To elect Cllr David France as Vice Chair of the Finance & Governance Committee for the municipal year 2026/2027.

WTCM741 - Proposed by Cllr Alison Davies, seconded by Cllr Revd William Rowell

FG170626/3. 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 in line with the obligations of the Code of Conduct. Apologies were received from Cllr Carol Robinson and Richard Church.

FG170626/4. DECLARATIONS OF INTERESTS AND DISPENSATIONS

None.

FG170626/5. PUBLIC PARTICIPATION

None.

FG170626/6. MINUTES AND MATTERS ARISING

FG170626/6.1 Previous Minutes

RESOLVED

To approve the minutes from the meeting of the Finance & Governance Committee on 20/05/2026.

WTCM742 - Proposed by Cllr Alison Davies, seconded by Cllr David France

FG170626/6.2 Matters Arising

None.

FG170626/7. BUSINESS PLANNING & FINANCIAL MATTERS

FG170626/7.1 Council Accounts (May - Period 2)

Members discussed the Inc & Exp report for Month 2 and asked the Town Clerk a range of queries. The Town Clerk also summarised the overspends to date and the cash and bank totals graph.

RESOLVED

To note the bank balances, accounts and overspends for Period 2.

WTCM743 - Proposed by Cllr David France, seconded by Cllr Alison Davies

FG170626/7.2 Payment of Invoices - June

Members scrutinised the payment of invoices and asked a range of queries including the payments for Santa Suit, speeding offence and the Powis Estates Lower Park service charges and rent.

RECOMMENDED

To approve payment of invoices for June 2026.

WTCM744 - Proposed by Cllr Revd William Rowell, seconded by Cllr Alison Davies

FG170626/7.3 Scrutiny of Payments

Cllr Morag Bailey reported back on the scrutiny of payments from May which were successful.

FG170626/7.4 Interim Strategic Plan Action Plan

The Town Clerk summarised the action plan progress to date.

FG170626/7.5 Budget Virements

The Town Clerk explained the proposed virements and answered queries.

RECOMMENDED

To approve the budget virements as set out in the paper.

WTCM745 - Proposed by Cllr Revd William Rowell, seconded by Cllr Alison Davies

FG170626/8. ANNUAL RETURN AND ANNUAL REPORT 2025/26

FG170626/8.1 Draft Annual Statement and Annual Governance Statement

The Town Clerk explained that the Audit Committee had already examined the Annual Statement and Annual Governance Statement and answered queries.

RECOMMENDED

To approve for adoption the draft Annual Statement and Annual Governance Statement for 2025-26.

WTCM746 - Proposed by Cllr Alison Davies, seconded by Cllr Revd William Rowell

FG170626/8.2 Internal Audit Report

The Town Clerk explained that the Audit Committee had already examined the Internal Audit Report and highlighted one issue surrounding the budget setting for 2025/26.

RESOLVED

To note the Internal Audit Report for 2025-26.

WTCM747 - Proposed by Cllr Alison Davies, seconded by Cllr Revd William Rowell

FG170626/8.3 Annual Report 2025/26

Members discussed the draft Annual Report and asked that current activities be included such as the Hub, Flicks in the Sticks & events. A query was raised regarding training which the Town Clerk will investigate.

Cllr Richard Church joined the meeting.

RECOMMENDED

To approve, as amended, statutory Annual Report for 2025/26.

WTCM748 - Proposed by Cllr Alison Davies, seconded by Cllr Revd William Rowell

FG170626/9. OTHER MATTERS

FG170626/9.1 Welshpool Town Centre Improvement Project

The Town Clerk summarised the paperwork for the Pride in Place Impact Fund and explained the claim back procedure. Members noted the potential cashflow implications of grant-funded expenditure and requested regular monitoring reports

FG170626/10. ITEMS FOR FUTURE AGENDA & DATE OF NEXT MEETING

The next meeting of Finance & Governance Committee will be held on 15th July 2026 at 6:30pm.

FG170626/11. 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.

WTCM749 - Proposed by Cllr Revd William Rowell, seconded by Cllr Alison Davies

FG170626/12. DEBTORS [CONFIDENTIAL]

The Town Clerk went through the report and each recommendation in Section 4 and answered a range of queries.

RECOMMENDED

To note the current debtor position; and

To approve the action as outlined in Section 4 of the Report in relation to Stage 3 debts.

WTCM750 - Proposed by Cllr David France, seconded by Cllr Alison Davies

FG170626/13. STAFFING [CONFIDENTIAL]

The Town Clerk summarised the new staffing report and answered queries.

The meeting finished at 20:02.

Signed:

Dated:

Councillor Morag Bailey (Chair)

Decision/Action Log

ID		Assigned
WTCM740	RESOLUTION FG170626/1 Election of Chair To elect Cllr Morag Bailey as Chair of the Finance & Governance Committee for the municipal year 2026/2027.	Town Clerk & Responsible Finance Officer
WTCM741	RESOLUTION FG170626/2 Election of Vice Chair To elect Cllr David France as Vice Chair of the Finance & Governance Committee for the municipal year 2026/2027.	Town Clerk & Responsible Finance Officer
WTCM742	RESOLUTION FG170626/6.1 Previous Minutes To approve the minutes from the meeting of the Finance & Governance Committee on 20/05/2026.	Town Clerk & Responsible Finance Officer
WTCM743	RESOLUTION FG170626/7.1 Council Accounts (May - Period 2) To note the bank balances, accounts and overspends for Period 2.	Town Clerk & Responsible Finance Officer
WTCM744	RECOMMENDATION FG170626/7.2 Payment of Invoices - June To approve payment of invoices for June 2026.	Town Clerk & Responsible Finance Officer

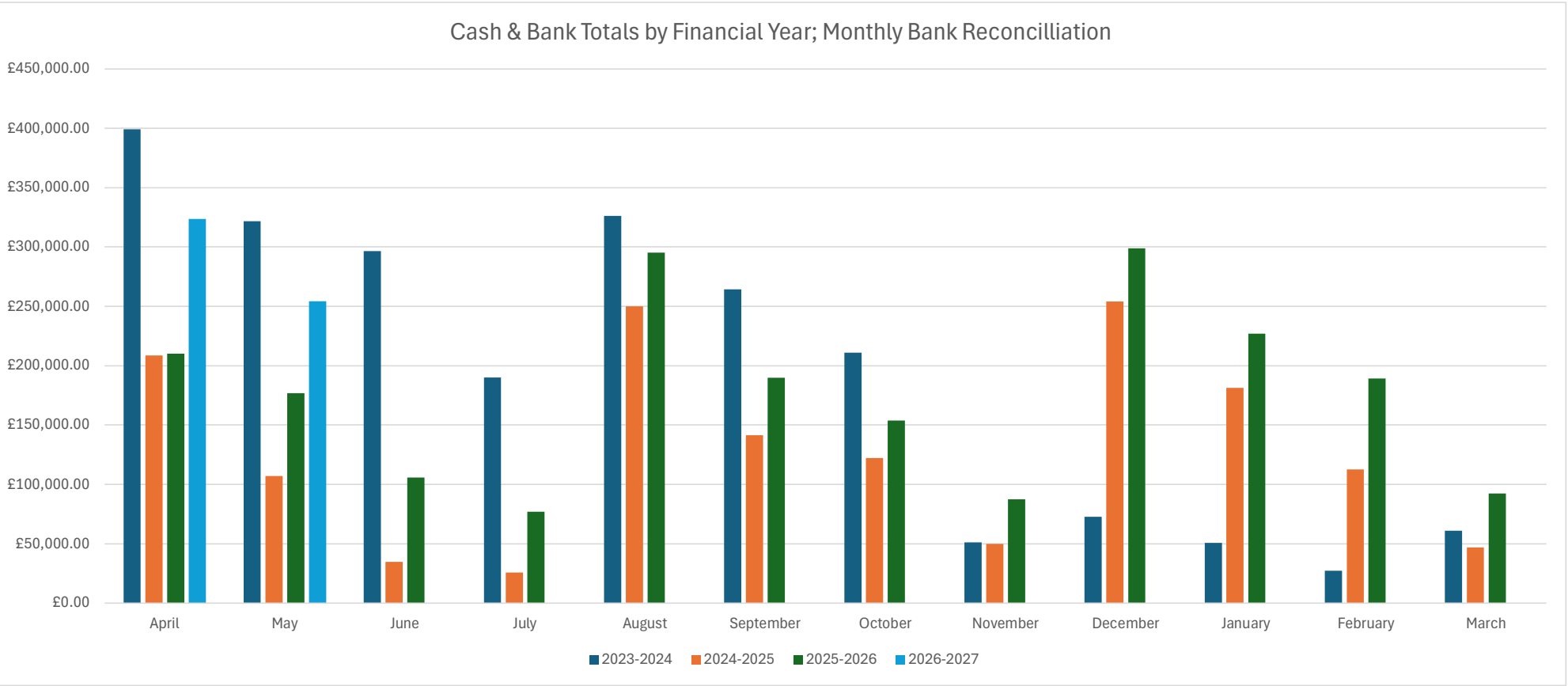
ID		Assigned
WTCM745	RECOMMENDATION FG170626/7.5 Budget Virements To approve the budget virements as set out in the paper.	Town Clerk & Responsible Finance Officer
WTCM746	RECOMMENDATION FG170626/8.1 Draft Annual Statement and Annual Governance Statement To approve for adoption the draft Annual Statement and Annual Governance Statement for 2025-26.	Town Clerk & Responsible Finance Officer
WTCM747	RESOLUTION FG170626/8.2 Internal Audit Report To note the Internal Audit Report for 2025-26.	Town Clerk & Responsible Finance Officer
WTCM748	RECOMMENDATION FG170626/8.3 Annual Report 2025/26 To approve, as amended, statutory Annual Report for 2025/26.	Town Clerk & Responsible Finance Officer
WTCM749	RESOLUTION FG170626/11 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
WTCM750	RECOMMENDATION FG170626/12 Debtors To note the current debtor position; and To approve the action as outlined in Section 4 of the Report in relation to Stage 3 debts.	Town Clerk & Responsible Finance Officer

