



Cyngor Tref y Trallwng | Welshpool Town Council

Welshpool Town Council, Tourist Information Centre, The Vicarage Gardens, Welshpool, SY21 7DD
Tel: 01938 553142 Email: town.clerk@welshpooltowncouncil.gov.uk

Agenda & Summons Operations & Development Committee - 08/10/2025 6:30pm

3rd October 2025

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

Dear Councillor,

You are hereby summoned to attend a meeting of the Operations & Development Committee of Welshpool Town Council which will be held on Wednesday 8th October 2025 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 & Proper Officer

In accordance with the Local Government and Elections (Wales) Act 2021, this meeting is available by remote means. Please visit <https://us02web.zoom.us/j/85268450586?pwd=u5xorQOHWew71eaGKKsV0hyjYiPfv.1> to join online or use Zoom Meeting ID 852 6845 0586 and passcode 855276, or via telephone by ringing +442039017895,,85268450586#,,,855276#.

Agenda

1. WELCOME AND APOLOGIES FOR ABSENCE

The Chair will welcome Councillors and members of the public and will receive, and if desired, resolve to approve, any apologies for absence.

2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

To receive and resolve if desired, declarations of interest and relevant dispensations. [Part III, Local Government Act 2000]

[Appendix A]

3. PUBLIC PARTICIPATION

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

4. MINUTES AND MATTERS ARISING

4.1. Previous Minutes

To approve and sign as a correct record, the minutes from the meeting of the Operations & Development Committee on 10/09/2025.

[Appendix B]

4.2. Matters Arising

To report for information purposes only matters arising from the Operations & Development Committee on 10/09/2025.

5. LAND AND BUILDINGS

5.1. General Update

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

5.2. Playground Maintenance

To consider the attached quotes for works to repair various elements of playground equipment (There is currently £9,847 in Play Equipment and £2,715 left in Repairs and Maintenance budget lines - 130 or 140/4085).

[Appendix C]

[Appendix D]

5.3. Equipment

To consider the request to purchase a Stihl KMA 135 R battery powered long reach hedge cutter for £1,287.45 ex VAT (There is currently £4,464 in the budget for equipment - 130 or 140/4340).

5.4. All Wales Play Opportunities Grant

To note that the Council has been awarded £20,000 from the All Wales Play Opportunity Grant to install accessible play equipment in Maes y Dre play park, endorse the Town Clerks acceptance of the grant, approve the match funding contribution of £954 from the Play Equipment budget and to approve the quotation from Ray Parry Playgrounds Ltd to carry out the works.

[Appendix E]

6. SERVICES

6.1. Meals on Wheels

To receive an update from the Tourist Information Centre Manager in respect of Meals on Wheels.

[Appendix F]

6.2. Markets

To receive an update in respect of the indoor and outdoor market.

7. BUSINESS PLANNING & FINANCIAL MATTERS

7.1. ISP Action Plan

To consider the approved committee ISP action plan.

[Appendix G]

7.2. Budget and Committee Finance (Month 6)

To consider the current spending position against the budget for the committee for September (Month 6).

[Appendix H]

8. BUDGET 2026/2027 - DRAFT 1

To consider the Draft 1 budget for areas of responsibility, the Interim Strategic Plan (ISP) action plan and identify any changes/additions as appropriate.

[Appendix I]

9. PROJECTS & NEW DEVELOPMENTS

9.1. Town Hall Transformation

To consider a report from the Town Clerk in respect of Town Hall Transformation project governance.

[Appendix J]

9.2. Oldford Estate

To consider the way forward in relation to play and land in Oldford.

[Appendix K]

10. DATE OF NEXT MEETING

To note that the next meeting of Operations & Development Committee will be held on 12th November 2025 at 6:30pm.

11. 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]

12. REVIEW OF CLEANING CONTRACT [CONFIDENTIAL]

To consider the report from the Town Clerk in respect of the cleaning contract (deferred from July). [Confidential - information related to the financial or business affairs of a person and/or the authority.]

Confidential Document [Appendix L]

13. BERRIEW ST TOILETS [CONFIDENTIAL]

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

Confidential Document [Appendix M]

Appendix A



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

What matters are being discussed at the meeting?

Do any relate to my interests?

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

OR

B Does it affect the well being or financial position of me, my partner, my relatives or my friends or my, my partner's, my relatives' or my friends':

- jobs, employers or businesses;
- companies in which I or they are a director or where I or they have a shareholding of more than £5,000 (nominal/face value);
- business partnerships; and
- the following organisations where I or they hold a position of general control or management:
 - other bodies where I or they represent the authority;
 - other public authorities;
 - companies, industrial and provident societies and charitable bodies;
 - bodies whose main purpose is to influence public opinion or policy; and
 - trade unions or professional associations

More than other people in the authority's area?

NO

YES

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

You may have a
personal interest in
the matter

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

NO

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

YES

You may have a
prejudicial interest

This matter relates to:

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

NO

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

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

YES

LOCAL GOVERNMENT ACT 2000

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

NOTIFICATION IN RESPECT OF:-

(1) PERSONAL INTEREST ORALLY DISCLOSED AT MEETING

[(2) DISPENSATION RELIED UPON AT MEETING]

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

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

DATE:	
MEETING:	

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

AGENDA ITEM:	
BUSINESS CONSIDERED:	

4. DETAILS OF PERSONAL INTEREST

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

--

5. PREJUDICIAL INTEREST

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

The personal interest detailed in Section 4 above:-

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

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

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

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

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

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

7. DATE AND SIGNATURE:

DATE:	
SIGNATURE:	

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

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

Appendix B



Cyngor Tref y Trallwng | Welshpool Town Council

Welshpool Town Council, Tourist Information Centre, The Vicarage Gardens, Welshpool, SY21 7DD
Tel: 01938 553142 Email: town.clerk@welshpooltowncouncil.gov.uk

DRAFT

Minutes of the Operations & Development Committee held on 10/09/2025 6:30pm in Council Chamber, Welshpool Town Hall.

PRESENT:

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

Apologies for absence:

Absent:

Also in attendance:

Councillor Chris Davies
Richard Williams - Town Clerk & Proper Officer
Paul McGrath - Operations Manager
Wendy Lewis - Tourist Information Centre Manager
2 member(s) of the public / press

OD100925/1. WELCOME AND APOLOGIES FOR ABSENCE

The Chair welcomed everyone to the meeting.

OD100925/2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

The following interests were declared:

Item	Councillor	Type	Reason
14	Sally Fitzgerald	Personal & Prejudicial	Affects well being or financial position of me or my partner, my relatives

OD100925/3. PUBLIC PARTICIPATION

None.

OD100925/4. MINUTES AND MATTERS ARISING

OD100925/4.1 Previous Minutes

RECOMMENDED

To approve the minutes from the meeting of the Operations & Development Committee on 09/07/2025.

WTCM272 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Nick Howells

OD100925/4.2 Matters Arising

WTCM206 OD090725/8.2 Oldford Estate - Town Clerk is awaiting a meeting date

WTCM207 OD090725/8.3 TIC Solar and Battery Installation - Solar Panels have now been installed

OD100925/5. LAND AND BUILDINGS

OD100925/5.1 Town Hall & Motte and Bailey

The Operations Manager explained that all the works have now been completed, except an issue was experienced with the new temporary toilets but that has now been resolved.

OD100925/5.2 General Update

The Operations Manager updated councillors on general activities, including:

- Mayors Parade and Community Awards which ran smoothly and award winner names are scheduled to be added to the board.
- VJ Day Memorial Event went well and thanks was given to the Mayor, Pete and Nigel Lloyd for their support.
- Anniversary of the death of Paul Thomas in the Memorial Garden was well received.
- Book Sale went well.
- Vans - some issues with the Council's Tipper Truck and the Transit over the month which have been resolved under warranty.
- Quarterly Playground checks are to commence in September.
- Playground repairs booked in for w/c 13th October at Country Park following ROSPA reports at July meeting.
- New fencing at Dol y Felin starts tomorrow.
- Day Centre heating controls are being looked at along with maintenance for ducting and kitchen equipment.
- Defibrillators serviced - new case required for the one at Maes y Dre.
- Bench unveiling on Saturday for a new Falklands War bench at the Memorial Garden.
- Working with Town Clerk to obtain quotes to apply for Powys All Wales Play Opportunities Grant which closes on 22nd September.

