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
Operations & Development Committee - 09/09/2026 6:30pm

3rd September 2026

To: Chris Davies, David France, Estelle Bleivas, Kelly Meredith, Nick Howells (Vice Chair), Phil Owen, Phil Pritchard (Chair), Revd William Rowell

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 9th 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/82614803276?pwd=E30Gf0vhiIGCRgkbDaGdTzzrfja0xs.1 to join online or use Zoom Meeting ID 826 1480 3276 and passcode 582431.

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 Operations & Development Committee on 08/07/2026. [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 Operations & Development Committee on 08/07/2026.

5. LAND AND BUILDINGS

5.1. General Update

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

5.2. Scansis Pitch

To consider improvements to the Scansis Pitch (Cllr Kelly Meredith) (26/27 Budget: £9,000 for all playground repairs/upgrades).

[Appendix C]

5.3. Play Area Fencing

To consider the quotations for the replacement of the end of life fencing at Little Henfaes (26/27 Budget: £10,000).

[Appendix D]

5.4. Town Hall Rear Lift - Oil Replacement

To consider the quotations for works to the rear goods lift as attached. (Budget 26/27: Repairs & Maintenance fully subscribed due to other works, would require a virement from General Reserve however members need to mindful of general reserve limitations).

[Appendix E]
[Appendix F]

6. SERVICES

6.1. Markets

To receive an update in respect of the indoor and outdoor market from the Events and Market Manager.

[Appendix G]

6.2. The Hub - July & August 2026

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

[Appendix H]

6.3. Allotments

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

6.4. Community Fridge

To receive an update from the Community Services Manager in respect of the Community Fridge and to consider the email from the Trussell Trust in relation to the closure of the Welshpool & District Foodbank.

[Appendix I]

7. BUSINESS PLANNING & FINANCIAL MATTERS

7.1. Interim Strategic Plan Action Plan

To consider the approved committee Interim Strategic Plan action plan.

[Appendix J]

7.2. Budget and Committee Finance (Month 4 & 5)

To consider the current spending position against the budget for the committee for July and August (Month 4 & 5).

[Appendix K]
[Appendix L]

8. PROJECTS & NEW DEVELOPMENTS

8.1. Town Hall Transformation

To receive an update in respect of the Town Hall Transformation project (if any).

8.2. Welshpool Town Centre Improvement

To consider the recommendations from the Project Board and to recommend to Council accordingly.

[Appendix M]
[Appendix N]
[Appendix O]
[Appendix P]
[Appendix Q]
[Appendix R]
[Appendix S]
[Appendix T]
[Appendix U]
[Appendix V]

8.3. Changing Places

To receive a verbal update in respect of the changing places project.

8.4. Maes y Dre Alternative Premises

To receive an update on the Maes y Dre Alternative Premises project and to consider quotations for works to be carried out (26/27 Budget: £9,000).

[Appendix W]

8.5. Oldford Estate - Play Provision

To receive a verbal update in respect of play provision at Oldford Estate.

8.6. Car Parking at Maes y Dre

To consider the report from the Town Clerk in respect of car parking at Maes y Dre.

[Appendix X]

8.7. Shopfront Scheme

To consider the report from the Town Clerk in respect of the proposed shopfront scheme.

[Appendix Y]

9. ITEMS FOR FUTURE AGENDA & DATE OF NEXT MEETING

To receive items for consideration by the Town Clerk for future agendas and to note that the next meeting of Operations & Development Committee will be held on 14th October 2026 at 6:30pm.

10. CONFIDENTIAL SESSION - EXCLUSION

To resolve, if required, that members of the public and press be requested to leave the meeting by reason of the confidential nature of the business about to be transacted. [Section 1(2), Public Bodies (Admission to Meetings) Act 1960]

11. LEASES

11.1. Welshpool Town Football Club [CONFIDENTIAL]

To consider the report from the Town Clerk in respect of the current pitch licence for Welshpool Town Football Club. [Confidential - information related to the financial or business affairs of a person and/or the authority.]

Confidential Document [Appendix Z]

11.2. Welshpool Town Bowling Club [CONFIDENTIAL]

To consider the report from the Town Clerk in respect of negotiations with Welshpool Town Bowling Club on lease renewal. [Confidential - information related to the financial or business affairs of a person and/or the authority.]

Confidential Document [Appendix AA]
Confidential Document [Appendix AB]

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 Operations & Development Committee held on 08/07/2026 6:30pm in Council Chamber, Welshpool Town Hall.

PRESENT:

Cllr Chris Davies
Cllr David France
Cllr Kelly Meredith
Cllr Nick Howells
Cllr Phil Owen
Cllr Phil Pritchard (Chair)
Cllr Revd William Rowell

Apologies for absence:

Cllr Estelle Bleivas

Absent:

Also in attendance:

Richard Williams - Town Clerk & Responsible Finance Officer
Paul McGrath - Operations Manager
Wendy Lewis - Community Services Manager
2 member(s) of the public / press

OD080726/1. WELCOME, CODE OF CONDUCT AND APOLOGIES FOR ABSENCE

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

OD080726/2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

None.

OD080726/3. PUBLIC PARTICIPATION

Two members of the public were present and gave presentations. The first was the Chair of the Welshpool Cricket Club in relation to Item 5.3 who explained the purpose of the container (20ft x 20ft x 8ft) and the items which will be stored within it. He confirmed that the Cricket Club would meet all expenditure incurred with the project. Members asked questions regarding insurance and other matters.

Cllr Kelly Meredith joined during the first presentation.

The second presentation was given by the Community Development and Support Manager from ClwydAlyn who explained the partnership they would wish to explore with the Town Council in relation to play facilities on the Oldford Estate. He also explained about other initiatives such as community gardens and the Scanis Pitch lease. He confirmed that ClwydAlyn were holding a consultation with residents on the estate during

July about play provision and hoped to bring these findings back to Full Council at the end of the month. He explained that ClwydAlyn would inform the Council of the consultation dates so we could assist in publicising it. Queries were raised regarding the content of the consultation, fundraising for new play provision, the scansis lease complaints from neighbouring residents and more.

The Chair thanked both members of the public for their presentations.

OD080726/4. MINUTES AND MATTERS ARISING

OD080726/4.1 Previous Minutes

RESOLVED
To approve the minutes from the meeting of the Operations & Development Committee on 10/06/2026.

WTCM784 - Proposed by Cllr Revd William Rowell, seconded by Cllr Kelly Meredith

OD080726/4.2 Matters Arising

None.

OD080726/5. LAND AND BUILDINGS

OD080726/5.1 General Update

The Operations Manager updated councillors on general activities, including:
- Town Hall - a few bigger bookings have been cancelled by organisers but regular ones still took place
- Carnival & Continental Market went well with litter picking, stall placement, waste collection and a road sweeper all carried out or organised for both events
- Market - broken glass now replaced and putty painted
- Honours Board - still awaiting quotation
- Emergency Lighting ??? faulty unit in the Town Hall to be replaced on Friday
- Outdoor spaces - still on the two weekly grass cutting rota but grass growth has slowed down thankfully
- Tractor and cutting bed have been serviced
- Pre-season friendlies are due to commence at Maes y Dre so pitch marking will re-commence
- Knotweed near canal spreading to Maes y Dre reported to Canal & Rivers Trust
- Defibrillators have been serviced
- Lifting Operations and Lifting Equipment Regulations (LOLER) testing for changing places unit booked in for Monday.

The Mayor remarked on the fantastic joint working which takes place with the Operations Team and PCC during Continental Market and thanked all involved.

A query was raised regarding wildfires and it was explained that on the land which we manage the grass is maintained at a short length which helps mitigate the risk of wildfire.

OD080726/5.2 RoSPA Reports - Playgrounds

The Operations Manager presented the reports and explained that the playgrounds are improving all the time. Maes y Dre medium risks were caused by the Bowling Club fence which had fallen down and some minor issues which have been resolved. The Council is continuing to liaise with the Bowling Club over their fences.

OD080726/5.3 Storage at Maes y Dre

A discussion was held by members over the request taking into account the presentation given during Item 3.

RECOMMENDED
To allow all sports clubs occupying Maes y Dre to have one container each subject to the conditions and consent of Council on each one.

WTCM785 - Proposed by Cllr Phil Pritchard, seconded by Cllr Revd William Rowell

RECOMMENDED
To allow the Welshpool Cricket Club to install a container as long as it blends into the environment and to delegate authority to the Operations Manager to agree location and look of the container.

WTCM786 - Proposed by Cllr Kelly Meredith, seconded by Cllr Revd William Rowell

OD080726/5.4 Town Hall Lift

The Town Clerk explained that the drive nut needs replacing on the front platform lift and a quote for £15,965 had been provided by Otis who we have a service contract with. The Town Clerk explained that all lifts are due to be replaced as part of the Town Hall Transformation Project and asked members to consider whether it represented good value to undertake significant expenditure on a lift which may be replaced as part of the Town Hall Transformation Project.

RESOLVED
To defer consideration of the item until after the outcome of the Town Hall Transformation bid is known.

WTCM787 - Proposed by Cllr Phil Owen, seconded by Cllr Revd William Rowell

OD080726/5.5 Town Hall Electrical

The Town Clerk explained that quotations had been received for the rectification of the C1 electrical failures on the buildings EICR report. This work was now urgent and could not wait until any future transformation of the building. 3 quotations were received and outlined to members.

RECOMMENDED
To accept the quotation for Town Hall electrical works from Alan Thomas Electrical (Company A) at a cost of £4500 excluding VAT; and
To request a virement from General Reserve to 100/4085 to cover the cost.

WTCM788 - Proposed by Cllr Revd William Rowell, seconded by Cllr Phil Pritchard

OD080726/6. SERVICES

OD080726/6.1 Markets

The Town Clerk presented the minutes of the last traders meeting and invited questions or comments.

OD080726/6.2 The Hub - June 2026

The Community Services Manager presented the Hub Performance report for June and invited questions. An incident which took place during the Hub last week was referenced when all the lifts went out of action leading to members of the public with mobility issues to be stuck in the Town Hall. The

Town Clerk explained steps had been taken to protect against future incidents and a report will be discussed by the Council's Health and Safety Committee next week.

OD080726/6.3 Allotments

The Community Services Manager presented an update on allotments and invited queries.

OD080726/6.4 Community Fridge

The Community Services Manager presented an update on the Community Fridge and invited questions. Queries were received regarding the supply of food and volunteer support. It was explained that the Community Services Manager will be meeting with Newtown Food Surplus soon to see how we can expand our supply.

OD080726/7. PROJECTS & NEW DEVELOPMENTS

OD080726/7.1 Town Hall Transformation

No updates.

OD080726/7.2 Welshpool Town Centre Improvement

No updates however the design contractor agreed at Full Council had been appointed and accepted with an on-site meeting to take place shortly.

