



Cyngor Tref y Trallwng | Welshpool Town Council

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

Agenda & Summons Operations & Development Committee - 08/04/2026 6:30pm

30th March 2026

To: Councillor(s) Dr Ben Gwalchmai, David France, Estelle Bleivas, Nick Howells, Phil Owen, Phil Pritchard (Chair), Sally Fitzgerald (Vice Chair)

Dear Councillor,

You are hereby summoned to attend a meeting of the Operations & Development Committee of Welshpool Town Council which will be held on Wednesday 8th April 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

Please note that this meeting will be recorded and broadcast online. In accordance with the Local Government and Elections (Wales) Act 2021, this meeting is available to attend by remote means. Please visit <https://us02web.zoom.us/j/84824523165?pwd=a7lOILbdACvMegVVUmntzHrlbZm3YR.1> to join online or use Zoom Meeting ID 848 2452 3165 and passcode 421981.

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 desired, resolve to approve any apologies for absence. [Section 4(b), Code of Conduct; Section 85(1), Local Government Act 1972]

2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

To receive and resolve if desired, declarations of interest and 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. MINUTES AND MATTERS ARISING

4.1. Previous Minutes

To approve and sign as a correct record, the minutes from the meeting of the Operations & Development Committee on 11/03/2026. [Para. 35(1), Sch 12, Local Government Act 1972]

[Appendix B]

4.2. Matters Arising

To report for information purposes only matters arising from the Operations & Development Committee on 11/03/2026.

5. LAND AND BUILDINGS

5.1. General Update

To receive, and resolve if desired, an update from the Operations Manager in respect of Council land and buildings.

5.2. Motte and Bailey (Domen Castell)

To receive an update on the Domen Castell, if required.

5.3. Litter Bins & Waste Collection

To consider the report from the Town Clerk in respect of litter bins & waste collection. [Section 5, Litter Act 1983]

[Appendix C]

6. SERVICES

6.1. Markets

To receive an update in respect of the indoor and outdoor market and the notes from the last Market Traders meeting.

[Appendix D]

6.2. The Hub - March 2026

To receive an update from the Community Services Manager in respect of the Hub.

[Appendix E]

7. BUSINESS PLANNING & FINANCIAL MATTERS

7.1. Interim Strategic Plan Action Plan

To consider the approved committee Interim Strategic Plan action plan.

[Appendix F]

7.2. Budget and Committee Finance (Month 12)

To consider the current spending position against the budget for the committee for March 2026 (Month 12).

[Appendix G]

8. PROJECTS & NEW DEVELOPMENTS

8.1. Community Fridge

To receive a verbal update in respect of the Community Fridge project.

8.2. Town Hall Transformation

To receive a verbal update in respect of the Town Hall Transformation project.

8.3. Town Centre Transformation

To consider establishing a Town Centre Transformation Project Board to develop and co-ordinate the project approved by Full Council. [Section 101(1), Local Government Act 1972]

8.4. Changing Places

To receive a verbal update in respect of the changing places project (Budget 26/27: £1000).

8.5. Maes y Dre Alternative Premises

To receive a verbal update in respect of the Maes y Dre Alternative Premises project (Budget 26/27: £8000).

9. 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 Operations & Development Committee will be held on 13th May 2026 at 6:30pm.

10. 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]

11. BERRIEW STREET TOILETS [CONFIDENTIAL]

To consider the verbal update from the Town Clerk and to endorse the proposed way forward. [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:	
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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

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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



Cyngor Tref y Trallwng | Welshpool Town Council

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

DRAFT

Minutes of the Operations & Development Committee held on 11/03/2026 6:30pm in Council Chamber, Welshpool Town Hall.

PRESENT:

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

Apologies for absence:

Councillor Dr Ben Gwalchmai
Councillor Estelle Bleivas

Absent:

Also in attendance:

Richard Williams - Town Clerk & Responsible Finance Officer
Phil Rollinson - Deputy Operations Manager

OD110326/1. WELCOME, CODE OF CONDUCT AND APOLOGIES FOR ABSENCE

The Chair welcomed all to the meeting. Apologies for absence were received from Cllr Estelle Bleivas and Cllr Ben Gwalchmai.

The Chair asked that videos being turned on during the meeting of those attending remotely and the Town Clerk reminded the Chair that legally that requirement could not be enforced.

OD110326/2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

None.

OD110326/3. PUBLIC PARTICIPATION

None.

OD110326/4. MINUTES AND MATTERS ARISING

OD110326/4.1 Previous Minutes

A grammatical error was spotted in Item OD110226/5.1 and corrected. The Chair made an observation regarding the name of Mill Lane which was noted.

RESOLVED

To approve the amended minutes from the meeting of the Operations & Development Committee on 11/02/2026.