Appendix G

Welshpool Town Council

Cash & Bank Totals

Financial Year	Precept				Precept				Precept			
	April	May	June	July	August	September	October	November	December	January	February	March
2023-2024	£399,121.99	£321,647.77	£296,433.69	£189,914.84	£326,258.67	£264,348.29	£211,024.10	£51,135.99	£72,844.79	£50,699.32	£27,240.37	£61,019.31
2024-2025	£208,734.21	£106,997.97	£34,705.68	£25,891.75	£250,077.35	£141,333.30	£122,216.78	£49,808.97	£254,001.96	£181,224.01	£112,555.29	£46,939.39
2025-2026	£210,022.16	£176,995.40	£105,878.21	£76,986.30	£295,361.13	£189,828.72	£153,808.65	£87,449.58	£298,931.13	£226,926.34	£189,252.43	£92,375.72
2026-2027	£323,737.35	£254,328.70										



Appendix H

Detailed Income & Expenditure by Budget Heading 12/06/2026

Month No: 2

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Town Hall								
1100 Income - Corn Exchange	712	1,238	5,000	3,762			24.8%	
1103 Refreshments - Corn Exchange	60	60	0	(60)			0.0%	
1105 Income - Assembly Rooms	92	543	3,500	2,957			15.5%	
1110 Income - Other Rooms	155	155	1,250	1,095			12.4%	
1120 Income - Telephone Mast Rental	0	0	5,000	5,000			0.0%	
1206 Income - Utilities Recharge	172	340	600	260			56.7%	
Town Hall :- Income	1,190	2,336	15,350	13,014			15.2%	0
4055 Rates	0	31,877	31,877	0		0	100.0%	
4061 Electricity	2,078	4,625	25,000	20,375		20,375	18.5%	
4062 Gas	1,898	5,366	30,000	24,634		24,634	17.9%	
4063 Water	0	0	2,500	2,500		2,500	0.0%	
4064 Hygiene Contract	0	1,528	4,500	2,972		2,972	33.9%	
4066 Statutory Testing	0	2,083	4,500	2,417		2,417	46.3%	
4085 Repairs & Maintenance	1,138	1,738	6,000	4,262		4,262	29.0%	
4095 Licenses	0	0	1,000	1,000		1,000	0.0%	
4098 Community Fridge	0	6	250	244		244	2.5%	
4100 Cleaning & Materials	123	126	375	250		250	33.5%	
4200 Waste Collection	108	139	2,750	2,611		2,611	5.1%	
4202 Consumeables	0	34	250	216		216	13.8%	
4340 Equipment	0	0	250	250		250	0.0%	
4900 Miscellaneous Costs	42	54	1,000	946		946	5.4%	
Town Hall :- Indirect Expenditure	5,387	47,576	110,252	62,676	0	62,676	43.2%	0
Net Income over Expenditure	(4,197)	(45,240)	(94,902)	(49,662)				
101 Town Hall Transformation								
1450 Income - Donations	182	182	0	(182)			0.0%	
Town Hall Transformation :- Income	182	182	0	(182)				0
4097 Borrowing	0	0	24,000	24,000		24,000	0.0%	
4900 Miscellaneous Costs	0	0	250	250		250	0.0%	
4930 Fundraiser/Consultants	0	0	5,000	5,000		5,000	0.0%	
5458 TH2 - Fundraising Campaign	0	0	500	500		500	0.0%	
Town Hall Transformation :- Indirect Expenditure	0	0	29,750	29,750	0	29,750		0
Net Income over Expenditure	182	182	(29,750)	(29,932)				
102 Town Centre								
5453 TC1 - Shopfront Scheme	0	0	500	500		500	0.0%	
5454 TC2 - Planting	0	0	2,000	2,000		2,000	0.0%	
Town Centre :- Indirect Expenditure	0	0	2,500	2,500	0	2,500		0
Net Expenditure	0	0	(2,500)	(2,500)				

Detailed Income & Expenditure by Budget Heading 12/06/2026

Month No: 2

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
103 Place Plan								
4661 Commission Costs	0	0	1,500	1,500		1,500	0.0%	
Place Plan :- Indirect Expenditure	0	0	1,500	1,500	0	1,500		0
Net Expenditure	0	0	(1,500)	(1,500)				
110 Markets								
1200 Income - Market Stalls	1,394	2,796	13,000	10,204			21.5%	
1205 Income - Outdoor Markets	50	158	1,000	842			15.8%	
1300 Income - Rent	383	843	5,980	5,137			14.1%	
Markets :- Income	1,827	3,797	19,980	16,183			19.0%	0
4000 Salary	616	1,231	8,070	6,839		6,839	15.3%	
4005 HMRC	112	224	1,030	806		806	21.8%	
4010 Pension Payments	50	101	570	469		469	17.7%	
4095 Licenses	0	0	500	500		500	0.0%	
4205 Marketing	0	0	1,000	1,000		1,000	0.0%	
Markets :- Indirect Expenditure	778	1,556	11,170	9,614	0	9,614	13.9%	0
Net Income over Expenditure	1,049	2,241	8,810	6,569				
130 Recreation								
4085 Repairs & Maintenance	0	0	0	0	2,277	(2,277)	0.0%	
Recreation :- Indirect Expenditure	0	0	0	0	2,277	(2,277)		0
Net Expenditure	0	0	0	0				
131 Operations								
4000 Salary	9,915	20,018	126,630	106,612		106,612	15.8%	
4002 Overtime	0	0	3,000	3,000		3,000	0.0%	
4005 HMRC	1,800	3,637	15,460	11,823		11,823	23.5%	
4010 Pension Payments	988	1,947	8,620	6,673		6,673	22.6%	
4020 Training Staff	0	0	3,000	3,000		3,000	0.0%	
4025 Uniforms	0	0	400	400		400	0.0%	
4026 PPE	0	0	500	500		500	0.0%	
4065 Mobile Phones	49	65	200	135		135	32.7%	
4202 Consumeables	0	0	500	500		500	0.0%	
4400 Vehicles	489	978	5,865	4,888		4,888	16.7%	
4401 Vehicle Running Costs	0	68	1,200	1,132		1,132	5.6%	
4875 Health & Safety	0	0	250	250		250	0.0%	
4900 Miscellaneous Costs	0	0	300	300		300	0.0%	
Operations :- Indirect Expenditure	13,240	26,712	165,925	139,213	0	139,213	16.1%	0
Net Expenditure	(13,240)	(26,712)	(165,925)	(139,213)				

Detailed Income & Expenditure by Budget Heading 12/06/2026

Month No: 2

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
132 Playparks								
4085 Repairs & Maintenance	0	0	8,000	8,000		8,000	0.0%	
4342 Play Area Fencing	0	0	10,000	10,000		10,000	0.0%	
Playparks :- Indirect Expenditure	0	0	18,000	18,000	0	18,000	0.0%	0
Net Expenditure	0	0	(18,000)	(18,000)				
133 Open Spaces								
1340 Income - Rec Club Rents etc	0	0	3,700	3,700			0.0%	
Open Spaces :- Income	0	0	3,700	3,700			0.0%	0
4063 Water	0	0	2,600	2,600		2,600	0.0%	
4085 Repairs & Maintenance	367	912	7,000	6,088		6,088	13.0%	
4087 Tree Surveys / Works	0	0	1,500	1,500		1,500	0.0%	
4202 Consumeables	0	206	500	294		294	41.1%	
4340 Equipment	0	883	5,000	4,117		4,117	17.7%	
4345 End of Season Works	0	0	23,000	23,000		23,000	0.0%	
4355 Country Park Lease	0	0	500	500		500	0.0%	
4360 Outer Park Lease	0	0	1,500	1,500		1,500	0.0%	
4365 STRI/ROSPA	0	0	1,500	1,500		1,500	0.0%	
4400 Vehicles	0	565	6,778	6,213		6,213	8.3%	
4401 Vehicle Running Costs	0	25	500	475		475	5.0%	
4515 Buttington Cemetery	0	1,358	1,400	42		42	97.0%	
Open Spaces :- Indirect Expenditure	367	3,949	51,778	47,829	0	47,829	7.6%	0
Net Income over Expenditure	(367)	(3,949)	(48,078)	(44,129)				
135 Waste Collection								
4200 Waste Collection	536	897	2,750	1,853		1,853	32.6%	
4400 Vehicles	590	1,180	7,082	5,902		5,902	16.7%	
4401 Vehicle Running Costs	0	0	1,200	1,200		1,200	0.0%	
5455 DO3 - Dog Waste Bins	0	0	1,000	1,000		1,000	0.0%	
5456 DO2 - Campaign Dog Friendly	0	0	250	250		250	0.0%	
Waste Collection :- Indirect Expenditure	1,127	2,077	12,282	10,205	0	10,205	16.9%	0
Net Expenditure	(1,127)	(2,077)	(12,282)	(10,205)				
136 Allotments								
1350 Income - Allotments	0	675	750	75			90.0%	
Allotments :- Income	0	675	750	75			90.0%	0
4063 Water	0	0	500	500		500	0.0%	