OD080726/7.3 Changing Places

The Operations Manager explained that the sink had been fitted, a cupboard for bed covers had arrived and is to be built and Lifting Operations and Lifting Equipment Regulations (LOLER) testing to take place next week. The Town Clerk explained that the existing hygiene contract needed to be extended to include the new changing places facility at an extra cost of £961.23 per annum. Queries were received regarding the cost.

RECOMMENDED
To accept the quotation from Initial Hygiene for a five year contract for the collection and installation of sanitary bins at a cost of £961.23 excluding VAT per annum.

WTCM789 - Proposed by Cllr Revd William Rowell, seconded by Cllr Kelly Meredith

OD080726/7.4 Maes y Dre Alternative Premises

No updates but the architects had been appointed to prepare the required planning permission for the scheme.

OD080726/7.5 Oldford Estate - Play Provision

A discussion took place regarding the presentation given during Item 3 however more discussion will take place at Full Council.

OD080726/7.6 Soft Play Trial

The Town Clerk explained that we are awaiting some quotations back from companies on design and fit of equipment and once those arrive then discussions will take place with insurers and H&S providers on

risk assessments.

OD080726/8. ITEMS FOR FUTURE AGENDA & DATE OF NEXT MEETING

The next meeting of Operations & Development Committee will be held on 9th September 2026

OD080726/9. 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.

WTCM790 - Proposed by Cllr Revd William Rowell, seconded by Cllr Phil Owen

OD080726/10. EXTENSION OF LEASE [CONFIDENTIAL]

The Town Clerk explained his findings on the matter based on the instructions from the last meeting and urged members to make a decision on the length this month so the clubs could proceed with grant funding. A wide ranging debate and discussion took place between members on the length of lease.

Cllr Nick Howells left the meeting prior to the vote.

RECOMMENDED
To extend the existing lease (L/2/6) by 10 years to expire on 22nd June 2045.

WTCM791 - Proposed by Cllr Chris Davies, seconded by Cllr Kelly Meredith

OD080726/11. BOWLING CLUB LEASE [CONFIDENTIAL]

The Town Clerk explained that the Council is still negotiating with the club on their replacement lease.

OD080726/12. BERRIEW ST TOILETS [CONFIDENTIAL]

The Town Clerk gave an update on negotiations with the third party in respect of Berriew St toilets.

The meeting finished at 20:46.

Signed: Dated:

Councillor Phil Pritchard (Chair)

Decision/Action Log

ID		Assigned
WTCM784	**RESOLUTION** **OD080726/4.1 Previous Minutes** To approve the minutes from the meeting of the Operations & Development Committee on 10/06/2026.	Town Clerk & Responsible Finance Officer
WTCM785	**RECOMMENDATION** **OD080726/5.3 Storage at Maes y Dre** To allow all sports clubs occupying Maes y Dre to have one container each subject to the conditions and consent of Council on each one.	Town Clerk & Responsible Finance Officer

ID		Assigned
WTCM786	**RECOMMENDATION** **OD080726/5.3 Storage at Maes y Dre** To allow the Welshpool Cricket Club to install a container as long as it blends into the environment and to delegate authority to the Operations Manager to agree location and look of the container.	Town Clerk & Responsible Finance Officer
WTCM787	**RESOLUTION** **OD080726/5.4 Town Hall Lift** To defer consideration of the item until after the outcome of the Town Hall Transformation bid is known.	Town Clerk & Responsible Finance Officer
WTCM788	**RECOMMENDATION** **OD080726/5.5 Town Hall Electrical** To accept the quotation for Town Hall electrical works from Alan Thomas Electrical (Company A) at a cost of £4500 excluding VAT; and To request a virement from General Reserve to 100/4085 to cover the cost.	Town Clerk & Responsible Finance Officer
WTCM789	**RECOMMENDATION** **OD080726/7.3 Changing Places** To accept the quotation from Initial Hygiene for a five year contract for the collection and installation of sanitary bins at a cost of £961.23 excluding VAT per annum.	Town Clerk & Responsible Finance Officer
WTCM790	**RESOLUTION** **OD080726/9 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
WTCM791	**RECOMMENDATION** **OD080726/10 Extension of Lease** To extend the existing lease (L/2/6) by 10 years to expire on 22nd June 2045.	Town Clerk & Responsible Finance Officer

Appendix C

Outlook

Please add to agendas for O & D Committee

From Cllr Kelly Meredith <cllr.kelly.meredith@welshpooltowncouncil.gov.uk>
Date Sat 2026-08-15 11:32
To Richard Williams (Town Clerk & RFO) <town.clerk@welshpooltowncouncil.gov.uk>; Cllr Jackson Quarrell <cllr.jackson.quarrell@welshpooltowncouncil.gov.uk>; Cllr William Rowell <cllr.william.rowell@welshpooltowncouncil.gov.uk>

- I like to ask for 2 picnic tables and 2 benches at the Oldford pitch so kids can sit and also play their card games

- I like to ask for silver Hammerite paint to paint the railings due to graffiti

- I like to ask for a small shelf to be placed so players can properly store their belongings

- I like to ask that both goals be fixed. My recommendation is to place 2 wooden slates at intervals then replace the coated mesh. The current structure has a massive weak point in the middle due to lack of slates which is why the mesh broke so easily

- I like to ask for money to purchase a small tin of orange Metal paint so the basketball hoops can be repainted

- I like to ask if we can arrange where each kid can have a panel on the exterior of the pitch and they can paint something revolving around sports.

-I like to ask if we can place a metal or plastic storage box with a combo lock that will have ⚽ 🏀 🏈 🏐 🏸 🥏, some card games, jerseys (so they can stop playing shirts vs skins), checkers, chess, connect 4, battleship, outdoor twister, etc). The bin can be placed at the back behind the pitch and only certain individuals would have the lock code. We can disguise it as well to look like an electrical box. I am more than happy to provide the items if I can be reimbursed.

BURGESS

- I like to ask that nets be added to the posts at Burgess as the balls have no way of stopping once they go through the posts.

- I like to ask if a bench can be placed near the football field at Burgess and a shelf so players can properly place belongings

Regards,
Cllr Kelly Meredith

Appendix D

Outlook

Fw: Fencing quotes

From Town Hall (Operations Team) <townhall@welshpooltowncouncil.gov.uk>
Date Wed 2026-08-19 11:06
To Richard Williams (Town Clerk & RFO) <town.clerk@welshpooltowncouncil.gov.uk>

From: Midland Fencing Ltd <info@midland-fencing.co.uk>
Sent: 18 August 2026 10:56
To: Town Hall (Operations Team) <townhall@welshpooltowncouncil.gov.uk>
Subject: Fencing quotes

Morning Paul

Following on from last week and meeting you to look at some work, i have some prices for you and some info on each job as follows;

[redacted]

[redacted]

[redacted]

2. Small play area in town

- To supply and install approx 33m of green 1.2m high hoop top rospa fencing to form new boundary at front of play area
- To remove all old fencing at front and rear and gates aswell, to be thrown away via council or kept where possible?!
- To also supply a matching 3m pair of gates for vehicle access and a self closing gate for pedestrian access as per previous jobs
- To supply and install approx 25m of 1.8m high green twin wire along rear of play area
- Quote includes all materials and labour to complete the work

Overall total = £7,250 plus vat

If you need anything else Paul please let me know asap thanks

[redacted]

Appendix E

REPAIR QUOTATION

Site Address	WELSHPOOL TOWN HALL, 42A BROAD STREET, WELSHPOOL
Unit Reference	J7396 - BACK PASS HYD LIFT
Quotation Reference	QUO-284064-S4D9L5
Raised By	Andrea Howai
Quotation Date	28/07/2026
Valid Until	28/10/2026

The below price is based on works completed during our normal working hours unless otherwise stated. This quotation is subject to our standard terms and conditions which are available on request.

Description	Price
#80407 Oil change required not been changed in 36 years Hydraulic Oil Change, 200 ltr - 2 Floor, Single Cylinder To remove the existing hydraulic oil from the tank unit and dispose of at an authorised disposal site. To clean out the tank unit and replenish with new LG46 oil specially blended with viscosity improvers specifically for lift applications.	£5,562.81

All Prices are Exclusive of Tax **£5,562.81**

Should you not wish to order all of the above works please cross out items not required.

Appendix F

1. Your KONE Care® Service Repair Proposal

Equip No.	Equip ID	Equip Address

	Description	Quantity	Total price excl VAT
Equipment:			
1	Engineer to attend site and carry out the works listed below to complete an oil change on the service lift. Oil Replacement Oil Volume - (Cylinder, Hose & Tank) Oil Type - 46 Grade HVI -Drain down all oil from the cylinder to the power unit (unless it is a bore-hole design) -Pump out the oil into sealed, labelled containers for approved disposal -Use compressed air to force oil back from the cylinder to the tank (quiet 57 dB air compressor) -Clean the power unit thoroughly using lint-free cloths -Clean the pump mouth strainer -Pour in new hydraulic oil to the optimum level -Clean system filters -Purge and bleed air from the hydraulic system -Set the control valve for new oil conditions -Test the operation of the lift -Return the lift to service	1	£7,410.00

Terms and Conditions
A copy of our Terms and Conditions are available at:
https://www.kone.co.uk/Images/GB_T_C_repairs-services_tcm45-141228.pdf

Full payment is required within 30 days of issue of invoice following completion of works.
Our quotation is open for acceptance for a period of 14 days from the issue date of this proposal.Full payment is required within 30 days of issue of invoice following completion of works. We draw your attention to sections 4 and 9 of our general terms and conditions which set out the limitations of liability that are applicable. All tenders are subject to the KONE general terms and conditions of repair. Any purchase order provided by or on behalf of the Customer is for administrative purposes only. Finally, our proposal constitutes an offer and the Customer instruction to commence works is acceptance of the proposal and associated terms and conditions, whether or not the Customer or their representatives sign this proposal. Where works are instructed and subsequently cancelled there will be a charge for materials and administrative and wasted time chargea-ble at 25% of the total Price above.
Our quotation is open for acceptance for a period of 14 days from the issue date of this proposal.
The only exception to the above paragraph is where KONE and the Customer have a pre-Agreed and executed contract between them for maintenance services; in which case the terms of that maintenance agreement shall apply to repairs except where ex-pressly stated not to.

Delivery
Completion of works may be subject to a site survey. Any works requiring further investigation, or that are found not to be possible within the scope of this offer may be subject to an additional quotation.
Subject to availability of materials.
You will be contacted by the repairs department to schedule a suitable commencement date for these works.

Appendix G

Welshpool Indoor Market Traders' Meeting – Meeting Minutes

27th July 2026
The Corn Exchange, Welshpool Town Hall.

In Attendance:
Andy G,
Sam S,
Catt S,
Sue A,
Corrinne G
Cllr Howells,
Kimberly Wright – Events and Markets Manager
Paul McGrath – Operations Manager
David G - Communications & Community Engagement Officer

Welcome
The Events and Markets Manager welcomed attendees and opened the meeting.

