Cyngor Tref Trallwng Welshpool Town Council

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

Agenda & Summons
Finance & Governance Committee - 16/09/2026 6:30pm

10th September 2026

To: Alison Davies, Carol Robinson, David France (Vice Chair), Morag Bailey (Chair), Phil Pritchard, Richard Church, Revd William Rowell

Dear Councillor,

You are hereby summoned to attend a meeting of the Finance & Governance Committee of Welshpool Town Council which will be held on Wednesday 16th September 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 & Responsible Finance 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/86418256640?pwd=9jZeeWDwPKoVfJGcJpepAdO3W5fBim.1 to join online or use Zoom Meeting ID 864 1825 6640 and passcode 313104.

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. MINUTES AND MATTERS ARISING

4.1. Previous Minutes

To approve and sign as a correct record, the minutes from the meeting of the Finance & Governance Committee on 15/07/2026. [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 Finance & Governance Committee on 15/07/2026.

5. BUSINESS PLANNING & FINANCIAL MATTERS

5.1. Council Accounts (July - Period 4)

To consider the Income and Expenditure Reports and Cash and Bank Totals for July 2026 and note the bank balances as of 31st July 2026:
- General Fund - £27,081.92
- 30 Day Account - £100,503.66
- Petty Cash - £35.03
- Hub Community Account - £3,995.64

[Appendix C]
[Appendix D]

5.2. Council Accounts (August - Period 5)

To consider the Income and Expenditure Reports and Cash and Bank Totals for August 2026 and note the bank balances as of 31st August 2026:
- General Fund - £284,153.85
- 30 Day Account - £40,558.66
- Petty Cash - £35.03
- Hub Community Account - £4,083.81

[Appendix E]
[Appendix F]

5.2. Payment of Invoices - September

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

[Appendix G]

5.3. Scrutiny of Payments

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

5.4. Interim Strategic Plan Action Plan

To consider the approved committee Interim Strategic Plan action plan.

[Appendix H]

5.5. Budget Virements

To consider the budget virements and recommend to Full Council accordingly.

[Appendix I]

6. POLICY

6.1. Disciplinary Policy

To consider the draft Disciplinary Policy for adoption.

[Appendix J]

6.2. Grievance Policy

To consider the draft Grievance Policy for adoption.

[Appendix K]

6.3. Policy Review

To consider the review of policies against the Finance & Governance Toolkit.

[Appendix L]

7. OTHER MATTERS

7.1. Newsletter

To consider an update from the Town Clerk in respect of newsletters.

[Appendix M]

7.2. Budget Setting Timetable 2027-2028

To note the budget setting timetable for 2027-2028.

[Appendix N]

8. 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 Finance & Governance Committee will be held on 15th July 2026 at 6:30pm.

9. 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]

10. UTILITIES [CONFIDENTIAL]

To receive a written update from the Town Clerk on matters affecting utilities. [Confidential - information related to the financial or business affairs of a person and/or the authority.]

Confidential Document [Appendix O]

11. DEBTORS UPDATE - SEPTEMBER [CONFIDENTIAL]

To consider the debtors update from the Town Clerk. [Confidential - information related to the financial or business affairs of a person and/or the authority.]

Confidential Document [Appendix P]

12. STAFFING [CONFIDENTIAL]

To consider the monthly staffing report for the previous two months and any other staffing updates from the Town Clerk. [Confidential - information relating to any negotiation in connection with any labour relations matter arising between the Council and employees.]

Confidential Document [Appendix Q]
Confidential Document [Appendix R]

Appendix A

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

What matters are being discussed at the meeting?

Personal Interest

Do any relate to my interests?

A Does it affect my entries in the Register of Interests?

OR

B Does if 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 → **You can participate in the meeting and vote**

YES

You may have a personal interest in the matter

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

Prejudicial Interest

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

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

NO → **Also, withdraw from the meeting by leaving the room or chamber. Do not try to improperly influence the decision**

……..TOWN/COMMUNITY COUNCIL

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. PREJUDICAL 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.

Appendix B

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

DRAFT

Minutes of the Finance & Governance Committee held on 15/07/2026 6:30pm in Council Chamber, Welshpool Town Hall.

PRESENT:

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

Apologies for absence:

Cllr Phil Pritchard
Cllr Revd William Rowell

Absent:

Also in attendance:

Richard Williams - Town Clerk & Responsible Finance Officer

FG150726/1. WELCOME, CODE OF CONDUCT AND APOLOGIES FOR ABSENCE

The Chair welcomed all to the meeting and reminded attendees to show respect for all throughout the meeting in line with the obligations of the Code of Conduct. Apologies were received from Cllr Phil Pritchard and William Rowell.

FG150726/2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

None.

FG150726/3. PUBLIC PARTICIPATION

None.

FG150726/4. MINUTES AND MATTERS ARISING

FG150726/4.1 Previous Minutes

RESOLVED
To approve the minutes from the meeting of the Finance & Governance Committee on 17/06/2026.

WTCM792 - Proposed by Cllr Alison Davies, seconded by Cllr Richard Church

FG150726/4.2 Matters Arising

None.

Cllr Carol Robinson joined the meeting.

FG150726/5. BUSINESS PLANNING & FINANCIAL MATTERS

FG150726/5.1 Council Accounts (April - Period 3)

Members discussed the Inc & Exp report for Month 3.

RESOLVED
To note the bank balances, accounts and overspends for Period 3.

WTCM793 - Proposed by Cllr David France, seconded by Cllr Alison Davies

FG150726/5.2 Payment of Invoices - July

Members scrutinised the payment of invoices and asked a range of queries including the payments. It was requested that the Council's banking arrangements be added as a future agenda item.

RECOMMENDED
To approve payment of invoices for July 2026.

WTCM794 - Proposed by Cllr Alison Davies, seconded by Cllr Richard Church

FG150726/5.3 Scrutiny of Payments

The Town Clerk reported that this was yet to be completed by Cllr Phil Owen who is no longer a member of the committee.

RECOMMENDED
To appoint the following members for scrutiny of payments:
- Cllr Alison Davies for August in September

WTCM802 - Proposed by Cllr Richard Church, seconded by Cllr Carol Robinson

FG150726/5.4 Interim Strategic Plan Action Plan

The Town Clerk summarised the action plan progress to date and the recent achievements at the One Voice Wales conference was referenced due to some of the actions in the plan.

FG150726/5.5 Budget Virements

The Town Clerk explained the proposed virements and answered queries.

RECOMMENDED
To approve the following budget virements:
- General Reserve to 4100/100 (Cleaning & Materials/Town Hall) - £1,000 to top-up demand driven budget which has been used up.
- General Reserve to 4100/150 (Cleaning & Materials/Toilets) - £1,000 to top-up demand driven budget which has been used up.

- General Reserve to 4085/100 (Repairs & Maintenance/Town Hall) - £4,500 as requested by O&D for urgent electrical repair work.

WTCM795 - Proposed by Cllr Alison Davies, seconded by Cllr Richard Church

FG150726/5.6 Summer Recess

RECOMMENDED
To authorise the Town Clerk to pay urgent and/or contractual payments during August.

WTCM796 - Proposed by Cllr Morag Bailey, seconded by Cllr Alison Davies

FG150726/6. OTHER MATTERS

FG150726/6.1 Digital Engagement - Q1 2026

The Town Clerk summarised the report and answered queries.

FG150726/6.2 Newsletter

The Town Clerk explained the three quotations and the different models of usage such as direct mail or Door 2 Door for delivery of the newsletter. A discussion took place regarding the delivery of the newsletter and it was suggested that voluntary groups could assist.

The Town Clerk is to go away and explore further before bringing something back in September.

FG150726/7. ITEMS FOR FUTURE AGENDA & DATE OF NEXT MEETING

It was requested that future agenda items were considered on the policy schedule in the Finance & Governance Toolkit and banking arrangements. The next meeting will be held on the 23rd September 2026.

FG150726/8. 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.

WTCM797 - Proposed by Cllr Richard Church, seconded by Cllr Alison Davies

FG150726/9. UTILITIES [CONFIDENTIAL]

The Town Clerk gave an update on the Council's utility contracts and the issues surrounding them.

FG150726/10. STAFFING [CONFIDENTIAL]

The Town Clerk summarised the report and answered queries.

The meeting finished at 20:10.

Signed: Dated:

Councillor Morag Bailey (Chair)

Decision/Action Log

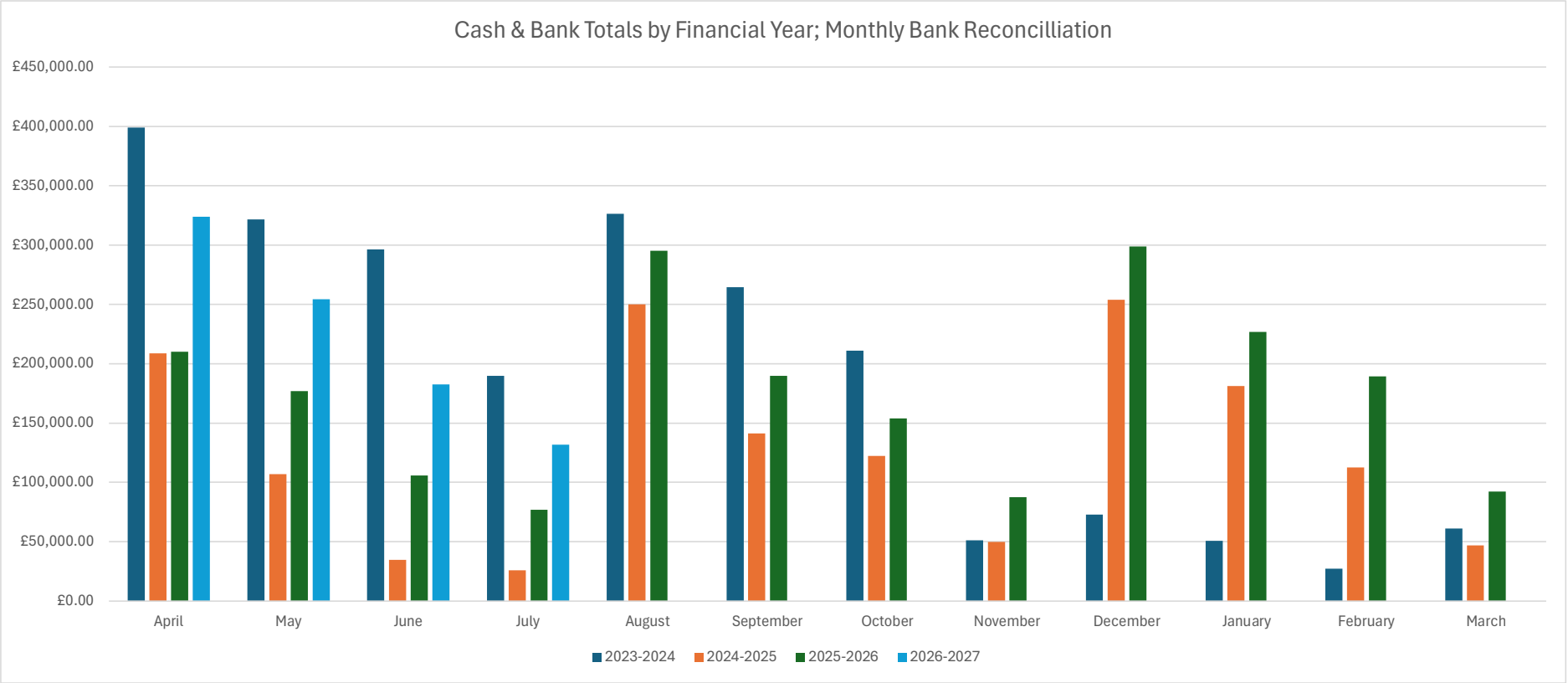
ID		Assigned
WTCM792	**RESOLUTION** **FG150726/4.1 Previous Minutes** To approve the minutes from the meeting of the Finance & Governance Committee on 17/06/2026.	Town Clerk & Responsible Finance Officer
WTCM793	**RESOLUTION** **FG150726/5.1 Council Accounts (April - Period 3)** To note the bank balances, accounts and overspends for Period 3.	Town Clerk & Responsible Finance Officer
WTCM794	**RECOMMENDATION** **FG150726/5.2 Payment of Invoices - July** To approve payment of invoices for July 2026.	Town Clerk & Responsible Finance Officer
WTCM795	**RECOMMENDATION** **FG150726/5.5 Budget Virements** To approve the following budget virements: - General Reserve to 4100/100 (Cleaning & Materials/Town Hall) - £1,000 to top-up demand driven budget which has been used up. - General Reserve to 4100/150 (Cleaning & Materials/Toilets) - £1,000 to top-up demand driven budget which has been used up. - General Reserve to 4085/100 (Repairs & Maintenance/Town Hall) - £4,500 as requested by O&D for urgent electrical repair work.	Town Clerk & Responsible Finance Officer
WTCM796	**RECOMMENDATION** **FG150726/5.6 Summer Recess** To authorise the Town Clerk to pay urgent and/or contractual payments during August.	Town Clerk & Responsible Finance Officer
WTCM797	**RESOLUTION** **FG150726/8 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
WTCM802	**RECOMMENDATION** **FG150726/5.3 Scrutiny of Payments** To appoint the following members for scrutiny of payments: - Cllr Alison Davies for August in September	Town Clerk & Responsible Finance Officer

Appendix C

Welshpool Town Council

Cash & Bank Totals

Financial Year	April	May	June	July	August	September	October	November	December	January	February	March
	Precept				Precept				Precept			
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	£182,667.83	£131,616.25								



Appendix D

Welshpool Town Council 2026/2027

Detailed Income & Expenditure by Budget Heading 19/08/2026

Month No: 4 **Committee Report**

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Finance & Governance									
210	Administration & Management								
1076	Precept	0	269,308	807,924	538,616			33.3%	
1080	Income - Interest	84	305	700	395			43.5%	
1365	Income - Other	1	1	0	(1)			0.0%	
	Administration & Management :- Income	**85**	**269,614**	**808,624**	**539,010**			**33.3%**	**0**
4000	Salary	7,937	29,484	99,890	70,406		70,406	29.5%	
4005	HMRC	884	4,276	12,550	8,274		8,274	34.1%	
4010	Pension Payments	689	2,591	7,000	4,409		4,409	37.0%	
4011	PCC Pension Shortfall	0	6,100	6,100	0		0	100.0%	
4020	Training Staff	526	526	4,500	3,974		3,974	11.7%	
4021	Training Councillors	208	208	1,250	1,042		1,042	16.6%	
4025	Uniforms	0	0	200	200		200	0.0%	
4061	Electricity	88	88	0	(88)		(88)	0.0%	
4065	Mobile Phones	0	49	200	151		151	24.6%	
4205	Marketing	18	263	1,000	737		737	26.3%	
4330	Special Projects	0	0	16,000	16,000		16,000	0.0%	
4340	Equipment	0	0	500	500		500	0.0%	
4445	Conferences	116	491	750	259		259	65.5%	
4470	Bank Charges	42	249	1,000	751		751	24.9%	
4725	Stationery	73	348	1,500	1,152		1,152	23.2%	
4850	Insurance	0	34,541	33,000	(1,541)		(1,541)	104.7%	
4855	Audit	1,979	1,979	2,500	521		521	79.1%	
4860	Professional Fees	0	1,844	2,500	656		656	73.8%	
4861	Legal Fees	205	2,598	2,500	(98)		(98)	103.9%	
4875	Health & Safety	1,808	7,254	7,250	(4)		(4)	100.1%	
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	95	2,264	2,500	236		236	90.6%	
4900	Miscellaneous Costs	68	401	500	99		99	80.1%	
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	**14,736**	**95,554**	**232,743**	**137,189**	**0**	**137,189**	**41.1%**	**0**
	Net Income over Expenditure	**(14,651)**	**174,059**	**575,881**	**401,822**				