Detailed Income & Expenditure by Budget Heading 12/06/2026

Month No: 2

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4085 Repairs & Maintenance	0	6	250	244		244	2.6%	
Allotments :- Indirect Expenditure	0	6	750	744	0	744	0.9%	0
Net Income over Expenditure	0	669	0	(669)				
<u>137 Biodiversity & Horticulture</u>								
4383 Flowers & Gardens	0	0	1,000	1,000		1,000	0.0%	
5457 EN2 - Biodiversity Action	0	0	2,000	2,000		2,000	0.0%	
Biodiversity & Horticulture :- Indirect Expenditure	0	0	3,000	3,000	0	3,000	0.0%	0
Net Expenditure	0	0	(3,000)	(3,000)				
<u>138 Bus Shelters/Street Furniture</u>								
4085 Repairs & Maintenance	0	0	250	250		250	0.0%	
4991 Capital Works	0	0	3,000	3,000		3,000	0.0%	
Bus Shelters/Street Furniture :- Indirect Expenditure	0	0	3,250	3,250	0	3,250	0.0%	0
Net Expenditure	0	0	(3,250)	(3,250)				
<u>139 The Hub</u>								
1455 Income - Warm Hub Donations	396	1,175	0	(1,175)			0.0%	
The Hub :- Income	396	1,175	0	(1,175)				0
5450 Warm Hub Expenditure	628	993	0	(993)		(993)	0.0%	
The Hub :- Indirect Expenditure	628	993	0	(993)	0	(993)		0
Net Income over Expenditure	(231)	182	0	(182)				
<u>150 Toilets</u>								
1365 Income - Other	0	0	500	500			0.0%	
1450 Income - Donations	6	17	0	(17)			0.0%	
Toilets :- Income	6	17	500	483			3.4%	0
4000 Salary	1,100	2,201	21,120	18,919		18,919	10.4%	
4005 HMRC	111	221	1,670	1,449		1,449	13.2%	
4010 Pension Payments	89	179	1,480	1,301		1,301	12.1%	
4061 Electricity	39	39	2,000	1,961		1,961	2.0%	
4063 Water	0	0	5,000	5,000		5,000	0.0%	
4064 Hygiene Contract	0	0	4,500	4,500		4,500	0.0%	
4085 Repairs & Maintenance	0	0	1,000	1,000		1,000	0.0%	
4100 Cleaning & Materials	205	205	500	295		295	41.0%	
4991 Capital Works	0	0	1,000	1,000		1,000	0.0%	
Toilets :- Indirect Expenditure	1,544	2,844	38,270	35,426	0	35,426	7.4%	0
Net Income over Expenditure	(1,538)	(2,827)	(37,770)	(34,943)				

Detailed Income & Expenditure by Budget Heading 12/06/2026

Month No: 2

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
160 Domen Castell								
4055 Rates	0	1,481	779	(702)		(702)	190.1%	
4061 Electricity	17	27	200	173		173	13.3%	
4063 Water	0	0	100	100		100	0.0%	
4085 Repairs & Maintenance	155	155	1,500	1,345		1,345	10.3%	
4500 CCTV	570	570	1,000	430		430	57.0%	
4550 Rent Private Land	0	3,000	3,000	0		0	100.0%	
4555 Rent Powis Estates	0	0	1,350	1,350		1,350	0.0%	
4860 Professional Fees	0	0	1,000	1,000		1,000	0.0%	
Domen Castell :- Indirect Expenditure	741	5,232	8,929	3,697	0	3,697	58.6%	0
Net Expenditure	(741)	(5,232)	(8,929)	(3,697)				
180 Tourist Information								
1500 Income - Commission Sales	10,871	15,793	42,000	26,207			37.6%	
1505 Income - Rail Ticket	851	1,545	8,000	6,455			19.3%	
1510 Income - Direct Sales	730	2,029	12,000	9,971			16.9%	
Tourist Information :- Income	12,452	19,367	62,000	42,633			31.2%	0
4000 Salary	5,216	10,432	67,390	56,958		56,958	15.5%	
4005 HMRC	681	1,362	7,860	6,498		6,498	17.3%	
4010 Pension Payments	688	1,377	7,030	5,653		5,653	19.6%	
4055 Rates	0	2,824	2,824	1		1	100.0%	
4061 Electricity	39	194	2,000	1,806		1,806	9.7%	
4085 Repairs & Maintenance	303	353	1,500	1,147		1,147	23.5%	
4100 Cleaning & Materials	0	0	250	250		250	0.0%	
4205 Marketing	0	0	500	500		500	0.0%	
4470 Bank Charges	36	87	1,000	913		913	8.7%	
4660 Direct Stock	109	751	7,500	6,749		6,749	10.0%	
4661 Commission Costs	2,333	5,734	35,000	29,266		29,266	16.4%	
4662 Train Tickets / Other Tourism	0	0	650	650		650	0.0%	
4875 Health & Safety	0	0	500	500		500	0.0%	
4900 Miscellaneous Costs	25	49	500	451		451	9.8%	
Tourist Information :- Indirect Expenditure	9,429	23,163	134,504	111,341	0	111,341	17.2%	0
Net Income over Expenditure	3,023	(3,796)	(72,504)	(68,708)				
182 Tourism								
5451 VW1 - Tourism Brand	0	0	3,000	3,000		3,000	0.0%	
5452 VW2 - Promotion Tourism	0	0	1,500	1,500		1,500	0.0%	
Tourism :- Indirect Expenditure	0	0	4,500	4,500	0	4,500	0.0%	0
Net Expenditure	0	0	(4,500)	(4,500)				

Detailed Income & Expenditure by Budget Heading 12/06/2026

Month No: 2

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
190 Ann Holloway Centre								
1300 Income - Rent	0	0	1,000	1,000			0.0%	
1365 Income - Other	0	0	1	1			0.0%	
Ann Holloway Centre :- Income	0	0	1,001	1,001			0.0%	0
4085 Repairs & Maintenance	450	450	0	(450)		(450)	0.0%	
Ann Holloway Centre :- Indirect Expenditure	450	450	0	(450)	0	(450)		0
Net Income over Expenditure	(450)	(450)	1,001	1,451				
200 Meals on Wheels								
4000 Salary	0	0	250	250		250	0.0%	
4005 HMRC	0	0	225	225		225	0.0%	
4100 Cleaning & Materials	0	0	100	100		100	0.0%	
4400 Vehicles	0	1,148	2,904	1,756		1,756	39.5%	
4710 Meal Costs	211	211	500	289		289	42.1%	
Meals on Wheels :- Indirect Expenditure	211	1,358	3,979	2,621	0	2,621	34.1%	0
Net Expenditure	(211)	(1,358)	(3,979)	(2,621)				
210 Administration & Management								
1076 Precept	0	269,308	807,924	538,616			33.3%	
1080 Income - Interest	66	114	700	586			16.3%	
Administration & Management :- Income	66	269,422	808,624	539,202			33.3%	0
4000 Salary	6,600	13,973	99,890	85,917		85,917	14.0%	
4005 HMRC	1,102	2,204	12,550	10,346		10,346	17.6%	
4010 Pension Payments	608	1,215	7,000	5,785		5,785	17.4%	
4011 PCC Pension Shortfall	0	6,100	6,100	0		0	100.0%	
4020 Training Staff	0	0	4,500	4,500		4,500	0.0%	
4021 Training Councillors	0	0	1,250	1,250		1,250	0.0%	
4025 Uniforms	0	0	200	200		200	0.0%	
4065 Mobile Phones	0	16	200	184		184	8.2%	
4205 Marketing	5	149	1,000	851		851	14.9%	
4330 Special Projects	0	0	19,000	19,000		19,000	0.0%	
4340 Equipment	0	0	500	500		500	0.0%	
4445 Conferences	0	287	750	463		463	38.3%	
4470 Bank Charges	83	146	1,000	854		854	14.6%	
4725 Stationery	0	31	1,500	1,469		1,469	2.1%	
4850 Insurance	0	34,541	33,000	(1,541)		(1,541)	104.7%	
4855 Audit	0	0	2,500	2,500		2,500	0.0%	
4860 Professional Fees	0	1,700	2,500	800		800	68.0%	