Upcoming Events
Members were updated on the programme of events planned for the remainder of the year, including:
1940's Weekend
Halloween Parade and Party
Memorial Garden Service
Fireworks Display
Remembrance events
White Ribbon Day
Winter Festival
The Longest Yarn Exhibition (September)

Farmers' Market Proposal
The Events and Markets Manager informed that the Farmers' Market had been shelved by the council.

Fire safety and Emergency Register
Sign-in and out register to be kept at Sue's Stall; evacuation procedure would be covered by Sue and Catt as Fire Marshals with Hi-Viz jackets, with the operations team sweeping around the toilets.
Seven Stars car park would be the assembly point for checking the register.

Market Maintenance
Updates included:
Window cleaning will be taking place next week, commencing 3rd August
General building maintenance continues.

General Business and Any Other Matters

Further discussion covered:
Continuing improvements to market facilities.
Promotion of local businesses, including Trader of the week, which was praised.
Increasing visitor numbers and supporting existing businesses.
Possible promotional signage on main road at livestock market.
Possible promotional signage on the side of the road at recreation ground with approval for council and highways.
Possible leafleting of surrounding areas around Welshpool e.g.; Churchstoke and Montgomery and leaflet at WIC

Meeting Close
The Events and Markets Manager thanked everyone for their contributions and confirmed that updates on outstanding actions would be provided at the next traders' meeting on Monday, 14th September 2026 and would be provided every two months henceforth.

Appendix H

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 #940

Author	Richard Williams Town Clerk & Responsible Finance Officer
Title	Hub Performance - July & Aug 26
Date	3rd September 2026

1. Purpose

1. To provide Members with a performance update on the operation of the Community Hub during July and August 2026, including visitor numbers, meals provided, voluntary contributions and food costs.

2. Background

1. The Community Hub provides residents with informal support, social contact, refreshments and activities. Voluntary contributions assist with the cost of operating the service, while attendance and meal numbers provide an indication of community use.
2. In accordance with the Hub's summer operating arrangements, sessions were held on Thursdays only during the reporting period. The Hub was closed during the week beginning 27 August 2026.
3. During July, the Hub welcomed 296 visitors across five sessions and provided 202 meals. Voluntary contributions totalled £358.43, while the cost of food purchased was £200.33.
4. During August, the Hub welcomed 226 visitors across three sessions and provided 133 meals. Voluntary contributions totalled £221.06, while the cost of food purchased was £126.52.
5. Across the two-month period, eight sessions were held, attracting 522 visitors and providing 335 meals.

3. Information

1. Average attendance was approximately 59 visitors per session in July and 75 visitors per open session in August.
2. The number of meals provided averaged approximately 40 per session in July and 44 per open session in August.

Appendix I

Outlook

Fw: Closure of Welshpool & District Foodbank

From Wendy Lewis (Community Services Manager) <wendylewis@welshpooltowncouncil.gov.uk>
Date Tue 2026-08-25 09:58
To Richard Williams (Town Clerk & RFO) <town.clerk@welshpooltowncouncil.gov.uk>

[redacted]

[redacted]

From: Katy G[redacted]
Sent: Friday, 21 August 2026 12:39:25
To: Wendy Lewis (Community Services Manager) <wendylewis@welshpooltowncouncil.gov.uk>
Subject: Closure of Welshpool & District Foodbank

Dear Wendy,

I have been given your name in connection with the Community Fridge that you run in Welshpool, so I hope it is alright to email you direct.

I am one of two Area Managers supporting Trussell food banks across Wales. Unfortunately, Welshpool & District Foodbank will be closing in the near future, with operations due to cease by 31 August 2026.

Over the coming weeks, we will be contacting and, where possible, meeting with local organisations that may be interested in taking forward this important work. However, it is likely that there will be a period of several months during which there is no Trussell food bank operating within the area while these discussions and arrangements take place.

In the meantime, we are focused on supporting the current Manager as they step back from the role and on ensuring that the food stock currently held by the food bank can continue to benefit local people. The food bank is keen for the stock to be passed on to another organisation that can distribute it as emergency food within the community.

With this in mind, I wondered whether the Community Fridge might be interested in receiving some or all of the current food stock? The stock consists of ambient, non-perishable food and, from my understanding, there is approximately 2-3 tonnes available, so suitable storage space would be required. The food bank also has a supply of bags that could be used for preparing and distributing food parcels.

I appreciate this is a significant quantity of food, but I wanted to explore whether this might be something the Community Fridge could support with, either independently or in partnership with other local organisations.

I would be very happy to discuss this further if it would be helpful.

Best wishes,
Katy

[redacted]

[redacted]

Trussell
Ending hunger together

trussell.org.uk

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Appendix J

Cyngor Tref 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	O&D to consider paper in September.
TC2	OD	Pilot town centre planting and hanging basket sponsorship scheme	TC/OM/CM £	Year 2	In progress	WTCIP includes monies for planting and greening the town centre.
TC3	OD	Develop long-term "clean and green" action plan for pavements, signage and public spaces	TC/OM/CM £	Year 2-3	In progress	WTCIP includes monies for planting and greening the town centre. Further action in Year 3 will need to be taken around pavements and other areas of the town centre.
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	Completed	EOI approved and full bid submitted. Awaiting HLF update.
TH2	OD	Launch community fundraising campaign and sponsorship scheme alongside grant bid	TC £1000.00	Year 2	In progress	Equipment purchased and digital donation box installed.

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	In progress	E&P have been discussing about themed markets, need to continue to have discussions with traders. Paused for this year but continue to explore.
MA2	OD	Improve signage to both markets from car parks, train station and main areas	TC/MO £	Year 1-2	In progress	Signage work now taking place across the town to enhance provision, also ties into the Welshpool Town Centre Improvement Project.
MA3	OD	Support traders with joint marketing and promotion campaigns	MO/CM £	Year 1-3	In progress	Officers have visited local markets and produced marketing materials to encourage further traders to attend. Publicity on the website for current market traders has begun. Launching Trader of the Week w/c 22nd June 2026.
MA4	OD	Assess financial sustainability of Monday market and explore feasibility of adding a second trading day	TC/MO £	Year 2	In progress	Assessment taken place during August and found that second trading day not feasible. O&D to consider in September.

Open Spaces

Ref	Committee	Action	Resource	Timescale	Progress	Comments
Improve facilities for dog owners						

Ref	Committee	Action	Resource	Timescale	Progress	Comments
DO1	OD	Audit existing dog waste bins and identify priority locations for additional bins across parks, recreation grounds and key walking routes.	TC/OM £	Year 1-2	Completed	Assets now mapped and audit session taken place with team - O&D discussed in April and approved by Council.
DO2	OD	Launch a public campaign on responsible dog ownership, including posters, social media messaging and signage in parks.	TC/CM £	Year 1-2	Not started	To be launched in Autumn 2026.
DO3	OD	Introduce new dog waste bins in under-served areas and ensure they are clearly signposted.	OM/CM £	Year 2	In progress	Approved changes being implemented at the moment with installation of dispensers and waste bins at key locations as approved by Council.
DO4	OD	Explore the creation of a designated dog-friendly zone or enclosed dog exercise area within one of the open spaces.	TC/OM £	Year 2-3	Not started	To begin in Q4.
DO5	OD	Pilot new initiatives such as "Dog-Friendly Businesses" scheme to encourage shops and cafe's to welcome responsible dog owners.	TC/EO/CM £	Year 3	Not started	
Maintain and invest in open spaces						
OS1	OD	Audit all play areas, pitches, open spaces and income generation	TC/OM £	Year 1	In progress	Assets now mapped and consideration to asset improvement included in budget. Income generation work still continuing.
OS2	OD	Develop phased upgrade programme, beginning with most used play areas	OM/CM £	Year 2-3	Not started	Year 2 budget contains provision for new fencing at Little Henfaes playground - three quotes being obtained.
OS3	OD	Work with schools and sports clubs to align investment	TC/OM £	Year 2-3	Ongoing	Council approved new long lease for Rugby & Cricket Club over clubhouse. Continue to work with other clubs to secure investment.

Ref	Committee	Action	Resource	Timescale	Progress	Comments
Protect and enhance the environment						
EN1	OD	Audit all biodiversity measures and prepare Section 6 report and action plan	TC/OM £	Year 1	In progress	Community workshops around Town Hall held in January. Workshop to be held in relation to PIP in due course and Place Plan working group now established.
EN2	OD	Implement Section 6 action plan for next 3 years, which should include tree planting, community green days and growing volunteer base	OM/CM £	Year 2-3	In progress	See EV1 - Carnival Working Group created.
Redevelop the Motte and Bailey as a historical leisure and recreational space						
MB1	OD	Produce concept designs with heritage groups, schools and local community	ALL £	Year 1-2	In progress	Working Group examined plan to bid for ??50k from Landfill Disposals Tax for enhanced events space. To discuss with Powis Estates regarding lease lengths.
MB2	OD	Explore funding options via Cadw, National Lottery, heritage tourism and Public Sector Works Board borrowing	TC £	Year 1-2	In progress	Current funding opportunities still being explored.
MB3	OD	Begin phased works	TC/OM/CM £	Year 3	Not started	

Community Services

Ref	Committee	Action	Resource	Timescale	Progress	Comments
Maintain and protect public toilets						

Ref	Committee	Action	Resource	Timescale	Progress	Comments
PT1	OD	Promotion and marketing with enhanced signage around the town along with data capture technology to measure usage	TC/OM/CM £	Year 1-2	In progress	Quotes obtained for IOT devices however funding was pulled as not eligible. Need to explore alternative solutions.
PT2	OD	Resolve outstanding repairs to enable full use of Changing Places facility	OM/CM £	Year 1-2	In progress	Hygiene bins approved in July and due to be installed asap.
PT3	OD	Explore sponsorship and community toilet scheme with local businesses	TC/OM/EO £	Year 2-3	In progress	New donation signage has gone up in toilets and is proving effective.
Secure the future of the Ann Holloway Day Centre						
DC1	OD	Continue negotiations with charity and health board on leases	TC/TICM/OM £	Year 1	Completed	Leases signed off and executed.
Strengthen the Meals on Wheels service						
WM1	OD	Review operational model and explore opportunities for transfer to charity as part of Day Centre	TC/TICM/OM £	Year 1	Completed	Service transferred on 16th Feb 26.
WM2	OD	If service retained then begin expanded promotional campaign and trials of further expansion of offering	TICM/CM £	Year 2-3	Completed	No longer required.

Improving the Council

Ref	Committee	Action	Resource	Timescale	Progress	Comments
Strengthen engagement with the community						
EN2	All	Establish regular working groups e.g. Carnival, Markets, Open Spaces	EO £	Year 2	In progress	See EV1 - Carnival Working Group created.