Members thanked the team for their hard work.

OD100925/5.3 Tender - End of Season Works

Councillors discussed all three quotes from both companies. The Town Clerk reiterated that there is a budget of £20,000 available.

RECOMMENDED

To accept the quotation for end of season works from Argae Hall (Quotation 03 - Company A) at a cost of £21,380 excluding VAT.

WTCM273 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Estelle Bleivas

OD100925/5.4 Dog Control Orders

The Town Clerk updated councillors and stated that the previously approved Dog Control Orders have now expired as they were not converted to a Public Spaces Protection Order between the required three year period. The Town Clerk suggested that the issue of dog fouling on sports pitches seems to be widespread and perhaps the Town Council should write to other councils and lobby Powys to introduce a PSPO.

RECOMMENDED

To authorise the Town Clerk to write to other local councils in Powys to lobby for the making of a PSPO in relation to control of dogs on all sports grounds across Powys.

WTCM275 - Proposed by Cllr Phil Owen, seconded by Cllr Sally Fitzgerald

OD100925/5.5 Byelaws

The Town Clerk updated councillors on byelaws and explained that there are several areas of activity in which the Council could make byelaws. The Town Clerk explained that the Council currently has byelaws over Open Spaces however as these were passed prior to 2012, no fixed penalty notices (FPNs) can be issued under them. The Town Clerk also explained the complexity of enforcement of market day traffic, parking and traders and answered questions from councillors.

RECOMMENDED

- To approve the commencement of the process to make new byelaws as set out in the report.**
- To authorise the Town Clerk to publish, and if appropriate, make minor amendments to the below Initial Written Statements for open spaces, markets, parking, and public toilets, and to undertake a 12-week consultation in line with the Welsh Government Statutory Guidance on the 2012 Act.**
- To note that further reports will be brought to Council at subsequent stages of the statutory process, including the publication of draft byelaws and the issuing of Notices of Intention.**

WTCM274 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Nick Howells

OD100925/6. SERVICES

OD100925/6.1 Meals on Wheels

The TIC Manager gave an update and explained that 935 meals were served in July and August which generated £5,446.75 in income.

OD100925/6.2 Markets

The Town Clerk gave an update and explained that all but one stall in the indoor market is now filled.

OD100925/6.3 The Hub

The Town Clerk summarised the report and explained that during Q1 of this financial year (April to June) that 253 visitors were reported however some data was missing. Cllr Nick Howells also gave an update on donations. Members thanked Cllr Howells, Bailey, Rowell and the volunteers for their hard work on the Hub.

OD100925/7. COMMITTEE FINANCE (MONTH 4 & 5)

Members noted the current spending position against the budget and some questions were received regarding allotments. The Town Clerk explained that there is no waiting list and that a marketing campaign for allotments will commence shortly.

OD100925/8. PROJECTS & NEW DEVELOPMENTS

OD100925/8.1 Town Hall Transformation

The Town Clerk explained that the National Lottery had approved the Council's Expression of Interest which is fantastic news and now the Council has 12 months to apply. It is likely that an application will be submitted by February 2026.

OD100925/8.2 Oldford Estate

The Town Clerk explained that he was still awaiting a meeting with ClwydAlyn before things could progress further.

OD100925/9. INTERIM STRATEGIC PLAN - FEEDBACK & ACTIONS

The Town Clerk summarised the report and members went through the actions which are in the responsibility of the committee. No changes were received.

OD100925/10. DATE OF NEXT MEETING

The next meeting of Operations & Development Committee will be held on the 8th October 2025 at 6:30pm

OD100925/11. CONFIDENTIAL SESSION - EXCLUSION

RESOLVED

That members of the public and press be requested to leave the meeting by reason of the confidential nature of the business about to be transacted.

WTCM276 - Proposed by Cllr Nick Howells, seconded by Cllr Sally Fitzgerald

OD100925/12. DAY CENTRE [CONFIDENTIAL]

The Town Clerk explained the current situation and also explained the potential future transfer of the service. Members asked questions and agreed that the way forward being pursued is logical.

RECOMMENDED

- To authorise the Town Clerk to make the required necessary changes to the draft lease with Powys Teaching Health Board to alter the terms of the tenancy in line with the proposed way forward.**
- To authorise the Town Clerk to enter negotiations with Welshpool Community Haven in respect of transfer of the Meals on Wheels service and to report back to committee.**

WTCM277 - Proposed by Cllr Nick Howells, seconded by Cllr Phil Owen

OD100925/13. LAND ADJ TO YOUTH CENTRE [CONFIDENTIAL]

The Town Clerk explained the email received from Powys regarding the land and also explained the correspondence received from the Feathers Association.

RECOMMENDED

- To inform Powys County Council that the referenced land is not for sale.**
- To authorise the Town Clerk to enter into negotiations with The Feathers Association for a five year lease over the portion of the land for use as a skatepark and recreational space and to draft and agree such Heads of Terms as appropriate, with the final lease approval reserved to**

Council.

WTCM278 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Estelle Bleivas

OD100925/14. MARKET CAFE [CONFIDENTIAL]

Members discussed the attached letter and decided accordingly.

RECOMMENDED

To accept the proposed change of use of the Market Cafe and to enter into negotiations with the party over details of the concession/licence agreement.

WTCM279 - Proposed by Cllr Estelle Bleivas, seconded by Cllr Nick Howells

The meeting finished at 20:33.

Signed:

Dated:

Councillor Phil Pritchard (Chair)

Decision/Action Log

ID		Assigned
WTCM272	RECOMMENDATION OD100925/4.1 Previous Minutes To approve the minutes from the meeting of the Operations & Development Committee on 09/07/2025.	Town Clerk & Proper Officer
WTCM273	RECOMMENDATION OD100925/5.3 Tender - End of Season Works To accept the quotation for end of season works from Argae Hall (Quotation 03 - Company A) at a cost of £21,380 excluding VAT.	Operations Manager
WTCM274	RECOMMENDATION OD100925/5.5 Byelaws - To approve the commencement of the process to make new byelaws as set out in the report. - To authorise the Town Clerk to publish, and if appropriate, make minor amendments to the below Initial Written Statements for open spaces, markets, parking, and public toilets, and to undertake a 12-week consultation in line with the Welsh Government Statutory Guidance on the 2012 Act. - To note that further reports will be brought to Council at subsequent stages of the statutory process, including the publication of draft byelaws and the issuing of Notices of Intention.	Town Clerk & Proper Officer
WTCM275	RECOMMENDATION OD100925/5.4 Dog Control Orders To authorise the Town Clerk to write to other local councils in Powys to lobby for the making of a PSPO in relation to control of dogs on all sports grounds across Powys.	Town Clerk & Proper Officer

ID		Assigned
WTCM276	RESOLUTION OD100925/11 Confidential Session - Exclusion That members of the public and press be requested to leave the meeting by reason of the confidential nature of the business about to be transacted.	
WTCM277	RECOMMENDATION OD100925/12 Day Centre - To authorise the Town Clerk to make the required necessary changes to the draft lease with Powys Teaching Health Board to alter the terms of the tenancy in line with the proposed way forward. - To authorise the Town Clerk to enter negotiations with Welshpool Community Haven in respect of transfer of the Meals on Wheels service and to report back to committee.	Town Clerk & Proper Officer
WTCM278	RECOMMENDATION OD100925/13 Land adj to Youth Centre - To inform Powys County Council that the referenced land is not for sale. - To authorise the Town Clerk to enter into negotiations with The Feathers Association for a five year lease over the portion of the land for use as a skatepark and recreational space and to draft and agree such Heads of Terms as appropriate, with the final lease approval reserved to Council.	Town Clerk & Proper Officer
WTCM279	RECOMMENDATION OD100925/14 Market Cafe To accept the proposed change of use of the Market Cafe and to enter into negotiations with the party over details of the concession/licence agreement.	Town Clerk & Proper Officer