Detailed Income & Expenditure by Budget Heading 12/06/2026

Month No: 2

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4861 Legal Fees	0	0	2,500	2,500		2,500	0.0%	
4875 Health & Safety	5,446	5,446	7,250	1,804		1,804	75.1%	
4880 Electrical Testing	0	0	500	500		500	0.0%	
4885 Elections	0	0	5,000	5,000		5,000	0.0%	
4890 Welsh Language	0	0	250	250		250	0.0%	
4895 Subscriptions	0	1,993	2,500	507		507	79.7%	
4900 Miscellaneous Costs	182	275	500	225		225	55.0%	
4915 Archives	0	0	500	500		500	0.0%	
5170 Newsletters	0	0	3,303	3,303		3,303	0.0%	
5501 Transfer to General Reserve	0	0	20,000	20,000		20,000	0.0%	
Administration & Management :- Indirect Expenditure	14,025	68,077	235,743	167,666	0	167,666	28.9%	0
Net Income over Expenditure	(13,959)	201,345	572,881	371,536				
<u>211 Office</u>								
4055 Rates	0	2,824	2,824	0		0	100.0%	
4061 Electricity	213	1,037	6,000	4,963		4,963	17.3%	
4085 Repairs & Maintenance	0	890	0	(890)		(890)	0.0%	
4100 Cleaning & Materials	0	0	250	250		250	0.0%	
4340 Equipment	12	445	3,618	3,173		3,173	12.3%	
Office :- Indirect Expenditure	226	5,196	12,692	7,496	0	7,496	40.9%	0
Net Expenditure	(226)	(5,196)	(12,692)	(7,496)				
<u>212 Members Allowances</u>								
1450 Income - Donations	182	182	0	(182)			0.0%	
Members Allowances :- Income	182	182	0	(182)				0
4870 Mayoral & Senior Allowance	0	0	1,500	1,500		1,500	0.0%	
4871 Councillor Allowances	0	0	3,120	3,120		3,120	0.0%	
Members Allowances :- Indirect Expenditure	0	0	4,620	4,620	0	4,620		0
Net Income over Expenditure	182	182	(4,620)	(4,802)				
<u>213 IT Costs</u>								
4095 Licenses	17	123	240	117		117	51.4%	
4340 Equipment	0	864	2,500	1,636		1,636	34.6%	
4865 Web Site	30	52	500	448		448	10.3%	
4920 Accounts Software	0	4,844	4,000	(844)		(844)	121.1%	
4921 IT Support	270	561	3,156	2,595		2,595	17.8%	
4922 Photocopier	0	1,400	5,600	4,200		4,200	25.0%	

Detailed Income & Expenditure by Budget Heading 12/06/2026

Month No: 2

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4923 Telephone & Broadband	571	1,210	6,855	5,645		5,645	17.7%	
IT Costs :- Indirect Expenditure	888	9,055	22,851	13,796	0	13,796	39.6%	0
Net Expenditure	(888)	(9,055)	(22,851)	(13,796)				
230 Events								
1450 Income - Donations	0	55	0	(55)			0.0%	
1895 Income - Other Events	0	0	1,500	1,500			0.0%	
Events :- Income	0	55	1,500	1,445			3.7%	0
4000 Salary	1,231	2,462	16,140	13,678		13,678	15.3%	
4005 HMRC	224	448	2,050	1,602		1,602	21.9%	
4010 Pension Payments	101	202	1,130	928		928	17.8%	
4065 Mobile Phones	0	16	200	184		184	8.2%	
4205 Marketing	30	30	1,000	970		970	3.0%	
4900 Miscellaneous Costs	0	0	250	250		250	0.0%	
5175 Bunting & Flags	241	241	2,000	1,759		1,759	12.1%	
5180 Road Closure	0	0	600	600		600	0.0%	
5190 Community Events	0	20	2,650	2,630		2,630	0.7%	
Events :- Indirect Expenditure	1,827	3,419	26,020	22,601	0	22,601	13.1%	0
Net Income over Expenditure	(1,827)	(3,364)	(24,520)	(21,156)				
231 Carnival								
1850 Income - Carnival	118	893	800	(93)			111.6%	
Carnival :- Income	118	893	800	(93)			111.6%	0
4001 Staffing Cost	0	0	1,000	1,000		1,000	0.0%	
4340 Equipment	0	0	650	650		650	0.0%	
5192 Carnival	1,366	1,964	2,400	436		436	81.8%	
Carnival :- Indirect Expenditure	1,366	1,964	4,050	2,086	0	2,086	48.5%	0
Net Income over Expenditure	(1,249)	(1,072)	(3,250)	(2,178)				
232 Winter Festival								
1880 Income - Winter Festival	(30)	(30)	1,000	1,030			(3.0%)	
Winter Festival :- Income	(30)	(30)	1,000	1,030			(3.0%)	0
4001 Staffing Cost	0	0	1,000	1,000		1,000	0.0%	
4340 Equipment	0	0	650	650		650	0.0%	
5120 Winter Festival	27	27	2,200	2,173		2,173	1.2%	
5123 Gifts for Santa	0	0	300	300		300	0.0%	

Detailed Income & Expenditure by Budget Heading 12/06/2026

Month No: 2

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
5180 Road Closure	0	0	600	600		600	0.0%	
Winter Festival :- Indirect Expenditure	27	27	4,750	4,723	0	4,723	0.6%	0
Net Income over Expenditure	(57)	(57)	(3,750)	(3,693)				
233 Flicks in the Sticks								
1860 Income - Flicks in the Sticks	87	178	1,000	822			17.8%	
Flicks in the Sticks :- Income	87	178	1,000	822			17.8%	0
5100 Flicks in the Sticks	0	0	1,350	1,350		1,350	0.0%	
Flicks in the Sticks :- Indirect Expenditure	0	0	1,350	1,350	0	1,350	0.0%	0
Net Income over Expenditure	87	178	(350)	(528)				
234 Fireworks								
1870 Income - Fireworks Display	0	0	2,500	2,500			0.0%	
Fireworks :- Income	0	0	2,500	2,500			0.0%	0
4001 Staffing Cost	0	0	500	500		500	0.0%	
4340 Equipment	0	0	250	250		250	0.0%	
5105 Fireworks Display	0	0	2,500	2,500		2,500	0.0%	
Fireworks :- Indirect Expenditure	0	0	3,250	3,250	0	3,250	0.0%	0
Net Income over Expenditure	0	0	(750)	(750)				
235 Civic Events								
1450 Income - Donations	0	880	0	(880)			0.0%	
Civic Events :- Income	0	880	0	(880)				0
5115 Remembrance	0	0	1,450	1,450		1,450	0.0%	
5145 Community Awards	0	0	300	300		300	0.0%	
5146 Civic & Hospitality	0	0	250	250		250	0.0%	
Civic Events :- Indirect Expenditure	0	0	2,000	2,000	0	2,000		0
Net Income over Expenditure	0	880	(2,000)	(2,880)				
236 Christmas Lights								
4086 Installation	0	0	10,000	10,000		10,000	0.0%	
4880 Electrical Testing	0	0	600	600		600	0.0%	
5121 Christmas Lights	2,840	2,840	2,000	(840)		(840)	142.0%	
Christmas Lights :- Indirect Expenditure	2,840	2,840	12,600	9,760	0	9,760	22.5%	0
Net Expenditure	(2,840)	(2,840)	(12,600)	(9,760)				

Detailed Income & Expenditure by Budget Heading 12/06/2026

Month No: 2

Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>237</u>	<u>Tour de France</u>								
5461	Tour de France	0	0	5,000	5,000		5,000	0.0%	
	Tour de France :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>5,000</u>	<u>5,000</u>	<u>0</u>	<u>5,000</u>	<u>0.0%</u>	<u>0</u>
	Net Expenditure	<u>0</u>	<u>0</u>	<u>(5,000)</u>	<u>(5,000)</u>				
<u>238</u>	<u>Car Parking</u>								
1361	Income - Car Park Donations	23	44	0	(44)			0.0%	
	Car Parking :- Income	<u>23</u>	<u>44</u>	<u>0</u>	<u>(44)</u>				<u>0</u>
	Net Income	<u>23</u>	<u>44</u>	<u>0</u>	<u>(44)</u>				
	Grand Totals:- Income	16,499	299,172	918,705	619,533			32.6%	
	Expenditure	55,100	206,496	935,265	728,769	2,277	726,492	22.3%	
	Net Income over Expenditure	<u>(38,601)</u>	<u>92,676</u>	<u>(16,560)</u>	<u>(109,236)</u>				
	Movement to/(from) Gen Reserve	<u>(38,601)</u>	<u>92,676</u>	<u>(16,560)</u>	<u>(109,236)</u>				

Appendix I

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

Document / Report #772

Author	Richard Williams Town Clerk & Responsible Finance Officer
Title	Council Inc & Exp Month 26-2 - Budget Overspends
Date	18th June 2026

Budget overspends for Month 2 are listed below including a comment for the reason.