Ref	Committee	Action	Resource	Timescale	Progress	Comments
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 K

Welshpool Town Council 2026/2027

Detailed Income & Expenditure by Budget Heading 03/09/2026

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
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%	
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)**				

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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
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)**				
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%	

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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
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%	
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)**				

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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
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)**				
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%	

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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
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)**				
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)**				

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Welshpool Town Council 2026/2027

Detailed Income & Expenditure by Budget Heading 03/09/2026

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
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)**				
	Grand Totals:- 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%**	
	Net Income over Expenditure	**(45,943)**	**(164,173)**	**(428,504)**	**(264,331)**				
	Movement to/(from) Gen Reserve	**(45,943)**	**(164,173)**	**(428,504)**	**(264,331)**				

Appendix L

Welshpool Town Council 2026/2027

Detailed Income & Expenditure by Budget Heading 03/09/2026

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
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%	
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	0	425	1,375	950		950	30.9%	
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	0	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	**2,560**	**67,507**	**118,752**	**51,245**	**0**	**51,245**	**56.8%**	**0**
	Net Income over Expenditure	**(2,065)**	**(61,642)**	**(103,402)**	**(41,760)**				
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)**				

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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
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)**				
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	444	2,399	5,865	3,466		3,466	40.9%	
4401	Vehicle Running Costs	0	235	1,200	965		965	19.6%	
4875	Health & Safety	0	0	250	250		250	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
4900	Miscellaneous Costs	0	0	300	300		300	0.0%	
	Operations :- Indirect Expenditure	**13,058**	**66,607**	**165,925**	**99,318**	**0**	**99,318**	**40.1%**	**0**
	Net Expenditure	**(13,058)**	**(66,607)**	**(165,925)**	**(99,318)**				
132	Playparks								
4085	Repairs & Maintenance	0	0	8,000	8,000		8,000	0.0%	
4342	Play Area Fencing	0	0	10,000	10,000		10,000	0.0%	
	Playparks :- Indirect Expenditure	**0**	**0**	**18,000**	**18,000**	**0**	**18,000**	**0.0%**	**0**
	Net Expenditure	**0**	**0**	**(18,000)**	**(18,000)**				
133	Open Spaces								
1340	Income - Rec Club Rents etc	(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	1,704	4,075	7,000	2,925		2,925	58.2%	
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	252	1,335	5,000	3,665		3,665	26.7%	
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	**1,874**	**27,677**	**51,778**	**24,101**	**0**	**24,101**	**53.5%**	**0**
	Net Income over Expenditure	**(1,903)**	**(27,706)**	**(48,078)**	**(20,372)**				
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)**				

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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
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)**				
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	0	1,730	0	(1,730)			0.0%	
	The Hub :- Income	**0**	**1,730**	**0**	**(1,730)**				**0**
5450	Warm Hub Expenditure	0	1,309	0	(1,309)		(1,309)	0.0%	
	The Hub :- Indirect Expenditure	**0**	**1,309**	**0**	**(1,309)**	**0**	**(1,309)**		**0**
	Net Income over Expenditure	**0**	**421**	**0**	**(421)**				
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%	

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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
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)**				
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)**				

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Welshpool Town Council 2026/2027

Detailed Income & Expenditure by Budget Heading 03/09/2026

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
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	**1,647**	**18,149**	**124,281**	**106,132**			**14.6%**	
	Expenditure	**23,404**	**204,080**	**552,785**	**348,705**	**0**	**348,705**	**36.9%**	
	Movement to/(from) Gen Reserve	**(21,757)**	**(185,930)**	**(428,504)**	**(242,574)**				
	Grand Totals:- Income	**1,647**	**18,149**	**124,281**	**106,132**			**14.6%**	
	Expenditure	**23,404**	**204,080**	**552,785**	**348,705**	**0**	**348,705**	**36.9%**	
	Net Income over Expenditure	**(21,757)**	**(185,930)**	**(428,504)**	**(242,574)**				
	Movement to/(from) Gen Reserve	**(21,757)**	**(185,930)**	**(428,504)**	**(242,574)**				

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 #918

Author	Richard Williams Town Clerk & Responsible Finance Officer
Title	WTCIP - Aug 26
Date	3rd September 2026

OFFICERS RECOMMENDATION

1. **To approve the locations and types of street furniture, wayfinding, planting, lighting, bus stop signage, visitor information and other elements identified within the plans and Permissions Register.**
2. **To authorise the Town Clerk in consultation with the Project Board to approve the design, manufacturer and model of specific items; the procurement of contractors and other elements needed to deliver the project prior to the funding deadline, provided such decisions do not exceed the overall approved project finance.**
3. **To authorise the Town Clerk to progress and obtain all necessary highway, landowner and other permissions as required.**
4. **To authorise the Town Clerk to make amendments to the location, quantity or specification of approved items arising from procurement, site conditions or requirements imposed by permissions provided such changes do not exceed the overall approved project finance.**
5. **To note the urgent action taken by the Town Clerk, with the concurrence of the Mayor, to submit the application for advertisement consent for the proposed digital information screen adjacent to the Town Hall.**

1. Purpose

1. To update Members on progress with the Welshpool Town Centre Improvement Project following consideration of the proposed works by the Project Board.
2. To present the revised location plans and Permissions and Consents Register and seek the Committee's recommendation to Full Council for approval of the locations and types of interventions proposed.
3. To seek authority to continue detailed design, permissions, procurement and delivery of the project within the approved funding and delivery timetable.

4. To report urgent action taken by the Town Clerk, with the concurrence of the Mayor, to submit the necessary application for advertisement consent for the proposed digital information screen outside the Town Hall.

2. Background

1. Welshpool Town Council has secured £83,000 from the UK Government's Pride in Place Impact Fund, alongside Council match funding, to deliver a programme of capital improvements to Welshpool town centre.
2. The project seeks to improve the appearance, accessibility and visitor experience of the town through a coordinated programme of street furniture, planting, wayfinding, visitor information and other public realm improvements.
3. Council previously established the Welshpool Town Centre Improvement Project Board, comprising Cllrs Phil Pritchard, Phil Owen, Nick Howells, Estelle Bleivas and William Rowell, to oversee implementation of the project and make recommendations to Council as required.
4. The Project Board considered the emerging proposals and location plans on 17 August 2026. The Board supported the overall approach but made a number of changes before the proposals progressed further. These changes included:
    1. replacing the proposed trees within Hall Street with planters;
    2. removing the proposed large lettering from Vicarage Gardens;
    3. reviewing and increasing street furniture provision in the main town centre;
    4. retaining the proposed large visitor/photo chair at Vicarage Gardens;
    5. progressing measures to prevent vehicles damaging the grassed area at Union Street; and
    6. continuing detailed development of the Broad Street proposals with the Council's appointed landscape consultants.
5. Revised plans have subsequently been prepared and are appended to this report together with the project's Permissions and Consents Register.

3. Scheme

1. The proposals represent a series of relatively small but coordinated interventions across the town centre rather than one single public realm scheme.
2. The latest Permissions and Consents Register currently identifies 20 litter bins, 27 benches, 16 wayfinding installations, 15 planting interventions, 15 bus stop signs, lighting, bollards, cycle hoops, the visitor/photo chair and the digital information screen.
3. These figures remain working quantities. In particular, some references within the register cover more than one physical item, bollard numbers remain to be determined, and the detailed Broad Street proposals remain subject to design development and discussions with NMWTRA. The plans and Permissions and Consents Register should therefore be read together.
4. Severn Road and Ponthowell Gardens
    1. The proposals include replacement of the existing litter bin and two benches, two new pedestrian wayfinding totems and replacement of the existing wayfinding column at Ponthowell Gardens.
5. Berriew St and Severn St

1. The existing wayfinding column on Berriew Street is proposed to be replaced with a new wayfinding totem.
2. The Permissions and Consents Register also provides for replacement of two existing litter bins on Severn Street, retaining their existing emptying arrangements.

6. Church St Car Park and Canal
    1. The proposals around Church Street Car Park include replacement of existing wayfinding, benches and litter bins. On the opposite side of the Canal Wharf, the Council proposes a new wayfinding totem, two new benches on concrete pads and one new litter bin.
    2. The canal-side litter bin has previously been approved by the Town Council and would be emptied by WTC twice weekly. Consent is required from the Canal & River Trust for the canal-side installations.

7. Church St, Union St and Vicarage Gardens
    1. Outside Kings Barbers on Church Street, the proposal is for new seating and planting. The final arrangement may comprise a tree/planter with seating designed around it and will be subject to the requirements of NMWTRA.
    2. At Union Street, the proposals include low-level planters and seating positioned on concrete pads together with bollards to prevent vehicles from unlawfully parking on and damaging the grassed area. The grassed area sits above the culverted brook. For this reason, intrusive tree planting is not recommended and the proposed installations are intended to be as non-intrusive as practicable.
    3. At Vicarage Gardens, proposals include replacement and additional seating, replacement of the existing litter bin, planting, lighting and a large visitor/photo chair.

8. High St and Hall St
    1. The High Street proposals comprise replacement litter bins, seating and wayfinding together with an additional wayfinding installation.
    2. Within Hall Street, the Project Board decided that the previously considered tree planting should not proceed. The current proposal instead comprises low-level planters, three benches and overhead lighting, subject to the necessary highway and other permissions. A pavement licence has already been requested in relation to the proposed Hall Street furniture.

9. Raven Roundabout and Brook St
    1. Two new wayfinding installations are proposed: one around Raven Roundabout and a further installation on the grass verge at the Brook Street end of the town. These will require the approval of NMWTRA and Powys County Council.

10. Lower Powis Park
    1. The proposals include replacement of three existing benches and three existing litter bins, together with a new wayfinding totem adjacent to an existing bench. The installations require the consent of Powis Estates. The existing WTC litter-bin emptying arrangements would continue.

11. Bus Stop Signage
    1. The project includes 15 new or replacement signs at principal Service 88 bus stops. The signage is intended to provide a more consistent appearance and improve information for

residents and visitors using public transport. PCC Transport have agreed this in principle, pending further discussions on how we can work together.

12. Broad St
    1. Broad Street is the most significant and technically complex element of the public realm scheme because it forms part of the trunk road network. The current working schedule includes replacement of the six existing bins, severn existing benches, wayfinding replacement, new planting and/or street-trees, replacement cycle hoops and a digital visitor information screen near the Town Hall.
    2. The current Broad Street plan should, however, be regarded as a working design rather than the final construction layout.
    3. Lingard Farrow Styles has now provided its initial placemaking concept work. The Council has provided feedback asking the consultants to concentrate the next stage of their work particularly on Broad Street and to develop a coordinated and sufficiently detailed layout that can be considered by NMWTRA. NMWTRA has provided initial feedback to the Council. It has indicated that it is not particularly concerned with replacement street furniture installed in its existing position, but that new installations and excavations will need to proceed through its licensing process, identified by NMWTRA as Section 50.
    4. It is proposed that the Committee and Council approve the principle and current scope of the Broad Street interventions, with the Town Clerk authorised to agree minor and technical amendments arising from the consultant's detailed design and NMWTRA requirements.