Appendix C

Your Quote

Paul McGrath
Welshpool Town Council
Vicarage Gardens
Church Street
Welshpool
Powys
SY21 7DD

Quotation Number: 0000105265
Quotation Date: 05-09-2025
Project for: Team Swing Secondary Support

Product Code	Product Name	Quantity	Unit Price	Total
TSSS/01	Team Swing Secondary Support-Retrofit Kit	4.00	405.74	1,622.96
DEL003	Deliver Spares Only	1.00	15.00	15.00
		Less Discount	GBP 243.44	
		NET	GBP 1,394.52	
		VAT	GBP 278.90	
		TOTAL	GBP 1,673.42	

All the above prices are subject to VAT and are valid for a period of one month.

This quotation is based on the information you have provided and assumes that the equipment has been installed and maintained in accordance with our instructions and guidelines.

Delivery costs are based on tracked courier service.

Please refer to our standard Terms & Conditions and our Additional Information.

Standard payment terms are 100% deposit paid within 7 days of placing an order.

Appendix D

Paul Mcgarth
Welshpool Town Council
Triangle House Union Street
Welshpool
Powys
SY21 7PG

Quotation from:
Jane Titterton
01536 295 374
janem@wicksteed.co.uk

Date: 15/09/2025
Valid to: 16/10/2025

Thank you for your interest in our products and services, we are pleased to present the details of our quote which you can find below.

Please note the following:

We have quoted for all parts which you may require. If any are unused, we will arrange for a credit note to be sent and note the labour charge remains as is.

If any parts/surfacing deteriorate between the time the quote is received and the Contractor attends site, there may be additional items/surfacing required at additional costs.

Our approximate lead time is 6-8 weeks upon receipt of order.

Any Installations work including painting and surfacing, are subject to weather permitting.

Any further work identified when attending site to complete the order, will need to be quoted, and a further labour charge will be incurred.

If we attend site and for any reason we're unable to complete the works, the labour charge is still applicable.

Code	Description	Unit	Qty	Total
TO SUPPLY AND FIT THE FOLLOWING PARTS FOR THE EXISTING HURRICANE SWING AND S801-10089 SPECIAL XS UNIT FROM ORIGINAL SAP ORDER 309344:-				
Hurricane Swing:-				
2212-212	M10 Nord lock washer	£2.66	4.0	£10.64
2185-577	M10 x 50mm Hex Head HT-8.8	£1.05	4.0	£4.20
2611-033	Plastic Dome Cap And Base - Green	£1.20	4.0	£4.80
2212-213	M12 Nord Lock Washer	£2.66	2.0	£5.32
2185-074	M12 x 70 hex head bolt	£1.20	2.0	£2.40
Special XS Unit - Scramble Net:-				
4141-123	Xs Access Net Only - Blue	£638.88	1.0	£638.88
4061-125	Wicksteed Rapid Link 7mm	£6.66	2.0	£13.32
2177-002	M10 Pentagon Button Head Safety Fastener	£2.66	3.0	£7.98
The following labour charge is to fit all parts and complete the following; The Hurricane Swing Swing Top Bar will need to be removed to attend to the sheared bolts, then re-instated. The existing Safety Grass Mats around the below ground fixing anchors of the Scramble Net will be lifted so that soil and turf can be laid. The mats will then be re-instated. This should reduce the height of the anchors out of the ground:-				
Maintenance	Labour Charge	£1,500.00	1.0	£1,500.00



QUOTATION

QUOTE REF: WLLQ18957

Refurbishment of Hurricane Swing and Scramble

Code	Description	Unit	Qty	Total
The following two Safety Grass Mats are quoted in case the existing two cannot be reinstated. If unused, a credit will be issued.:-				
6130GRASS	Wicksteed Safety Grass - (1.5m X 1m X 23mm Thick)	£44.50	2.0	£89.00

Notes: **E&oe.** Images are indicative. Colours shown are subject to change.

Total excluding VAT

£2,276.54

Should you require additional support please don't hesitate to contact us.

Appendix E

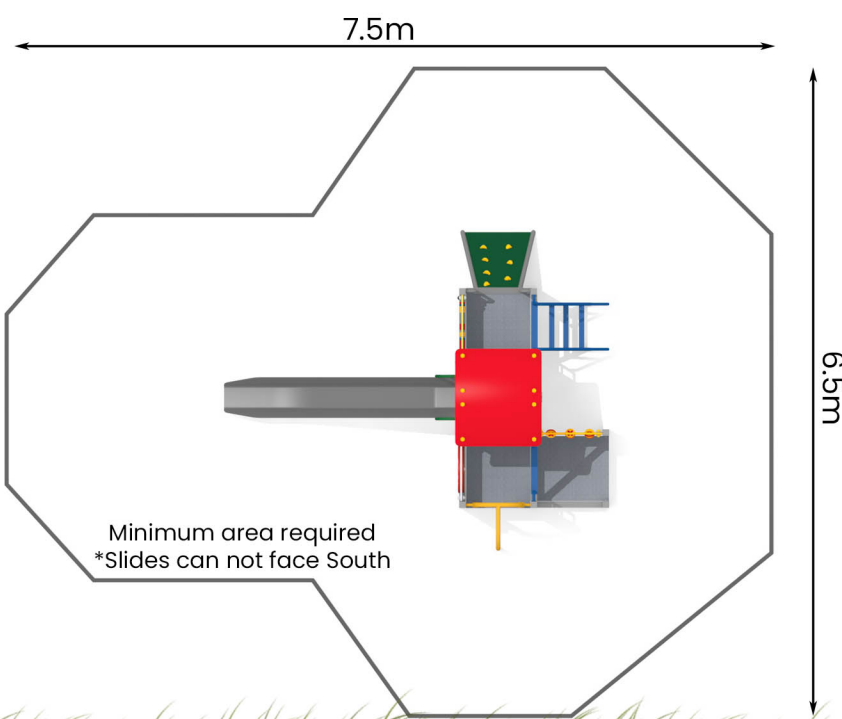


Welshpool Town Council



Option 1 Accessible Avon Multiplay

Features:
1m High Steel Slide, Access Platforms,
Ramp, Steps, Fire Pole,
Accessible Sensory Play Panels,
Platform Play Panels,
Lookout Balcony, Roof (optional),
Available in a wide range of colours



Copyright © 2025 Ray Parry Playground Services Ltd.



Appendix F



Cyngor Tref y Trallwng | Welshpool Town Council

Welshpool Town Council, Tourist Information Centre, The Vicarage Gardens, Welshpool, SY21 7DD
Tel: 01938 553142 Email: town.clerk@welshpooltowncouncil.gov.uk

Document / Report

Author	Richard Williams Town Clerk & Proper Officer
Title	Meals on Wheels Performance - September
Date	3rd October 2025

1. Purpose

1. To update Members on the performance of the Meals on Wheels (MoW) service during the month of September 2025, including key data on usage, income, expenditure, and service distribution.

2. Background

1. Welshpool Town Council provides a Meals on Wheels service to residents in the community, as well as hot meal provision to users of the Day Centre. Meals are prepared in-house by paid staff and delivered by volunteers.