WTCM582 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Nick Howells

OD110326/4.2 Matters Arising

All recommendations were approved by Full Council.

OD110326/5. LAND AND BUILDINGS

OD110326/5.1 General Update

The Deputy Operations Manager updated councillors on general activities, including:

- Town Hall - light switches moved and inspection of electrical distribution board took place, new aluminium plating for oven installed and servicing for sliding door booked in.
- Day Centre - all remedial electrical work now taken place.
- Van - MoW van has been booked in for repairs.
- Maes y Dre - cricket season is starting up on the 25th April, the current pitches are very wet, cutting commenced this week, poles at playground removed, outdoor church booked in during May or June, a small fire took place in the electrical cupboard for the floodlights however these are owned by the Football Club.
- Street Scene - the list of bins has been reviewed and will be considered by the committee in April and new mower purchased and is much more efficient and quicker than previous 12 year old equipment.
- Toilets - still issues with the flushing.

OD110326/5.2 Motte and Bailey (Domen Castell)

The Town Clerk updated Members that unfortunately the Landfill Disposals Tax Grant for works was not successful with only 11% of applicants being approved.

OD110326/6. SERVICES

OD110326/6.1 Meals on Wheels

The Town Clerk explained that the Meals on Wheels service successfully transferred to Welshpool Community Haven as of Monday 16th February 2026.

OD110326/6.2 Markets

The Town Clerk updated on the last market traders meeting and invited questions.

OD110326/6.3 The Hub

The Town Clerk updated Members on the Hub report for February and invited questions.

OD110326/7. BUSINESS PLANNING & FINANCIAL MATTERS

OD110326/7.1 Interim Strategic Plan Action Plan

The Town Clerk gave an update on progress and advised that Action MA2 to replace the signage was proving more difficult over consents.

OD110326/7.2 Budget and Committee Finance (Month 11)

The Town Clerk summarised the report and no queries were received.

OD110326/8. PROJECTS & NEW DEVELOPMENTS

OD110326/8.1 Community Fridge

The Town Clerk gave an update on the Community Fridge and explained that during February a total of 30.65kg had been saved from landfill and diverted into the fridge, however more volunteers were always needed.

OD110326/8.2 Town Hall Transformation

The Town Clerk gave an update on the Town Hall Transformation project and invited questions.

OD110326/8.3 Oldford Estate

The Town Clerk and the Chair updated on the meeting with ClwydAlyn last month. The Council is now awaiting to commence formal negotiations on lease renewal.

OD110326/8.4 Re-use Scheme

The Chair failed to allow Cllr David France to speak on this item and the Town Clerk advised against this.

OD110326/9. ITEMS FOR FUTURE AGENDA & DATE OF NEXT MEETING

The next meeting of Operations & Development Committee will be held on 8th April 2026 at 6:30pm

The meeting finished at 19:22.

Signed:

Dated:

Councillor Phil Pritchard (Chair)

Decision/Action Log

ID		Assigned
WTCM582	RESOLUTION OD110326/4.1 Previous Minutes To approve the amended minutes from the meeting of the Operations & Development Committee on 11/02/2026.	Town Clerk & Responsible Finance Officer

Appendix C



Cyngor Tref y Trallwng | Welshpool Town Council

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

Document / Report #584

Author	Richard Williams Town Clerk & Responsible Finance Officer
Title	Litter Bins & Waste Disposal - OD
Date	11th March 2026

OFFICERS RECOMMENDATION

- 1. Approve the proposed changes to bin provision, resulting in a revised total of 54 bins, together with the installation of additional dog waste bins and bag dispensers at the locations outlined in this report.**

1. Purpose

1. To provide Members with an update on Welshpool Town Council's role as a litter authority, including current litter bin provision across Council-managed sites, waste disposal activity, and to seek approval for a number of operational changes to improve efficiency and support the Council's commitment to increasing dog waste facilities.

2. Background

1. Welshpool Town Council is designated as a litter authority under the Litter Act 1983 and the Environmental Protection Act 1990. The Council has the power to provide litter bins within streets and public places and, once provided, must ensure that they are emptied and maintained frequently enough to prevent nuisance or reasonable grounds for complaint.
2. The Council is also registered as a Waste Carrier and arranges for the lawful disposal of waste collected through its operations.
3. The Council's Interim Strategic Plan includes a commitment to increase the provision of dog waste bins and dispensers, which has been reflected in the Council's forward budget planning.

3. Current Bins

1. The Town Council currently maintains and empties 56 bins across Welshpool. These bins are located primarily on Council-owned land and within Council-managed facilities and open spaces.
2. Operational staff typically empty public bins twice weekly (usually Mondays and Fridays). Internal building bins are emptied as required throughout the week.