4. Approvals

1. Members are not being asked to select individual products or manufacturers at this stage.
2. Approval relates to the locations and types of interventions identified on the accompanying plans and Permissions and Consents Register – for example, that a bench, bin, planter, wayfinding totem or other intervention should be provided at the identified location.
3. The final appearance, model, manufacturer, material and detailed specification of street furniture will be determined through the subsequent quotation/procurement process and approved by the Town Clerk in consultation with the Project Board.
4. This is important both to preserve competitive procurement and to allow the Council to respond to public feedback, technical requirements and conditions imposed by the relevant highway authorities and landowners.

5. Public Engagement

1. The Council has already received significant public feedback about the project following its announcement. Social media posts have helped show concept designs and comments have shaped the future proposals.

6. Permissions and Consents

1. A detailed Permissions and Consents Register has been prepared. The register identifies each proposed intervention, whether it is a new installation, replacement, relocation or removal, the relevant approving authority and the supporting location plan.
2. Permissions will continue to be progressed alongside detailed design and procurement. No installation will take place until the relevant consent has been obtained.

7. Digital Visitor Screen

1. The Project Board approved the proposed installation of a digital visitor information screen adjacent to the Town Hall.
2. An application for advertisement consent has now been submitted to Powys County Council. The application identifies the proposed site as the Broad Street/Hall Street elevation adjacent to the Market Hall entrance.
3. Ordinarily, the matter would have progressed to Full Council before submission of the application. However, given the fixed PiPIF delivery timetable and the lead time associated with determination of the application, waiting for the next Full Council meeting risked unnecessarily delaying the project.
4. The Town Clerk therefore considered the Urgent Matters provisions within the Council's Scheme of Delegation, which permit the Town Clerk, with the concurrence of the Mayor or Deputy Mayor, to act on behalf of Council where an urgent decision is required. The Town Clerk consulted the Mayor and considered whether the matter was sufficiently significant to justify calling a special meeting of Council. It was concluded that a special meeting would not be proportionate, particularly as submission of the application does not commit the Council to purchasing or installing the screen.
5. With the agreement of the Mayor, the Town Clerk therefore exercised delegated authority to submit the application in order to protect the project programme.
6. In accordance with the Scheme of Delegation, this action is now reported to the Committee and will also be reported to the next available Full Council meeting.

8. Procurement and Installation

1. Procurement will be undertaken in accordance with the Council's Financial Regulations and the applicable procurement requirements. The Council intends to procure the principal items of street furniture separately from the associated civil engineering and installation works.
2. A Request for Quotation is being issued for the civil engineering, installation and traffic-management element. This will cover matters including foundations, excavation, fixing, tree pits, reinstatement, underground-service detection and traffic/pedestrian management. Because permissions and final designs will become available at different times, installation is expected to proceed in phases.
3. Quotations are due to close on 10 September 2026, with appointment anticipated by the end of September approved by Full Council. All civil engineering and installation works are to achieve practical completion by 31 January 2027.

9. Ownership and Future Maintenance

1. Unless otherwise specifically agreed, assets purchased by Welshpool Town Council through the project will remain the property of the Town Council and be recorded on its Asset Register. WTC will consequently accept responsibility for their future inspection, maintenance, repair and eventual replacement.
2. Where an existing bin is currently emptied by Powys County Council, it is intended that PCC will continue to empty the replacement bin. Where a bin is currently emptied by Welshpool Town Council, WTC will continue to provide the service.
3. Welshpool Town Council will also accept responsibility for the ongoing maintenance of new planting, planters, trees and landscaping delivered through the project, subject to any conditions agreed with the relevant highway authority or landowner.
4. The new assets will create an ongoing revenue requirement beyond the capital project. A further report will therefore be presented as part of the 2027/28 budget-setting process, setting out the practical arrangements and anticipated costs of watering, planting, inspection,

maintenance, repair and eventual replacement.

10. Links to Strategic Objectives and Interim Strategic Plan

1. N/A

11. Resource & Legal Implications

1. The project has total available finance of £88,000, including £83,000 of Pride in Place Impact Fund support.
2. The latest working cost schedule within the Permissions and Consents Register currently identifies approximately £65,937 of estimated expenditure against the £88,000 overall project finance. Several elements are still subject to final design, permissions, quotations and confirmed quantities, particularly Broad Street, installation/civil engineering works and some planting.
3. Professional consultant fees are currently being treated separately. Powys County Council has advised that these are presently regarded as revenue expenditure but may potentially be eligible for capitalisation and consideration for reimbursement once the associated capital project has been completed.
4. Legal Comment - The project comprises a number of different interventions and therefore relies on different statutory powers depending upon the item and location. The principal powers identified during development of the project include:
    1. Section 1 and 3 of the Parish Councils Act 1957 (seating and lighting)
    2. Section 96 of the Highways Act 1980 (trees and platning)
    3. Section 115E of the Highwys Act 1980 (wayfinding)
    4. Section 5 of the Litter Act 1983 (bins)
    5. Section 72 of the Road Traffic Regulation Act 1984 (bus stop signage)
5. The existence of a statutory power enabling WTC to provide or fund an item is separate from the requirement to obtain permission from the owner or highway authority, however most consents require that they not be unreasonably withheld.

12. Specific Implications

1. **Crime and Disorder** - the Council will engage with the Dyfed Powys Police Designing Out Crime Officer to enable open spaces to reduce crime e.g. Vicarage Gardens (Crime and Disorder Act 1998).
2. **Biodiversity** - the scheme will promote biodiversity by providing new planting and green corridors in town centre environments (Environment (Wales) Act 2016).
3. **Well-being** - N/A (Well-being of Future Generations (Wales) Act 2015).
4. **Risk Management** - The principal project risk is the fixed delivery timetable. Delegating authority to the Town Clerk to make minor technical amendments will also avoid unnecessary delays where an approving body requires, for example, an item to move a short distance or a foundation/specification to be altered.

13. Recommendation

1. To approve the locations and types of street furniture, wayfinding, planting, lighting, bus stop signage, visitor information and other elements identified within the plans and Permissions Register.

2. To authorise the Town Clerk in consultation with the Project Board to approve the design, manufacturer and model of specific items; the procurement of contractors and other elements needed to deliver the project prior to the funding deadline, provided such decisions do not exceed the overall approved project finance.
3. To authorise the Town Clerk to progress and obtain all necessary highway, landowner and other permissions as required.
4. To authorise the Town Clerk to make amendments to the location, quantity or specification of approved items arising from procurement, site conditions or requirements imposed by permissions provided such changes do not exceed the overall approved project finance.
5. To note the urgent action taken by the Town Clerk, with the concurrence of the Mayor, to submit the application for advertisement consent for the proposed digital information screen adjacent to the Town Hall.

14. Decision

1. To resolve to adopt the recommendations as above.

Appendix N

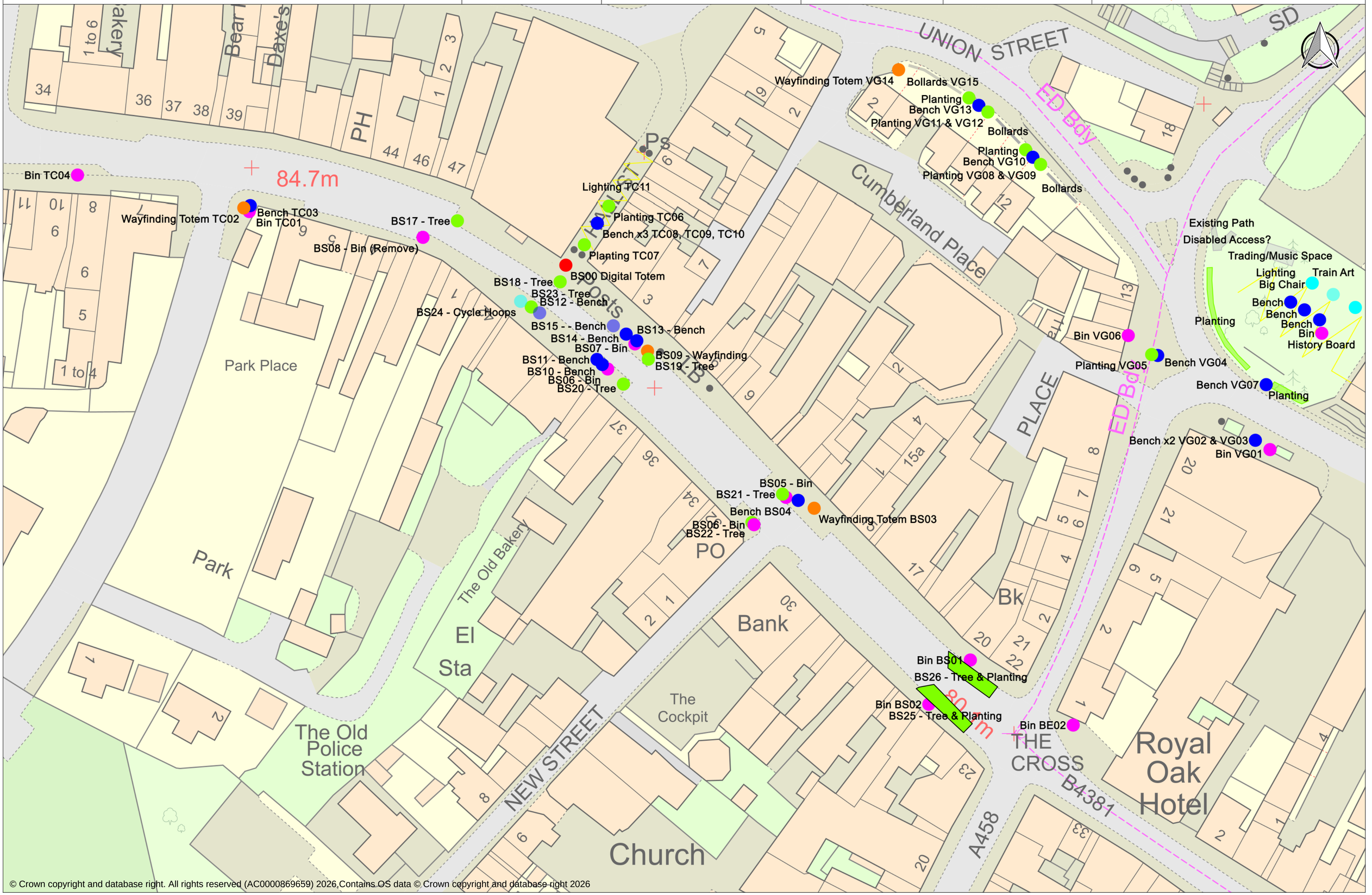
Berriew St	Welshpool	PARISH ONLINE
1 x Wayfinding	**Author:**	0 10 20 30 40m
	Date: 18/08/2026	**Scale:** 1:1250 @ A4