3. Summary

1. A total of 525 meals were served in September, with 72% delivered to the community through the Meals on Wheels service and 28% provided in-house at the Day Centre.
2. The service generated £3,259.57 income against food purchases.
3. Average weekly meal provision was 105 meals, an increase from June's average (98) and consistent with the higher levels seen during July and August (117).
4. The week commencing 22nd September recorded a lower overall number of meals (78 total), largely due to reduced in-house provision, but community deliveries remained strong.
5. Overall, the service continues to perform well with steady demand and robust financial margins.

Appendix G



Cyngor Tref y Trallwng | Welshpool Town Council

Interim Strategic Plan - Action Plan - OD

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

Town Centre & Regeneration

Ref	Committee	Action	Resource	Timescale	Progress	Comments
Enhance the town centre environment						
TC1	OD	Roll out shopfront/window dressing scheme for empty premises in partnership with landlords	TC/EO/CM £	Year 2	Not started	
TC2	OD	Pilot town centre planting and hanging basket sponsorship scheme	TC/OM/CM £	Year 2	Not started	
TC3	OD	Develop long-term “clean and green” action plan for pavements, signage and public spaces	TC/OM/CM £	Year 2-3	Not started	
Redevelop the Town Hall as a modern community and civic hub						
TH1	OD	Progress existing Expression of Interest to full National Lottery Heritage Fund application (£4.2m project)	TC £4200000.00	Year 1	Not started	
TH2	OD	Launch community fundraising campaign and sponsorship scheme alongside grant bid	TC £1000.00	Year 2	Not started	

Ref	Committee	Action	Resource	Timescale	Progress	Comments
TH3	OD	Begin phased transformation works as required by lottery application	ALL £4200000.00	Year 3	Not started	
Revitalise the indoor and outdoor markets						
MA1	OD	Trial themed markets (e.g. farmers, crafts, seasonal) and promote through social media and newsletters	MO/CM £	Year 2	Not started	
MA2	OD	Improve signage to both markets from car parks, train station and main areas	TC/MO £	Year 1	Not started	
MA3	OD	Support traders with joint marketing and promotion campaigns	MO/CM £	Year 1-3	Not started	
MA4	OD	Assess financial sustainability of Monday market and explore feasibility of adding a second trading day	TC/MO £	Year 2	Not started	

Open Spaces

Ref	Committee	Action	Resource	Timescale	Progress	Comments
Improve facilities for dog owners						
DO1	OD	Audit existing dog waste bins and identify priority locations for additional bins across parks, recreation grounds and key walking routes.	TC/OM £	Year 1	Not started	
DO2	OD	Launch a public campaign on responsible dog ownership, including posters, social media messaging and signage in parks.	TC/CM £	Year 1	Not started	

[illegible]

Ref	Committee	Action	Resource	Timescale	Progress	Comments
MB1	OD	Produce concept designs with heritage groups, schools and local community	ALL £	Year 1	Not started	
MB2	OD	Explore funding options via Cadw, National Lottery, heritage tourism and Public Sector Works Board borrowing	TC £	Year 1-2	Not started	
MB3	OD	Begin phased works	TC/OM/CM £	Year 3	Not started	

Community Services

[illegible]

Ref	Committee	Action	Resource	Timescale	Progress	Comments
WM1	OD	Review operational model and explore opportunities for transfer to charity as part of Day Centre	TC/TICM/OM £	Year 1	Not started	
WM2	OD	If service retained then begin expanded promotional campaign and trials of further expansion of offering	TICM/CM £	Year 2-3	Not started	

Improving the Council

Ref	Committee	Action	Resource	Timescale	Progress	Comments
Strengthen engagement with the community						
EN2	All	Establish regular working groups e.g. Carnival, Markets, Open Spaces	EO £	Year 2	Not started	See EV1
EN3	All	Create a volunteer strategy and explore possible coordination roles to support more structured involvement	ALL £	Year 2-3	Not started	

Appendix H

Detailed Income & Expenditure by Budget Heading 02/10/2025

Month No: 6

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Operations & Development								
100 Town Hall								
1100 Income - Corn Exchange	187	2,288	7,000	4,712			32.7%	
1103 Refreshments - Corn Exchange	0	130	0	(130)			0.0%	
1104 Refreshments - Assembly Room	0	100	0	(100)			0.0%	
1105 Income - Assembly Rooms	292	2,359	1,800	(559)			131.1%	
1110 Income - Other Rooms	294	592	1,000	409			59.1%	
1120 Income -Telephone Mast Rental	0	0	5,000	5,000			0.0%	
Town Hall :- Income	773	5,469	14,800	9,331			37.0%	0
4000 Salary	4,395	26,243	68,355	42,112		42,112	38.4%	
4005 HMRC	1,604	9,590	6,885	(2,705)		(2,705)	139.3%	
4010 Pension Payments	458	2,742	6,657	3,915		3,915	41.2%	
4055 Rates	0	36,068	35,000	(1,068)		(1,068)	103.1%	
4060 Services	3,075	31,104	60,000	28,896		28,896	51.8%	
4085 Repairs & Maintenance	1,534	23,364	15,000	(8,364)		(8,364)	155.8%	
4095 Licenses	0	846	1,500	654		654	56.4%	
4096 BLT Loan	0	940	0	(940)		(940)	0.0%	
4100 Cleaning & Materials	306	8,459	10,000	1,541		1,541	84.6%	
4200 Waste Collection	108	1,497	1,500	3		3	99.8%	
4202 Consumeables	0	42	500	458		458	8.4%	
4340 Equipment	0	(449)	500	949		949	(89.8%)	
4866 IT Costs	0	0	500	500		500	0.0%	
4875 Health & Safety	0	0	1,000	1,000		1,000	0.0%	
4900 Miscellaneous Costs	0	781	1,500	719		719	52.0%	
Town Hall :- Indirect Expenditure	11,481	141,225	208,897	67,672	0	67,672	67.6%	0
Net Income over Expenditure	(10,708)	(135,756)	(194,097)	(58,341)				
110 Markets								
1200 Income - Market Stalls	1,419	8,080	13,000	4,920			62.2%	
1205 Income - Outdoor Markets	46	531	1,000	469			53.1%	
Markets :- Income	1,465	8,612	14,000	5,388			61.5%	0
4085 Repairs & Maintenance	0	0	750	750		750	0.0%	
4095 Licenses	113	225	500	275		275	45.0%	
4205 Marketing	0	0	250	250		250	0.0%	
Markets :- Indirect Expenditure	113	225	1,500	1,275	0	1,275	15.0%	0
Net Income over Expenditure	1,352	8,387	12,500	4,113				