3. Between April 2025 and February 2026, the Council disposed of 12.060 tonnes of waste from these bins.

4. Proposed Changes

1. Install a dog poo bag dispenser at the front of the Town Hall on Broad Street.
2. Install two dog poo bins with bag dispensers at the entrances to Maes y Dre Recreation Ground.
3. Install a dog poo bag dispenser at the gate entrance to Powis Castle Lower Park.
4. Convert the two litter bins at Near Belan and Far Belan to dog waste bins only due to persistent misuse for household waste disposal.
5. At Little Burgess, replace the two smaller litter bins with one larger bin and remove the existing larger bin located by the steps.
6. At Big Burgess, replace the two smaller litter bins with one larger bin, relocate the dog poo bin and dispenser to the former black bin location, and remove the bear bin.
7. At Welshpool Country Park, relocate one pink bin to the picnic bench area and remove one bin.
8. Install a dog poo bag dispenser at the Canal by Flash.
9. Install one new black litter bin and dog poo bag dispenser at the Canal by Hope House, subject to the formal consent of the Canal & River Trust.

5. Links to Strategic Objectives and Interim Strategic Plan

1. DO1 - Audit existing dog waste bins and identify priority locations for additional bins across parks, recreation grounds and key walking routes.
2. DO3 - Introduce new dog waste bins in under-served areas and ensure they are clearly signposted.

6. Resource & Legal Implications

1. The additional dog waste bins and dispensers are consistent with the Council's Interim Strategic Plan commitments and have been budgeted for in future budgets.
2. Under the Litter Act 1983, the Council has the power to provide litter bins but is not obliged to do so. Once bins are provided, the Council must ensure they are emptied and maintained at a sufficient frequency to prevent nuisance or complaints. The proposed changes do not affect the Council's ability to meet these obligations.

7. Specific Implications

1. **Crime and Disorder** - effective litter bin provision and regular waste collection help maintain clean and well-managed public spaces (Crime and Disorder Act 1998).
2. **Biodiversity** - ensuring appropriate bin provision and disposal arrangements supports the Council's duty to improve biodiversity (Environment (Wales) Act 2016).
3. **Well-being** - N/A (Well-being of Future Generations (Wales) Act 2015).
4. **Risk Management** - N/A

8. Recommendation

1. Approve the proposed changes to bin provision, resulting in a revised total of 54 bins, together with the installation of additional dog waste bins and bag dispensers at the locations outlined in this report.

9. Decision

1. To resolve to adopt the recommendations as above.

List of current bins and proposed changes

Town Hall

- Current provision: 13 internal bins
- Proposal: Install a dog poo bag dispenser at the front of the Town Hall on Broad Street.

Welshpool Information Centre & Vicarage Gardens

- Current provision: 5 internal bins and 1 external bin on Vicarage Gardens
- Proposal: No changes.

Maes y Dre Recreation Ground

- Current provision: 11 bins throughout the grounds
- Proposal: Install 2 dog poo bins with bag dispensers at both entrances to the park.

Memorial Garden

- Current provision: 1 bin
- Proposal: No changes.

Scansis Pitch

- Current provision: 1 bin
- Proposal: No changes.

Powis Castle Lower Park

- Current provision: 3 bins (required to maintain as per licence)
- Proposal: Install dog poo bag dispenser at the gate entrance.

Near Belan (Canal)

- Current provision: 1 litter bin
- Proposal: Convert to dog waste bin only due to misuse for household waste.

Far Belan (Canal)

- Current provision: 1 litter bin
- Proposal: Convert to dog waste bin only due to misuse for household waste.

Dol y Felin

- Current provision: 2 bins
- Proposal: No changes.

Llanerchydol

- Current provision: 1 bin
- Proposal: No changes.

Little Burgess

- Current provision: 2 dog poo bins, 2 smaller litter bins, 1 larger litter bin by the steps

- Proposal: Replace the two smaller bins with one larger bin and remove the existing larger bin by the steps.

Big Burgess

- Current provision: 2 smaller litter bins, 1 dog poo bin and dispenser, 1 bear bin
- Proposal: Replace the two smaller bins with one larger bin, move the dog poo bin and dispenser to the former black bin location and remove the bear bin.

Welshpool Country Park

- Current provision: 3 pink bins, 1 dog poo bin and dispenser
- Proposal: Move 1 pink bin to the picnic bench area and remove 1 pink bin.

Canal by Flash

- Current provision: 1 black bin
- Proposal: Install dog poo bag dispenser.

Little Henfaes

- Current provision: 1 bear bin
- Proposal: No changes.

Canal by Hope House

- Current provision: No bins currently installed
- Proposal: Install 1 new black litter bin and dog poo bag dispenser, subject to formal consent from the Canal & River Trust.