CC	NC	Cost centre	Heading	Actual YTD	Budget	Available	Comments
160	4055	Domen Castell	Rates	£1,481.00	£779.00	£-702.00	As previously reported, going through CCA process with VO to remove from list.
236	5121	Christmas Lights	Christmas Lights	£2,840.00	£2,000.00	£-840.00	As agreed by Council in May 26, existing hire extension of lights are slightly over what was budgeted.
213	4920	IT Costs	Accounts Software	£4,844.00	£4,000.00	£-844.00	As previously reported, end of year shutdown higher than budget anticipated.
210	4850	Administration & Management	Insurance	£34,541.00	£33,000.00	£-1,541.00	As previously reported and approved, specific Motte and Bailey insurance higher than budget anticipated.

CC	NC	Cost centre	Heading	ActualYTD	Budget	Available	Comments
190	4085	Ann Holloway Centre	Repairs & Maintenance	£450.00	£0.00	£-450.00	Did not budget for any repairs on property due to lease situation however landlord responsibility to get up to date asbestos survey - recommend virement (see agenda item).
211	4085	Office	Repairs & Maintenance	£890.00	£0.00	£-890.00	To be journaled across TIC R&M as no specific R&M for Office budgeted.

Appendix J

Invoices / Payments for Approval - Month 26-3

Date	Invoice No.	Ref No.	Detail & Power	Net	VAT	Total	Status
Autorama Vanarama [AUTORAMA] - paid by Direct Debit							
15/05/2026	EMACMAY26	6677	EmAC Service Plan May 26 N: 131/4400 P: LGA 1972 s111	£44.85	£8.97	£53.82	Pd 15/05/2026
British Gas Trading Limited [BGAS] - paid by Direct Debit							
01/06/2026	15053485	6704	Electricity M&B May 26 N: 160/4061 P: LGA 1972 s111	£12.40	£0.62	£13.02	Pd 11/06/2026
Blachere Illuminations UK Ltd [BLACHERE]							
15/05/2026	SP44405	6671	ChristmasLightsHire2026 N: 236/5121 P: LGA 1972 s144	£2,840.27	£568.05	£3,408.32	
Border Drain Services [BORDDRAIN]							
28/05/2026	817	6702	Camera Drain TH Repair N: 100/4085 P: LGA 1972 s111	£300.00	£0.00	£300.00	
Border Janitorial Supplies LTD [BORDER]							
29/05/2026	245024R	6719	Cleaning supplies TH & Toil N: 100/4100 P: LGA 1972 s111	£191.66	£38.33	£229.99	
Brookwood Powys [BROOKWOOD]							
28/05/2026	5657	6740	Stock love spoons May 2026 N: 180/4660 P: LGA 1972 s144	£68.95	£13.79	£82.74	
Charlies AG &Turf Limited [CHARLIESAG]							
01/06/2026	137555	6716	Service & Repair Ride on Mower N: 133/4085 P: LGA 1972 s111	£1,461.72	£292.34	£1,754.06	
29/05/2026	245024	6717	Cleaning Supplies TH & Toil N: 100/4100 P: LGA 1972 s111	£0.00	£0.00	£0.00	Pd 10/06/2026
City Environmental Services [CITY ENVIR]							

Date	Invoice No.	Ref No.	Detail & Power	Net	VAT	Total	Status
13/05/2026	SI260503399	6665	Direct Stock TIC May 26 N: 180/4660 P: LGA 1972 s144	£100.28	£20.06	£120.34	
John Deere Financial [JOHNDEERE] - paid by Direct Debit							
31/05/2026	JDMAY26	6708	Tractor Finance May 26 N: 133/4400 P: LGA 1972 s111	£564.80	£112.96	£677.76	Pd 01/06/2026
Legal & General (Pensions) [LEGALGEN] - paid by Direct Debit							
10/06/2026	LGJUN26	6715	L&G Pension June 26 N: 131/4010 P: LGA 1972 s111	£2,319.00	£0.00	£2,319.00	
Lex Autolease Limited [LEXAUTO] - paid by Direct Debit							
18/05/2026	MIN8346363	6657	Tipper Lease N: 135/4400 P: LGA 1972 s111	£590.15	£118.03	£708.18	Pd 01/06/2026
18/05/2026	MIN8368880	6664	Lease Van June 2026 N: 131/4400 P: LGA 1972 s111	£443.90	£88.78	£532.68	Pd 01/06/2026
20/05/2026	PF12288691	6666	Speeding Offence 5May26 N: 210/4900 P: LGA 1972 s111	£10.00	£0.00	£10.00	Pd 04/06/2026
Links Electrical [LINKS]							
01/04/2026	01081589	6667	new LED tubes Corn Exchange N: 100/4085 P: LGA 1972 s111	£101.64	£20.33	£121.97	
12/05/2026	01082771	6703	LED Bulbs TH N: 100/4085 P: LGA 1972 s111	£33.26	£6.65	£39.91	
Lloyds Bank Cardnet [LLOYDS1] - paid by Direct Debit							
15/05/2026	CNMAY26	6678	CardNet May Charges N: 180/4470 P: LGA 1972 s111	£35.53	£7.10	£42.63	Pd 15/05/2026
Lloyds Bank Charges [LLOYDS3] - paid by Direct Debit							
28/05/2026	MAY26SVG	6679	Bank Charges May 26 N: 210/4470 P: LGA 1972 s111	£81.96	£0.00	£81.96	Pd 28/05/2026
Lloyds Bank Debit Card [LLOYDS4]							
13/05/2026	ON-1100251918	6658	New Council Seal N: 210/4900 P: LGA 1972 s111	£35.50	£7.10	£42.60	Pd 26/05/2026
14/05/2026	GB64CE4OABEI	6659	Paper and frame for Freedom of N: 210/4900 P: LGA 1972 s249	£30.64	£6.12	£36.76	Pd 26/05/2026
14/05/2026	793314-1-I0	6660	Strongman for Carnival N: 231/5192 P: LGA 1972 s145	£482.98	£95.00	£577.98	Pd 26/05/2026

Date	Invoice No.	Ref No.	Detail & Power	Net	VAT	Total	Status
07/05/2026	INV-14248	6711	Community Award Shields N: 235/5145 P: LGA 1972 s111	£124.00	£24.80	£148.80	
MWT Cymru [MWTCYMRU]							
01/06/2026	INV-14202	6726	MWT Membership 2627 N: 210/4895 P: LGA 1972 s143	£105.00	£21.00	£126.00	
The National Allotment Society [NAS]							
04/06/2026	NA107/26	6694	NAS Membership 2026 N: 210/4895 P: SHAA 1908 ss26,34,42	£71.00	£14.00	£85.00	
National Express Ltd [NATEXP]							
30/04/2026	202604B442	6728	National Express Apr 26 N: 180/4661 P: LGA 1972 s111	£158.63	£0.00	£158.63	
31/05/2026	B442-20260531	6729	Nat Express May 26 N: 180/4661 P: LGA 1972 s111	£179.92	£0.00	£179.92	
Octopus Electric Vehicles Limited [OCTOPUS]							
01/06/2026	INV_K00284123	6707	Salary Sacrifice 53733 N: 210/4000 P: LGA 1972 s111	£816.26	£137.51	£953.77	Pd 08/06/2026
Office Express UK [OFFICEEX]							
29/05/2026	3753	6730	paper, whiteboard, pens May26 N: 210/4725 P: LGA 1972 s111	£223.50	£44.70	£268.20	
One Voice Wales [ONEVOICE]							
12/06/2026	10814	6731	Training Bill Rowell NaturePro N: 210/4445 P: LGEWA 2021 s67	£44.00	£0.00	£44.00	
Owen???s of Oswestry Coaches Ltd. [OWENC]							
01/06/2026	OMAY26	6723	Owens May 26 N: 180/4661 P: LGA 1972 s111	£7,814.40	£0.00	£7,814.40	
Paul Melton Hawks [PAUL HAWKS]							
15/06/2026	CARNIVAL26	6727	Hawk Display 26 N: 231/5192 P: LGA 1972 s145	£300.00	£0.00	£300.00	
Phils Tool Hire [PHILSTOO]							
03/06/2026	72897	6699	Scissor Lift Hire TH Repair N: 100/4085 P: LGA 1972 s111	£265.00	£53.00	£318.00	
The Pink Laundry [PINKLAUND]							