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
211	Office								
4055	Rates	0	2,824	2,824	0		0	100.0%	
4061	Electricity	0	1,237	6,000	4,763		4,763	20.6%	
4085	Repairs & Maintenance	0	890	0	(890)		(890)	0.0%	
4100	Cleaning & Materials	0	0	250	250		250	0.0%	
4340	Equipment	0	458	3,618	3,160		3,160	12.7%	
	Office :- Indirect Expenditure	**0**	**5,409**	**12,692**	**7,283**	**0**	**7,283**	**42.6%**	**0**
	Net Expenditure	**0**	**(5,409)**	**(12,692)**	**(7,283)**				
212	Members Allowances								
1450	Income - Donations	0	182	0	(182)			0.0%	
	Members Allowances :- Income	**0**	**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	**0**	**182**	**(4,620)**	**(4,802)**				
213	IT Costs								
4095	Licenses	17	199	240	41		41	82.8%	
4340	Equipment	4	868	2,500	1,632		1,632	34.7%	
4865	Web Site	19	90	500	410		410	18.0%	
4920	Accounts Software	0	4,844	4,000	(844)		(844)	121.1%	
4921	IT Support	270	1,101	3,156	2,055		2,055	34.9%	
4922	Photocopier	0	2,800	5,600	2,800		2,800	50.0%	
4923	Telephone & Broadband	571	2,353	6,855	4,502		4,502	34.3%	
	IT Costs :- Indirect Expenditure	**881**	**12,255**	**22,851**	**10,596**	**0**	**10,596**	**53.6%**	**0**
	Net Expenditure	**(881)**	**(12,255)**	**(22,851)**	**(10,596)**				
	Finance & Governance :- Income	**85**	**269,796**	**808,624**	**538,828**			**33.4%**	
	Expenditure	**15,618**	**113,219**	**272,906**	**159,687**	**0**	**159,687**	**41.5%**	
	Movement to/(from) Gen Reserve	**(15,533)**	**156,577**	**535,718**	**379,141**				
Operations & Development									
100	Town Hall								
1100	Income - Corn Exchange	560	2,418	5,000	2,582			48.4%	
1103	Refreshments - Corn Exchange	0	60	0	(60)			0.0%	

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Welshpool Town Council 2026/2027

Detailed Income & Expenditure by Budget Heading 19/08/2026

Month No: 4 **Committee Report**

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1105	Income - Assembly Rooms	364	907	3,500	2,593			25.9%	
1110	Income - Other Rooms	240	395	1,250	855			31.6%	
1120	Income - Telephone Mast Rental	0	1,250	5,000	3,750			25.0%	
1206	Income - Utilities Recharge	0	340	600	260			56.7%	
	Town Hall :- Income	**1,164**	**5,370**	**15,350**	**9,980**			**35.0%**	**0**
4055	Rates	0	31,877	31,877	0		0	100.0%	
4061	Electricity	4,768	11,295	25,000	13,705		13,705	45.2%	
4062	Gas	374	6,637	30,000	23,363		23,363	22.1%	
4063	Water	1,566	1,566	2,500	934		934	62.6%	
4064	Hygiene Contract	829	3,884	4,500	616		616	86.3%	
4066	Statutory Testing	0	3,096	4,500	1,404		1,404	68.8%	
4085	Repairs & Maintenance	2,253	4,948	10,500	5,552		5,552	47.1%	
4095	Licenses	295	295	1,000	705		705	29.5%	
4098	Community Fridge	0	6	250	244		244	2.5%	
4100	Cleaning & Materials	50	425	1,375	950		950	30.9%	
4200	Waste Collection	112	363	2,750	2,387		2,387	13.2%	
4202	Consumeables	29	63	250	187		187	25.2%	
4340	Equipment	0	277	250	(27)		(27)	110.7%	
4900	Miscellaneous Costs	50	214	1,000	786		786	21.4%	
5126	Soft Play Trial	0	0	3,000	3,000		3,000	0.0%	
	Town Hall :- Indirect Expenditure	**10,324**	**64,947**	**118,752**	**53,805**	**0**	**53,805**	**54.7%**	**0**
	Net Income over Expenditure	**(9,160)**	**(59,577)**	**(103,402)**	**(43,825)**				
101	Town Hall Transformation								
1450	Income - Donations	0	184	0	(184)			0.0%	
	Town Hall Transformation :- Income	**0**	**184**	**0**	**(184)**				**0**
4097	Borrowing	0	0	24,000	24,000		24,000	0.0%	
4900	Miscellaneous Costs	200	200	250	50		50	80.0%	
4930	Fundraiser/Consultants	0	6,376	5,000	(1,376)		(1,376)	127.5%	
5458	TH2 - Fundraising Campaign	122	418	500	82		82	83.5%	
	Town Hall Transformation :- Indirect Expenditure	**322**	**6,993**	**29,750**	**22,757**	**0**	**22,757**	**23.5%**	**0**
	Net Income over Expenditure	**(322)**	**(6,809)**	**(29,750)**	**(22,941)**				
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**	**0.0%**	**0**
	Net Expenditure	**0**	**0**	**(2,500)**	**(2,500)**				

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Welshpool Town Council 2026/2027

Detailed Income & Expenditure by Budget Heading 19/08/2026

Month No: 4 **Committee Report**

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
110	Markets								
1200	Income - Market Stalls	1,296	5,618	13,000	7,382			43.2%	
1205	Income - Outdoor Markets	104	392	1,000	608			39.2%	
1300	Income - Rent	0	843	5,980	5,137			14.1%	
	Markets :- Income	**1,400**	**6,854**	**19,980**	**13,126**			**34.3%**	**0**
4000	Salary	679	2,526	8,070	5,544		5,544	31.3%	
4005	HMRC	87	423	1,030	607		607	41.1%	
4010	Pension Payments	53	205	570	365		365	35.9%	
4095	Licenses	0	0	500	500		500	0.0%	
4205	Marketing	0	0	1,000	1,000		1,000	0.0%	
	Markets :- Indirect Expenditure	**819**	**3,153**	**11,170**	**8,017**	**0**	**8,017**	**28.2%**	**0**
	Net Income over Expenditure	**580**	**3,700**	**8,810**	**5,110**				
130	Recreation								
4085	Repairs & Maintenance	0	2,277	0	(2,277)		(2,277)	0.0%	
	Recreation :- Indirect Expenditure	**0**	**2,277**	**0**	**(2,277)**	**0**	**(2,277)**		**0**
	Net Expenditure	**0**	**(2,277)**	**0**	**2,277**				
131	Operations								
4000	Salary	10,154	40,115	126,630	86,515		86,515	31.7%	
4002	Overtime	0	0	3,000	3,000		3,000	0.0%	
4005	HMRC	1,269	6,702	15,460	8,758		8,758	43.3%	
4010	Pension Payments	981	3,918	8,620	4,702		4,702	45.4%	
4020	Training Staff	526	526	3,000	2,474		2,474	17.5%	
4025	Uniforms	0	0	400	400		400	0.0%	
4026	PPE	0	0	500	500		500	0.0%	
4065	Mobile Phones	49	98	200	102		102	49.1%	
4202	Consumeables	0	0	500	500		500	0.0%	
4400	Vehicles	489	1,955	5,865	3,910		3,910	33.3%	
4401	Vehicle Running Costs	26	235	1,200	965		965	19.6%	
4875	Health & Safety	0	0	250	250		250	0.0%	
4900	Miscellaneous Costs	0	0	300	300		300	0.0%	
	Operations :- Indirect Expenditure	**13,493**	**53,549**	**165,925**	**112,376**	**0**	**112,376**	**32.3%**	**0**
	Net Expenditure	**(13,493)**	**(53,549)**	**(165,925)**	**(112,376)**				
132	Playparks								
4085	Repairs & Maintenance	0	0	8,000	8,000		8,000	0.0%	

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
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	1,041	1,041	2,600	1,559		1,559	40.1%	
4085	Repairs & Maintenance	(2)	2,371	7,000	4,629		4,629	33.9%	
4087	Tree Surveys / Works	0	0	1,500	1,500		1,500	0.0%	
4202	Consumeables	20	226	500	274		274	45.2%	
4340	Equipment	200	1,083	5,000	3,917		3,917	21.7%	
4345	End of Season Works	15,400	15,400	23,000	7,600		7,600	67.0%	
4355	Country Park Lease	0	0	500	500		500	0.0%	
4360	Outer Park Lease	0	1,500	1,500	0		0	100.0%	
4365	STRI/ROSPA	0	538	1,500	962		962	35.9%	
4400	Vehicles	565	2,259	6,778	4,519		4,519	33.3%	
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	**17,224**	**25,803**	**51,778**	**25,975**	**0**	**25,975**	**49.8%**	**0**
	Net Income over Expenditure	**(17,224)**	**(25,803)**	**(48,078)**	**(22,275)**				
135	Waste Collection								
4200	Waste Collection	411	1,525	2,750	1,225		1,225	55.5%	
4400	Vehicles	590	2,361	7,082	4,721		4,721	33.3%	
4401	Vehicle Running Costs	99	99	1,200	1,101		1,101	8.2%	
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	**1,100**	**3,985**	**12,282**	**8,297**	**0**	**8,297**	**32.4%**	**0**
	Net Expenditure	**(1,100)**	**(3,985)**	**(12,282)**	**(8,297)**				
136	Allotments								
1350	Income - Allotments	(50)	700	750	50			93.3%	
	Allotments :- Income	**(50)**	**700**	**750**	**50**			**93.3%**	**0**
4063	Water	197	197	500	303		303	39.4%	
4085	Repairs & Maintenance	0	6	250	244		244	2.6%	
	Allotments :- Indirect Expenditure	**197**	**203**	**750**	**547**	**0**	**547**	**27.1%**	**0**
	Net Income over Expenditure	**(247)**	**497**	**0**	**(497)**				

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
137	Biodiversity & Horticulture								
4383	Flowers & Gardens	584	584	1,000	416		416	58.4%	
5457	EN2 - Biodiversity Action	0	0	2,000	2,000		2,000	0.0%	
	Biodiversity & Horticulture :- Indirect Expenditure	**584**	**584**	**3,000**	**2,416**	**0**	**2,416**	**19.5%**	**0**
	Net Expenditure	**(584)**	**(584)**	**(3,000)**	**(2,416)**				
138	Bus Shelters/Street Furniture								
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)**				
139	The Hub								
1455	Income - Warm Hub Donations	288	1,730	0	(1,730)			0.0%	
	The Hub :- Income	**288**	**1,730**	**0**	**(1,730)**				**0**
5450	Warm Hub Expenditure	205	1,309	0	(1,309)		(1,309)	0.0%	
	The Hub :- Indirect Expenditure	**205**	**1,309**	**0**	**(1,309)**	**0**	**(1,309)**		**0**
	Net Income over Expenditure	**84**	**421**	**0**	**(421)**				
150	Toilets								
1365	Income - Other	0	0	500	500			0.0%	
1450	Income - Donations	1	18	0	(18)			0.0%	
	Toilets :- Income	**1**	**18**	**500**	**482**			**3.6%**	**0**
4000	Salary	2,207	6,310	21,120	14,810		14,810	29.9%	
4005	HMRC	145	534	1,670	1,136		1,136	32.0%	
4010	Pension Payments	81	349	1,480	1,131		1,131	23.6%	
4061	Electricity	28	95	2,000	1,905		1,905	4.8%	
4063	Water	1,622	1,622	5,000	3,378		3,378	32.4%	
4064	Hygiene Contract	0	0	4,500	4,500		4,500	0.0%	
4085	Repairs & Maintenance	150	150	1,000	850		850	15.0%	
4100	Cleaning & Materials	0	523	1,500	977		977	34.9%	
4991	Capital Works	23	714	1,000	286		286	71.4%	
	Toilets :- Indirect Expenditure	**4,255**	**10,298**	**39,270**	**28,973**	**0**	**28,973**	**26.2%**	**0**
	Net Income over Expenditure	**(4,254)**	**(10,279)**	**(38,770)**	**(28,491)**				

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		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	12	51	200	149		149	25.5%	
4063	Water	0	0	100	100		100	0.0%	
4085	Repairs & Maintenance	0	155	1,500	1,345		1,345	10.3%	
4500	CCTV	0	659	1,000	341		341	65.9%	
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	**12**	**5,346**	**8,929**	**3,583**	**0**	**3,583**	**59.9%**	**0**
	Net Expenditure	**(12)**	**(5,346)**	**(8,929)**	**(3,583)**				
190	Ann Holloway Centre								
1300	Income - Rent	0	250	1,000	750			25.0%	
1365	Income - Other	0	1,397	1	(1,396)			139710.0	
	Ann Holloway Centre :- Income	**0**	**1,647**	**1,001**	**(646)**			**164.5%**	**0**
4085	Repairs & Maintenance	0	450	450	0		0	100.0%	
	Ann Holloway Centre :- Indirect Expenditure	**0**	**450**	**450**	**0**	**0**	**0**	**100.0%**	**0**
	Net Income over Expenditure	**0**	**1,197**	**551**	**(646)**				
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	211	1,780	2,904	1,124		1,124	61.3%	
4710	Meal Costs	0	0	500	500		500	0.0%	
	Meals on Wheels :- Indirect Expenditure	**211**	**1,780**	**3,979**	**2,199**	**0**	**2,199**	**44.7%**	**0**
	Net Expenditure	**(211)**	**(1,780)**	**(3,979)**	**(2,199)**				
239	Pride in Place								
1370	Income - Grant	0	0	83,000	83,000			0.0%	
	Pride in Place :- Income	**0**	**0**	**83,000**	**83,000**			**0.0%**	**0**
4991	Capital Works	0	0	83,000	83,000		83,000	0.0%	
	Pride in Place :- Indirect Expenditure	**0**	**0**	**83,000**	**83,000**	**0**	**83,000**	**0.0%**	**0**
	Net Income over Expenditure	**0**	**0**	**0**	**0**				
	Operations & Development :- Income	**2,803**	**16,502**	**124,281**	**107,779**			**13.3%**	
	Expenditure	**48,747**	**180,675**	**552,785**	**372,110**	**0**	**372,110**	**32.7%**	
	Movement to/(from) Gen Reserve	**(45,943)**	**(164,173)**	**(428,504)**	**(264,331)**				

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Events & Planning									
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**	**0.0%**	**0**
	Net Expenditure	**0**	**0**	**(1,500)**	**(1,500)**				
180	Tourist Information								
1500	Income - Commission Sales	11,000	31,601	42,000	10,399			75.2%	
1505	Income - Rail Ticket	750	2,943	8,000	5,057			36.8%	
1510	Income - Direct Sales	1,019	4,106	12,000	7,894			34.2%	
	Tourist Information :- Income	**12,769**	**38,650**	**62,000**	**23,350**			**62.3%**	**0**
4000	Salary	4,911	20,768	67,390	46,622		46,622	30.8%	
4005	HMRC	555	2,543	7,860	5,317		5,317	32.4%	
4010	Pension Payments	388	2,167	7,030	4,863		4,863	30.8%	
4055	Rates	0	2,824	2,824	1		1	100.0%	
4061	Electricity	28	251	2,000	1,749		1,749	12.5%	
4085	Repairs & Maintenance	378	731	1,500	769		769	48.7%	
4100	Cleaning & Materials	229	229	250	21		21	91.7%	
4205	Marketing	0	0	500	500		500	0.0%	
4470	Bank Charges	70	229	1,000	771		771	22.9%	
4660	Direct Stock	234	1,495	7,500	6,005		6,005	19.9%	
4661	Commission Costs	5,331	19,218	35,000	15,782		15,782	54.9%	
4662	Train Tickets / Other Tourism	0	0	650	650		650	0.0%	
4875	Health & Safety	0	21	500	479		479	4.2%	
4900	Miscellaneous Costs	37	110	500	390		390	22.0%	
	Tourist Information :- Indirect Expenditure	**12,160**	**50,586**	**134,504**	**83,918**	**0**	**83,918**	**37.6%**	**0**
	Net Income over Expenditure	**608**	**(11,936)**	**(72,504)**	**(60,568)**				
182	Tourism								
5451	VW1 - Tourism Brand	49	49	3,000	2,951		2,951	1.6%	
5452	VW2 - Promotion Tourism	0	59	1,500	1,441		1,441	3.9%	
	Tourism :- Indirect Expenditure	**49**	**108**	**4,500**	**4,392**	**0**	**4,392**	**2.4%**	**0**
	Net Expenditure	**(49)**	**(108)**	**(4,500)**	**(4,392)**				
230	Events								
1450	Income - Donations	0	55	0	(55)			0.0%	