Detailed Income & Expenditure by Budget Heading 02/10/2025

Month No: 6

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
130 Recreation								
1340 Income - Rec Club Rents etc	0	100	3,000	2,900			3.3%	
1345 Income - Casual Recreation	29	29	0	(29)			0.0%	
1350 Income - Allotments	0	855	600	(255)			142.5%	
1365 Income - Other	0	1,672	0	(1,672)			0.0%	
Recreation :- Income	29	2,656	3,600	944			73.8%	0
4020 Training Staff	0	1,905	2,000	95		95	95.3%	
4025 Uniforms	0	368	0	(368)		(368)	0.0%	
4060 Services	0	5,661	2,500	(3,161)		(3,161)	226.4%	
4085 Repairs & Maintenance	268	3,865	6,000	2,135		2,135	64.4%	
4202 Consumeables	0	0	500	500		500	0.0%	
4340 Equipment	0	33	2,500	2,467		2,467	1.3%	
4341 Play Equipment	0	1,053	10,000	8,947	21,327	(12,381)	223.8%	
4342 Play Area Fencing	13,250	13,250	16,000	2,750		2,750	82.8%	
4345 End of Season Works	0	0	20,000	20,000		20,000	0.0%	
4355 Country Park Lease	0	30	400	370		370	7.5%	
4360 Outer Park Lease	0	1,500	1,000	(500)		(500)	150.0%	
4365 STRI/ROSPA	0	520	1,500	980		980	34.7%	
4375 Memorial Garden	0	1,680	250	(1,430)		(1,430)	672.0%	
4380 Allotment Costs	0	0	300	300		300	0.0%	
4400 Vehicles	0	4,819	0	(4,819)		(4,819)	0.0%	
4401 Vehicle Running Costs	0	990	1,000	10		10	99.0%	
4875 Health & Safety	0	16	250	234		234	6.5%	
4900 Miscellaneous Costs	0	0	100	100		100	0.0%	
Recreation :- Indirect Expenditure	13,518	35,691	64,300	28,609	21,327	7,281	88.7%	0
Net Income over Expenditure	(13,489)	(33,035)	(60,700)	(27,665)				
140 Street Scene								
4000 Salary	4,197	25,496	65,079	39,583		39,583	39.2%	
4005 HMRC	1,429	8,775	6,566	(2,209)		(2,209)	133.6%	
4010 Pension Payments	475	2,898	4,662	1,764		1,764	62.2%	
4020 Training Staff	0	0	1,000	1,000		1,000	0.0%	
4025 Uniforms	0	52	500	448		448	10.3%	
4026 PPE	0	0	500	500		500	0.0%	
4065 Mobile Phones	16	94	200	106		106	47.0%	
4085 Repairs & Maintenance	38	620	1,200	580		580	51.7%	
4200 Waste Collection	61	1,571	2,500	929		929	62.9%	
4202 Consumeables	0	61	0	(61)		(61)	0.0%	
4340 Equipment	0	1,003	3,000	1,997		1,997	33.4%	

Detailed Income & Expenditure by Budget Heading 02/10/2025

Month No: 6

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4400 Vehicles	878	6,226	5,400	(826)		(826)	115.3%	
4401 Vehicle Running Costs	0	176	1,500	1,324		1,324	11.7%	
4515 Buttington Cemetery	0	1,300	1,500	200		200	86.7%	
4900 Miscellaneous Costs	0	0	200	200		200	0.0%	
Street Scene :- Indirect Expenditure	7,094	48,272	93,807	45,535	0	45,535	51.5%	0
Net Expenditure	(7,094)	(48,272)	(93,807)	(45,535)				
<u>150 Toilets</u>								
4060 Services	176	2,402	3,000	598		598	80.1%	
4085 Repairs & Maintenance	0	282	1,000	718		718	28.2%	
4100 Cleaning & Materials	1,419	3,404	15,000	11,596		11,596	22.7%	
4450 Toilet Costs	17	17	0	(17)		(17)	0.0%	
Toilets :- Indirect Expenditure	1,612	6,106	19,000	12,894	0	12,894	32.1%	0
Net Expenditure	(1,612)	(6,106)	(19,000)	(12,894)				
<u>160 Domen Castell</u>								
4055 Rates	0	582	0	(582)		(582)	0.0%	
4060 Services	12	100	1,200	1,100		1,100	8.4%	
4085 Repairs & Maintenance	0	13,838	5,000	(8,838)		(8,838)	276.8%	
4095 Licenses	0	0	1,350	1,350		1,350	0.0%	
4550 Rent Private Land	0	3,000	3,000	0		0	100.0%	
Domen Castell :- Indirect Expenditure	12	17,521	10,550	(6,971)	0	(6,971)	166.1%	0
Net Expenditure	(12)	(17,521)	(10,550)	6,971				
<u>190 Ann Holloway Centre</u>								
1110 Income - Other Rooms	347	2,153	5,000	2,847			43.1%	
1300 Income - Rent	10	285	0	(285)			0.0%	
1635 Income -Lease	0	0	6,000	6,000			0.0%	
Ann Holloway Centre :- Income	357	2,438	11,000	8,562			22.2%	0
4060 Services	681	6,279	12,000	5,721		5,721	52.3%	
4085 Repairs & Maintenance	695	2,869	5,000	2,131	1,108	1,023	79.5%	
4100 Cleaning & Materials	103	952	4,000	3,048		3,048	23.8%	
4200 Waste Collection	107	589	1,500	911		911	39.3%	
4866 IT Costs	0	0	200	200		200	0.0%	
4875 Health & Safety	0	0	200	200		200	0.0%	
4900 Miscellaneous Costs	0	0	200	200		200	0.0%	
Ann Holloway Centre :- Indirect Expenditure	1,587	10,689	23,100	12,411	1,108	11,302	51.1%	0
Net Income over Expenditure	(1,229)	(8,252)	(12,100)	(3,849)				

Detailed Income & Expenditure by Budget Heading 02/10/2025

Month No: 6

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>200 Meals on Wheels</u>								
1650 Income -Meals on Wheels	1,511	12,264	20,000	7,736			61.3%	
Meals on Wheels :- Income	1,511	12,264	20,000	7,736			61.3%	0
4000 Salary	1,183	7,065	21,735	14,670		14,670	32.5%	
4005 HMRC	330	1,993	801	(1,192)		(1,192)	248.9%	
4010 Pension Payments	546	546	0	(546)		(546)	0.0%	
4100 Cleaning & Materials	54	163	500	337		337	32.5%	
4202 Consumeables	0	0	250	250		250	0.0%	
4340 Equipment	0	0	500	500		500	0.0%	
4400 Vehicles	211	1,054	4,000	2,946		2,946	26.3%	
4710 Meal Costs	244	1,920	8,000	6,080		6,080	24.0%	
4900 Miscellaneous Costs	0	0	200	200		200	0.0%	
Meals on Wheels :- Indirect Expenditure	2,568	12,741	35,986	23,245	0	23,245	35.4%	0
Net Income over Expenditure	(1,057)	(477)	(15,986)	(15,509)				
Operations & Development :- Income	4,135	31,438	63,400	31,962			49.6%	
Expenditure	37,984	272,470	457,140	184,670	22,436	162,235	64.5%	
Movement to/(from) Gen Reserve	(33,849)	(241,031)	(393,740)	(152,709)				
Grand Totals:- Income	4,135	31,438	63,400	31,962			49.6%	
Expenditure	37,984	272,470	457,140	184,670	22,436	162,235	64.5%	
Net Income over Expenditure	(33,849)	(241,031)	(393,740)	(152,709)				
Movement to/(from) Gen Reserve	(33,849)	(241,031)	(393,740)	(152,709)				

Appendix I

Annual Budget - By Committee (Actual YTD Month 6)

Note: Draft 1 Budget

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
<u>Operations & Development</u>												
<u>100</u>	<u>Town Hall</u>											
1100	Income - Corn Exchange	4,000	6,860	0	0	7,000	0	7,000	2,288	4,000	0	0
1103	Refreshments - Corn Exchange	0	0	0	0	0	0	0	130	0	0	0
1104	Refreshments - Assembly Room	0	0	0	0	0	0	0	100	0	0	0
1105	Income - Assembly Rooms	5,000	2,511	0	0	1,800	0	1,800	2,359	6,000	0	0
1110	Income - Other Rooms	1,000	996	0	0	1,000	0	1,000	592	750	0	0
1120	Income -Telephone Mast Rental	5,000	10,000	0	0	5,000	0	5,000	0	5,000	0	0
Total Income		15,000	20,367	0	0	14,800	0	14,800	5,469	15,750	0	0
4000	Salary	46,800	46,904	0	0	68,355	0	68,355	26,243	0	0	0
4005	HMRC	11,700	16,464	0	0	6,885	0	6,885	9,590	0	0	0
4010	Pension Payments	4,500	5,289	0	0	6,657	0	6,657	2,742	0	0	0
4055	Rates	32,000	33,868	0	0	35,000	0	35,000	36,068	37,000	0	0
4060	Services	60,000	57,871	0	0	60,000	0	60,000	31,104	0	0	0
4061	Electricity	0	0	0	0	0	0	0	0	25,000	0	0
4062	Gas	0	0	0	0	0	0	0	0	25,000	0	0
4063	Water	0	0	0	0	0	0	0	0	2,500	0	0
4064	Hygiene Contract	0	0	0	0	0	0	0	0	9,000	0	0
4065	Mobile Phones	0	0	0	0	0	0	0	0	200	0	0
4066	Statutory Testing	0	0	0	0	0	0	0	0	2,400	0	0
4085	Repairs & Maintenance	20,000	18,881	0	0	15,000	0	15,000	23,364	10,000	0	0
4095	Licenses	1,500	740	0	0	1,500	0	1,500	846	1,000	0	0
4096	BLT Loan	0	75,332	0	0	0	0	0	940	0	0	0