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Appendix O

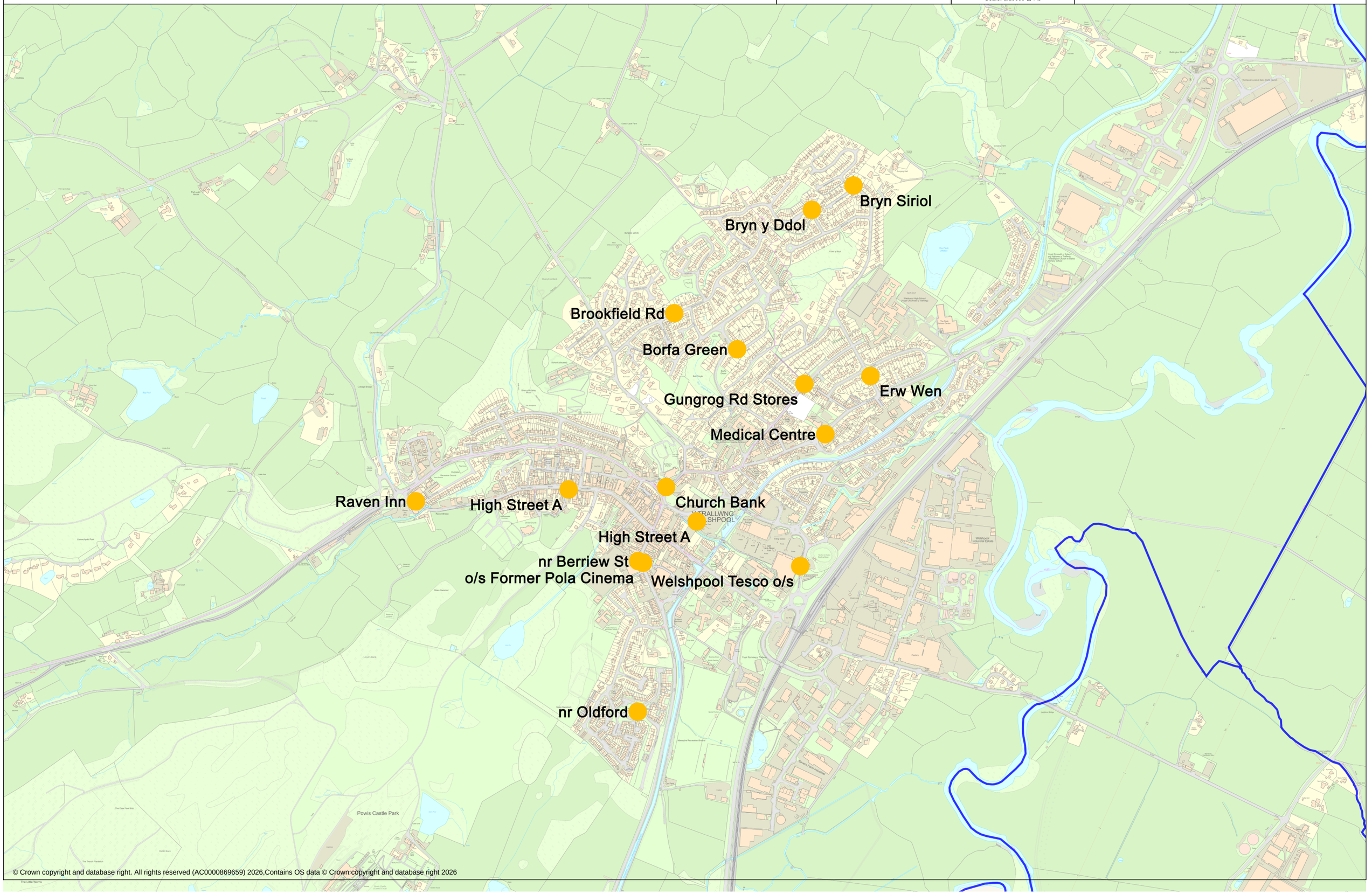
Broad Street					
Mixture of items - see schedule	Welshpool	**Author:**	**Date:** 27/08/2026	0 5 10 15 20 25m **Scale:** 1:500 @ A2	PARISH ONLINE



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Appendix P

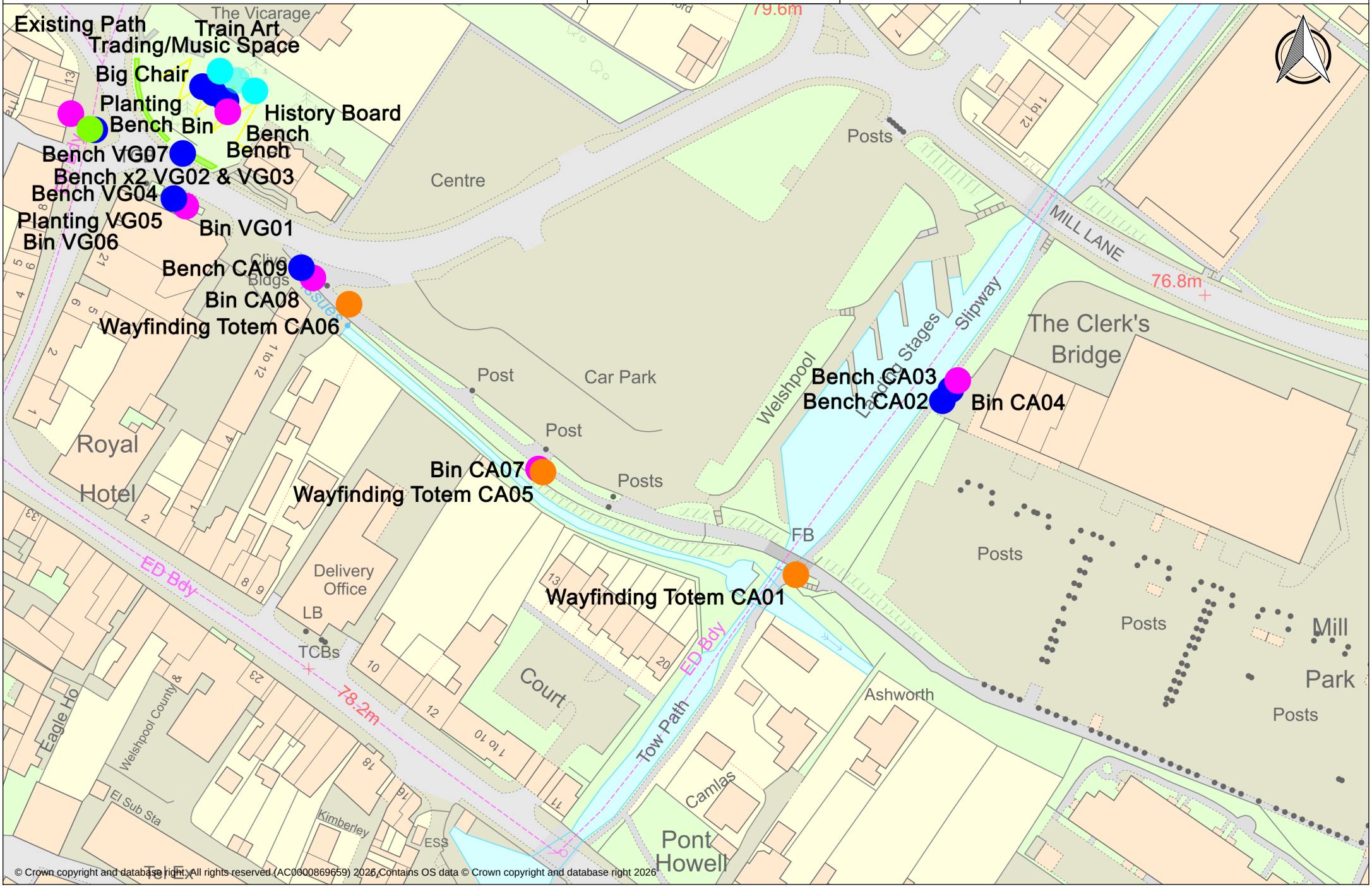
Bus Stops	Welshpool	PARISH ONLINE
15 x Bus Stop Signage	**Author:** R. Williams	0 50 100 150 200 250m
	Date: 18/08/2026	**Scale:** 1:10000 @ A3



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Appendix Q

Church St & Canal	Welshpool	PARISH ONLINE
3 x Wayfinding, 3 x Bench, 3 x Bin	**Author:**	0 10 20 30 40m
	Date: 18/08/2026	**Scale:** 1:1250 @ A4



Appendix R


Concept images - not the final designs
Welshpool Town Centre Improvement Project
Hall Street
Public seating, planting and lighting to enhance this public walkway, working with adjoining businesses.
PRIDE IN PLACE
LED BY YOU – BACKED BY UK GOVERNMENT


Concept images - not the final designs
YMWELIACH A'R TRALLWING
VISIT WELSHPOOL
Town Centre
Powis Castle
Welshpool &
Llanfair Light Railway
Market
You can explore even more things to do, visit, see and explore via our Visit Welshpool app and website.
visitwelshpool.org.uk
Welshpool Town Centre Improvement Project
Wayfinding
Updated wayfinding totems to replace fingerposts with map and main attractions.
PRIDE IN PLACE
LED BY YOU – BACKED BY UK GOVERNMENT


Concept images - not the final designs
Welshpool Town Centre Improvement Project
Vicarage Gardens
Accessibility improvements, public seating, lighting with music and trader space.
PRIDE IN PLACE
LED BY YOU – BACKED BY UK GOVERNMENT


Concept images - not the final designs
Welshpool Town Centre Improvement Project
Broad Street
New wayfinding, public seating, planting, bins with no removal of parking spaces.
PRIDE IN PLACE
LED BY YOU – BACKED BY UK GOVERNMENT


Concept images - not the final designs
Welshpool Town Centre Improvement Project
Union Street
New public seating, planters and bollards to prevent illegal parking on the verge.
PRIDE IN PLACE
LED BY YOU – BACKED BY UK GOVERNMENT


Concept images - not the final designs
1. Tesco
2. Bus Stop Stand A
3. High Street A
4. Raven Square
5. Church Bank
6. Brookfield Road
7. Borfa Green
8. Gungrog Road
9. Bryn-y-Ddol
10. Bryn Siriol
11. Gungrog-fechan, Erw Wen
12. Medical Centre
13. Former Pola Cinema
14. Oldford
15. Berriew St
Town Centre
WAY FINDER
Welshpool Town Centre Improvement Project
Bus Stops
New and improved Town Service (Service 88) map with key places along the route.
PRIDE IN PLACE
LED BY YOU – BACKED BY UK GOVERNMENT