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1895	Income - Other Events	38	38	1,500	1,462			2.5%	
	Events :- Income	**38**	**93**	**1,500**	**1,407**			**6.2%**	**0**
4000	Salary	1,205	4,899	16,140	11,241		11,241	30.4%	
4005	HMRC	151	823	2,050	1,227		1,227	40.2%	
4010	Pension Payments	96	399	1,130	731		731	35.3%	
4065	Mobile Phones	0	49	200	151		151	24.6%	
4205	Marketing	0	55	1,000	945		945	5.5%	
4900	Miscellaneous Costs	0	50	250	200		200	20.0%	
5175	Bunting & Flags	0	241	2,000	1,759		1,759	12.1%	
5180	Road Closure	550	550	600	50		50	91.7%	
5190	Community Events	0	20	2,650	2,630		2,630	0.7%	
	Events :- Indirect Expenditure	**2,003**	**7,086**	**26,020**	**18,934**	**0**	**18,934**	**27.2%**	**0**
	Net Income over Expenditure	**(1,964)**	**(6,993)**	**(24,520)**	**(17,527)**				
231	Carnival								
1345	Income - Casual Recreation	0	732	0	(732)			0.0%	
1450	Income - Donations	350	440	0	(440)			0.0%	
1850	Income - Carnival	0	1,003	800	(203)			125.4%	
	Carnival :- Income	**350**	**2,176**	**800**	**(1,376)**			**272.0%**	**0**
4001	Staffing Cost	1,004	1,004	1,000	(4)		(4)	100.4%	
4340	Equipment	0	343	650	308		308	52.7%	
5192	Carnival	28	2,593	2,400	(193)		(193)	108.0%	
	Carnival :- Indirect Expenditure	**1,032**	**3,939**	**4,050**	**111**	**0**	**111**	**97.3%**	**0**
	Net Income over Expenditure	**(682)**	**(1,763)**	**(3,250)**	**(1,487)**				
232	Winter Festival								
1880	Income - Winter Festival	0	(30)	1,000	1,030			(3.0%)	
	Winter Festival :- Income	**0**	**(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	0	27	2,200	2,173		2,173	1.2%	
5123	Gifts for Santa	0	0	300	300		300	0.0%	
5180	Road Closure	0	0	600	600		600	0.0%	
	Winter Festival :- Indirect Expenditure	**0**	**27**	**4,750**	**4,723**	**0**	**4,723**	**0.6%**	**0**
	Net Income over Expenditure	**0**	**(57)**	**(3,750)**	**(3,693)**				

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
233	Flicks in the Sticks								
1860	Income - Flicks in the Sticks	0	178	1,000	822			17.8%	
	Flicks in the Sticks :- Income	**0**	**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	**0**	**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	300	1,450	1,150		1,150	20.7%	
5145	Community Awards	0	274	300	26		26	91.3%	
5146	Civic & Hospitality	0	150	250	100		100	60.0%	
	Civic Events :- Indirect Expenditure	**0**	**724**	**2,000**	**1,276**	**0**	**1,276**	**36.2%**	**0**
	Net Income over Expenditure	**0**	**156**	**(2,000)**	**(2,156)**				
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	0	2,840	2,000	(840)		(840)	142.0%	
	Christmas Lights :- Indirect Expenditure	**0**	**2,840**	**12,600**	**9,760**	**0**	**9,760**	**22.5%**	**0**
	Net Expenditure	**0**	**(2,840)**	**(12,600)**	**(9,760)**				
238	Car Parking								
1361	Income - Car Park Donations	20	80	0	(80)			0.0%	
	Car Parking :- Income	**20**	**80**	**0**	**(80)**				**0**
	Net Income	**20**	**80**	**0**	**(80)**				

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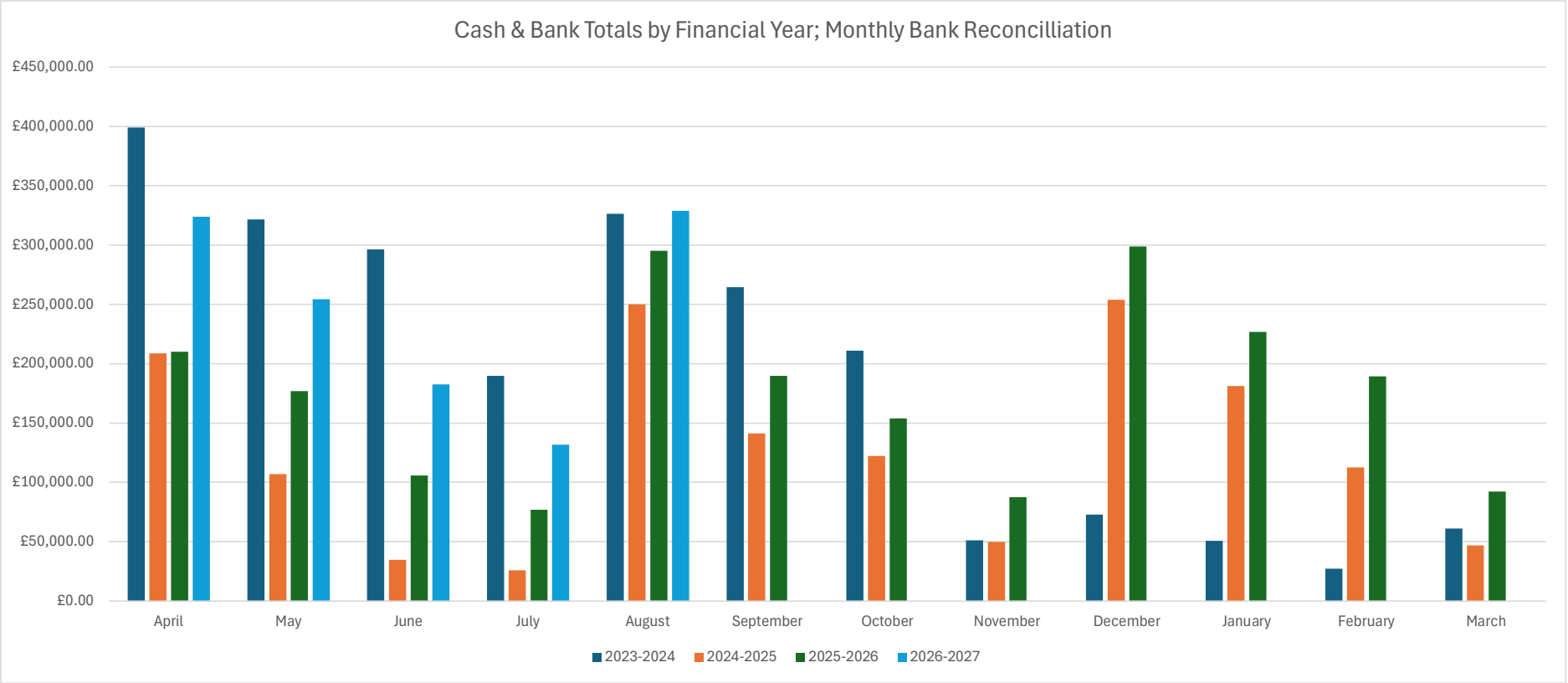
		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
	Events & Planning :- Income	**13,177**	**42,026**	**68,800**	**26,774**			**61.1%**	
	Expenditure	**15,244**	**65,310**	**194,524**	**129,214**	**0**	**129,214**	**33.6%**	
	Movement to/(from) Gen Reserve	**(2,067)**	**(23,284)**	**(125,724)**	**(102,440)**				
Tour de France									
237	Tour de France								
5461	Tour de France	0	0	5,000	5,000		5,000	0.0%	
	Tour de France :- Indirect Expenditure	**0**	**0**	**5,000**	**5,000**	**0**	**5,000**		**0**
	Net Expenditure	**0**	**0**	**(5,000)**	**(5,000)**				
	Tour de France :- Income	**0**	**0**	**0**	**0**			**0.0%**	
	Expenditure	**0**	**0**	**5,000**	**5,000**	**0**	**5,000**	**0.0%**	
	Movement to/(from) Gen Reserve	**0**	**0**	**(5,000)**	**(5,000)**				
	Grand Totals:- Income	**16,066**	**328,324**	**1,001,705**	**673,381**			**32.8%**	
	Expenditure	**79,609**	**359,204**	**1,025,215**	**666,011**	**0**	**666,011**	**35.0%**	
	Net Income over Expenditure	**(63,543)**	**(30,880)**	**(23,510)**	**7,370**				
	Movement to/(from) Gen Reserve	**(63,543)**	**(30,880)**	**(23,510)**	**7,370**				

Appendix E

Welshpool Town Council

Cash & Bank Totals

					Precept							
Financial Year	**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	£182,667.83	£131,616.25	£328,831.35							



Appendix F

Welshpool Town Council 2026/2027

Detailed Income & Expenditure by Budget Heading 04/09/2026

Month No: 5 **Committee Report**

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Finance & Governance									
210	Administration & Management								
1076	Precept	269,308	538,616	807,924	269,308			66.7%	
1080	Income - Interest	55	360	700	340			51.4%	
1365	Income - Other	0	1	0	(1)			0.0%	
	Administration & Management :- Income	**269,363**	**538,977**	**808,624**	**269,647**			**66.7%**	**0**
4000	Salary	7,899	37,384	99,890	62,506		62,506	37.4%	
4005	HMRC	878	5,154	12,550	7,396		7,396	41.1%	
4010	Pension Payments	686	3,277	7,000	3,723		3,723	46.8%	
4011	PCC Pension Shortfall	0	6,100	6,100	0		0	100.0%	
4020	Training Staff	140	666	4,500	3,834		3,834	14.8%	
4021	Training Councillors	88	296	1,250	954		954	23.7%	
4025	Uniforms	0	0	200	200		200	0.0%	
4061	Electricity	(88)	0	0	0		0	0.0%	
4065	Mobile Phones	0	49	200	151		151	24.6%	
4205	Marketing	37	300	1,000	700		700	30.0%	
4330	Special Projects	850	850	16,000	15,150		15,150	5.3%	
4340	Equipment	0	0	500	500		500	0.0%	
4445	Conferences	44	535	750	215		215	71.4%	
4470	Bank Charges	52	301	1,000	699		699	30.1%	
4725	Stationery	0	348	1,500	1,152		1,152	23.2%	
4850	Insurance	0	34,541	33,000	(1,541)		(1,541)	104.7%	
4855	Audit	0	1,979	2,500	521		521	79.1%	
4860	Professional Fees	0	1,844	2,500	656		656	73.8%	
4861	Legal Fees	0	2,598	2,500	(98)		(98)	103.9%	
4875	Health & Safety	450	7,704	7,250	(454)		(454)	106.3%	
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	2,264	2,500	236		236	90.6%	
4900	Miscellaneous Costs	105	506	500	(6)		(6)	101.1%	
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	**11,141**	**106,696**	**232,743**	**126,047**	**0**	**126,047**	**45.8%**	**0**
	Net Income over Expenditure	**258,222**	**432,281**	**575,881**	**143,600**				

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
211	Office								
4055	Rates	0	2,824	2,824	0		0	100.0%	
4061	Electricity	169	1,407	6,000	4,593		4,593	23.4%	
4085	Repairs & Maintenance	0	890	0	(890)		(890)	0.0%	
4100	Cleaning & Materials	0	0	250	250		250	0.0%	
4340	Equipment	46	504	3,618	3,114		3,114	13.9%	
	Office :- Indirect Expenditure	**215**	**5,624**	**12,692**	**7,068**	**0**	**7,068**	**44.3%**	**0**
	Net Expenditure	**(215)**	**(5,624)**	**(12,692)**	**(7,068)**				
212	Members Allowances								
1450	Income - Donations	0	182	0	(182)			0.0%	
	Members Allowances :- Income	**0**	**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	**0**	**182**	**(4,620)**	**(4,802)**				
213	IT Costs								
4095	Licenses	83	282	240	(42)		(42)	117.5%	
4340	Equipment	0	868	2,500	1,632		1,632	34.7%	
4865	Web Site	19	109	500	391		391	21.9%	
4920	Accounts Software	0	4,844	4,000	(844)		(844)	121.1%	
4921	IT Support	270	1,371	3,156	1,785		1,785	43.5%	
4922	Photocopier	0	2,800	5,600	2,800		2,800	50.0%	
4923	Telephone & Broadband	596	2,949	6,855	3,906		3,906	43.0%	
	IT Costs :- Indirect Expenditure	**969**	**13,224**	**22,851**	**9,627**	**0**	**9,627**	**57.9%**	**0**
	Net Expenditure	**(969)**	**(13,224)**	**(22,851)**	**(9,627)**				
	Finance & Governance :- Income	**269,363**	**539,159**	**808,624**	**269,465**			**66.7%**	
	Expenditure	**12,325**	**125,544**	**272,906**	**147,362**	**0**	**147,362**	**46.0%**	
	Movement to/(from) Gen Reserve	**257,038**	**413,615**	**535,718**	**122,103**				
Operations & Development									
100	Town Hall								
1100	Income - Corn Exchange	487	2,904	5,000	2,096			58.1%	
1103	Refreshments - Corn Exchange	0	60	0	(60)			0.0%	

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Welshpool Town Council 2026/2027

Detailed Income & Expenditure by Budget Heading 04/09/2026

Month No: 5 **Committee Report**

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1105	Income - Assembly Rooms	1	908	3,500	2,592			25.9%	
1110	Income - Other Rooms	8	403	1,250	847			32.2%	
1120	Income - Telephone Mast Rental	0	1,250	5,000	3,750			25.0%	
1206	Income - Utilities Recharge	0	340	600	260			56.7%	
	Town Hall :- Income	**495**	**5,865**	**15,350**	**9,485**			**38.2%**	**0**
4055	Rates	0	31,877	31,877	0		0	100.0%	
4061	Electricity	1,802	13,097	25,000	11,903		11,903	52.4%	
4062	Gas	386	7,023	30,000	22,977		22,977	23.4%	
4063	Water	0	1,566	2,500	934		934	62.6%	
4064	Hygiene Contract	85	3,969	4,500	531		531	88.2%	
4066	Statutory Testing	0	3,096	4,500	1,404		1,404	68.8%	
4085	Repairs & Maintenance	286	5,234	10,500	5,266		5,266	49.9%	
4095	Licenses	0	295	1,000	705		705	29.5%	
4098	Community Fridge	0	6	250	244		244	2.5%	
4100	Cleaning & Materials	9	434	1,375	941		941	31.6%	
4200	Waste Collection	0	363	2,750	2,387		2,387	13.2%	
4202	Consumeables	0	63	250	187		187	25.2%	
4340	Equipment	0	277	250	(27)		(27)	110.7%	
4900	Miscellaneous Costs	29	244	1,000	756		756	24.4%	
5126	Soft Play Trial	0	0	3,000	3,000		3,000	0.0%	
	Town Hall :- Indirect Expenditure	**2,598**	**67,546**	**118,752**	**51,206**	**0**	**51,206**	**56.9%**	**0**
	Net Income over Expenditure	**(2,103)**	**(61,680)**	**(103,402)**	**(41,722)**				
101	Town Hall Transformation								
1450	Income - Donations	0	184	0	(184)			0.0%	
	Town Hall Transformation :- Income	**0**	**184**	**0**	**(184)**				**0**
4097	Borrowing	0	0	24,000	24,000		24,000	0.0%	
4900	Miscellaneous Costs	0	200	250	50		50	80.0%	
4930	Fundraiser/Consultants	0	6,376	5,000	(1,376)		(1,376)	127.5%	
5458	TH2 - Fundraising Campaign	0	418	500	82		82	83.5%	
	Town Hall Transformation :- Indirect Expenditure	**0**	**6,993**	**29,750**	**22,757**	**0**	**22,757**	**23.5%**	**0**
	Net Income over Expenditure	**0**	**(6,809)**	**(29,750)**	**(22,941)**				
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**	**0.0%**	**0**
	Net Expenditure	**0**	**0**	**(2,500)**	**(2,500)**				

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Welshpool Town Council 2026/2027