Appendix D



**Cyngor Tref Y Trallwng
Welshpool Town Council
Y Porth I Cymru | The Gateway to Wales**

Market Trader meeting

MINUTES

Minutes of a meeting regarding Welshpool Town Council market, held on **Monday, 23rd March 2026**
at 3:15 pm in the Corn Exchange, Welshpool Town Hall

Present:

Sam - Handy Veg
Naomi – Lily's little things
Cat - Tarot
Cathy - Grandma's shop
Sue - Sue's stall
Phil - Furniture
Kimberly Wright – Market Manager
Paul McGrath – operations manager
Councillor Nick Howells

1. Welcome.

The Market Manager welcomed everyone to the meeting.

2. Events in 2026

Market traders noted the scheduled events for 2026.

1. Events in 2026

Please note the scheduled events for 2026.

- Saturday 28th March 2026 – Get Jerky Rally
- Saturday 4th April 2026 – Easter Egg hunt
- Saturday 2nd May 2026 - Quiz evening
- Saturday 27th June 2026 – Carnival
- Friday 3rd – Sunday 5th July 2026 – Continental market
- Saturday 25th – Sunday 27th September 2026 – 1940's weekend
- Saturday 31st October 2026 – Halloween parade and party
- Friday 6th November – Memorial garden service
- Saturday 7th November – Fireworks
- Sunday 8th November 2026 – Remembrance
- Wednesday 11th November – two-minute silence outside Town Hall
- Wednesday 25th November – White Ribbon Day
- Saturday 28th November 2026 – Winter Festival

Saturday 28th November 2026 – Winter Festival – **Late night opening on the Saturday and another late night opening in December.**

Kim to send Naomi copies of the Easter egg hunt poster and a booking form.

1. Farmers' market

The traders discussed the possibility of holding a Farmers Market in the Corn Exchange once a month.

Mixed opinions, some traders believe it to be a good idea, and a great way of encouraging trade. Other traders were concerned that it would have a negative impact on their business, as they are already selling produce such as milk, cheese, honey, chutneys, fruit, vegetables and jam.

2. Any matter raised by a Trader.

Cat raised an idea of holding a 'bra bank' in the indoor market. Cat is going to look into its feasibility and bring it back to the next meeting.

Issues with dogs urinating in the indoor market. New signs on entrances to say, 'dogs to be kept on a short leash, due to enclosed space'.

Naomi raised the idea of holding a 'rag day' clothes event in the Corn Exchange. Kim to send Naomi a booking form for hourly room hire costs.

Fire marshal x2 hi vis vests to be ordered.

Sue raised the idea of creating a Town Hall leaflet, with historical facts, etc., of the Town Hall and pictures of past events (such as Queen Elizabeth's visit)

Windows need cleaning, and some are in need of repair. The Operations manager informed the traders that he is waiting on the new budget to come through in April, and a window cleaner/repair works will be organised.

Can signs be placed on the roundabouts to advertise the indoor market? Kim is to research and find out if this is a possibility.

Naomi highlighted that the cigarette bins on the side of the Town Hall are overflowing and not being emptied enough.

Naomi also raised that market traders have been weeding the outside of the Town Hall, due to them overgrowing and looking untidy.

3. Date and time of the next Market traders meeting.

The date of the next market traders meeting will be held on Monday, 13th April at 3:15 pm. Traders agreed that this meeting would be more of an ideas session on how to help try to increase footfall.

Appendix E



Cyngor Tref y Trallwng | Welshpool Town Council

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

Document / Report #632

Author	Richard Williams Town Clerk & Responsible Finance Officer
Title	Hub Performance - March 26
Date	7th April 2026

1. Purpose

1. To provide Members with a performance update on the operation of the Community Hub, including visitor numbers and donation income, and to highlight trends and observations from the most recent sessions.

2. Background

1. The Community Hub operates as a warm, welcoming space for residents, providing informal support, social contact and access to refreshments and activities. The Hub is funded in part through voluntary donations, with footfall used as a key indicator of community engagement and reach.

3. Performance Summary

1. Visitor numbers remained strong throughout March, with weekly attendance ranging from 87 to 130 visitors, totalling 536 visits across the month. Thursday sessions once again attracted the highest footfall overall, with attendance reaching 84 visitors in the first week of the month.
2. A total of 286 meals were served during March, with food costs averaging approximately £1.34 per meal (missing data for one Thursday means the average is skewed)
3. 536 visits in a single month shows the Hub is now a well-embedded and relied-upon service within the community.