Date	Invoice No.	Ref No.	Detail & Power	Net	VAT	Total	Status
10/06/2026	STAFFJUNE6	6713	Staff Salaries June 26 N: 131/4000 P: LGA 1972 s112	£22,659.37	£0.00	£22,659.37	
Stone Technical Services Group Ltd [STONETECH]							
26/03/2026	30337	6668	Lightning Protection Survey 26 N: 100/4085 P: LGA 1972 s111	£218.40	£43.68	£262.08	
Hutchison 3G UK Limited [THREEBUS] - paid by Direct Debit							
01/05/2026	987745022044	6656	Mobile Phones May 26 N: 131/4065 P: LGA 1972 s111	£49.11	£9.82	£58.93	Pd 01/06/2026
01/06/2026	987745022045	6709	Mobile Phones June 26 N: 131/4065 P: LGA 1972 s111	£49.11	£9.82	£58.93	
Total Energies Gas & Power Limited [TOTAL E] - paid by Direct Debit							
08/06/2026	KI-51B8145A-003	6690	Electricity TH May 26 N: 100/4061 P: LGA 1972 s111	£1,902.75	£380.55	£2,283.30	
02/06/2026	KI-2E2C3629-003	6701	Electricity Office May 26 N: 211/4061 P: LGA 1972 s111	£200.37	£10.02	£210.39	
10/06/2026	KI-A844469A-003	6712	Electricity TIC/To May N: 180/4061 P: LGA 1972 s111	£57.32	£2.87	£60.19	
Wicksteed Leisure Ltd [WICKSTEED]							
12/06/2026	0000831790	6724	Repair of Hurricane Swing N: 130/4085 P: LGMPA 1976 s19	£2,276.54	£455.31	£2,731.85	
WPG Ltd [WPG]							
26/05/2026	170450	6669	Long Service Award Trophy N: 210/4900 P: LGA 1972 s112	£31.00	£6.20	£37.20	
29/05/2026	199019	6673	New carnival date inserts N: 230/4205 P: LGA 1972 s111	£30.00	£6.00	£36.00	
Welshpool Hardware & DIY [WPLDIY]							
03/06/2026	3168	6705	Various Bits N: 100/4085 P: LGA 1972 s111	£232.25	£0.00	£232.25	

Total to Approve £78,674.86 / Net Cost: £72,698.76

Appendix K

Annual Return for the Year Ended 31 March 2026

Accounting statement 2025-26 for:

Name of body:

Welshpool Town Council

	Year ending		Notes and guidance
	31 March 2025 (£)	31 March 2026 (£)	Please round all figures to nearest £. Do not leave any boxes blank and report £0 or nil balances. All figures must agree to the underlying financial records for the relevant year.
Statement of income and expenditure/receipts and payments			
1. Balances brought forward	37,689	49,995	Total balances and reserves at the beginning of the year as recorded in the financial records. Must agree to line 7 of the previous year.
2. (+) Income from local taxation/levy	731,075	781,600	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.
3. (+) Total other receipts	284,288	250,206	Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.
4. (-) Staff costs	345,167	380,607	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, taxable allowances, PAYE and NI (employees and employers), pension contributions and termination costs. Exclude reimbursement of out-of-pocket expenses.
5. (-) Loan interest/capital repayments	75,332	940	Total expenditure or payments of capital and interest made during the year on external borrowing (if any).
6. (-) Total other payments	582,557	588,185	Total expenditure or payments as recorded in the cashbook minus staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	49,995	112,069	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6).
Statement of balances			
8. (+) Debtors	54,491	45,093	Income and expenditure accounts only: Enter the value of debts owed to the body at the year-end.
9. (+) Total cash and investments	46,939	92,375	All accounts: The sum of all current and deposit bank accounts, cash holdings and investments held at 31 March. This must agree with the reconciled cashbook balance as per the bank reconciliation.
10. (-) Creditors	51,435	25,399	Income and expenditure accounts only: Enter the value of monies owed by the body (except borrowing) at the year-end.
11. (=) Balances carried forward	49,995	112,069	Total balances should equal line 7 above: Enter the total of (8+9-10).
12. Total fixed assets and long-term assets	19,900,942 RESTATED	18,600,611	The asset and investment register value of all fixed assets and any other long-term assets held as at 31 March.
13. Total borrowing	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

Annual Governance Statement

We acknowledge as the members of the Council, our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, that for the year ended 31 March 2026:

	Agreed?		'YES' means that the Council:	Toolkit
	Yes	No*		
1. In consultation with the community, we have developed a vision and purpose for the Council and used this vision to inform the Council's plans, budget and activities.	✓		Has consulted with the community and focussed its activities to meet the community's needs	A, C
2. We have adopted a Code of Conduct for members and officers and implemented an appropriate training plan for members to ensure all councillors understand their role and responsibilities.	✓		Ensures that councillors understand and are equipped to deliver their roles and responsibilities.	B
3. We have ensured that we electronically publish the information the Council is required to publish by law, on its website at www.welshpooltowncouncil.gov.uk	✓		Is transparent about its activities and provides the public with all information required by law	A, C, D, E
4. We have taken all reasonable steps to ensure that the Council complies with relevant laws and regulations when exercising its functions, including employment of staff and payment of allowances to members.	✓		Has only done things that it has the legal power to do and has conformed to codes of practice and standards in the way it does so	
5. We have adopted standing orders, financial regulations and terms of reference and ensure that these are followed when conducting business including functions delegated to committees.	✓		Has adopted rules and procedures to govern how the Council conducts its business including procurement of goods and services.	B, E
6. We have put in place arrangements for: - Effective financial management including the setting and monitoring of the Council's budget and preparation and approval of the annual accounts - Maintenance and security of accurate and up to date accounting and other financial records - Identifying potential liabilities, commitments, events and transactions that may have a financial impact on the Council.	✓		Calculated its budget requirement in accordance with the law and properly monitors its financial position throughout the year and has prepared and approved its accounts in accordance with legislation	D
7. We have maintained an adequate system of internal control and management of risk, including: - measures designed to prevent and detect fraud and corruption including clearly documented procedures for authorising and making payments - assessment and management of risks facing the Council - an adequate and effective system of internal audit and reviewed the effectiveness of these arrangements.	✓		Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge including arranging for a competent person, independent of the financial controls and procedures, to give an objective view on whether these meet the needs of the body.	D, E
8. We have taken appropriate action on all matters raised in previous reports from internal and external audit.	✓		Considered and taken appropriate action to address weaknesses /issues brought to its attention by internal and external auditors.	D, E
9. We have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Public Audit (Wales) Act 2004 and the Accounts and Audit (Wales) Regulations 2014.	✓		Has given all persons interested the opportunity to inspect the body's accounts as set out in the notice of audit issued by the Auditor General.	E
10. General power of Competence – The Council has resolved to adopt the General Power of Competence set out in Local Government and Elections (Wales) Act 2021		✓	Meets the eligibility criteria to exercise the general Power of Competence	E

* Please include an explanation for any 'No' answers

Additional disclosure notes

Include here any additional disclosures the Council considers necessary to aid the reader's understanding of the accounting statement and/or the annual governance statement.

The following information is provided to assist the reader to understand the accounting statement and/or the Annual Governance Statement

1. Expenditure under S137 Local Government Act 1972

Section 137(1) of the 1972 Act permits the Council to spend on activities for which it has no other specific powers if the Council considers that the expenditure is in the interests of, and will bring direct benefit to, the area or any part of it, or all or some of its inhabitants, providing that the benefit is commensurate with the expenditure. Section 137(3) also permits the Council to incur expenditure for certain charitable and other purposes. The maximum expenditure that can be incurred under both section 137(1) and (3) for the financial year 2025-26 was £11.10 per elector.

In 2025-26, the Council made payments totalling £12,749.44 under section 137. These payments are included within 'Other payments' in the Accounting Statement.

2.

Trust Funds

Trust funds – The Council acts as sole trustee for and is responsible for managing trust fund(s)/assets. We exclude transactions related to these trusts from the Accounting Statement. In our capacity as trustee, we have discharged our responsibility in relation to the accountability for the fund(s) including financial reporting and, if required, independent examination or audit.	Yes ✓	No	N/A	Has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.
---	----------	----	-----	---

Council approval and certification

The Council is responsible for the preparation of the accounting statements and the annual governance statement in accordance with the requirements of the Public Audit (Wales) Act 2004 (the Act) and the Accounts and Audit (Wales) Regulations 2014.

Certification by the RFO I certify that the accounting statements contained in this Annual Return present fairly the financial position of the Council, and its income and expenditure, or properly present receipts and payments, as the case may be, for the year ended 31 March 2026.	Approval by the Council I confirm that these accounting statements and Annual Governance Statement were approved by the Council under minute reference:
	Minute ref:
RFO signature:	Chair signature:
Name: Richard Williams	Name:
Date:	Date:

* Please include an explanation for any 'No' answers

Appendix L

Annual internal audit report to:

Name of body: **Welshpool Town Council**

The Council's internal audit, acting independently and on the basis of an assessment of risk, has included carrying out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ending 31 March 2026.

The internal audit has been carried out in accordance with the Council's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and the internal audit conclusions on whether, in all significant respects, the following control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of the Council.