Detailed Income & Expenditure by Budget Heading 04/09/2026

Month No: 5 **Committee Report**

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
110	Markets								
1200	Income - Market Stalls	1,094	6,712	13,000	6,288			51.6%	
1205	Income - Outdoor Markets	87	479	1,000	521			47.9%	
1300	Income - Rent	0	843	5,980	5,137			14.1%	
	Markets :- Income	**1,181**	**8,034**	**19,980**	**11,946**			**40.2%**	**0**
4000	Salary	641	3,167	8,070	4,903		4,903	39.2%	
4005	HMRC	81	504	1,030	526		526	49.0%	
4010	Pension Payments	50	255	570	315		315	44.7%	
4095	Licenses	0	0	500	500		500	0.0%	
4205	Marketing	0	0	1,000	1,000		1,000	0.0%	
	Markets :- Indirect Expenditure	**773**	**3,926**	**11,170**	**7,244**	**0**	**7,244**	**35.2%**	**0**
	Net Income over Expenditure	**408**	**4,108**	**8,810**	**4,702**				
130	Recreation								
4085	Repairs & Maintenance	0	2,277	0	(2,277)		(2,277)	0.0%	
	Recreation :- Indirect Expenditure	**0**	**2,277**	**0**	**(2,277)**	**0**	**(2,277)**		**0**
	Net Expenditure	**0**	**(2,277)**	**0**	**2,277**				
131	Operations								
4000	Salary	10,304	50,419	126,630	76,211		76,211	39.8%	
4002	Overtime	0	0	3,000	3,000		3,000	0.0%	
4005	HMRC	1,286	7,987	15,460	7,473		7,473	51.7%	
4010	Pension Payments	976	4,893	8,620	3,727		3,727	56.8%	
4020	Training Staff	0	526	3,000	2,474		2,474	17.5%	
4025	Uniforms	0	0	400	400		400	0.0%	
4026	PPE	0	0	500	500		500	0.0%	
4065	Mobile Phones	49	147	200	53		53	73.7%	
4202	Consumeables	0	0	500	500		500	0.0%	
4400	Vehicles	489	2,444	5,865	3,421		3,421	41.7%	
4401	Vehicle Running Costs	0	235	1,200	965		965	19.6%	
4875	Health & Safety	0	0	250	250		250	0.0%	
4900	Miscellaneous Costs	0	0	300	300		300	0.0%	
	Operations :- Indirect Expenditure	**13,103**	**66,652**	**165,925**	**99,273**	**0**	**99,273**	**40.2%**	**0**
	Net Expenditure	**(13,103)**	**(66,652)**	**(165,925)**	**(99,273)**				
132	Playparks								
4085	Repairs & Maintenance	0	0	8,000	8,000		8,000	0.0%	

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
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	(29)	(29)	3,700	3,729			(0.8%)	
	Open Spaces :- Income	**(29)**	**(29)**	**3,700**	**3,729**			**(0.8%)**	**0**
4063	Water	0	1,041	2,600	1,559		1,559	40.1%	
4085	Repairs & Maintenance	1,737	4,108	7,000	2,892		2,892	58.7%	
4087	Tree Surveys / Works	0	0	1,500	1,500		1,500	0.0%	
4202	Consumeables	(93)	133	500	367		367	26.6%	
4340	Equipment	458	1,542	5,000	3,458		3,458	30.8%	
4345	End of Season Works	0	15,400	23,000	7,600		7,600	67.0%	
4355	Country Park Lease	0	0	500	500		500	0.0%	
4360	Outer Park Lease	0	1,500	1,500	0		0	100.0%	
4365	STRI/ROSPA	0	538	1,500	962		962	35.9%	
4400	Vehicles	0	2,259	6,778	4,519		4,519	33.3%	
4401	Vehicle Running Costs	12	37	500	463		463	7.4%	
4515	Buttington Cemetery	0	1,358	1,400	42		42	97.0%	
	Open Spaces :- Indirect Expenditure	**2,114**	**27,916**	**51,778**	**23,862**	**0**	**23,862**	**53.9%**	**0**
	Net Income over Expenditure	**(2,143)**	**(27,945)**	**(48,078)**	**(20,133)**				
135	Waste Collection								
4200	Waste Collection	184	1,710	2,750	1,040		1,040	62.2%	
4400	Vehicles	590	2,951	7,082	4,131		4,131	41.7%	
4401	Vehicle Running Costs	0	99	1,200	1,101		1,101	8.2%	
5455	DO3 - Dog Waste Bins	626	626	1,000	374		374	62.6%	
5456	DO2 - Campaign Dog Friendly	0	0	250	250		250	0.0%	
	Waste Collection :- Indirect Expenditure	**1,400**	**5,385**	**12,282**	**6,897**	**0**	**6,897**	**43.8%**	**0**
	Net Expenditure	**(1,400)**	**(5,385)**	**(12,282)**	**(6,897)**				
136	Allotments								
1350	Income - Allotments	0	700	750	50			93.3%	
	Allotments :- Income	**0**	**700**	**750**	**50**			**93.3%**	**0**
4063	Water	0	197	500	303		303	39.4%	
4085	Repairs & Maintenance	96	102	250	148		148	41.0%	
	Allotments :- Indirect Expenditure	**96**	**299**	**750**	**451**	**0**	**451**	**39.9%**	**0**
	Net Income over Expenditure	**(96)**	**401**	**0**	**(401)**				

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
137	Biodiversity & Horticulture								
4383	Flowers & Gardens	0	584	1,000	416		416	58.4%	
5457	EN2 - Biodiversity Action	0	0	2,000	2,000		2,000	0.0%	
	Biodiversity & Horticulture :- Indirect Expenditure	**0**	**584**	**3,000**	**2,416**	**0**	**2,416**	**19.5%**	**0**
	Net Expenditure	**0**	**(584)**	**(3,000)**	**(2,416)**				
138	Bus Shelters/Street Furniture								
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)**				
139	The Hub								
1455	Income - Warm Hub Donations	221	1,951	0	(1,951)			0.0%	
	The Hub :- Income	**221**	**1,951**	**0**	**(1,951)**				**0**
5450	Warm Hub Expenditure	130	1,439	0	(1,439)		(1,439)	0.0%	
	The Hub :- Indirect Expenditure	**130**	**1,439**	**0**	**(1,439)**	**0**	**(1,439)**		**0**
	Net Income over Expenditure	**91**	**512**	**0**	**(512)**				
150	Toilets								
1365	Income - Other	0	0	500	500			0.0%	
1450	Income - Donations	0	18	0	(18)			0.0%	
	Toilets :- Income	**0**	**18**	**500**	**482**			**3.6%**	**0**
4000	Salary	2,276	8,586	21,120	12,534		12,534	40.7%	
4005	HMRC	216	751	1,670	919		919	44.9%	
4010	Pension Payments	0	349	1,480	1,131		1,131	23.6%	
4061	Electricity	29	124	2,000	1,876		1,876	6.2%	
4063	Water	0	1,622	5,000	3,378		3,378	32.4%	
4064	Hygiene Contract	0	0	4,500	4,500		4,500	0.0%	
4085	Repairs & Maintenance	0	150	1,000	850		850	15.0%	
4100	Cleaning & Materials	171	694	1,500	806		806	46.2%	
4991	Capital Works	0	714	1,000	286		286	71.4%	
	Toilets :- Indirect Expenditure	**2,692**	**12,989**	**39,270**	**26,281**	**0**	**26,281**	**33.1%**	**0**
	Net Income over Expenditure	**(2,692)**	**(12,971)**	**(38,770)**	**(25,799)**				

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		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	23	74	200	126		126	37.2%	
4063	Water	0	0	100	100		100	0.0%	
4085	Repairs & Maintenance	0	155	1,500	1,345		1,345	10.3%	
4500	CCTV	0	659	1,000	341		341	65.9%	
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	**23**	**5,369**	**8,929**	**3,560**	**0**	**3,560**	**60.1%**	**0**
	Net Expenditure	**(23)**	**(5,369)**	**(8,929)**	**(3,560)**				
190	Ann Holloway Centre								
1300	Income - Rent	0	250	1,000	750			25.0%	
1365	Income - Other	0	1,397	1	(1,396)			139710.0	
	Ann Holloway Centre :- Income	**0**	**1,647**	**1,001**	**(646)**			**164.5%**	**0**
4085	Repairs & Maintenance	0	450	450	0		0	100.0%	
	Ann Holloway Centre :- Indirect Expenditure	**0**	**450**	**450**	**0**	**0**	**0**	**100.0%**	**0**
	Net Income over Expenditure	**0**	**1,197**	**551**	**(646)**				
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	518	2,298	2,904	606		606	79.1%	
4710	Meal Costs	0	0	500	500		500	0.0%	
	Meals on Wheels :- Indirect Expenditure	**518**	**2,298**	**3,979**	**1,681**	**0**	**1,681**	**57.8%**	**0**
	Net Expenditure	**(518)**	**(2,298)**	**(3,979)**	**(1,681)**				
239	Pride in Place								
1370	Income - Grant	0	0	83,000	83,000			0.0%	
	Pride in Place :- Income	**0**	**0**	**83,000**	**83,000**			**0.0%**	**0**
4991	Capital Works	409	409	83,000	82,591		82,591	0.5%	
	Pride in Place :- Indirect Expenditure	**409**	**409**	**83,000**	**82,591**	**0**	**82,591**	**0.5%**	**0**
	Net Income over Expenditure	**(409)**	**(409)**	**0**	**409**				
	Operations & Development :- Income	**1,868**	**18,370**	**124,281**	**105,911**			**14.8%**	
	Expenditure	**23,857**	**204,532**	**552,785**	**348,253**	**0**	**348,253**	**37.0%**	
	Movement to/(from) Gen Reserve	**(21,989)**	**(186,162)**	**(428,504)**	**(242,342)**				

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Events & Planning									
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**	**0.0%**	**0**
	Net Expenditure	**0**	**0**	**(1,500)**	**(1,500)**				
180	Tourist Information								
1500	Income - Commission Sales	2,744	34,345	42,000	7,655			81.8%	
1505	Income - Rail Ticket	845	3,789	8,000	4,211			47.4%	
1510	Income - Direct Sales	1,164	5,270	12,000	6,730			43.9%	
	Tourist Information :- Income	**4,754**	**43,404**	**62,000**	**18,596**			**70.0%**	**0**
4000	Salary	4,911	25,679	67,390	41,711		41,711	38.1%	
4005	HMRC	555	3,098	7,860	4,762		4,762	39.4%	
4010	Pension Payments	388	2,555	7,030	4,475		4,475	36.3%	
4055	Rates	0	2,824	2,824	1		1	100.0%	
4061	Electricity	29	279	2,000	1,721		1,721	14.0%	
4085	Repairs & Maintenance	(101)	630	1,500	870		870	42.0%	
4100	Cleaning & Materials	0	229	250	21		21	91.7%	
4205	Marketing	263	263	500	237		237	52.5%	
4470	Bank Charges	65	294	1,000	706		706	29.4%	
4660	Direct Stock	574	2,070	7,500	5,430		5,430	27.6%	
4661	Commission Costs	4,731	23,949	35,000	11,051		11,051	68.4%	
4662	Train Tickets / Other Tourism	0	0	650	650		650	0.0%	
4875	Health & Safety	19	40	500	460		460	8.0%	
4900	Miscellaneous Costs	4	115	500	385		385	22.9%	
	Tourist Information :- Indirect Expenditure	**11,438**	**62,024**	**134,504**	**72,480**	**0**	**72,480**	**46.1%**	**0**
	Net Income over Expenditure	**(6,685)**	**(18,621)**	**(72,504)**	**(53,884)**				
182	Tourism								
5451	VW1 - Tourism Brand	200	250	3,000	2,750		2,750	8.3%	
5452	VW2 - Promotion Tourism	470	529	1,500	971		971	35.3%	
	Tourism :- Indirect Expenditure	**671**	**779**	**4,500**	**3,721**	**0**	**3,721**	**17.3%**	**0**
	Net Expenditure	**(671)**	**(779)**	**(4,500)**	**(3,721)**				
230	Events								
1450	Income - Donations	0	55	0	(55)			0.0%	

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1895	Income - Other Events	23	60	1,500	1,440			4.0%	
	Events :- Income	**23**	**115**	**1,500**	**1,385**			**7.7%**	**0**
4000	Salary	1,282	6,181	16,140	9,959		9,959	38.3%	
4005	HMRC	163	986	2,050	1,064		1,064	48.1%	
4010	Pension Payments	101	499	1,130	631		631	44.2%	
4065	Mobile Phones	0	49	200	151		151	24.6%	
4205	Marketing	0	55	1,000	945		945	5.5%	
4900	Miscellaneous Costs	0	50	250	200		200	20.0%	
5175	Bunting & Flags	0	241	2,000	1,759		1,759	12.1%	
5180	Road Closure	0	550	600	50		50	91.7%	
5190	Community Events	0	20	2,650	2,630		2,630	0.7%	
	Events :- Indirect Expenditure	**1,546**	**8,632**	**26,020**	**17,388**	**0**	**17,388**	**33.2%**	**0**
	Net Income over Expenditure	**(1,523)**	**(8,516)**	**(24,520)**	**(16,004)**				
231	Carnival								
1345	Income - Casual Recreation	0	732	0	(732)			0.0%	
1450	Income - Donations	100	540	0	(540)			0.0%	
1850	Income - Carnival	(40)	963	800	(163)			120.4%	
	Carnival :- Income	**60**	**2,236**	**800**	**(1,436)**			**279.5%**	**0**
4001	Staffing Cost	0	1,004	1,000	(4)		(4)	100.4%	
4340	Equipment	0	343	650	308		308	52.7%	
5192	Carnival	0	2,593	2,400	(193)		(193)	108.0%	
	Carnival :- Indirect Expenditure	**0**	**3,939**	**4,050**	**111**	**0**	**111**	**97.3%**	**0**
	Net Income over Expenditure	**60**	**(1,703)**	**(3,250)**	**(1,547)**				
232	Winter Festival								
1880	Income - Winter Festival	0	(30)	1,000	1,030			(3.0%)	
	Winter Festival :- Income	**0**	**(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	0	27	2,200	2,173		2,173	1.2%	
5123	Gifts for Santa	0	0	300	300		300	0.0%	
5180	Road Closure	0	0	600	600		600	0.0%	
	Winter Festival :- Indirect Expenditure	**0**	**27**	**4,750**	**4,723**	**0**	**4,723**	**0.6%**	**0**
	Net Income over Expenditure	**0**	**(57)**	**(3,750)**	**(3,693)**				

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
233	Flicks in the Sticks								
1860	Income - Flicks in the Sticks	0	178	1,000	822			17.8%	
	Flicks in the Sticks :- Income	**0**	**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	**0**	**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	108	108	2,500	2,392		2,392	4.3%	
	Fireworks :- Indirect Expenditure	**108**	**108**	**3,250**	**3,142**	**0**	**3,142**	**3.3%**	**0**
	Net Income over Expenditure	**(108)**	**(108)**	**(750)**	**(642)**				
235	Civic Events								
1450	Income - Donations	0	880	0	(880)			0.0%	
	Civic Events :- Income	**0**	**880**	**0**	**(880)**				**0**
5115	Remembrance	0	300	1,450	1,150		1,150	20.7%	
5145	Community Awards	0	274	300	26		26	91.3%	
5146	Civic & Hospitality	0	150	250	100		100	60.0%	
	Civic Events :- Indirect Expenditure	**0**	**724**	**2,000**	**1,276**	**0**	**1,276**	**36.2%**	**0**
	Net Income over Expenditure	**0**	**156**	**(2,000)**	**(2,156)**				
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	0	2,840	2,000	(840)		(840)	142.0%	
	Christmas Lights :- Indirect Expenditure	**0**	**2,840**	**12,600**	**9,760**	**0**	**9,760**	**22.5%**	**0**
	Net Expenditure	**0**	**(2,840)**	**(12,600)**	**(9,760)**				
238	Car Parking								
1361	Income - Car Park Donations	20	99	0	(99)			0.0%	
	Car Parking :- Income	**20**	**99**	**0**	**(99)**				**0**
	Net Income	**20**	**99**	**0**	**(99)**				