4. Financial Overview

1. The Hub generated £537.73 in voluntary contributions from sessions, with weekly totals generally remaining above £100, showing continued and consistent support from attendees. In addition, a £200 donation was received during the final week of the month, providing a welcome boost to the Hub's income.
2. As of 31st March 2025, the Community Hub bank account stood at £3,667.41.

Appendix F



Cyngor Tref y Trallwng | Welshpool Town Council

Interim Strategic Plan - Action Plan - OD

The below actions form part of the adopted Interim Strategic Plan. Each committee is required each month to monitor progress against each action.

Town Centre & Regeneration

Ref	Committee	Action	Resource	Timescale	Progress	Comments
Enhance the town centre environment						
TC1	OD	Roll out shopfront/window dressing scheme for empty premises in partnership with landlords	TC/EO/CM £	Year 2	Not started	Budget line provided for in 2026/2027.
TC2	OD	Pilot town centre planting and hanging basket sponsorship scheme	TC/OM/CM £	Year 2	Not started	Budget line provided for in 2026/2027.
TC3	OD	Develop long-term "clean and green" action plan for pavements, signage and public spaces	TC/OM/CM £	Year 2-3	Not started	Plan to develop during Year 2 with implementation in Year 3.
Redevelop the Town Hall as a modern community and civic hub						
TH1	OD	Progress existing Expression of Interest to full National Lottery Heritage Fund application (??4.2m project)	TC £4200000.00	Year 1	Ongoing	EOI approved, work now progressing on full application. FC approved Governance Paper on 22nd October.
TH2	OD	Launch community fundraising campaign and sponsorship scheme alongside grant bid	TC £1000.00	Year 2	Not started	Budget line added to 26/27 budget (5458/101).

Ref	Committee	Action	Resource	Timescale	Progress	Comments
TH3	OD	Begin phased transformation works as required by lottery application	ALL £4200000.00	Year 3	Not started	
Revitalise the indoor and outdoor markets						
MA1	OD	Trial themed markets (e.g. farmers, crafts, seasonal) and promote through social media and newsletters	MO/CM £	Year 2	Not started	Forms part of Market Budget.
MA2	OD	Improve signage to both markets from car parks, train station and main areas	TC/MO £	Year 1-2	In progress	Utilise underspend in year. Still waiting to obtain consents to replace the sign.
MA3	OD	Support traders with joint marketing and promotion campaigns	MO/CM £	Year 1-3	In progress	Officers have visited local markets and produced marketing materials to encourage further traders to attend. Publicity on the website for current market traders has begun.
MA4	OD	Assess financial sustainability of Monday market and explore feasibility of adding a second trading day	TC/MO £	Year 2	Not started	

Open Spaces

Ref	Committee	Action	Resource	Timescale	Progress	Comments
Improve facilities for dog owners						
DO1	OD	Audit existing dog waste bins and identify priority locations for additional bins across parks, recreation grounds and key walking routes.	TC/OM £	Year 1-2	In progress	Assets now mapped and audit session taken place with team - O&D to discuss in April.

Ref	Committee	Action	Resource	Timescale	Progress	Comments
DO2	OD	Launch a public campaign on responsible dog ownership, including posters, social media messaging and signage in parks.	TC/CM £	Year 1-2	Not started	To be launched in Spring 2026.
DO3	OD	Introduce new dog waste bins in under-served areas and ensure they are clearly signposted.	OM/CM £	Year 2	Not started	Provision in 2026/2027 budget for new bins
DO4	OD	Explore the creation of a designated dog-friendly zone or enclosed dog exercise area within one of the open spaces.	TC/OM £	Year 2-3	Not started	
DO5	OD	Pilot new initiatives such as "Dog-Friendly Businesses" scheme to encourage shops and cafe's to welcome responsible dog owners.	TC/EO/CM £	Year 3	Not started	
Maintain and invest in open spaces						
OS1	OD	Audit all play areas, pitches, open spaces and income generation	TC/OM £	Year 1	Completed	Assets now mapped and consideration to asset improvement included in budget.
OS2	OD	Develop phased upgrade programme, beginning with most used play areas	OM/CM £	Year 2-3	Not started	
OS3	OD	Work with schools and sports clubs to align investment	TC/OM £	Year 2-3	Not started	
Protect and enhance the environment						
EN1	OD	Audit all biodiversity measures and prepare Section 6 report and action plan	TC/OM £	Year 1	In progress	Community workshops around Town Hall held in January, further events planned in April.