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
1. Appropriate books of account have been properly kept throughout the year.	Y				Evidence that appropriate books of account were properly kept throughout the year was seen during the audit. Monthly Income and Expenditure reports from the finance system are presented to the Finance Committee and Council together with bank reconciliations and a graph of cash and bank totals by financial year and month. Bank CSV files are downloaded regularly, and transactions are recorded on the general ledger throughout the month. Month end reconciliations are signed by the RFO and Mayor and reported to Council with balances included in meeting papers.
2. Financial regulations have been met, payments were supported by invoices, expenditure was approved and VAT was appropriately accounted for.	Y				A sample of ten payments was agreed to invoices, appropriate approvals, and VAT treatment with no exceptions. Where the value exceeded the threshold for quotations to be received these were agreed to the record of Council decisions where quotations were considered and the supplier and expenditure was approved. A review of the quarterly VAT returns also confirmed that VAT was appropriately accounted for.
3. The body assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	Y				A Risk Register is maintained and regularly reviewed by the Audit Committee. A review of the Risk Register shows that it is updated regularly with the latest update dated March 2026, and review of minutes confirm that the adequacy of arrangements in place to manage

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
					significant risks is regularly reviewed.
4. The annual precept/levy/resource demand requirement resulted from an adequate budgetary process, progress against the budget was regularly monitored, and reserves were appropriate.	Y				Evidence for the budgetary process for 2025/26 reviewed during the audit include the final budget workbook showing a precept of £781,600, and successive discussions recorded in the Council minutes in November and December 2024 with the final resolution to request a precept of £781,600 from Powys County Council recorded on 29th January 2025. It was not possible to obtain further documentation relating to the budget setting process as a new RFO has been in post in June 2025. Improvements to the budgetary process have been made by the new RFO. Budget preparation now starts earlier in the year and involves staff input. Budgets are aligned to the strategic plan, and draft budgets were reviewed by committees before final approval. The full budget and precept were approved separately in January in line with Audit Wales recommendations. The RFO reported that public engagement was also conducted for the 2026/27 supported by clear visual summaries. A budget folder is in place with successive draft budgets, minutes showing discussion by the Events and Planning Committee, Finance and Governance Committee, and Full Council, the final Budget Report and Precept Report to Council on 23rd January 2026. Appropriate monitoring of progress against the budget and reserves took place throughout the year, with monthly budget reports scrutinised by the Finance Committee and presented to Council.
5. Expected income was fully received, based on correct prices, properly recorded and promptly banked, and VAT was appropriately accounted for.	Y				A sample of ten income transactions was reviewed during the audit. In all cases the income was agreed to a sales invoice or remittance with no exceptions. Two of the invoices reviewed did not include VAT and a review of their descriptions confirmed they had been treated correctly as exempt. A review of the Aged Debtor report at the year-end showed total debtors of £20k of which £13k were over three

* Please include an explanation for any 'No' answers

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
					months. A sample of five debtors over three months were selected for testing. In all cases appropriate measures had been taken to recover the income; £6.5k of the £13k related to one debtor that had been referred to bailiffs for recovery following approval from Council, and a payment plan was now in place.
6. Petty cash payments were properly supported by receipts, expenditure was approved and VAT appropriately accounted for.	Y				A sample of five petty cash transactions was selected for testing. Four of these related to payments and were agreed to receipts. It was noted that the Council had agreed to replace the use of Petty Cash with payment cards for sundry expenditure.
7. Salaries to employees and allowances to members were paid in accordance with contracts/ minuted approvals, and PAYE and NI requirements were properly applied.	Y				Payroll services are undertaken by DM Payroll Services Ltd including payment of salaries and allowances and calculation of PAYE and NI. BACS payments are authorised by two Councillors. Examination of bank statements confirmed salaries are paid by the Council through the Lloyds Bank account. A review of minutes published on the Council website confirmed that payroll payments and changes are appropriately approved by Council and the Finance and Governance Committee.
8. Asset and investment registers were complete, accurate, and properly maintained.	Y				The Asset Register was added to the finance system in 2025/26 and fully reviewed by the new RFO with asset photographs and locations added. This resulted in an adjustment to the Asset Balance from £19.9m to 18.6m to account for errors and duplicates. The Asset Register was reviewed during the audit and included additions of £1.7k in 2025/26. A 30-day deposit account is held by the Council with a balance of £75.2k at the end of 2025/26.

* Please include an explanation for any 'No' answers

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
9. Periodic and year-end bank account reconciliations were properly carried out.	Y				Bank Reconciliations are performed regularly and reviewed and approved by Council monthly. Review of a sample of three bank reconciliations for the main bank account and savings bank account for September and December 2025 and February 2026 were reviewed and their approval was agreed to Council minutes. There were no unreconciled items on the bank reconciliations reviewed.
10. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments/income and expenditure), agreed with the cashbook, were supported by an adequate audit trail from underlying records, and where appropriate, debtors and creditors were properly recorded.	Y				A review of monthly budget monitoring reports, income and expenditure reports and balance sheet reports from the nominal ledger confirmed that accounting statements prepared during the year were prepared on the correct accounting basis and supported by an adequate audit trail with debtors and creditors properly recorded. Amounts recorded on the Annual Return were agreed to nominal ledger reports with no exceptions.
11. Trust funds (including charitable trusts). The Council has met its responsibilities as a trustee.	Y				Welshpool Town Council has responsibility for two Trust Funds – Burgesses Land Trust and R U Sayce Bequest Trust. Welshpool Town Council acts as corporate trustee and town councillors sit as the Trust and make decisions regarding its governance and spending. The administration of the Burgesses Land Trust is separate from the Town Council and is in the process of transitioning to a Charitable Incorporated Organisation (CIO) to further improve governance. The R U Sayce Bequest Trust annual accounts and reports can be found on the Charity Commission's website.

For any risk areas identified by the Council (list any other risk areas below or on separate sheets if needed) adequate controls existed:

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
12. Buildings and Structures: Risk or damage to property or individuals	Y				Red Inherent Risk (6); Amber Residual Risk (5). The Risk Register notes that the adequacy of public liability insurance has been reviewed and dangerous and unsafe buildings and sites removed/sealed off. Evidence of the public liability insurance in place was seen during the review, and the

* Please include an explanation for any 'No' answers

					RFO confirmed that the risk had reduced following emergency works completed on the Town Hall.
13. Buildings and Structures: Loss or damage	Y				Red Inherent Risk (6); Amber Residual Risk (5). The Risk Register notes that the Town Clerk is to ensure adequate records are held and all asset registers regularly reviewed and updated. In addition, weekly checks are undertaken by the Operations Team and reported back to Council via committee. The RFO confirmed that a log of checks is kept, and a review of minutes of the Operations and Development Committee showed evidence of the checks being reported. The Asset Register is up to date and noted above.
14. Buildings and Structures: Lack of maintenance	Y				Red Inherent Risk (6); Amber Residual Risk (5). The Risk Register notes that a major project to modernise town hall is underway. The Operations Team are managing appropriate repairs and Council are to provide repairs and maintenance budgets. Review of the 26/27 Budget and Council minutes confirmed this is in place.
15. Buildings and Structures: Lack of budget planning for lifecycle of leases	Y				Red Inherent Risk (6); Amber Residual Risk (5). The Risk Register notes that Council are to ensure that budgets reflect the end position on leases to ensure that leases/buildings are handed back as required, and that the Motel and Bailey Lease will require making good expiring 2038. The RFO confirmed that no leases are ending within the next three years.
16. Cashflow: Management of cashflow	Y				Amber Inherent Risk (4); Amber Residual Risk (4). The Risk Register notes that the Council will look at investments and take regular advice from the RFO; with cashflow and reserve reports presented to council meetings monthly. A review of papers to Council and Council minutes confirmed that cashflow and reserves reports are being presented as planned. The RFO noted that the risk remains but is being closely monitored.
17. Other income: Insufficient income generation	Y				Red Inherent Risk (6); Amber Residual Risk (5). The Risk Register notes that Council are to explore income and regularly review income based on reports provided. The need to maximise income generation is

* Please include an explanation for any 'No' answers

					also noted. The 2026/27 records an increase in budgeted income across community events, sponsorship and increase in demand at the Tourist Information Centre.
18. Reserves: Depletion and use of reserves below strategy balance	Y				Red Inherent Risk (6); Amber Residual Risk (5). The Risk Register notes that the Council is to review the reserve balance each Month. A review of Council minutes and papers confirmed this is taking place.
19. Unaffordability: Unaffordability of the quintennial building survey	Y				Red Inherent Risk (6); Red Residual Risk (6). The Risk Register notes that the Council is to review costs at budget setting and focus on priority urgent works. This is confirmed through review of the 2026/27 budget and Council minutes.

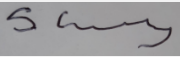
* If the response is 'no', please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

** If the response is 'not covered', please state when the most recent internal audit work was done in this area and when it is next planned, or if coverage is not required, internal audit must explain why not.

[My detailed findings and recommendations which I draw to the attention of the Council are included in my detailed report to the Council dated _____.] * Delete if no report prepared.

Internal audit confirmation

I/we confirm that as the Council's internal auditor, I/we have not been involved in a management or administrative role within the body (including preparation of the accounts) or as a member of the body during the financial years 2025-25 and 2026-26. I also confirm that there are no conflicts of interest surrounding my appointment.

Name of person who carried out the internal audit: Jemimah McAlpine and Steen Gourlay
Signature of person who carried out the internal audit: 
Date: 08/05/2026

* Please include an explanation for any 'No' answers

Appendix M

Community Risk Register Engagement Exercise

From Stuart Eckley <stuart.eckley@powys.gov.uk>

Date Mon 2026-06-08 15:29

 2 attachments (8 MB)

CRR (CYM).pdf; CRR Engagement Exercise (ENG).pdf;

Good afternoon,

The Dyfed-Powys Local Resilience Forum is in the process of reviewing the Community Risk Register.