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
	Events & Planning :- Income	**4,856**	**46,882**	**68,800**	**21,918**			**68.1%**	
	Expenditure	**13,763**	**79,073**	**194,524**	**115,451**	**0**	**115,451**	**40.6%**	
	Movement to/(from) Gen Reserve	**(8,907)**	**(32,191)**	**(125,724)**	**(93,533)**				
Tour de France									
237	Tour de France								
5461	Tour de France	0	0	5,000	5,000		5,000	0.0%	
	Tour de France :- Indirect Expenditure	**0**	**0**	**5,000**	**5,000**	**0**	**5,000**		**0**
	Net Expenditure	**0**	**0**	**(5,000)**	**(5,000)**				
	Tour de France :- Income	**0**	**0**	**0**	**0**			**0.0%**	
	Expenditure	**0**	**0**	**5,000**	**5,000**	**0**	**5,000**	**0.0%**	
	Movement to/(from) Gen Reserve	**0**	**0**	**(5,000)**	**(5,000)**				
	Grand Totals:- Income	**276,087**	**604,411**	**1,001,705**	**397,294**			**60.3%**	
	Expenditure	**49,945**	**409,149**	**1,025,215**	**616,066**	**0**	**616,066**	**39.9%**	
	Net Income over Expenditure	**226,142**	**195,262**	**(23,510)**	**(218,772)**				
	Movement to/(from) Gen Reserve	**226,142**	**195,262**	**(23,510)**	**(218,772)**				

Appendix G

Cyngor Tref Trallwng Welshpool Town Council

BURGUS DE POLA

Invoices / Payments for Approval - Month 6

Date	Invoice No.	Ref No.	Detail & Power	Net	VAT	Total	Status
Arts Alive [ARTS]							
04/09/2026	FP-1095	6990	My First Cinema Screening **N:** 230/5190 | **P:** LGA 1972 s145	£120.00	£24.00	£144.00	
Autorama Vanarama [AUTORAMA] - paid by Direct Debit							
15/07/2026	EMACJULY26	6894	EmAC Service Plan July 26 **N:** 131/4400 | **P:** LGA 1972 s111	£44.85	£8.97	£53.82	Pd 15/07/2026
17/08/2026	EMACAUG26	6980	EmAC Service Plan Aug 26 **N:** 131/4400 | **P:** LGA 1972 s111	£44.85	£8.97	£53.82	Pd 17/08/2026
British Gas Trading Limited [BGAS] - paid by Direct Debit							
03/08/2026	15783648	6914	Electricity M&B July 26 **N:** 160/4061 | **P:** LGA 1972 s111	£23.48	£1.17	£24.65	Pd 17/08/2026
Border Janitorial Supplies LTD [BORDER]							
28/07/2026	246531	6852	SOAP,GLOVES,WIPES,DRAINCL **N:** 180/4100 | **P:** LGA 1972 s111	£86.99	£17.39	£104.38	Pd 24/08/2026
11/08/2026	246823	6932	Toilet Paper & Cleaning materi **N:** 150/4100 | **P:** LGA 1972 s111	£170.55	£34.11	£204.66	
Fiddes & Son Ltd T/A Bowcom [BOW]							
04/08/2026	SI38377	6908	10l red spot paint **N:** 133/4202 | **P:** LGMPA 1976 s19	£187.55	£37.51	£225.06	
Boys & Boden Ltd [BOYS]							
29/05/2026	PN/390946	6865	MARL SE40G 110mm ACCESS CAP **N:** 100/4085 | **P:** LGA 1972 s111	£19.81	£3.96	£23.77	Pd 11/08/2026
29/05/2026	PW/349278	6866	drain pipe repair materials **N:** 100/4085 | **P:** LGA 1972 s111	£122.17	£24.43	£146.60	Pd 11/08/2026

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Date	Invoice No.	Ref No.	Detail & Power	Net	VAT	Total	Status
17/08/2026	W/393606	6948	chemical resin 410ml **N:** 100/4085 | **P:** LGA 1972 s111	£9.18	£1.84	£11.02	Pd 04/09/2026
Ellisa Motors Ltd T/A Budgen Motors [BUDGEN]							
18/06/2026	23903	6970	Air Filter Fix MoW Van Jun26 **N:** 200/4400 | **P:** LGA 1972 s111	£307.47	£61.49	£368.96	
Charlies Stores Ltd [CHARLIES]							
19/08/2026	R604418293	6951	digging bar&postholepincer **N:** 133/4340 | **P:** LGMPA 1976 s19	£38.32	£7.66	£45.98	
Charlies AG &Turf Limited [CHARLIESAG]							
08/07/2026	139940	6838	Turf machinery **N:** 133/4345 | **P:** LGA 1972 s111	£4,500.00	£900.00	£5,400.00	
08/07/2026	139943	6839	Grillo CLIMBER 10.2 brush cutt **N:** 133/4345 | **P:** LGA 1972 s111	£10,900.00	£2,180.00	£13,080.00	Pd 11/08/2026
14/08/2026	142335	6937	John Deere Service AUG26 **N:** 133/4085 | **P:** OSA 1906 ss9-10	£845.47	£169.09	£1,014.56	Pd 04/09/2026
14/08/2026	142336	6939	TrimasService&Repair12/06/2026 **N:** 133/4085 | **P:** LGMPA 1976 s19	£662.96	£132.59	£795.55	
27/04/2026	135467A	6940	NEW BOLTS **N:** 133/4085 | **P:** LGA 1972 s111	£2.01	£0.40	£2.41	Pd 27/08/2026
TPG Disable Aids Ltd [DISAID]							
15/07/2026	INV390762	6836	test hoist bed changingplaces **N:** 150/4085 | **P:** LGA 1972 s111	£150.00	£30.00	£180.00	Pd 24/08/2026
David Whyman Maps [DWHY]							
03/08/2026	157131	6945	Maps August 2026 **N:** 180/4660 | **P:** LGA 1972 s144	£284.14	£0.00	£284.14	
Enconvo UK Ltd [ENREACH] - paid by Direct Debit							
31/07/2026	461400	6909	Telephone & Broadband Aug2026 **N:** 213/4923 | **P:** LGA 1972 s111	£528.18	£105.64	£633.82	Pd 21/08/2026
31/08/2026	465883	6989	Telephone & Broadband Sept2026 **N:** 213/4923 | **P:** LGA 1972 s111	£633.82	£0.00	£633.82	
Evac+Chair International Ltd [EVACCHAIRI]							
17/07/2026	INV189836	6845	2 evac chairs and maintenance **N:** 210/4875 | **P:** LGA 1972 s111	£1,789.00	£357.80	£2,146.80	Pd 11/08/2026

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Date	Invoice No.	Ref No.	Detail & Power	Net	VAT	Total	Status
17/07/2026	INV189837	6848	2 no training **N:** 131/4020 | **P:** LGA 1972 s111	£1,052.00	£210.40	£1,262.40	
Glasdon UK Limited [GLASDON]							
03/08/2026	SI943180	6863	dog waste bins and waste bags **N:** 135/5455 | **P:** LA 1983 ss5-6	£625.65	£125.13	£750.78	
Grenke Leasing Ltd [GRENKE] - paid by Direct Debit							
22/07/2026	0000364473/2026	6850	Telephone Rental Aug 2026 **N:** 213/4923 | **P:** LGA 1972 s111	£68.00	£13.60	£81.60	Pd 06/08/2026
22/08/2026	0000383018/2026	6955	Telephone Rental Sept 26 **N:** 213/4923 | **P:** LGA 1972 s111	£68.00	£13.60	£81.60	Pd 03/09/2026
Hafren Dyfrdwy Cyfyngedig [HAFREN] - paid by Direct Debit							
17/07/2026	972181528	6841	Mill ln car park Jan-Jul26 **N:** 150/4063 | **P:** LGA 1972 s111	£1,573.70	£0.00	£1,573.70	Pd 07/08/2026
17/07/2026	521127903	6842	Town Hall Jan-Jul 2026 **N:** 100/4063 | **P:** LGA 1972 s111	£1,565.76	£0.00	£1,565.76	Pd 07/08/2026
Hardings Shed and Garden Supplis [HARDINGS]							
31/07/2026	202600001077	6913	Fuel Mowers **N:** 133/4401 | **P:** LGA 1972 s111	£11.63	£2.32	£13.95	Pd 24/08/2026
HM Land Registry [HMLR] - paid by Direct Debit							
17/07/2026	2009202683	6903	HMLR 2009202683 **N:** 210/4900 | **P:** LGMPA 1976 s16	£28.00	£0.00	£28.00	Pd 21/07/2026
24/07/2026	2009227279	6904	HMLR 2009227279 **N:** 210/4900 | **P:** LGMPA 1976 s16	£14.00	£0.00	£14.00	Pd 28/07/2026
06/08/2026	2009263982	6911	HMLR2009263982 **N:** 210/4900 | **P:** LGMPA 1976 s16	£63.00	£0.00	£63.00	Pd 10/08/2026
11/08/2026	2009272600	6982	Toilet Title Car Park **N:** 210/4900 | **P:** LGMPA 1976 s16	£14.00	£0.00	£14.00	Pd 11/08/2026
18/08/2026	2009296302	6985	Car Park Covenant Title **N:** 210/4900 | **P:** LGMPA 1976 s16	£7.00	£0.00	£7.00	Pd 18/08/2026
25/08/2026	2009321218	6986	Scansis Title **N:** 210/4900 | **P:** LGMPA 1976 s16	£21.00	£0.00	£21.00	Pd 25/08/2026
HMRC - PAYE [HMRC]							

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Date	Invoice No.	Ref No.	Detail & Power	Net	VAT	Total	Status
11/08/2026	HMRCAUG26	6916	PAYE & NI Aug 26 **N:** 131/4000 | **P:** LGA 1972 s111	£7,478.54	£0.00	£7,478.54	Pd 04/09/2026
08/09/2026	HMRCSEPT26	6998	PAYE & NI Sept 26 **N:** 131/4000 | **P:** LGA 1972 s111	£9,571.87	£0.00	£9,571.87	
ME & A Hughes Ltd [HUGHES]							
19/08/2026	INV00833	6949	MyD Accom Premises Planning **N:** 210/4330 | **P:** LGA 1972 s111	£850.00	£170.00	£1,020.00	
[HUGHES ARC]							
07/09/2026	INV00869	6992	MyD SAB Package **N:** 210/4330 | **P:** LGA 1972 s111	£800.00	£160.00	£960.00	
Rentokil Initial [INITIAL] - paid by Direct Debit							
30/07/2026	35909070	6860	Hygiene Contract Aug2026 **N:** 100/4064 | **P:** LGA 1972 s111	£828.72	£165.77	£994.49	
11/08/2026	35916809	6920	Service Amendment Incr AUG26 **N:** 100/4064 | **P:** LGA 1972 s111	£0.76	£0.15	£0.91	
11/08/2026	35916810	6921	Service Amendm Increase AUG26 **N:** 100/4064 | **P:** LGA 1972 s111	£11.43	£2.29	£13.72	
11/08/2026	35916811	6922	Nappy Unit & Liner AUG26 **N:** 100/4064 | **P:** LGA 1972 s111	£4.58	£0.92	£5.50	
11/08/2026	35916812	6923	nappy unit & liner 20/08-19/09 **N:** 100/4064 | **P:** LGA 1972 s111	£68.67	£13.73	£82.40	
02/09/2026	35937904	6976	Hygiene Contract Sep2026 **N:** 100/4064 | **P:** LGA 1972 s111	£908.82	£181.78	£1,090.60	
John Deere Financial [JOHNDEERE] - paid by Direct Debit							
30/07/2026	JDJULY26	6898	Tractor Finance July 26 **N:** 133/4400 | **P:** LGA 1972 s111	£564.80	£112.96	£677.76	Pd 30/07/2026
[KDAMPURE]							
02/09/2026	KRD01092026	6995	Locum Labour Support **N:** 131/4000 | **P:** LGA 1972 s111	£140.34	£0.00	£140.34	
Legal & General (Pensions) [LEGALGEN] - paid by Direct Debit							
11/08/2026	LGAUG26	6917	L&G Pension Aug 26 **N:** 131/4010 | **P:** LGA 1972 s111	£2,201.20	£0.00	£2,201.20	

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Date	Invoice No.	Ref No.	Detail & Power	Net	VAT	Total	Status
08/09/2026	LGSEPT26	6999	L&G Pension Sept 26 **N:** 131/4010 | **P:** LGA 1972 s111	£2,687.83	£0.00	£2,687.83	
Lex Autolease Limited [LEXAUTO] - paid by Direct Debit							
16/07/2026	MIN8524071	6843	Van Lease August 2026 **N:** 131/4400 | **P:** LGA 1972 s111	£443.90	£88.78	£532.68	Pd 03/08/2026
16/07/2026	MIN8503361	6844	Tipper Lease July 2026 **N:** 135/4400 | **P:** LGA 1972 s111	£590.15	£118.03	£708.18	Pd 03/08/2026
17/08/2026	MIN8611532	6957	Van Lease Sept 26 **N:** 131/4400 | **P:** LGA 1972 s111	£443.90	£88.78	£532.68	Pd 01/09/2026
17/08/2026	MIN8615910	6958	Tipper Lease Sept 26 **N:** 135/4400 | **P:** LGA 1972 s111	£590.15	£118.03	£708.18	Pd 08/09/2026
[LINGARD]							
01/09/2026	3167/1951	6993	Town Centre Stage 2 Costs **N:** 239/4991 | **P:** LGA 1972 s111	£3,868.00	£773.60	£4,641.60	
LLoyds Bank Cardnet [LLOYDS1] - paid by Direct Debit							
14/07/2026	CNJULY26	6892	CardNet July Charges **N:** 180/4470 | **P:** LGA 1972 s111	£69.92	£13.98	£83.90	Pd 14/07/2026
14/08/2026	CNAUG26	6979	CardNet Aug Charges **N:** 180/4470 | **P:** LGA 1972 s111	£64.87	£12.98	£77.85	Pd 14/08/2026
LLoyds Bank Charges [LLOYDS3] - paid by Direct Debit							
28/07/2026	JULY26SVG	6895	Bank Charges July 26 **N:** 210/4470 | **P:** LGA 1972 s111	£39.14	£0.00	£39.14	Pd 28/07/2026
30/07/2026	SAFEJULY26	6897	Safety Custody Fee July 26 **N:** 210/4900 | **P:** LGA 1972 s111	£20.66	£4.13	£24.79	Pd 30/07/2026
10/07/2026	491688289	6978	Bank Charges Aug 26 **N:** 210/4470 | **P:** LGA 1972 s111	£48.47	£0.00	£48.47	Pd 28/08/2026
Lloyds Bank Debit Card [LLOYDS4]							
15/07/2026	A26932224872B	6880	434RV Chainsaw **N:** 133/4340 | **P:** LGA 1972 s111	£199.99	£40.00	£239.99	Pd 19/08/2026
22/07/2026	02D0FD9A-0013	6881	AI Tools July 26 **N:** 213/4095 | **P:** LGA 1972 s111	£16.67	£3.33	£20.00	Pd 19/08/2026
21/07/2026	Z2687724	6883	Server Hosting July 26 **N:** 213/4865 | **P:** LGA 1972 s111	£19.08	£0.00	£19.08	Pd 19/08/2026