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Annual Budget - By Committee (Actual YTD Month 6)

Note: Draft 1 Budget

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4100	Cleaning & Materials	250	602	0	0	10,000	0	10,000	8,459	10,000	0	0
4200	Waste Collection	1,200	1,742	0	0	1,500	0	1,500	1,497	2,500	0	0
4202	Consumeables	1,000	358	0	0	500	0	500	42	250	0	0
4340	Equipment	0	516	0	0	500	0	500	-449	250	0	0
4866	IT Costs	2,500	253	0	0	500	0	500	0	1,500	0	0
4875	Health & Safety	1,000	127	0	0	1,000	0	1,000	0	0	0	0
4900	Miscellaneous Costs	2,000	1,719	0	0	1,500	0	1,500	781	1,000	0	0
4930	Fundraiser/Consultants	5,000	5,000	0	0	0	0	0	0	0	0	0
Overhead Expenditure		189,450	265,666	0	0	208,897	0	208,897	141,225	127,600	0	0
Movement to/(from) Gen Reserve		(174,450)	(245,299)			(194,097)		(194,097)	(135,756)	(111,850)		
101	<u>Town Hall Transformation</u>											
4097	Borrowing	0	0	0	0	0	0	0	0	23,434	0	0
4900	Miscellaneous Costs	0	0	0	0	0	0	0	0	500	0	0
4930	Fundraiser/Consultants	0	0	0	0	0	0	0	0	5,000	0	0
Overhead Expenditure		0	0	0	0	0	0	0	0	28,934	0	0
Movement to/(from) Gen Reserve		0	0			0		0	0	(28,934)		
102	<u>Town Centre</u>											
5453	TC1 - Shopfront Scheme	0	0	0	0	0	0	0	0	500	0	0
5454	TC2 - Planting	0	0	0	0	0	0	0	0	2,500	0	0
Overhead Expenditure		0	0	0	0	0	0	0	0	3,000	0	0
Movement to/(from) Gen Reserve		0	0			0		0	0	(3,000)		

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Annual Budget - By Committee (Actual YTD Month 6)

Note: Draft 1 Budget

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
110	<u>Markets</u>											
1200	Income - Market Stalls	13,000	20,408	0	0	13,000	0	13,000	8,080	12,000	0	0
1205	Income - Outdoor Markets	1,000	972	0	0	1,000	0	1,000	531	800	0	0
1300	Income - Rent	0	0	0	0	0	0	0	0	6,000	0	0
	Total Income	14,000	21,381	0	0	14,000	0	14,000	8,612	18,800	0	0
4000	Salary	0	0	0	0	0	0	0	0	8,025	0	0
4005	HMRC	0	0	0	0	0	0	0	0	1,025	0	0
4010	Pension Payments	0	0	0	0	0	0	0	0	600	0	0
4085	Repairs & Maintenance	2,000	0	0	0	750	0	750	0	0	0	0
4095	Licenses	500	338	0	0	500	0	500	225	500	0	0
4205	Marketing	0	0	0	0	250	0	250	0	1,000	0	0
4875	Health & Safety	500	0	0	0	0	0	0	0	0	0	0
4900	Miscellaneous Costs	200	0	0	0	0	0	0	0	0	0	0
	Overhead Expenditure	3,200	338	0	0	1,500	0	1,500	225	11,150	0	0
	Movement to/(from) Gen Reserve	10,800	21,043			12,500		12,500	8,387	7,650		
130	<u>Recreation</u>											
1340	Income - Rec Club Rents etc	3,000	3,000	0	0	3,000	0	3,000	100	0	0	0
1345	Income - Casual Recreation	0	219	0	0	0	0	0	29	0	0	0
1350	Income - Allotments	500	585	0	0	600	0	600	855	0	0	0
1365	Income - Other	0	6,134	0	0	0	0	0	1,672	0	0	0
	Total Income	3,500	9,938	0	0	3,600	0	3,600	2,656	0	0	0

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Annual Budget - By Committee (Actual YTD Month 6)

Note: Draft 1 Budget

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4020	Training Staff	5,000	1,869	0	0	2,000	0	2,000	1,905	0	0	0
4025	Uniforms	0	0	0	0	0	0	0	368	0	0	0
4060	Services	3,000	2,459	0	0	2,500	0	2,500	5,661	0	0	0
4085	Repairs & Maintenance	16,000	16,219	0	0	6,000	0	6,000	3,865	0	0	0
4095	Licenses	30	0	0	0	0	0	0	0	0	0	0
4202	Consumeables	500	0	0	0	500	0	500	0	0	0	0
4340	Equipment	5,000	1,701	0	0	2,500	0	2,500	33	0	0	0
4341	Play Equipment	23,000	10,204	0	0	10,000	0	10,000	1,053	0	0	0
4342	Play Area Fencing	0	0	0	0	16,000	0	16,000	13,250	0	0	0
4345	End of Season Works	0	0	0	0	20,000	0	20,000	0	0	0	0
4355	Country Park Lease	500	830	0	0	400	0	400	30	0	0	0
4360	Outer Park Lease	1,300	1,000	0	0	1,000	0	1,000	1,500	0	0	0
4365	STRI/ROSPA	1,500	1,548	0	0	1,500	0	1,500	520	0	0	0
4375	Memorial Garden	0	1,723	0	0	250	0	250	1,680	0	0	0
4380	Allotment Costs	0	0	0	0	300	0	300	0	0	0	0
4400	Vehicles	1,000	532	0	0	0	0	0	4,819	0	0	0
4401	Vehicle Running Costs	1,000	683	0	0	1,000	0	1,000	990	0	0	0
4695	Landfill Maes Y Dre Project	0	160	0	0	0	0	0	0	0	0	0
4875	Health & Safety	500	316	0	0	250	0	250	16	0	0	0
4900	Miscellaneous Costs	500	0	0	0	100	0	100	0	0	0	0
Overhead Expenditure		58,830	39,245	0	0	64,300	0	64,300	35,691	0	0	0
Movement to/(from) Gen Reserve		(55,330)	(29,307)			(60,700)		(60,700)	(33,035)	0		
131	Operations											

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Annual Budget - By Committee (Actual YTD Month 6)

Note: Draft 1 Budget

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4000	Salary	0	0	0	0	0	0	0	0	134,000	0	0
4002	Overtime	0	0	0	0	0	0	0	0	9,000	0	0
4005	HMRC	0	0	0	0	0	0	0	0	17,600	0	0
4010	Pension Payments	0	0	0	0	0	0	0	0	10,000	0	0
4020	Training Staff	0	0	0	0	0	0	0	0	3,000	0	0
4025	Uniforms	0	0	0	0	0	0	0	0	500	0	0
4065	Mobile Phones	0	0	0	0	0	0	0	0	200	0	0
4202	Consumeables	0	0	0	0	0	0	0	0	500	0	0
4400	Vehicles	0	0	0	0	0	0	0	0	5,900	0	0
4401	Vehicle Running Costs	0	0	0	0	0	0	0	0	1,200	0	0
4875	Health & Safety	0	0	0	0	0	0	0	0	250	0	0
4900	Miscellaneous Costs	0	0	0	0	0	0	0	0	300	0	0
Overhead Expenditure		0	0	0	0	0	0	0	0	182,450	0	0
Movement to/(from) Gen Reserve		0	0			0		0	0	(182,450)		
132	<u>Playparks</u>											
4085	Repairs & Maintenance	0	0	0	0	0	0	0	0	8,000	0	0
4342	Play Area Fencing	0	0	0	0	0	0	0	0	10,000	0	0
Overhead Expenditure		0	0	0	0	0	0	0	0	18,000	0	0
Movement to/(from) Gen Reserve		0	0			0		0	0	(18,000)		
133	<u>Open Spaces</u>											
1340	Income - Rec Club Rents etc	0	0	0	0	0	0	0	0	4,100	0	0
Total Income		0	0	0	0	0	0	0	0	4,100	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 6)