Ref	Committee	Action	Resource	Timescale	Progress	Comments
EN2	OD	Implement Section 6 action plan for next 3 years, which should include tree planting, community green days and growing volunteer base	OM/CM £	Year 2-3	In progress	See EV1 - Carnival Working Group created.
Redevelop the Motte and Bailey as a historical leisure and recreational space						
MB1	OD	Produce concept designs with heritage groups, schools and local community	ALL £	Year 1-2	In progress	Working Group examined plan to bid for ??50k from Landfill Disposals Tax for enhanced events space - unfortunately did not get grant - seek alternative funding.
MB2	OD	Explore funding options via Cadw, National Lottery, heritage tourism and Public Sector Works Board borrowing	TC £	Year 1-2	Not started	
MB3	OD	Begin phased works	TC/OM/CM £	Year 3	Not started	

Community Services

Ref	Committee	Action	Resource	Timescale	Progress	Comments
Maintain and protect public toilets						
PT1	OD	Promotion and marketing with enhanced signage around the town along with data capture technology to measure usage	TC/OM/CM £	Year 1-2	Delayed	Footfall counters proved to be ineffective - exploring other options.
PT2	OD	Resolve outstanding repairs to enable full use of Changing Places facility	OM/CM £	Year 1-2	Not started	Resource allocated in 2026/27 to complete works.
PT3	OD	Explore sponsorship and community toilet scheme with local businesses	TC/OM/EO £	Year 2-3	In progress	New donation signage has gone up in toilets.

Ref	Committee	Action	Resource	Timescale	Progress	Comments
Secure the future of the Ann Holloway Day Centre						
DC1	OD	Continue negotiations with charity and health board on leases	TC/TICM/OM £	Year 1	Completed	Leases signed off and executed.
Strengthen the Meals on Wheels service						
WM1	OD	Review operational model and explore opportunities for transfer to charity as part of Day Centre	TC/TICM/OM £	Year 1	Completed	Service transferred on 16th Feb 26.
WM2	OD	If service retained then begin expanded promotional campaign and trials of further expansion of offering	TICM/CM £	Year 2-3	Completed	No longer required.

Improving the Council

Ref	Committee	Action	Resource	Timescale	Progress	Comments
Strengthen engagement with the community						
EN2	All	Establish regular working groups e.g. Carnival, Markets, Open Spaces	EO £	Year 2	In progress	See EV1 - Carnival Working Group created.
EN3	All	Create a volunteer strategy and explore possible coordination roles to support more structured involvement	ALL £	Year 2-3	In progress	Volunteer Policy created but strategy now needs working alongside new Comm Engagement Officer.

Appendix G

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Detailed Income & Expenditure by Budget Heading 30/03/2026

Month No: 12

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Operations & Development</u>								
<u>100 Town Hall</u>								
1100 Income - Corn Exchange	955	5,645	7,000	1,355			80.6%	
1101 Refreshments - JRR	0	30	0	(30)			0.0%	
1103 Refreshments - Corn Exchange	0	230	0	(230)			0.0%	
1104 Refreshments - Assembly Room	0	100	0	(100)			0.0%	
1105 Income - Assembly Rooms	757	6,621	1,800	(4,821)			367.8%	
1110 Income - Other Rooms	226	1,539	1,000	(539)			153.9%	
1120 Income - Telephone Mast Rental	1,250	5,000	5,000	0			100.0%	
1206 Income - Utilities Recharge	202	428	0	(428)			0.0%	
1370 Income - Grant	9,500	21,500	0	(21,500)			0.0%	
1450 Income - Donations	4,200	4,200	0	(4,200)			0.0%	
Town Hall :- Income	17,088	45,293	14,800	(30,493)			306.0%	0
4000 Salary	4,914	57,266	68,355	11,089		11,089	83.8%	
4005 HMRC	878	15,250	6,885	(8,365)		(8,365)	221.5%	
4010 Pension Payments	442	5,550	6,657	1,107		1,107	83.4%	
4055 Rates	0	36,068	35,000	(1,068)		(1,068)	103.1%	
4060 Services	6,760	65,109	60,000	(5,109)		(5,109)	108.5%	
4065 Mobile Phones	(16)	0	0	0		0	0.0%	
4085 Repairs & Maintenance	177	25,337	15,000	(10,337)		(10,337)	168.9%	
4095 Licenses	(110)	1,031	1,500	469		469	68.8%	
4096 BLT Loan	0	940	0	(940)		(940)	0.0%	
4098 Community Fridge	672	2,252	2,500	248		248	90.1%	
4100 Cleaning & Materials	0	9,135	10,000	865		865	91.3%	
4200 Waste Collection	134	2,221	1,500	(721)		(721)	148.0%	
4202 Consumeables	195	512	500	(12)		(12)	102.5%	
4340 Equipment	449	0	500	500		500	0.0%	
4866 IT Costs	0	500	500	(0)		(0)	100.1%	
4875 Health & Safety	0	432	1,000	568		568	43.2%	
4900 Miscellaneous Costs	0	1,395	1,500	105		105	93.0%	
Town Hall :- Indirect Expenditure	14,495	222,997	211,397	(11,600)	0	(11,600)	105.5%	0
Net Income over Expenditure	2,593	(177,704)	(196,597)	(18,893)				
<u>110 Markets</u>								
1200 Income - Market Stalls	1,396	15,625	13,000	(2,625)			120.2%	
1205 Income - Outdoor Markets	52	1,091	1,000	(91)			109.1%	
1300 Income - Rent	383	1,706	0	(1,706)			0.0%	
Markets :- Income	1,831	18,421	14,000	(4,421)			131.6%	0