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Date	Invoice No.	Ref No.	Detail & Power	Net	VAT	Total	Status
09/07/2026	GPLAY26	6884	Google Play Dev Fee 26 **N:** 182/5451 | **P:** LGA 1972 s111	£19.24	£0.00	£19.24	Pd 31/07/2026
29/06/2026	SUMMZRW	6885	SumUp Test Payment **N:** 210/4900 | **P:** LGA 1972 s111	£1.00	£0.00	£1.00	Pd 31/07/2026
03/07/2026	GB66289TABEI	6886	new cabinet changing places **N:** 150/4991 | **P:** LGA 1972 s111	£23.23	£4.65	£27.88	Pd 31/07/2026
03/07/2026	04012811651	6887	bin bags **N:** 135/4200 | **P:** LA 1983 ss5-6	£60.97	£12.19	£73.16	Pd 31/07/2026
10/07/2026	5291454	6888	new signs **N:** 180/4085 | **P:** LGA 1972 s111	£262.68	£52.54	£315.22	Pd 31/07/2026
30/06/2026	GB601GY9J1I7TI	6889	new tablet for donations **N:** 101/5458 | **P:** LGA 1972 s111	£121.66	£24.33	£145.99	Pd 31/07/2026
02/07/2026	3745816	6890	RWAS entry 2026 **N:** 210/4445 | **P:** LGA 1972 s111	£70.00	£0.00	£70.00	Pd 31/07/2026
30/06/2026	RC-1782-8261-2757-68	6891	CCJ costs **N:** 210/4861 | **P:** LGA 1972 s111	£205.00	£0.00	£205.00	Pd 31/07/2026
17/07/2026	17072026	6893	APP Fees **N:** 182/5451 | **P:** LGA 1972 s111	£23.22	£0.00	£23.22	Pd 19/08/2026
31/07/2026	D01-2241959-5083813	6899	Prime Subscription **N:** 210/4895 | **P:** LGA 1972 s111	£95.00	£19.00	£114.00	Pd 19/08/2026
15/07/2026	GB66GR21ABEI	6900	H&S poster and signs **N:** 210/4875 | **P:** LGA 1972 s111	£18.98	£3.80	£22.78	Pd 19/08/2026
17/07/2026	026-7894284-8688367	6901	NFC tags **N:** 182/5451 | **P:** LGA 1972 s111	£6.99	£0.00	£6.99	Pd 19/08/2026
17/08/2026	PP-15147963	6927	Planning App Dig Board **N:** 239/4991 | **P:** LGA 1972 s111	£409.33	£15.17	£424.50	Pd 19/08/2026
14/08/2026	04973-24749807-1	6933	Canva Licence 2026-27 **N:** 213/4095 | **P:** LGA 1972 s111	£83.33	£16.66	£99.99	Pd 19/08/2026
10/08/2026	42094	6934	Pump for WIC Garden Tank **N:** 133/4340 | **P:** LGA 1972 s111	£213.50	£42.70	£256.20	Pd 19/08/2026
07/08/2026	563BJ26QL4	6935	Car Parking Ads **N:** 210/4205 | **P:** LGA 1972 s142	£10.31	£0.00	£10.31	Pd 19/08/2026
17/08/2026	V4MC73EQL4	6936	Facebook Ads INV 2 **N:** 210/4205 | **P:** LGA 1972 s142	£13.18	£0.00	£13.18	Pd 19/08/2026

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Date	Invoice No.	Ref No.	Detail & Power	Net	VAT	Total	Status
19/08/2026	68158	6950	Window film kitchen **N:** 180/4085 | **P:** LGA 1972 s111	£18.52	£3.70	£22.22	Pd 26/08/2026
21/08/2026	2704422	6959	Server Hosting Aug 26 **N:** 213/4865 | **P:** LGA 1972 s111	£19.24	£0.00	£19.24	Pd 26/08/2026
23/08/2026	FBADS-479-106418246	6960	VW & FB Ads **N:** 210/4205 | **P:** LGA 1972 s142	£13.19	£0.00	£13.19	Pd 26/08/2026
26/08/2026	5348756	6964	Open Doors Booklets **N:** 182/5452 | **P:** LGA 1972 s145	£112.69	£0.00	£112.69	Pd 03/09/2026
27/08/2026	5349554	6965	New VisitWales Noticeboards **N:** 133/4085 | **P:** LGA 1972 s142	£386.22	£77.24	£463.46	Pd 03/09/2026
Lloyds Bank Charge Card [LLOYDS5]							
02/06/2026	HE3DKSHQL2	6869	FB Ads Parking **N:** 210/4205 | **P:** LGA 1972 s111	£13.06	£0.00	£13.06	Pd 13/07/2026
09/06/2026	ASAEBT5QL2	6870	FB Ads Parking **N:** 210/4205 | **P:** LGA 1972 s111	£4.94	£0.00	£4.94	Pd 13/07/2026
04/06/2026	04012806813	6871	Bin Bags **N:** 135/4200 | **P:** LA 1983 ss5-6	£61.97	£12.39	£74.36	Pd 13/07/2026
12/06/2026	GB65B98RABEI	6872	printer ink **N:** 180/4900 | **P:** LGA 1972 s111	£12.24	£2.45	£14.69	Pd 13/07/2026
02/06/2026	GB64ZJZVABEI	6873	recyclable cups **N:** 100/4202 | **P:** LGA 1972 s111	£28.57	£5.71	£34.28	Pd 13/07/2026
12/06/2026	GB600113SS35JI	6875	Display Cable **N:** 213/4340 | **P:** LGA 1972 s111	£4.41	£0.88	£5.29	
19/06/2026	026-9186254-1836349	6876	Bunting **N:** 231/5192 | **P:** LGA 1972 s145	£5.69	£0.00	£5.69	
06/08/2026	1165-3598	6905	shelves for kitchen **N:** 211/4340 | **P:** LGA 1972 s111	£45.79	£9.16	£54.95	
21/07/2026	A27028866181	6981	new chainsaw **N:** 133/4340 | **P:** LGA 1972 s111	£191.66	£38.33	£229.99	Pd 21/07/2026
15/07/2026	GB66GR21ABEI	6983	H&S Signs **N:** 180/4875 | **P:** LGA 1972 s111	£0.00	£0.00	£0.00	Pd 17/07/2026
17/07/2026	8688367	6984	NFC Tags **N:** 182/5451 | **P:** LGA 1972 s111	£6.99	£0.00	£6.99	Pd 17/07/2026

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Date	Invoice No.	Ref No.	Detail & Power	Net	VAT	Total	Status
09/07/2026	INV26-2819	6987	handags July2026 **N:** 180/4660 | **P:** LGA 1972 s144	£107.50	£21.50	£129.00	
04/09/2026	PP-15204851	6988	Planning Fee MyD Alt **N:** 210/4330 | **P:** LGA 1972 s111	£791.17	£24.83	£816.00	
Montgomeryshire Angling Association [MONTANGASS]							
05/08/2026	MAAPR26JUL26	6902	Fishing Permits Apr to 17 July **N:** 180/4661 | **P:** LGA 1972 s111	£3,943.80	£0.00	£3,943.80	Pd 11/08/2026
Monty Glazing Ltd [MONTGLAZ]							
21/07/2026	4200	6840	Supply and install 2 x glass **N:** 100/4085 | **P:** LGA 1972 s111	£320.00	£64.00	£384.00	Pd 11/08/2026
MW & Borders Pest Control [MWPEST]							
13/08/2026	MWB260813002	6975	Pest Control Allotments/TH **N:** 136/4085 | **P:** LGA 1972 s111	£144.00	£0.00	£144.00	
National Express Ltd [NATEXP]							
30/06/2026	B442-20260630	6961	National Express Tickets Jun26 **N:** 180/4661 | **P:** LGA 1972 s111	£362.67	£0.00	£362.67	Pd 27/08/2026
31/07/2026	B442-20260731	6962	National Express Tickets Jul26 **N:** 180/4661 | **P:** LGA 1972 s111	£424.96	£0.00	£424.96	Pd 27/08/2026
Octopus Electric Vehicles Limited [OCTOPUS]							
01/08/2026	INV_K00314682	6966	Salary Sacrifice 53733 **N:** 210/4000 | **P:** LGA 1972 s111	£816.26	£137.51	£953.77	
01/09/2026	INV_K00331094	6967	Salary Sacrifice 53733 **N:** 210/4000 | **P:** LGA 1972 s111	£816.26	£137.51	£953.77	
One Voice Wales [ONEVOICE]							
12/08/2026	10983	6924	Training Kelly Meredith Mod19 **N:** 210/4021 | **P:** LGEWA 2021 s67	£44.00	£0.00	£44.00	Pd 27/08/2026
18/08/2026	11043	6938	Training Kelly Meredith MOD2 **N:** 210/4445 | **P:** LGEWA 2021 s67	£44.00	£0.00	£44.00	Pd 04/09/2026
25/08/2026	11048	6956	Training Kelly Meredith Mod 8 **N:** 210/4021 | **P:** LGEWA 2021 s67	£44.00	£0.00	£44.00	
On Track Wholesale [ONTRACK]							
14/08/2026	10729	6946	Souvenirs August 2026 **N:** 180/4660 | **P:** LGA 1972 s144	£182.84	£36.59	£219.43	Pd 04/09/2026

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Date	Invoice No.	Ref No.	Detail & Power	Net	VAT	Total	Status
Otis Ltd [OTIS]							
20/07/2026	26039365|U4	6846	lift service visit **N:** 100/4085 | **P:** LGA 1972 s111	£794.04	£158.81	£952.85	Pd 24/08/2026
Owen???s of Oswestry Coaches Ltd. [OWENC]							
21/07/2026	JUNE2026	6853	Owens June 2026 **N:** 180/4661 | **P:** LGA 1972 s111	£5,331.00	£0.00	£5,331.00	Pd 11/08/2026
Powys County Council [PCC1]							
16/07/2026	21034211	6835	Waste coll TH May 2026 **N:** 100/4200 | **P:** LGA 1972 s111	£111.96	£0.00	£111.96	Pd 11/08/2026
22/07/2026	21035280	6847	premises licence **N:** 100/4095 | **P:** LGA 1972 s111	£295.00	£0.00	£295.00	Pd 24/08/2026
12/08/2026	21039667	6926	FreeParkingChurchSt13Sept26 **N:** 182/5452 | **P:** LGA 1972 s144	£357.77	£71.55	£429.32	Pd 04/09/2026
Phils Tool Hire [PHILSTOO]							
13/08/2026	73951	6928	Scissor Lift Hire TH Repair **N:** 100/4085 | **P:** LGA 1972 s111	£185.00	£37.00	£222.00	
POS Terminal Rent [POS] - paid by Direct Debit							
28/07/2026	POSJULY26	6896	POS Rental July 26 **N:** 180/4900 | **P:** LGA 1972 s111	£24.50	£4.90	£29.40	Pd 28/07/2026
G F Potter [POTTERS]							
12/07/2026	63100	6837	July 2026 general Waste **N:** 135/4200 | **P:** LA 1983 ss5-6	£151.56	£30.31	£181.87	Pd 11/08/2026
26/07/2026	63157	6861	General Waste July2026 **N:** 135/4200 | **P:** LA 1983 ss5-6	£73.72	£14.74	£88.46	Pd 11/08/2026
31/07/2026	63194	6912	General Waste 31/7/26 **N:** 135/4200 | **P:** LA 1983 ss5-6	£81.92	£16.38	£98.30	Pd 11/08/2026
09/08/2026	63268	6931	General Waste 07/08/2026 **N:** 135/4200 | **P:** LA 1983 ss5-6	£32.77	£6.55	£39.32	Pd 27/08/2026
16/08/2026	63314	6954	Gen Waste 14/08/26 **N:** 135/4200 | **P:** LA 1983 ss5-6	£69.63	£13.93	£83.56	
23/08/2026	63419	6996	General Waste 21/08/2026 **N:** 135/4200 | **P:** LA 1983 ss5-6	£81.92	£16.38	£98.30	

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Date	Invoice No.	Ref No.	Detail & Power	Net	VAT	Total	Status
31/08/2026	63357	7000	General Waste 28/08/2026 **N:** 135/4200 | **P:** LA 1983 ss5-6	£118.78	£23.76	£142.54	
QS And Estimating Consultants Ltd. [QSEC]							
31/05/2026	INV-0387	6849	Surveyor TH reprice **N:** 101/4900 | **P:** LGA 1972 s111	£200.00	£40.00	£240.00	
RCI Financial Services Ltd [RCI] - paid by Direct Debit							
01/08/2026	83466140	6943	Van Lease Sept 2026 **N:** 200/4400 | **P:** LGA 1972 s111	£210.71	£42.14	£252.85	Pd 01/09/2026
Sefe Energy [SEFE] - paid by Direct Debit							
14/07/2026	INV04296642	6867	Gas TH June 2026 **N:** 100/4062 | **P:** LGA 1972 s111	£373.76	£18.69	£392.45	Pd 27/07/2026
12/08/2026	INV04320679	6952	Gas TH July 2026 **N:** 100/4062 | **P:** LGA 1972 s111	£386.40	£19.32	£405.72	Pd 24/08/2026
SLCC Enterprises Ltd [SLCC]							
19/08/2026	QL209753-1	6947	FILCA Training Sonja Willems **N:** 210/4020 | **P:** LGEWA 2021 s67	£140.00	£28.00	£168.00	Pd 04/09/2026
04/09/2026	BK227795-1	6991	RW OVW SLCC Event **N:** 210/4020 | **P:** LGA 1972 s111	£75.00	£15.00	£90.00	
Smith of Derby Ltd (Clockmakers) [SMITHDERBY]							
22/07/2026	0000364473/202	6851	Service and Repairs to Clock **N:** 100/4085 | **P:** PCA 1957 s2	£409.00	£81.80	£490.80	Pd 11/08/2026
Staff Salaries [STAFF]							
11/08/2026	STAFFAUG26	6915	Staff Salaries Aug 26 **N:** 131/4000 | **P:** LGA 1972 s112	£22,197.77	£0.00	£22,197.77	Pd 25/08/2026
08/09/2026	STAFFSEPT26	6997	Staff Salaries Sept 26 incl BP **N:** 131/4000 | **P:** LGA 1972 s112	£24,562.70	£0.00	£24,562.70	
St John Cymru Wales [STJOHN]							
28/08/2026	23330	6971	First Aid Fireworks Nov26 **N:** 234/5105 | **P:** LGA 1972 s145	£108.00	£21.60	£129.60	
Hutchison 3G UK Limited [THREEBUS] - paid by Direct Debit							
01/08/2026	987745022047	6944	Mobile phones Aug 2026 **N:** 131/4065 | **P:** LGA 1972 s111	£49.11	£9.82	£58.93	Pd 01/09/2026

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Date	Invoice No.	Ref No.	Detail & Power	Net	VAT	Total	Status
Total Energies Gas & Power Limited [TOTAL E] - paid by Direct Debit							
04/08/2026	KI-2E2C3629-005	6862	Day/Night Elec Admin JUL2026 **N:** 210/4061 | **P:** LGA 1972 s111	£81.10	£4.06	£85.16	Pd 18/08/2026
06/08/2026	KI-A844469A-005	6907	Electricity TIC/Toilets JUL26 **N:** 180/4061 | **P:** LGA 1972 s111	£57.23	£2.86	£60.09	Pd 17/08/2026
06/08/2026	KI-51B8145A-005	6910	Electricity TH July 2026 **N:** 100/4061 | **P:** LGA 1972 s111	£1,802.05	£360.41	£2,162.46	Pd 20/08/2026
01/09/2026	KI-A844469A-006	6969	Electric TIC/Toilets Aug 2026	£54.83	£10.96	£65.79	
02/09/2026	KI-2E2C3629-006	6974	Electricity TIC/Toilets AUG26 **N:** 180/4061 | **P:** LGA 1972 s111	£84.75	£4.24	£88.99	
08/09/2026	KI-51B8145A-006	6994	Electricity TH Aug2026 **N:** 100/4061 | **P:** LGA 1972 s111	£1,658.99	£331.80	£1,990.79	
Linked Technology Limited [UMICRO] - paid by Direct Debit							
01/08/2026	INV-007551	6858	AP Management AUG2026 **N:** 213/4921 | **P:** LGA 1972 s111	£22.32	£4.46	£26.78	Pd 02/09/2026
01/08/2026	INV-007550	6859	IT Support Aug2026 **N:** 213/4921 | **P:** LGA 1972 s111	£247.72	£49.54	£297.26	Pd 02/09/2026
01/09/2026	INV-007787	6972	IT Support SEP2026 **N:** 213/4921 | **P:** LGA 1972 s111	£247.72	£49.54	£297.26	
01/09/2026	INV-007788	6973	AP management Sept2026 **N:** 213/4921 | **P:** LGA 1972 s111	£22.32	£4.46	£26.78	
Universal Fire Protection Ltd [UNIVFIRE]							
28/08/2026	10588	6968	Replaced one round LED emergen **N:** 180/4085 | **P:** LGA 1972 s111	£143.40	£28.68	£172.08	
WorkNest Ltd [W0RKNEST]							
17/08/2026	SINV106585	6930	New FRA visit **N:** 210/4875 | **P:** LGA 1972 s111	£450.00	£90.00	£540.00	Pd 27/08/2026
Welshpool Hardware & DIY [WPLDIY]							
04/08/2026	3185	6942	various bits July 2026 **N:** 100/4085 | **P:** LGA 1972 s111	£44.14	£0.00	£44.14	Pd 27/08/2026