Note: Draft 1 Budget

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4063	Water	0	0	0	0	0	0	0	0	2,200	0	0
4065	Mobile Phones	0	0	0	0	0	0	0	0	200	0	0
4085	Repairs & Maintenance	0	0	0	0	0	0	0	0	7,000	0	0
4202	Consumeables	0	0	0	0	0	0	0	0	500	0	0
4340	Equipment	0	0	0	0	0	0	0	0	5,000	0	0
4345	End of Season Works	0	0	0	0	0	0	0	0	23,000	0	0
4355	Country Park Lease	0	0	0	0	0	0	0	0	500	0	0
4360	Outer Park Lease	0	0	0	0	0	0	0	0	1,500	0	0
4365	STRI/ROSPA	0	0	0	0	0	0	0	0	1,500	0	0
4400	Vehicles	0	0	0	0	0	0	0	0	6,800	0	0
4401	Vehicle Running Costs	0	0	0	0	0	0	0	0	500	0	0
Overhead Expenditure		0	0	0	0	0	0	0	0	48,700	0	0
Movement to/(from) Gen Reserve		0	0			0		0	0	(44,600)		
135	<u>Waste Collection</u>											
4200	Waste Collection	0	0	0	0	0	0	0	0	2,500	0	0
4400	Vehicles	0	0	0	0	0	0	0	0	7,100	0	0
4401	Vehicle Running Costs	0	0	0	0	0	0	0	0	1,200	0	0
5455	DO3 - Dog Waste Bins	0	0	0	0	0	0	0	0	1,000	0	0
5456	DO2 - Campaign Dog Friendly	0	0	0	0	0	0	0	0	250	0	0
Overhead Expenditure		0	0	0	0	0	0	0	0	12,050	0	0
Movement to/(from) Gen Reserve		0	0			0		0	0	(12,050)		
136	<u>Allotments</u>											

Continued on next page

Annual Budget - By Committee (Actual YTD Month 6)

Note: Draft 1 Budget

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
1350	Income - Allotments	0	0	0	0	0	0	0	0	750	0	0
	Total Income	0	0	0	0	0	0	0	0	750	0	0
4063	Water	0	0	0	0	0	0	0	0	500	0	0
4085	Repairs & Maintenance	0	0	0	0	0	0	0	0	250	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	0	750	0	0
	Movement to/(from) Gen Reserve	0	0			0		0	0	0		
137	<u>Biodiversity</u>											
5457	EN2 - Biodiversity Action	0	0	0	0	0	0	0	0	2,000	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	0	2,000	0	0
	Movement to/(from) Gen Reserve	0	0			0		0	0	(2,000)		
140	<u>Street Scene</u>											
1370	Income - Grant	0	13,670	0	0	0	0	0	0	0	0	0
	Total Income	0	13,670	0	0	0	0	0	0	0	0	0
4000	Salary	37,600	49,962	0	0	65,079	0	65,079	25,496	0	0	0
4005	HMRC	9,400	14,935	0	0	6,566	0	6,566	8,775	0	0	0
4010	Pension Payments	5,000	5,188	0	0	4,662	0	4,662	2,898	0	0	0
4020	Training Staff	1,000	0	0	0	1,000	0	1,000	0	0	0	0
4025	Uniforms	500	673	0	0	500	0	500	52	0	0	0
4026	PPE	0	0	0	0	500	0	500	0	0	0	0
4065	Mobile Phones	200	195	0	0	200	0	200	94	0	0	0

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Annual Budget - By Committee (Actual YTD Month 6)

Note: Draft 1 Budget

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4085	Repairs & Maintenance	1,000	1,125	0	0	1,200	0	1,200	620	0	0	0
4200	Waste Collection	2,000	1,915	0	0	2,500	0	2,500	1,571	0	0	0
4202	Consumeables	500	61	0	0	0	0	0	61	0	0	0
4330	Special Projects	0	10,731	0	0	0	0	0	0	0	0	0
4340	Equipment	3,000	2,552	0	0	3,000	0	3,000	1,003	0	0	0
4400	Vehicles	8,000	10,907	0	0	5,400	0	5,400	6,226	0	0	0
4401	Vehicle Running Costs	2,000	795	0	0	1,500	0	1,500	176	0	0	0
4515	Buttington Cemetery	0	0	0	0	1,500	0	1,500	1,300	0	0	0
4900	Miscellaneous Costs	0	0	0	0	200	0	200	0	0	0	0
Overhead Expenditure		70,200	99,039	0	0	93,807	0	93,807	48,272	0	0	0
Movement to/(from) Gen Reserve		(70,200)	(85,369)			(93,807)		(93,807)	(48,272)	0		
150	<u>Toilets</u>											
1355	Income - Toilets	3,000	2,037	0	0	0	0	0	0	0	0	0
1365	Income - Other	0	0	0	0	0	0	0	0	500	0	0
Total Income		3,000	2,037	0	0	0	0	0	0	500	0	0
4060	Services	1,000	6,561	0	0	3,000	0	3,000	2,402	0	0	0
4061	Electricity	0	0	0	0	0	0	0	0	1,000	0	0
4063	Water	0	0	0	0	0	0	0	0	3,000	0	0
4085	Repairs & Maintenance	2,000	431	0	0	1,000	0	1,000	282	1,000	0	0
4100	Cleaning & Materials	0	75	0	0	15,000	0	15,000	3,404	10,000	0	0
4450	Toilet Costs	0	0	0	0	0	0	0	17	0	0	0
4900	Miscellaneous Costs	0	1,418	0	0	0	0	0	0	0	0	0

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Annual Budget - By Committee (Actual YTD Month 6)

Note: Draft 1 Budget

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4990	Toilet Contract	20,000	16,322	0	0	0	0	0	0	0	0	0
4991	Capital Works	0	0	0	0	0	0	0	0	1,000	0	0
Overhead Expenditure		23,000	24,806	0	0	19,000	0	19,000	6,106	16,000	0	0
Movement to/(from) Gen Reserve		(20,000)	(22,769)			(19,000)		(19,000)	(6,106)	(15,500)		
160	<u>Domen Castell</u>											
4055	Rates	0	574	0	0	0	0	0	582	650	0	0
4060	Services	0	727	0	0	1,200	0	1,200	100	0	0	0
4061	Electricity	0	0	0	0	0	0	0	0	200	0	0
4085	Repairs & Maintenance	0	11,800	0	0	5,000	0	5,000	13,838	1,500	0	0
4095	Licenses	1,350	1,850	0	0	1,350	0	1,350	0	0	0	0
4550	Rent Private Land	3,000	3,000	0	0	3,000	0	3,000	3,000	3,000	0	0
4555	Rent Powis Estates	0	0	0	0	0	0	0	0	1,350	0	0
Overhead Expenditure		4,350	17,952	0	0	10,550	0	10,550	17,521	6,700	0	0
Movement to/(from) Gen Reserve		(4,350)	(17,952)			(10,550)		(10,550)	(17,521)	(6,700)		
190	<u>Ann Holloway Centre</u>											
1110	Income - Other Rooms	10,000	2,431	0	0	5,000	0	5,000	2,153	5,000	0	0
1300	Income - Rent	0	4,639	0	0	0	0	0	285	0	0	0
1365	Income - Other	0	300	0	0	0	0	0	0	0	0	0
1635	Income -Lease	15,000	1,250	0	0	6,000	0	6,000	0	6,000	0	0
Total Income		25,000	8,619	0	0	11,000	0	11,000	2,438	11,000	0	0
4005	HMRC	0	708	0	0	0	0	0	0	0	0	0