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Detailed Income & Expenditure by Budget Heading 30/03/2026

Month No: 12

Committee 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	340	750	410		410	45.3%	
4095 Licenses	0	24	500	476		476	4.8%	
4205 Marketing	11	191	250	59		59	76.4%	
Markets :- Indirect Expenditure	11	555	1,500	945	0	945	37.0%	0

Net Income over Expenditure **1,821** **17,866** **12,500** **(5,366)**

130 Recreation

1340 Income - Rec Club Rents etc	0	3,983	3,000	(983)			132.8%	
1345 Income - Casual Recreation	0	17	0	(17)			0.0%	
1350 Income - Allotments	25	855	600	(255)			142.5%	
1365 Income - Other	0	1,679	0	(1,679)			0.0%	
1370 Income - Grant	0	20,000	0	(20,000)			0.0%	
Recreation :- Income	25	26,534	3,600	(22,934)			737.1%	0
4020 Training Staff	0	1,905	2,000	95		95	95.3%	
4025 Uniforms	0	0	0	0		0	0.0%	
4060 Services	0	3,854	2,500	(1,354)		(1,354)	154.2%	
4085 Repairs & Maintenance	9,008	15,479	6,000	(9,479)	2,277	(11,755)	295.9%	
4200 Waste Collection	(179)	0	0	0		0	0.0%	
4202 Consumeables	243	714	500	(214)		(214)	142.9%	
4340 Equipment	883	2,444	2,500	56		56	97.8%	
4341 Play Equipment	0	26,506	10,000	(16,506)		(16,506)	265.1%	
4342 Play Area Fencing	0	13,250	16,000	2,750		2,750	82.8%	
4345 End of Season Works	0	21,380	20,000	(1,380)		(1,380)	106.9%	
4355 Country Park Lease	0	530	400	(130)		(130)	132.5%	
4360 Outer Park Lease	0	1,500	1,000	(500)		(500)	150.0%	
4365 STRI/ROSPA	0	1,603	1,500	(103)		(103)	106.9%	
4375 Memorial Garden	0	1,894	250	(1,644)		(1,644)	757.7%	
4380 Allotment Costs	0	0	300	300		300	0.0%	
4400 Vehicles	565	10,710	0	(10,710)		(10,710)	0.0%	
4401 Vehicle Running Costs	475	1,704	1,000	(704)		(704)	170.4%	
4875 Health & Safety	0	16	250	234		234	6.5%	
4900 Miscellaneous Costs	0	0	100	100		100	0.0%	
Recreation :- Indirect Expenditure	10,995	103,490	64,300	(39,190)	2,277	(41,467)	164.5%	0

Net Income over Expenditure **(10,970)** **(76,956)** **(60,700)** **16,256**

140 Street Scene

4000 Salary	4,861	54,510	65,079	10,569		10,569	83.8%	
4005 HMRC	875	13,999	6,566	(7,433)		(7,433)	213.2%	

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Detailed Income & Expenditure by Budget Heading 30/03/2026