Total to Approve £139,973.69 / Net Cost: £131,057.85

Appendix H

Cyngor Tref Trallwng Welshpool Town Council

Interim Strategic Plan - Action Plan - FG

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

Improving the Council

Ref	Committee	Action	Resource	Timescale	Progress	Comments
Ensure financial sustainability						
FS1	FG	Continue disposal of unused assets such as Berriew St toilets	TC £	Year 1-2	In progress	Work is in progress to dispose of the asset. FC approved discussions on next steps. In negotiations with third party. Awaiting costings over summer.
FS2	FG	Benchmark administration costs against other towns and identify efficiencies	TC £	Year 1-2	Ongoing	Work started to find comparison councils - review of all Band D precepts across Wales completed.
FS3	FG	Complete staffing review	TC £	Year 1	Completed	Full Council approved new structure to go live on 1st January.
FS4	FG	Develop a three year budget to balance savings with new income generation	TC £	Year 2-3	Completed	Council considered 3 year budget in January 2026.
Improve communication, transparency and accountability						

Ref	Committee	Action	Resource	Timescale	Progress	Comments
CO2	FG	Build on existing platforms & continue with broadcasting meetings and update new democracy platform with more open data	TC £	Year 1	Ongoing	Live streaming for Council meetings now active and built into procedures. Democracy platform is established and updated twice weekly with payment information - all other information is provided in real time.
CO3	FG	Launch printed newsletter to every household and continue every sixth months	TC/EO/CM £	Year 1-3	Ongoing	Work has commenced on newsletter and name 'Our Welshpool' topped the online poll. Booked in for Royal Mail Door 2 Door (Boundary Matched) for 27th October 2025.
CO4	FG	Publish simple infographics of finances, projects and performance	TC £	Year 1-2	Ongoing	Work on Budget 2627 friendly page launched and new explorable graphs added. More work to continue to publish this.
CO5	FG	Consider business case around expanding team to include dedicated communications resource	TC £	Year 1-2	Completed	Full Council approved new structure to go live on 1st January.
Strengthen engagement with the community						
EN1	FG	Run community workshops linked to Place Plan, Town Hall transformation and events	TC/EO/CM £	Year 1-3	In progress	Community workshops around Town Hall held in January. Workshop to be held in relation to PIP in due course and Place Plan working group now established.
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 I

Virement Date: 19/08/2026 **Virement Ref No:** 13

A/c Code	Description	Centre	Description	Virement Description	Amount Decreased	Amount Increased
5454	TC2 - Planting	102	Town Centre	Move TC2 from 102 to 239	2,000	
5454	TC2 - Planting	239	Pride in Place	Move TC2 from 102 to 239		2,000
				Virement Totals	2,000	2,000

Narrative: Move from TC2 to 239

Virement Date: 19/08/2026 **Virement Ref No:** 14

A/c Code	Description	Centre	Description	Virement Description	Amount Decreased	Amount Increased
4991	Capital Works	138	Bus Shelters/Street	Move Bus to PIP	3,000	
4991	Capital Works	239	Pride in Place	Move Bus to PIP		3,000
				Virement Totals	3,000	3,000

Narrative: Move from 138 to 239 - bus works now under PiP

Appendix J

HR19 – Disciplinary Policy

Welshpool Town Council

Adopted:
Revised:
Review: Biannually or as changes are required.

Council HR and Governance Support
Excellence in all we do

HR19 - Disciplinary Policy

1. Introduction

1.1. We have clear standards of conduct which all of our employees must meet. These standards are set out in our policies and procedures and your contract of employment, and they are communicated on a day-to-day basis through management instructions. They are also often a matter of common sense.

1.2. This Policy sets out the procedure which we will follow if you breach the conduct standards expected of you. We will normally follow this process in disciplinary situations, but we are not obliged to do so (particularly if you are in your probationary period).

1.3. This Policy applies to all employees in the Council

1.4. This policy it does not form part of your contract of employment. We reserve the right to amend or remove this Policy.

2. Minor conduct issues and informal action

2.1. Minor conduct issues will often be addressed through informal discussion with your line manager. In such cases, the procedure set out in this Policy will not be followed. We may make a note of the discussion, which will be placed on your personnel file for future reference, but we will not issue a formal warning.

2.2. If your conduct does not improve (and in any case, where we believe it appropriate to do so), we will follow the formal process set out below.

3. Suspension

3.1. If there is an allegation of misconduct, then the first thing we will consider is whether there is a need to suspend you from work whilst we follow the disciplinary process. We will generally only do this where the allegation is one of gross misconduct (see below) and/or if we have concerns regarding preserving evidence.

3.2. Suspension is a neutral act. It is not an indication of our position on any allegation you may face.

3.3. If we suspend you:

a You must stay away from work; not visit our premises; and not make contact with staff, clients, suppliers or contractors (unless we authorise this in writing).

b You may contact somebody specifically to ask them to be a witness, or to accompany you at a meeting under this Policy, without asking us first.

c If pre-approved holidays fall during a period of suspension, they will still count as holiday leave and will be deducted from your holiday entitlement as normal.

3.4. You will continue to be paid as normal during any period of suspension unless your contract of employment says otherwise.

3.5. We will only suspend you for as long as reasonably necessary to allow us to complete our investigation and any formal process which follows it.

3.6. We will keep any suspension under review and may lift your suspension at any time if we decide that it is no longer necessary. Likewise, we may decide to suspend you at any point during the disciplinary process even if at the start of the process we did not choose to do so.

4. Investigation

4.1. It is important that all disciplinary allegations are investigated fully before any action is taken.

4.2. The investigation officer will gather evidence in relation to the allegation. How much investigation is required will depend on the nature of the allegation. The investigation officer may need to interview other witnesses, gather documents and view recordings. They will usually (but not always) hold a meeting with you to discuss the allegation. You do not generally have the right to be accompanied at an investigation meeting. You should cooperate fully with any investigation.

4.3. Investigation meetings are solely for the purpose of fact-finding, and no decision on disciplinary action will be taken until after a disciplinary hearing has been held.

4.4. At the conclusion of the investigation, the investigation officer will usually collate the evidence and pass it to the disciplinary officer,[1] who will generally be someone who has not been involved in the process up to this point. There may, however, be occasions where the investigation is carried out by the same person who will conduct the disciplinary hearing.

5. Right to be accompanied

5.1. You are entitled to be accompanied by a colleague or trade union representative at any meeting where you face formal sanctions (including dismissal). If we are holding separate investigation and disciplinary meetings, then your right to be accompanied only applies to the disciplinary meeting.

5.2. If you want to exercise your right to be accompanied, you should tell us as soon as possible who you want to accompany you. It is your responsibility to arrange for them to attend. If you choose a work colleague, we will not prevent them from attending, but we may rearrange the meeting if their absence from work could cause operational problems.

5.3. Your colleague or union representative can, if you prefer, explain the key points of your case to the meeting and can respond on your behalf. You can also confer with them during the meeting. However, they must not answer questions put directly to you or try to prevent us asking questions or outlining our arguments.

6. Disciplinary meetings

6.1. If a decision is taken that an allegation should be taken forward to a disciplinary hearing, then we will write to you to:

[1] The ACAS Code recommends having two different people carry out the investigation and disciplinary roles, but in smaller businesses, or cases where the nature of the allegations means that the investigation required is limited, it will be reasonable for the same person to carry out both roles.

a Set out the disciplinary allegation which has been made against you

b Provide all the evidence we will look at when considering the allegation

c Confirm the date, time and venue for a formal disciplinary hearing

d Set out the possible outcomes of the meeting (including whether dismissal might result)

e Set out details of your right to be accompanied

6.2. You should let us know as soon as possible if there is a reason why you cannot attend the meeting at the arranged time. We will usually reschedule the meeting once, provided we are satisfied with your reason for not attending. We will not reschedule the meeting a second time unless there is a very good reason to justify this. Note that we may not reschedule at all if we decide it is likely to lead to unreasonable delay, and we may instead have to make our decision on the disciplinary issue without you being present.

6.3. You should review the evidence provided and contact us as soon as possible if there are any other documents, or further evidence, which you would like us to consider. Please provide copies of anything you want us to look at.

6.4. We will usually arrange for a note-taker to attend formal disciplinary hearings, or we may choose to record the meeting. We may record the meeting, but we will not do so without telling you. You are welcome to record the meeting if you wish, but please tell us beforehand, as we think it is discourteous to the managers involved for you to make a covert recording.

6.5. At the meeting, we will go through all of the evidence with you and make sure that you understand the allegation you are facing. We may call witnesses as part of this process, but we are not obliged to do so.

6.6. We will give you time to respond to the allegations and to put your own case. We will also give you the opportunity to ask us questions, present your own evidence, call your own witnesses and respond to the evidence we put forward. If there are any questions you want us to put to our witnesses, please tell us and (unless there is a good reason not to) we will make sure they are asked.

6.7. We will not usually make a decision on the day of the meeting. We will usually send you our decision in writing. We will try to do this within two weeks of the disciplinary meeting.

7. Appeal

7.1. You have the right to appeal against any disciplinary action taken against you under this Policy. You should set your grounds of appeal out in writing to the person or department detailed in the outcome letter you receive. You must submit your appeal within seven days of receiving your outcome letter, setting out the grounds of your appeal and any additional evidence you wish to be taken into account.

7.2. Once we have received your letter of appeal, we will arrange an appeal hearing. An ad-hoc appeals committee will be appointed to hear your appeal. They will not usually have had any involvement in the process or the allegation up to this point.

7.3. You will receive a letter inviting you to the appeal hearing, at which you have the right to be accompanied (see above). It may be necessary to conduct further investigation depending on your grounds of appeal.

7.4. The appeal could involve a review of the original decision, taking account of the specific grounds of appeal you have raised. Alternatively, it could involve a full re-hearing of the matter. We will decide which approach is most appropriate for your case.

7.5. You should be aware that our appeals committee are not limited in their options when considering your appeal. They can, if they believe it appropriate, decrease a sanction, approve the original outcome, remove a sanction or increase a sanction.

7.6. Following your appeal hearing, we will send details of the outcome to you in writing. We will usually aim to do this within two weeks of your appeal hearing. The decision you receive on appeal is our final decision. There is no further right of appeal.

8. Disciplinary action and dismissal

There are three stages in our procedure for dealing with cases of misconduct. We may start at any stage of this procedure, and we may skip stages if we think it appropriate.

8.1. First stage – We will give you a first written warning. Unless you already have active written warnings relating to disciplinary matters on your work record, a first written warning will usually remain in place for *12 months* from the date you are notified of the decision. It will then be removed from your record.

8.2. Second stage – If there is an active first written warning on your record and you are involved in further misconduct, we will usually issue you with a final written warning**.** In serious cases of misconduct, we may issue a final written warning *without* first issuing a first written warning. In either case, the final written warning will usually remain in place for *12 months* from the date you are notified of the decision. It will then be removed from your record.

8.3. Third stage – If there is an active final written warning on your record and you are involved in further misconduct, you may be dismissed. You may also be dismissed for a serious case of misconduct, or if you are involved in gross misconduct. We explain what we mean by 'misconduct' and 'gross misconduct' below.

9. What is misconduct?

9.1. Misconduct is a general term referring to behaviour that falls below the standards we expect. You will not usually be dismissed for a first allegation of misconduct, unless it amounts to gross misconduct, which we discuss in the next section).

9.2. The following list gives examples of what we would normally regard as misconduct:

a Minor breaches of Council policy

b Minor breaches of your employment contract

c Unauthorised use of, or minor damage to, council property

d Poor attendance and timekeeping

e Refusing to follow instructions, where doing so is not serious enough to be gross misconduct

f Making an excessive number of personal calls using company phones

g Sending and receiving an excessive number of personal emails

h Using the internet or email for personal purposes, other than on an occasional basis

i Using obscene language or otherwise behaving offensively

j Being careless when carrying out your duties

k Wasting time during your contracted working hours

l Smoking in areas where smoking is not allowed

10. What is gross misconduct?

10.1. You will usually be dismissed without warning, without notice and without payment in lieu of notice if we find you have committed an act of gross misconduct. This is known as summary dismissal.

10.2. The following list gives examples of what we would normally regard as gross misconduct. This list is not exhaustive and should be referred to as a guide.

a Serious breaches of council policy

b Bullying or physical violence

c Fraud, theft or any act of dishonesty

d Continued absence without leave

e Altering records, such as sales records, to put yourself in a better light even if there is no immediate financial benefit to you

f Malicious misuse of any of our procedures, for example, if you make up allegations when taking out a grievance against someone

g Serious negligence or carelessness, particularly if it leads to us losing trust and confidence in you

h Serious health and safety breaches

i Serious breaches of data protection legislation or our *Data Protection Policy*]

j Serious and/or intentional damage to company property

k Unlawful harassment or discrimination

l Viewing, receiving or sending anything that breaches our *Harassment and Bullying Policy* or our Equality Policies

m Knowingly accessing websites containing offensive, obscene or pornographic material

n Misuse of internal email, external email or other internet and computer-based facilities, including the storage and/or transmission of obscene, illicit or undesirable material

o Serious insubordination or refusal to obey management instructions

p Serious breaches of confidence

q Covertly recording your colleagues or any management (or other) meeting where the participants do not know you are recording

r Being under the influence of, or possessing, illegal drugs

s Being under the influence of alcohol unless this is with your manager's express knowledge and permission – for example, where you are involved in entertaining on the Council's behalf

t Conduct that violates common decency, or engaging in behaviour that might bring the Council's name into disrepute

11. Sickness absence during the disciplinary process

11.1. Should you be absent due to sickness once you have been notified of a disciplinary investigation meeting or disciplinary hearing, you will be paid under the sick pay rules set out in our other policies (which may not involve being paid full pay). We may decide not to pay you any company sick pay during that period of sickness absence, even if we would normally pay you company sick pay. Your rights to Statutory Sick Pay are unaffected.

11.2. If you say you are unable to attend a disciplinary hearing due to sickness, we will offer you a new date for the hearing. However, if you are unable to attend a hearing within what we consider to be a reasonable period of time, then we will look at alternative ways of conducting the hearing. This may involve conducting the hearing by phone or virtually, inviting you to send written submissions or asking a colleague to attend on your behalf.

12. Criminal offences

12.1. If the police are involved in any issues which we are also investigating, we will not usually delay our internal processes whilst we await the outcome of any decision to charge or criminal prosecution.

12.2. Conduct outside of work which is alleged to be criminal may be considered a disciplinary matter by us if we reasonably believe that it is relevant to your job.

13. Administration of the Disciplinary Policy

13.1. The Town Clerk is responsible for the administration of the Disciplinary Policy. Should you have any feedback, please contact the Town Clerk.

Appendix K

H14 – Grievance Policy

Welshpool Town Council

Adopted:
Revised:
Review: Biannually or as changes are required.

Council HR and Governance Support
Excellence in all we do

HR14 - Grievance Policy

1. Introduction

1.1. A 'grievance' is an issue or problem with something at work. If you are having a problem at work or wish to raise a complaint, then you should use the process set out in this Policy to do so. We want to make sure that you feel comfortable to raise with us any problems you may have.

1.2. This Policy:

a Sets out the informal and formal processes that can be followed when raising a grievance

b Explains what we will do if we receive a formal grievance

c Explains how grievance meetings operate

d Sets out how we will deal with tricky situations like related grievances and grievances raised during a disciplinary process

e Explains the role of the grievance officer

f Provides an introduction to mediation and the circumstances in which it might be offered when a grievance has been raised

1.3. Please note that this Policy does not form part of your contract of employment. We reserve the right to amend or remove this Policy.

1.4. This Policy should be read alongside our *Whistleblowing Policy* and *Bullying & Harassment Policy*.

1.5. This Policy applies to all employees. It does not apply before your employment starts. If your employment has ended, we may refuse to investigate any grievance, or we may use a different procedure.