Concept images - not the final designs
ARKET HALLS
VISITOR INFORMATION
WELCOME TO WELSHPOOL
Welshpool Town Centre Improvement Project
Digital Noticeboard
New 49" touch screen digital noticeboard with interactive map, events, things to see and more.
PRIDE IN PLACE
LED BY YOU – BACKED BY UK GOVERNMENT

Appendix S

Hall Street, Park Lane & High St

2 x Wayfinding, 2 x Bin, 4 x Bench, 2 x Planting, 1 x Lighting

Welshpool

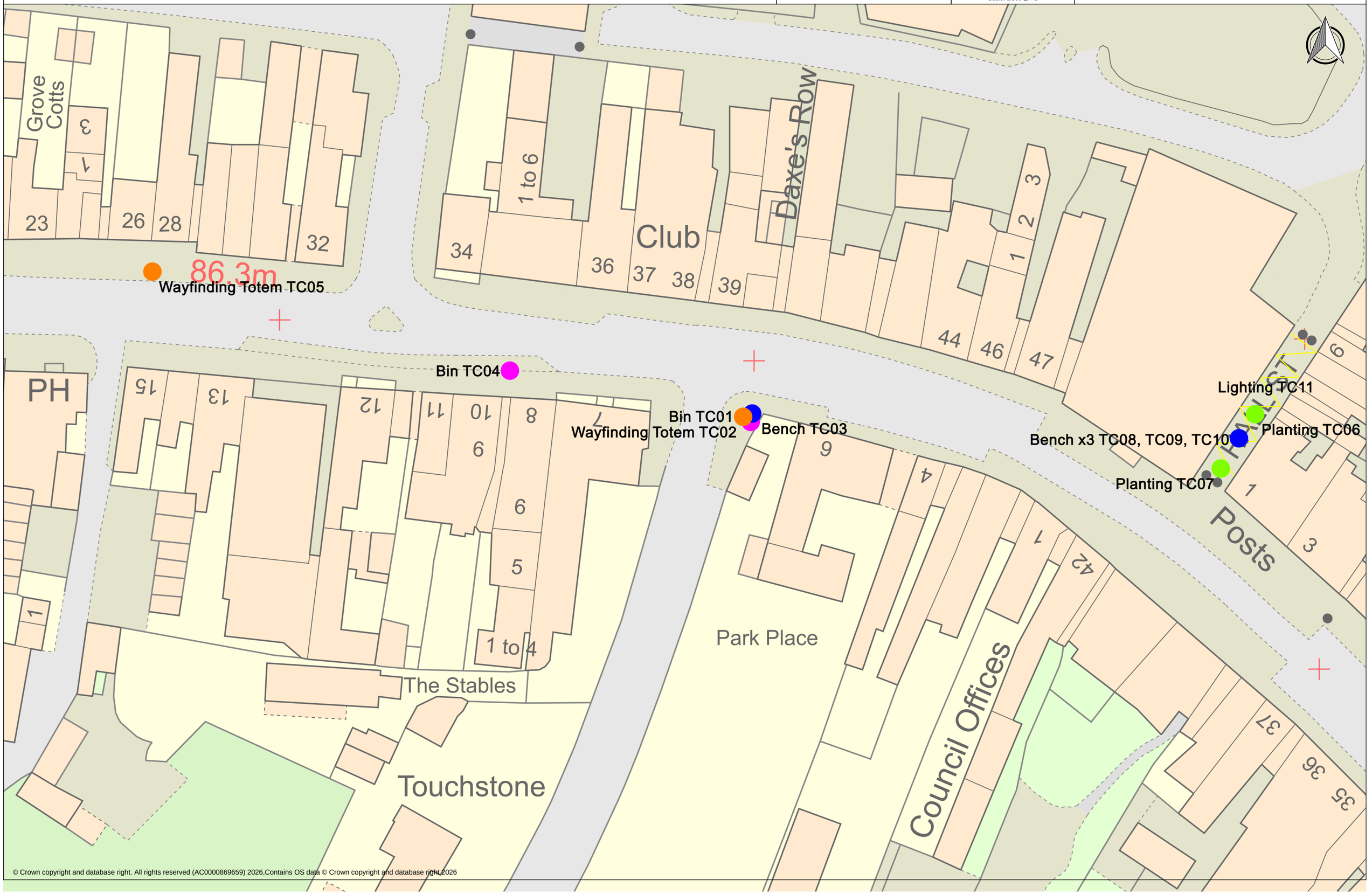
Author:

Date: 18/08/2026

0 2 4 6 8 10m

Scale: 1:500 @ A3

PARISH ONLINE



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Appendix T

Lower Powis Park

1 x Wayfinding, 3 x Bin, 3 x Bench

Welshpool

Author:

Date: 18/08/2026

0 10 20 30 40 50m

Scale: 1:2500 @ A3

PARISH ONLINE

Wayfinding Totem RE01

Bench

Planting VG05

Wayfinding Totem BS03

Bench VG0

History Boa d

Bin

Bench BS04

Bench x2 VG02 & VG03

Bench

Bench

Bin BS01

Bench VG04

Bin BS02

Bin VG01

Bin VG06

Wayfinding Totem BE01

Bin LPP05 06

Wayfinding Totem LPP01

Bench LPP02 03 04

Bin LPP07

Cattle Grid 93.7m

Raven Inn (PH)

Raven Bridge

Garage

94.0m

Allotment Gardens

Maesgwastad Cemetery

Norfolk House

Church

Kingswood

Chelsea Villas

LANE

Christ Church

Hall

Touchstone

Park Place

Park

The Old Bakery

Bank

El Sta

PW

Park Lane Lodge

The Old Police Station

Church

Llyndu House

PC

78.6m

Sports Facility

Tel Ex

Car Park

Cottage

El Sub Sta

Castle View

Oldford House

Hall

78.9m

79.2m

Brdn-y-Parc View

OLDFORD CLOSE

Hollybush

Masons Yard

79.3m

LB

TCB

Oldford

Oldford Nursery and Infant School

Path (um)

Earthworks

79.4m

Traethllawn

The Coach House

OLDFORD VIEW

Sub Sta

Park Place

Play

Play Area

A458

FB

Maes Gwastad

Reservoir (covered)

Well

Lloyd's Bank

CG

Llyn Du

Spring

Drain

Drains

Issues

Maes Gwastad

Path (um)

Marlebell

CR

Sb

TSP

SP

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Appendix U

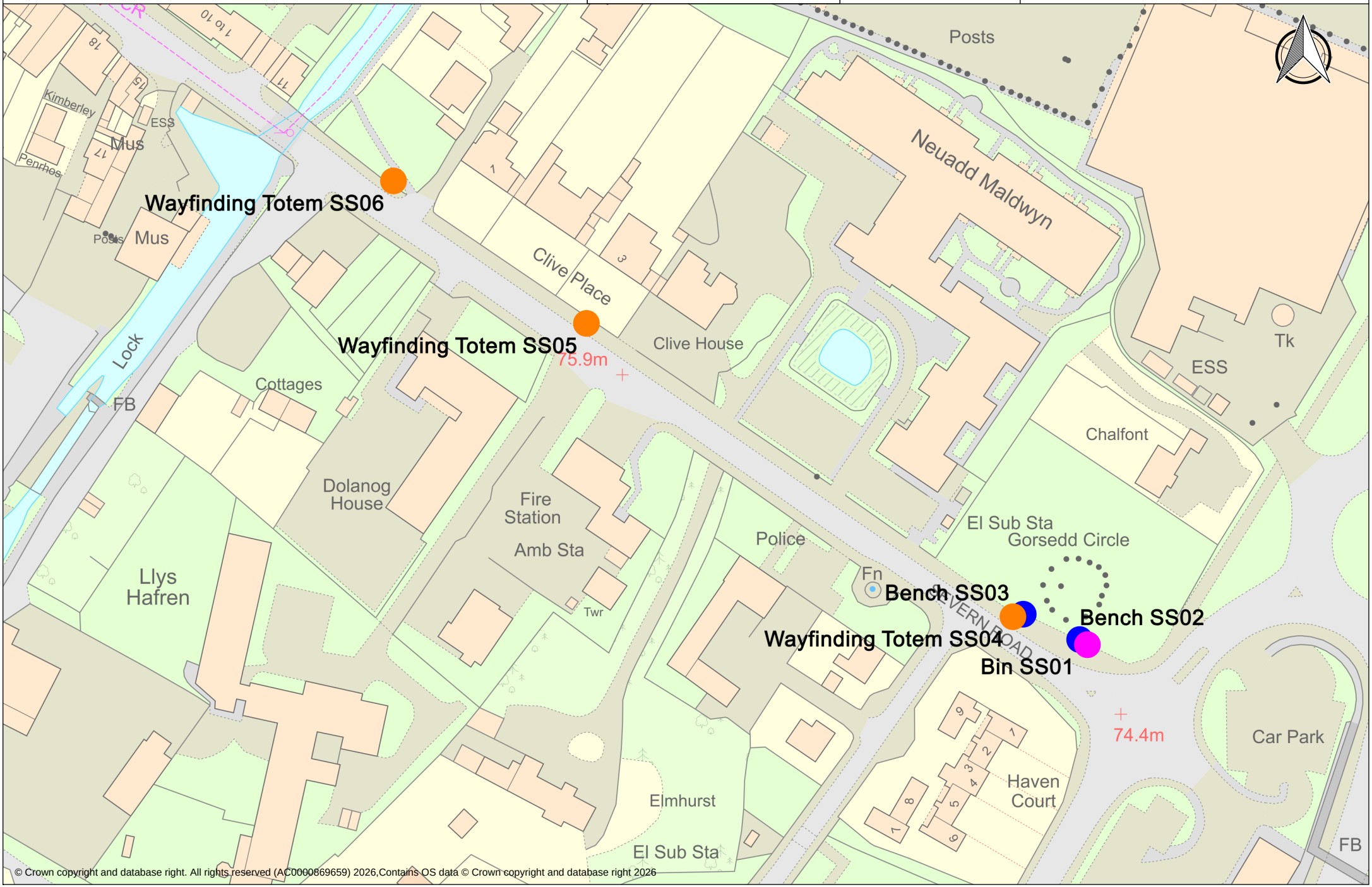
Raven End & Brook St	Welshpool	PARISH ONLINE
2 x Wayfinding	**Author:**	0 10 20 30 40m
	Date: 18/08/2026	**Scale:** 1:1250 @ A4



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Appendix V

Severn Road	Welshpool	PARISH ONLINE
3 x Wayfinding, 2 x Bench, 1 x Bin	**Author:**	0 10 20 30 40m
	Date: 18/08/2026	**Scale:** 1:1250 @ A4



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Appendix W

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 #935

Author	Richard Williams Town Clerk & Responsible Finance Officer
Title	Maes y Dre Alternative Premises - Sept 26
Date	3rd September 2026

OFFICERS RECOMMENDATION

1. **To note the progress made with the planning application and the preparation of drawings by Hughes Architects.**
2. **To accept Company B's quotation of £7,787.49 for excavation, disposal of materials and laying stone to form the hardstanding.**
3. **To authorise expenditure of £9,437.49 from the Special Projects budget for the currently identified planning, drainage and groundworks costs.**
4. **To instruct officers to obtain confirmed costs for the new container, relocation of the existing container and any remaining project requirements, and to report the complete project cost to Council before further expenditure is committed.**

1. Purpose

1. To update Members on the Maes y Dre Alternative Premises project and seek approval for the proposed groundworks.

2. Background

1. On 25 February 2026, Council resolved to proceed with the proposed Maes y Dre scheme and authorised expenditure of up to £8,000 from the Special Projects budget.
2. Following further consideration of the necessary permissions, Council resolved on 24 June 2026 to accept a quotation of £850 from Hughes Architects for planning consultancy. Planning permission is progressing and Hughes Architects are preparing the required drawings.
3. Due to the proposed hardcore surface, a sustainable drainage application is also required. Hughes Architects have confirmed that they can prepare this application for an additional fee of £800. This has been agreed under the Town Clerk's delegated authority.
4. The design will include a wildflower area to meet the green infrastructure requirements associated with the planning application and provide an element of biodiversity enhancement.