Month No: 12

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4010 Pension Payments	485	5,797	4,662	(1,135)		(1,135)	124.4%	
4020 Training Staff	0	539	1,000	461		461	53.9%	
4025 Uniforms	(0)	444	500	56		56	88.9%	
4026 PPE	0	142	500	358		358	28.5%	
4065 Mobile Phones	31	188	200	12		12	94.0%	
4085 Repairs & Maintenance	0	843	1,200	357		357	70.3%	
4200 Waste Collection	300	2,894	2,500	(394)		(394)	115.7%	
4340 Equipment	(449)	554	3,000	2,446		2,446	18.5%	
4400 Vehicles	1,079	16,716	5,400	(11,316)		(11,316)	309.6%	
4401 Vehicle Running Costs	0	606	1,500	894		894	40.4%	
4515 Buttington Cemetery	0	1,300	1,500	200		200	86.7%	
4900 Miscellaneous Costs	0	0	200	200		200	0.0%	
Street Scene :- Indirect Expenditure	7,182	98,534	93,807	(4,727)	0	(4,727)	105.0%	0
Net Expenditure	(7,182)	(98,534)	(93,807)	4,727				
<u>150 Toilets</u>								
1450 Income - Donations	7	10	0	(10)			0.0%	
Toilets :- Income	7	10	0	(10)				0
4000 Salary	1,085	4,373	4,338	(35)		(35)	100.8%	
4005 HMRC	107	435	426	(9)		(9)	102.1%	
4010 Pension Payments	88	355	352	(3)		(3)	100.8%	
4060 Services	0	16,262	3,000	(13,262)		(13,262)	542.1%	
4085 Repairs & Maintenance	0	2,821	1,000	(1,821)		(1,821)	282.1%	
4100 Cleaning & Materials	0	6,550	9,884	3,334		3,334	66.3%	
4202 Consumeables	(166)	0	0	0		0	0.0%	
Toilets :- Indirect Expenditure	1,113	30,796	19,000	(11,796)	0	(11,796)	162.1%	0
Net Income over Expenditure	(1,106)	(30,786)	(19,000)	11,786				
<u>160 Domen Castell</u>								
4055 Rates	(1,157)	(574)	0	574		574	0.0%	
4060 Services	12	223	1,200	977		977	18.6%	
4085 Repairs & Maintenance	0	13,838	5,000	(8,838)		(8,838)	276.8%	
4095 Licenses	0	1,350	1,350	0		0	100.0%	
4550 Rent Private Land	0	3,000	3,000	0		0	100.0%	
Domen Castell :- Indirect Expenditure	(1,144)	17,837	10,550	(7,287)	0	(7,287)	169.1%	0
Net Expenditure	1,144	(17,837)	(10,550)	7,287				

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Detailed Income & Expenditure by Budget Heading 30/03/2026

Month No: 12

Committee 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								
1110 Income - Other Rooms	0	4,352	5,000	648			87.0%	
1300 Income - Rent	0	600	0	(600)			0.0%	
1635 Income - Lease	0	6,000	6,000	0			100.0%	
Ann Holloway Centre :- Income	0	10,952	11,000	48			99.6%	0
4060 Services	1,147	16,456	12,000	(4,456)		(4,456)	137.1%	
4085 Repairs & Maintenance	35	7,248	5,000	(2,248)		(2,248)	145.0%	
4100 Cleaning & Materials	0	1,043	2,000	957		957	52.1%	
4200 Waste Collection	0	1,071	1,500	429		429	71.4%	
4401 Vehicle Running Costs	0	127	0	(127)		(127)	0.0%	
4550 Rent Private Land	0	752	0	(752)		(752)	0.0%	
4861 Legal Fees	2,778	4,446	3,000	(1,446)		(1,446)	148.2%	
4875 Health & Safety	0	300	200	(100)		(100)	150.0%	
4900 Miscellaneous Costs	0	56	200	144		144	28.0%	
Ann Holloway Centre :- Indirect Expenditure	3,960	31,499	23,900	(7,599)	0	(7,599)	131.8%	0
Net Income over Expenditure	(3,960)	(20,547)	(12,900)	7,647				
200 Meals on Wheels								
1650 Income - Meals on Wheels	0	22,483	20,000	(2,483)			112.4%	
Meals on Wheels :- Income	0	22,483	20,000	(2,483)			112.4%	0
4000 Salary	610	15,180	21,735	6,555		6,555	69.8%	
4005 HMRC	0	2,248	801	(1,447)		(1,447)	280.7%	
4100 Cleaning & Materials	0	163	500	337		337	32.5%	
4202 Consumeables	0	25	250	225		225	10.0%	
4340 Equipment	0	0	500	500		500	0.0%	
4400 Vehicles	211	2,361	4,000	1,639		1,639	59.0%	
4710 Meal Costs	0	2,777	5,000	2,223		2,223	55.5%	
4900 Miscellaneous Costs	0	0	200	200		200	0.0%	
Meals on Wheels :- Indirect Expenditure	821	22,754	32,986	10,232	0	10,232	69.0%	0
Net Income over Expenditure	(821)	(271)	(12,986)	(12,715)				
Operations & Development :- Income	18,951	123,693	63,400	(60,293)			195.1%	
Expenditure	37,432	528,461	457,440	(71,021)	2,277	(73,298)	116.0%	
Movement to/(from) Gen Reserve	(18,481)	(404,768)	(394,040)	10,728				

Detailed Income & Expenditure by Budget Heading 30/03/2026

Month No: 12

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	18,951	123,693	63,400	(60,293)			195.1%	
Expenditure	37,432	528,461	457,440	(71,021)	2,277	(73,298)	116.0%	
Net Income over Expenditure	(18,481)	(404,768)	(394,040)	10,728				
Movement to/(from) Gen Reserve	(18,481)	(404,768)	(394,040)	10,728				