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Annual Budget - By Committee (Actual YTD Month 6)

Note: Draft 1 Budget

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4060	Services	16,000	12,685	0	0	12,000	0	12,000	6,279	0	0	0
4061	Electricity	0	0	0	0	0	0	0	0	7,500	0	0
4062	Gas	0	0	0	0	0	0	0	0	4,500	0	0
4063	Water	0	0	0	0	0	0	0	0	1,200	0	0
4085	Repairs & Maintenance	6,000	2,291	0	0	5,000	0	5,000	2,869	4,000	0	0
4100	Cleaning & Materials	200	1,925	0	0	4,000	0	4,000	952	250	0	0
4200	Waste Collection	2,000	1,293	0	0	1,500	0	1,500	589	1,500	0	0
4866	IT Costs	2,500	253	0	0	200	0	200	0	200	0	0
4875	Health & Safety	1,000	0	0	0	200	0	200	0	200	0	0
4900	Miscellaneous Costs	0	0	0	0	200	0	200	0	200	0	0
Overhead Expenditure		27,700	19,155	0	0	23,100	0	23,100	10,689	19,550	0	0
Movement to/(from) Gen Reserve		(2,700)	(10,535)			(12,100)		(12,100)	(8,252)	(8,550)		
200	<u>Meals on Wheels</u>											
1370	Income - Grant	0	2,000	0	0	0	0	0	0	0	0	0
1650	Income -Meals on Wheels	12,000	26,637	0	0	20,000	0	20,000	12,264	20,000	0	0
Total Income		12,000	28,637	0	0	20,000	0	20,000	12,264	20,000	0	0
4000	Salary	16,000	19,378	0	0	21,735	0	21,735	7,065	30,100	0	0
4005	HMRC	4,000	3,852	0	0	801	0	801	1,993	2,200	0	0
4010	Pension Payments	1,500	0	0	0	0	0	0	546	600	0	0
4085	Repairs & Maintenance	1,000	329	0	0	0	0	0	0	0	0	0
4100	Cleaning & Materials	500	0	0	0	500	0	500	163	300	0	0
4202	Consumeables	500	46	0	0	250	0	250	0	250	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 6)

Note: Draft 1 Budget

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4340	Equipment	500	1,938	0	0	500	0	500	0	500	0	0
4400	Vehicles	4,000	5,112	0	0	4,000	0	4,000	1,054	2,600	0	0
4710	Meal Costs	12,000	5,800	0	0	8,000	0	8,000	1,920	8,000	0	0
4900	Miscellaneous Costs	200	48	0	0	200	0	200	0	200	0	0
Overhead Expenditure		40,200	36,502	0	0	35,986	0	35,986	12,741	44,750	0	0
Movement to/(from) Gen Reserve		(28,200)	(7,865)			(15,986)		(15,986)	(477)	(24,750)		
Operations & Development - Income		72,500	104,650	0	0	63,400	0	63,400	31,438	70,900	0	0
Expenditure		416,930	502,704	0	0	457,140	0	457,140	272,470	521,634	0	0
Movement to/(from) Gen Reserve		(344,430)	(398,054)			(393,740)		(393,740)	(241,031)	(450,734)		
Total Budget Income		72,500	104,650	0	0	63,400	0	63,400	31,438	70,900	0	0
Expenditure		416,930	502,704	0	0	457,140	0	457,140	272,470	521,634	0	0
Movement to/(from) Gen Reserve		(344,430)	(398,054)			(393,740)		(393,740)	(241,031)	(450,734)		

Appendix J



Cyngor Tref y Trallwng | Welshpool Town Council

Welshpool Town Council, Tourist Information Centre, The Vicarage Gardens, Welshpool, SY21 7DD
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Document / Report

Author	Richard Williams Town Clerk & Proper Officer
Title	Town Hall Project Governance - OD
Date	3rd October 2025

1. Purpose

1. To seek Council approval for governance arrangements to manage the Restarting Welshpool Town's Heart project, by delegating authority to the Town Clerk (as Proper Officer) under Section 101 of the Local Government Act 1972, with a requirement to exercise this delegation in consultation with a Project Board.

2. Background

1. The Council has been invited to develop a full application to the National Lottery Heritage Fund for the redevelopment of Welshpool Town Hall.
2. The project is complex, multi-year, and requires timely decision-making to manage design, procurement, stakeholder engagement and grant requirements.
3. Section 101 of the Local Government Act 1972 permits delegation only to a committee, sub-committee, or officer. If a "Project Board" were set up as a committee, it would carry the full administrative requirements of Standing Orders (formal agendas, notices, minutes, public access).
4. To streamline governance, it is proposed that the Town Clerk be granted delegated powers to make all decisions required for the project within the approved budget and scope, but only after consulting a Project Board.

3. Advice

1. Delegation: The Clerk will hold the legal decision-making power, ensuring compliance with s.101 LGA 1972.
2. Consultation Requirement: The Clerk must consult with the Town Hall Transformation Project Board (an Advisory Board) before exercising the delegation.
3. Project Board:
 1. Composition: up to 4 councillors plus the Town Mayor (ex officio), and up to 3 co-opted members from the Community Stakeholder Group. A councillor will be appointed by the Board as the Chair.

2. Role: To provide advice, scrutiny and recommendations to the Clerk on all significant project matters.
3. Meetings: Flexible, informal (not governed by statutory committee requirements), enabling quicker decisions.
4. Safeguards:
 1. The Clerk must escalate any matter exceeding the approved project budget, or significantly altering project scope, to Full Council.
 2. Regular written reports will be presented to Full Council for transparency.

4. Links to Strategic Objectives and Interim Strategic Plan

1. This relates to ISP Actions TH1, TH2 and TH3 to redevelop the Town Hall as a modern community and civic hub.

5. Resource & Legal Implications

1. Decisions will be taken lawfully under officer delegation.
2. Officer time will be required to support the Advisory Board, but the administrative burden is significantly less than for a standing committee.
3. The Advisory Board has no decision-making power in its own right, but ensures member and stakeholder involvement.

6. Specific Implications

1. **Crime and Disorder** - N/A
2. **Biodiversity** - The Project Board will ensure compliance with the Environment (Wales) Act 2016 by incorporating ecological considerations into design and works, including energy efficiency, habitat features (e.g. swift/bat boxes), and green infrastructure where feasible. (Environment (Wales) Act 2016).
3. **Well-being** - The project contributes to the seven well-being goals (Well-being of Future Generations (Wales) Act 2015).
4. **Risk Management** - The Board strengthens governance and accountability for a major capital project, directly addressing risks in the Council's Risk Register around asset condition, finance, and delivery.

7. Recommendation

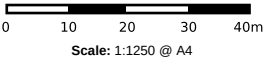
1. To approve the establishment of a Town Hall Transformation Project Board to oversee the project.
2. Delegate authority to the Town Clerk to make all decisions relating to the Restarting Welshpool Town's Heart project within the approved budget and scope.
3. Require the Town Clerk to exercise this delegation only following consultation with the Project Board.
4. Approve the composition of the Project Board as up to 4 councillors plus the Town Mayor ex officio, and up to 3 co-opted members from the Community Stakeholder Group.

8. Decision

1. To recommend accordingly to the Finance & Governance Committee and Full Council.

Appendix K

WA608110 - lease expired on 19th
December 2019



Author:

Date: 03/10/2025