A Community Risk Register helps inform people about risks that could occur where they live so they can be better prepared in their homes, communities, and businesses. The Dyfed Powys Community Risk Register identifies risks that may cause emergencies in the region.

As part of that review the DPLRF would like to engage with communities across Powys for their views, via the attached link/QR Code.

If you would like any further information please let me know.



Swyddog Argyfyngau Sifil Posibl / Civil Contingencies Officer
Cyngor Sir Powys / Powys County Council

Neuadd y Sir Powys / Powys County Hall
Spa Road East
Llandrindod Wells
Powys
LD1 5LG

Croeso i chi gysylltu â ni yn Gymraeg. Byddwn yn ymateb yn Gymraeg, heb oedi.
You are welcome to contact us in Welsh. We will respond in Welsh, without delay.

Mae'r e bost hwn ac unrhyw atodiad iddo yn gyfrinachol ac fe'i bwriedir ar gyfer y sawl a enwir arno yn unig. Gall gynnwys gwybodaeth freintiedig. Os yw wedi eich cyrraedd trwy gamgymeriad ni ellwch ei gopio, ei ddosbarthu na'i ddangos i unrhyw un arall a dylech gysylltu gyda Cyngor Sir Powys ar unwaith. Mae unrhyw gynnwys nad yw'n ymwneud gyda busnes swyddogol Cyngor Sir Powys yn bersonol i'r awdur ac nid yw'n awdurdodedig gan y Cyngor.

This e mail and any attachments are confidential and intended for the named recipient only. The content may contain privileged information. If it has reached you by mistake, you should not copy, distribute or show the content to anyone but should contact Powys County Council at once. Any content that is not pertinent to Powys County Council business is personal to the author, and is not necessarily the view of the Council.

Appendix N



Help Build a Safer, More Prepared Community

What is a Community Risk Register?

A Community Risk Register helps inform people about risks that could occur where they live so they can be better prepared in their homes, communities, and businesses.

The Dyfed Powys Community Risk Register identifies risks that may cause emergencies in the region.

What is an Emergency?

Defined by the Civil Contingencies Act 2004 as:

- Threat to human welfare
- Threat to the environment
- War or terrorism affecting security

What Does It Mean?

Inclusion does not mean it will happen – it means organisations recognise the risk and plan to reduce its impact.

Working Together

Local Authorities, Emergency Services, and partners work together through the Local Resilience Forum to plan, respond, and recover from emergencies.

Update in Progress

We are updating the register to provide clear information on risks, actions being taken, and guidance for the public, communities, and businesses.

We Want Your Views!

Help shape the register by telling us what matters to you and how we can support stronger, more resilient communities.

GET INVOLVED TODAY
Scan the QR code or click the below link

<https://forms.office.com/Pages/ResponsePage.aspx?id=nhFWTjDyzkiRDQOk7bXnHAfQrAxMmCZGuAkoaoyG0X1UN1pLT0VDRE1NNkFLUzhFVDdNTENQODY1WC4u>

**Public Engagement Exercise:
Community Risk Register**



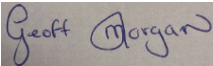
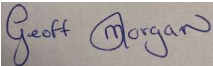
Appendix O

Gwahoddiad gan Gadeirydd Cyngor Sir Powys - Sioe Frenhinol Cymru / Invitation from Chair of Powys County Council - Royal Welsh Show

From Council Chair <Chair@powys.gov.uk>

Date Wed 2026-06-17 11:44

To Council Chair <Chair@powys.gov.uk>

Annwyl Gynghorau Tref a Chymuned, Mae'n bleser gennyf estyn gwahoddiad i dderbyniad anffurfiol y byddaf yn ei gynnal yn Sioe Frenhinol Cymru eleni, a gynhelir ddydd Iau 23 Gorffennaf am 12:15 yp, yn adeilad Cyngor Sir Powys, Tŵr Brycheiniog, Maes y Sioe Frenhinol. (Mae'r adeilad wedi'i leoli wrth ymyl y prif gylch). Bydd y derbyniad yn cynnig cyfle gwerthfawr i gynrychiolwyr Cynghorau Tref a Chymuned gysylltu mewn lleoliad anffurfiol, cymryd rhan mewn trafodaeth ystyrlon, a rhwydweithio â'i gilydd. Rwy'n gobeithio'n fawr y bydd cynrychiolydd a'r Clerc o'ch Cyngor Tref a Chymuned yn gallu mynychu. Gweinir lluniaeth ysgafn. At ddibenion arlwy, byddwn yn ddiolchgar pe gallech gadarnhau erbyn 6ed Gorffennaf (Chair@powys.gov.uk) a rhoi gwybod am unrhyw anghenion dietegol. Noder na allwn, yn anffodus, ddarparu tocynnau mynediad i'r Sioe.  Y Cynghorydd Sir Geoff Morgan Cadeirydd Cyngor Sir Powys	Dear Town & Community Councils, I am pleased to extend an invitation to an informal reception I will be hosting at this year's Royal Welsh Show, to be held on Thursday 23 July at 12:15 pm, at the Powys County Council building, Tŵr Brycheiniog, Royal Welsh Showground. (The building is located next to the main ring). The reception will offer Town and Community Council representatives a valuable opportunity to connect in an informal setting, engage in meaningful discussion, and network with one another. I very much hope that a representative and the Clerk from your Town and Community Council will be able to attend. Light refreshments will be served. For catering purposes, I would be grateful if you could RSVP by the 6th July (Chair@powys.gov.uk) and advise of any dietary requirements. Please note that, regrettably, we are unable to provide admission tickets to the Show.  County Councillor Geoff Morgan Chair of Powys County Council
--	---

Mae'r e bost hwn ac unrhyw atodiad iddo yn gyfrinachol ac fe'i bwriedir ar gyfer y sawl a enwir arno yn unig. Gall gynnwys gwybodaeth freintiedig. Os yw wedi eich cyrraedd trwy gamgymeriad ni ellwch ei gopio, ei ddosbarthu na'i ddangos i unrhyw un arall a dylech gysylltu gyda Cyngor Sir Powys ar unwaith. Mae unrhyw gynnwys nad yw'n ymwneud gyda busnes swyddogol Cyngor Sir Powys yn bersonol i'r awdur ac nid yw'n awdurdodedig gan y Cyngor.

This e mail and any attachments are confidential and intended for the named recipient only. The content may contain privileged information. If it has reached you by mistake, you should not copy, distribute or show the content to anyone but should contact Powys County Council at once. Any content that is not pertinent to Powys County Council business is personal to the author, and is not necessarily the view of the Council.

Appendix P

Motion to initiate action with other bodies to improve public transport along the Cambrian Line

Proposed by: Cllr Alison Davies

Seconded by: Cllr Ben Gwalchmai

Background

Easter School Holidays 28th March – 12th April. Half term 23rd – 31st May. Bank Holidays: 3rd & 6th April, 4th & 25th May

May Upgrades: *Between May 8 and May 22, the railway was completely closed between Machynlleth and Shrewsbury, with buses replacing trains.*

Rolling Stock Issues: *The promised rollout of new Class 197 trains has faced continued delays, leaving the mid-Wales route heavily reliant on older, legacy trains. This has resulted in occasional, unannounced partial cancellations and delays when multiple trains require urgent mechanical repairs. TfW plan to introduce new trains in September following staff training.*

In principle one would have expected public transport to have been fully operational over the holiday periods; however, this was not the case. Here are some examples:

1. Several trains were cancelled on 25th May due to the heat affecting the lines
2. Trains that did run had too few carriages and were very crowded.
3. Trains that did run had no air conditioning and only two transome windows per carriage
4. No public buses run from Shrewsbury to Welshpool on Bank Holidays
5. Buses that used to call via Berriew to Welshpool no longer do so, therefore students electing to attend Shrewsbury College, or workers cannot catch the bus to Welshpool and on to Shrewsbury for study or employment.

Welshpool prides itself on welcoming visitors and along with other Mid Wales towns sees tourism as an intrinsic element of our economic vitality. Along with our 'normal tourism' we are delighted, and proud to be selected as a starting venue for the Tour de France 2027. We know that this has already attracted a large number of bookings for accommodation, and that many people who follow cycling choose to utilize public transport.

The repeated problems and lack of any holistic approach to public transport in Mid Wales is likely to have a significantly detrimental effect on this international attraction and the legacy impact on Welshpool and the surrounding tourist economy.

It is vital that public transport provision in Mid Wales meets the needs of local people and visitors and reaches this challenge with some alacrity, to ensure local benefit throughout 2027, having to a large extent 'missed the boat' for 2026

Proposal

Communicate with Welsh Government via Senedd Members, Powys and Ceredigion County Councils and Councillors; Community and Town Councils along the Cambrian Line; Cambrian Line and Welshpool Rail Users; PAVO; and Mid Wales Tourism.

Advise them of our concerns and request that, together, we initiate much stronger pressure to achieve public transport provision in Mid Wales that meets the needs of local people and visitors.