2. What we will do if we receive a formal grievance

2.1. If we receive a formal grievance from you we will:

a Follow a full and fair procedure

b Investigate all matters raised

c Act promptly

d Keep you regularly updated with the status of the grievance investigation

e Be mindful of the impact of the grievance and the grievance process on your wellbeing and provide appropriate support

f Not treat you unfavourably for having raised a grievance

g Retain all documentation collected as part of the grievance process securely, in accordance with our *Data Protection Policy*

3. The informal grievance process

3.1. If you have an issue or complaint, before doing anything else, you should approach your *line manager*, as most grievances can be resolved informally. If your grievance involves your *line manager* – or there is some other reason you don't want to raise it with them – you should instead tell the Town Clerk. If the grievance concerns the Town Clerk then you can raise it with the Mayor.

3.2. You do not have to put anything in writing. The issue can be discussed verbally if you prefer.

3.3. If this informal approach does not solve your problem, or you do not want to first raise the matter informally, you can use the formal procedure.

4. The formal grievance process

We follow a three-stage process when dealing with formal grievances.

4.1. Stage 1: Submission of a written grievance

Put your grievance in writing and send it to your line manager. Your letter/email should include the following:

a What your complaint is – please provide as much specific information as possible.

b Any evidence you have to support your grievance – this can be sent as an accompanying file or bundle if necessary.

c What outcome you are hoping to achieve from the grievance process – this is particularly important, as if we don't know what you want, we cannot help you achieve it.

We will confirm receipt of your grievance promptly. We will then investigate the complaint you have raised. How we do this will depend on the nature of your grievance. For example, it may involve a review of documents or it may involve interviewing others involved in the complaint. You must cooperate with our investigation.

4.2. Stage 2: Grievance hearing

We will invite you to a grievance hearing to discuss your grievance. We will usually do this within *ten* working days of receiving your grievance, although the process may take longer if the complaint is complex. We aim to act without unreasonable delay throughout the grievance process.

You have the right to be accompanied at this meeting by a work colleague or trade union representative (see section 5 for more details).

If you or your chosen companion are unable to attend the meeting at the time arranged, then you should let us know without delay and we will organise an alternative date and time. Unless there is a good reason, we are unlikely to rearrange a meeting more than once. If you do not attend a grievance meeting that we have set up (or rearranged) for you, and you do not give us a good reason, we may treat the grievance as withdrawn by you.

At the meeting, our appointed grievance officer (see below) will discuss your grievance with you, including any desired outcome. We may record the meeting. We will let you have copies of any notes taken or recording made.

Please do not record the meeting without our consent, as this suggests that you do not trust our process or the managers conducting the meeting. If you record the meeting covertly, we will normally regard that as serious misconduct.

After the meeting, we will complete our investigation. Sometimes, this will involve looking at documents or interviewing other people. We may ask you for more information or for another meeting. We may conclude that there is no need for any further investigation.

We will tell you of the outcome of your grievance in writing.

4.3. Stage 3: Appeal

You have the right to appeal any finding we make in relation to your grievance. Any appeal should be submitted in writing within *five* working days of receiving the grievance outcome letter. In your appeal letter, you should explain clearly why you are appealing and provide us with any additional evidence you would like us to consider as part of your appeal.

We will appoint an appeal officer to deal with your appeal. An appeal hearing will be held with you. We usually aim to arrange an appeal hearing within *two* weeks of the submission of your appeal. You have the right to be accompanied at the appeal hearing by a work colleague or trade union representative (see section 5).

Following the appeal meeting, we will carry out any additional investigation which we feel is required. Our final decision will be sent to you in writing. We will try to do this within [*two*] weeks of the appeal hearing. You do not have any further right of appeal, and this marks the end of the grievance process.

5. The right to be accompanied

5.1. You are entitled to be accompanied by a colleague or trade union representative at any grievance or grievance appeal meeting called under this Policy.

5.2. If you want to exercise this right, you should tell us as soon as possible who you want to accompany you. It is your responsibility to arrange for them to attend. If you choose a work colleague, we will not stop them from attending, but we may rearrange the meeting if their absence from work would cause operational problems.

5.3. Your colleague or trade union representative can, if you'd like them to, explain the key points of your grievance at the meeting and you can confer with them during the meetings. However, they must not answer questions put directly to you or try to stop us from asking questions or outlining our views.

6. Grievance and grievance appeal officers

6.1. When we receive a formal grievance from you, we will appoint a grievance officer from the Council to investigate it. The grievance officer will, wherever possible, have had no involvement in the subject matter of the grievance. The grievance officer's role usually includes investigating the grievance, holding a grievance hearing with you and communicating the outcome of your grievance.

6.2. If you appeal the outcome of a formal grievance, then we will appoint a grievance appeal officer to handle it. Wherever possible the grievance appeal officer will have had no prior involvement in the grievance process or the subject matter of the grievance. The grievance appeal officer's role includes reviewing the background, undertaking any further investigation, holding a grievance appeal hearing with you and communicating the outcome of your grievance appeal in writing.

6.3. If you wish to raise any issue regarding an appointed grievance or grievance appeal officer, or if you are concerned about their actions, then please contact the Town Clerk to discuss the matter further. We will not normally give credence to a belief by you that a grievance or grievance appeal officer is biased or has a personal animosity towards you unless you have raised it at the very earliest opportunity. The fact that someone does not agree with you, or tests your account by asking probing questions, is not evidence of bias or animosity.

7. Mediation

7.1. Depending on the subject matter of the grievance, we may consider offering mediation to resolve it.

7.2. Mediation involves an independent, impartial person working with both sides to find a solution. It can help to diffuse tension and avoid issues escalating.

7.3. We are not obliged to offer mediation, and it is an option which we will only look into with your agreement.

8. Competing or related grievances

8.1. Where we receive competing grievances, we will usually follow the full formal process set out above in relation to both. We will not prioritise one over the other. We will keep all information confidential and separate in relation to the two processes.

8.2. Where grievances cover similar or related subjects, we may approach all those involved to seek to agree that the grievances can be joined, and a joint meeting held to discuss them. However, this would require the agreement of each person involved. Each person has the right to follow the full process individually if they wish to.

9. Grievances raised during a disciplinary or performance management process

9.1. Our approach is driven by the fact that we do not normally want a grievance to delay (or even derail) an ongoing disciplinary or performance management process.

9.2. Where a grievance is raised whilst a disciplinary or performance management process is in progress, we may choose any of these three options:

a Pause the existing process whilst we investigate the grievance

b Deal with the existing process at the same time as the grievance, as part of the same overall process

c Deal with the existing process at the same time as the grievance but run two independent processes concurrently

9.3. When making our decision on this, we will take into account the most appropriate course of action in each case and the need to act without delay.

10. Temporary changes to the working environment during the grievance process[1]

10.1. Most grievance investigations can be conducted while you remain in your usual working environment. However, there will be some situations when we may consider moving you or others to a different work location or role while the investigation is carried out. This would be a temporary move only. We will act reasonably and treat you fairly when considering any transfer.

11. Administration of the Grievance Policy

11.1. The Town Clerk is responsible for the administration of the Grievance Policy. Should you have any feedback, please contact the Town Clerk.

[1] You cannot move an employee into a role falling outside their job description without their consent unless the employment contract contains an express right for you to do so.

Appendix L

Cyngor Tref Trallwng Welshpool Town Council

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

Document / Report #931

Author	Richard Williams Town Clerk & Responsible Finance Officer
Title	Policy Review - Sept 26
Date	1st September 2026

OFFICERS RECOMMENDATION

1. **To note the comparison of the Council's current employment policy framework with section B.12 of the Finance & Governance Toolkit.**
2. **To instruct officers, with support from the Council's human resources provider, to prioritise the preparation or review of policies covering adoption and paternity leave, capability, recruitment and shared parental leave.**
3. **To establish and maintain a central employment policy schedule recording approval and review dates.**

1. Purpose

1. To compare the Council's current employment policy framework with the core employment policies identified in section B.12 of the Finance & Governance Toolkit and to agree the action required to address the identified gaps.

2. Background

1. Section B.12 of the Finance & Governance Toolkit recommends that councils have appropriate core employment policies and procedures in place. A review has been undertaken against the policies listed in that section.
2. The Council currently has policies or procedures covering alcohol, drugs and substance misuse; staff appraisal; bullying and harassment; dignity at work; discipline and grievance; equality and diversity; health and safety at work; maternity leave; Member and officer relations; attendance management; stress management; time off in lieu; and whistleblowing.
3. Annual leave arrangements are covered through employees' contracts of employment. Staff training is addressed through the Council's statutory training plan. Employee Code of Conduct is covered by the Code of Conduct (Qualifying Local Government Employees) (Wales) Order 2001.

4. The review identified that the Council does not currently have separate policies covering adoption and paternity leave, capability, recruitment, or shared parental leave.
5. The Council's external human resources provider has supplied a batch of model policies which the Town Clerk is reviewing. It is anticipated that some of the policies currently recorded as not being in place will be covered by these model documents.

3. Advice

1. The Council has policies or other documented arrangements covering 16 of the 20 areas identified in section B.12 of the Toolkit. The principal gaps relate to adoption and paternity leave, capability, recruitment and shared parental leave.
2. Priority should be given to reviewing the model policies relating to the four identified gaps. A capability procedure would provide a consistent process for managing performance concerns, while a recruitment procedure would support fair, transparent and consistent appointments. Adoption, paternity and shared parental leave policies would provide employees and managers with clear information on the applicable arrangements.
3. The wider batch of model policies should also be compared with the Council's existing documents. Existing policies should not be replaced automatically where they remain suitable. Officers should identify duplication, inconsistencies and any documents requiring legal or procedural updating before presenting revised or new policies to Members for approval.
4. Once the exercise is complete, the Town Clerk considers that a central policy schedule should be maintained showing the approval date, next review date and any related documents. This would provide a clear audit trail and assist future reviews against the Toolkit.

4. Links to Strategic Objectives and Interim Strategic Plan

1. N/A

5. Resource & Legal Implications

1. The review will require officer time and input from the Council's human resources provider.
2. Employment policies must reflect current employment law, employees' contracts and the Council's established terms and conditions. New or revised policies should be checked by the Council's human resources provider before adoption.
3. The Code of Conduct (Qualifying Local Government Employees) (Wales) Order 2001 continues to apply to qualifying employees, but officers should ensure that staff can readily access and understand the standards expected of them. Where a proposed policy would alter contractual terms, appropriate consultation and employment advice may be required before implementation.

6. Specific Implications

1. N/A

7. Recommendation

1. To note the comparison of the Council's current employment policy framework with section B.12 of the Finance & Governance Toolkit.
2. To instruct officers, with support from the Council's human resources provider, to prioritise the preparation or review of policies covering adoption and paternity leave, capability, recruitment and shared parental leave.
3. To establish and maintain a central employment policy schedule recording approval and review dates.

8. Decision

1. To resolve to approve the recommendations set out above.

Appendix M

Cyngor Tref Trallwng Welshpool Town Council

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

Document / Report #930

Author	Richard Williams Town Clerk & Responsible Finance Officer
Title	Newsletter Update - Sept 26
Date	1st September 2026

OFFICERS RECOMMENDATION

1. **To approve the printing and Royal Mail Door to Door distribution to SY21 7, SY21 8 and SY21 9 of the Council newsletter at a cost not exeeding £1,400.**

1. Purpose

1. To update Members on the distribution and printing costs for the Council newsletter and to seek approval to proceed with printing and distribution.

2. Background

1. In July, Members considered three quotations and different distribution models, including direct mail and Royal Mail Door to Door. The possible involvement of voluntary groups, the Scouts and Councillors in local distribution was also discussed. The Town Clerk was asked to explore the options further and report back in September.
2. No further arrangements have been established for distribution by local or voluntary groups. In particular, contact details for the Scouts have not been provided. This option cannot therefore be relied upon within the timescale for the next newsletter.
3. The Council previously resolved on 24 September 2025 to use Royal Mail Door to Door for newsletter distribution, with the arrangement to be reviewed at six-monthly intervals.
4. Revised Royal Mail Door to Door prices have now been obtained. Distribution to postcode sector SY21 7 would cost £240.60 for less than 1000 copies. Distribution across postcode sectors SY21 7, SY21 8 and SY21 9 would cost £544.68 for 5,989 copies.
5. Printing costs from one supplier are £246.95 for 1,200 copies or £857.49 for 6,500 copies.

3. Advice

1. The smaller circulation is the lower-cost option but would be restricted to postcode sector SY21 7. It would not provide the broad household coverage envisaged by the Council's Interim Strategic Plan.

2. The wider circulation would provide coverage across the three identified postcode sectors. Printing 6,500 copies would meet the Royal Mail requirement of 6,300 copies and leave approximately 200 copies for Council premises, community facilities and other local distribution.

3. Distribution through voluntary groups or individual Councillors could support local involvement and may reduce costs. However, no confirmed delivery arrangements, contact details or capacity have been established. Such a model would also require coordination, allocation of delivery areas and assurance that all intended households had been reached.

4. Officers consider that Royal Mail Door to Door provides the most deliverable and consistent option for the next newsletter.

5. It is recommended that the Council proceed with 6,500 printed copies and Royal Mail Door to Door distribution of 6,300 copies across SY21 7, SY21 8 and SY21 9, at a current combined cost of £1,336.87. Opportunities for community involvement in future editions can continue to be explored as part of the next six-monthly review.

4. Links to Strategic Objectives and Interim Strategic Plan

1. The proposal directly supports the “Improving the Council” theme and action CO3, which provides for a printed newsletter to be delivered to every household every six months. It also contributes to the strategic aims of improving communication, transparency and accountability and strengthening engagement with the community.

5. Resource & Legal Implications

1. The 2026/27 budget provides £3,303 under the Newsletters expenditure heading. As at 25 August 2026, no actual or committed expenditure was recorded and £3,303 remained available. The proposed wider option would cost £1,336.87, leaving £1,966.13 against the budget heading.

2. Section 142 of the Local Government Act 1972 allows the Council to arrange for information to be published in their area.

6. Specific Implications

1. **Crime and Disorder** - There are no significant direct crime and disorder implications. The newsletter may provide an additional means of communicating relevant community safety information where appropriate.

2. **Biodiversity** - Printing and distributing 6,500 copies will use paper and create an environmental impact. This should be reduced by specifying responsibly sourced or recycled paper where practicable, avoiding unnecessary surplus copies and making the newsletter available digitally alongside the printed edition.

3. **Well-being** - A printed newsletter provides access to Council information for residents who do not use online services. Wider distribution may support inclusion, community participation and awareness of local services, events and decisions.

4. **Risk Management** - N/A

7. Recommendation

1. To approve the printing and Royal Mail Door to Door distribution to SY21 7, SY21 8 and SY21 9 of the Council newsletter at a cost not exeeding £1,400.

8. Decision

1. To resolve to approve the recommendations set out above.

Appendix N

Cyngor Tref Trallwng Welshpool Town Council

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

Document / Report #910

Author	Richard Williams Town Clerk & Responsible Finance Officer
Title	Budget Setting Timetable 27-28
Date	25th August 2026

Budget Setting Timetable for 2027-2028

Action Required	Timescale	Meeting Month
Officers prepare draft 1 budget based on the approved plan	October	
Committees consider Draft 1 budget and inform priorities for the coming year based on approved plan		E&P 7th October 2026 O&D 14th October 2026 F&G 21st October 2026
Council considers Staffing Review and budgetary considerations of review		F&G 21st October 2026 Council 28th October 2026
Officers review priorities as committees discuss and prepare recommendations for Year 2 workplan based on Interim Strategic Plan and team capacity	November	
Officers prepare Draft 2 budget based on priorities from Draft 1 and any other additional inclusion requests	November	
Council Tax Base approved by Powys County Council which will inform precept planning	November	
Committees consider Draft 2 budget and make changes as appropriate		E&P 4th November 2026 O&D 11th November 2026 F&G 18th November 2026
Officers prepare Draft 3 budget based on priorities from Draft 1 & 2 and any other additional inclusion requests	December	
Committees consider Draft 3 budget and make changes as appropriate		E&P 6th January 2026 O&D 13th January 2026 F&G 20th January 2026
Council agrees final Draft 3 budget		27th January 2026

RFO submits precept request	No later than 30th January 2026	
Year End process including carry forwards, EMRs etc	February & March	March 2026