5. Three quotations have been received for the groundworks:
    1. Company A: excavation and disposal of materials, followed by laying stone to form the hardstanding – £8,500;
    2. Company B: excavation and disposal of materials, followed by laying stone to form the hardstanding – £7,787.49; and
    3. Company C: excavation and clearance of materials only – £5,000.
6. The quotations from Companies A and B are directly comparable. Company C has offered a more limited scope and has not included laying stone to form the hardstanding.

3. Advice

1. Company B has submitted the lowest quotation for the full groundworks specification, at £712.51 less than Company A. Subject to confirmation that the quotation meets the required specification and clarification of its VAT treatment, Company B represents the best value of the two comparable submissions.
2. The sustainable drainage application is necessary because of the proposed surface and should be completed before the groundworks proceed. This will reduce the risk of delay or non-compliance during the planning process.
3. The currently identified costs comprise £850 for planning consultancy, £800 for the sustainable drainage application, plus planning application fees and £7,787.49 for the proposed groundworks. This gives a known project cost of £9,437.49 before the purchase of a new container, relocation of the existing container and any other incidental costs. The final project cost will therefore exceed both Council's original £8,000 authority and the subsequent working allocation of £9,000.
4. As the costs of the new container and relocation have not yet been confirmed, officers consider that these should be established before Council approves a final revised project ceiling. Approval may nevertheless be given to progress to appoint a contractor, subject to the necessary permissions and confirmation of the quotation terms.

4. Links to Strategic Objectives and Interim Strategic Plan

1. N/A

5. Resource & Legal Implications

1. The Special Projects budget for 2026/27 is £16,000. As at 25 August 2026, expenditure of £850 had been recorded against this heading, leaving £15,150 available. Approval of the additional £800 fee and Company B's quotation would increase the known project cost to £9,437.49, before the cost of a new container and relocation of the existing container. Sufficient provision currently exists within the wider Special Projects budget for the known costs, but budget provision does not remove the need for Council to approve expenditure above the previously authorised project limit.
2. The project must not proceed until the required planning and sustainable drainage approvals have been obtained.

6. Specific Implications

1. **Crime and Disorder** - A properly designed and managed operational storage area may reduce the risk of unauthorised access, theft and vandalism. The siting and appearance of the container should avoid creating concealed areas and should provide appropriate security.

2. **Biodiversity** - Ground disturbance and the creation of hardstanding will have a localised environmental effect. The inclusion of a wildflower area will provide mitigation and an opportunity to support pollinators and local biodiversity, consistent with the Council's duty to consider biodiversity under the Environment (Wales) Act 2016.
3. **Well-being** - N/A
4. **Risk Management** - N/A

7. Recommendation

1. To note the progress made with the planning application and the preparation of drawings by Hughes Architects.
2. To accept Company B's quotation of £7,787.49 for excavation, disposal of materials and laying stone to form the hardstanding.
3. To authorise expenditure of £9,437.49 from the Special Projects budget for the currently identified planning, drainage and groundworks costs.
4. To instruct officers to obtain confirmed costs for the new container, relocation of the existing container and any remaining project requirements, and to report the complete project cost to Council before further expenditure is committed.

8. Decision

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

Appendix X

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 #885

Author	Richard Williams Town Clerk & Responsible Finance Officer
Title	Car Parking at Maes y Dre - Sept 26
Date	14th August 2026

OFFICERS RECOMMENDATION

1. **To authorise officers to prepare a detailed business case and options appraisal for charging at both parking areas at Maes y Dre Recreation Ground, including proposed tariffs and free-parking periods, forecast gross and net income, non-domestic rates and other liabilities, enforcement options, legal and data protection requirements, displacement risks and the effect on existing users.**
2. **To authorise officers to engage with sports clubs, the nearby nursery, the school and other affected users as part of that assessment.**
3. **To receive a further report before any decision is made to introduce parking charges or enter into an enforcement contract.**

1. Purpose

1. To consider whether officers should undertake a detailed assessment of introducing parking charges at the Maes y Dre Recreation Ground car parks.

2. Background

1. There are 41 marked parking spaces at Maes y Dre Recreation Ground along with several more unmarked areas. A new CCTV camera was installed in July, providing further evidence of how the parking areas are being used.
2. Use is not limited to visitors taking part in recreational activities. Evidence indicates that users include people working in the town, sports club members and visitors, users of the nearby nursery, and parents or carers undertaking school drop-off and collection.
3. The Operations & Development Committee considered charging for parking in May 2025 and decided not to proceed. At that time, average occupancy was approximately 17 spaces. Average daily occupancy has since increased to around 30 spaces.
4. The proposed byelaws being considered by the Council would allow the Council to charge for parking and use the byelaw fixed penalty notice arrangements to support enforcement. An

alternative would be to contract enforcement to a third-party provider, potentially at no direct cost to the Council. If charging were introduced, automated number plate recognition enforcement linked to our existing payment systems is considered the most likely approach.

5. Any scheme would need to cover both the main car park and the parking area in front of the bowling club. Charging in only one area would be likely to displace vehicles to the other area and reduce the effectiveness of the scheme.

3. Advice

1. The increase in occupancy since May 2025 provides a reasonable basis for reviewing the Committee's previous decision. The principal issue for Members is whether charging would improve the management and availability of parking spaces while generating sufficient net income to justify the operational and reputational implications.

2. A charging arrangement could discourage long-stay parking by people working in the town and make spaces more readily available for recreation ground users. However, charging could also affect sports clubs, the nearby nursery, school-related users and other established users of the site.

3. If the Council wishes to proceed, officers consider that a substantial initial free-parking period should be assessed. A period of up to two hours, followed by a single whole-day charge, could reduce the effect on many sports and community users while discouraging unrestricted all-day parking. The appropriate period and charge would need to be supported by further usage and financial analysis.

4. Before a final decision is made, a business case should establish the anticipated gross and net income, proposed tariff, enforcement model, installation and signage requirements, contractual terms, non-domestic rates implications and any other liabilities. It should also assess whether exemptions or other arrangements are practical without making enforcement unduly complex.

5. Third-party enforcement using automated number plate recognition may reduce the direct administrative burden on the Council. Any proposed arrangement would nevertheless require careful examination of the provider's terms, data protection arrangements, appeals process, signage, service standards and treatment of users.

6. There is a reputational risk if the Council introduces charges at a recreation ground used by sports clubs, families and nearby community facilities. This must be balanced against improved parking management and the net income available to support the site and other Council services. Clear communication and engagement with affected organisations would be required before implementation.

7. It is therefore proposed that officers obtain further information and prepare a detailed options and business case report. This would allow Members to consider the likely benefits, costs and effects before deciding whether to introduce charges.

4. Links to Strategic Objectives and Interim Strategic Plan

1. The proposal relates directly to the Open Spaces action OS1, which requires the Council to audit its play areas, pitches, open spaces and income generation. It also supports the action FS4, which provides for the development of a three-year budget balancing savings with new income generation.

5. Resource & Legal Implications

1. The precise financial implications have not yet been confirmed. A business case would need to identify anticipated income and any costs or liabilities arising from signage, equipment, administration, enforcement, maintenance, contractual arrangements and non-domestic rates. Although third-party enforcement may be available at no direct cost, the full commercial terms

and effect on parking income would require assessment. Officer time would also be required to procure or establish the scheme, engage with users and monitor its operation.

2. Charging and enforcement could not commence unless the Council has the necessary legal authority and the proposed byelaws have been properly made, confirmed where required and brought into force. Any scheme would need clear terms, appropriate signage and a lawful enforcement and appeals process. An automated number plate recognition scheme would also involve the processing of personal data and would require compliance with applicable data protection requirements. Procurement and contractual requirements would apply if a third-party provider were appointed.

6. Specific Implications

1. **Crime and Disorder** - The new CCTV provision and any future automated enforcement system may assist with oversight of the parking areas and deter some unauthorised or antisocial activity. The design of the scheme should avoid creating additional parking disputes or displacement to nearby roads and land.

2. **Biodiversity** - N/A

3. **Well-being** - Effective parking management could improve access to recreation and sporting facilities. Conversely, charges could discourage some users or transfer parking to surrounding areas. A suitable free-parking period and engagement with sports clubs and other affected users would help to manage these effects.

4. **Risk Management** - The principal risks are adverse public reaction, displacement of vehicles, insufficient net income, legal or data protection non-compliance, unsuitable contractual terms and unintended effects on sports and community users. These risks should be addressed through a full business case, legal and procurement checks, engagement with affected organisations, clear signage and an appropriate review mechanism.

7. Recommendation

1. To authorise officers to prepare a detailed business case and options appraisal for charging at both parking areas at Maes y Dre Recreation Ground, including proposed tariffs and free-parking periods, forecast gross and net income, non-domestic rates and other liabilities, enforcement options, legal and data protection requirements, displacement risks and the effect on existing users.

2. To authorise officers to engage with sports clubs, the nearby nursery, the school and other affected users as part of that assessment.

3. To receive a further report before any decision is made to introduce parking charges or enter into an enforcement contract.

8. Decision

1. To resolve to approve the recommendations as above.

Appendix Y

Cyngor Tref Trallwng Welshpool Town Council

Welshpool Town Council, The Vicarage Gardens, Welshpool, Powys, SY21 7DD
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Document / Report #880

Author	Richard Williams Town Clerk & Responsible Finance Officer
Title	Shopfront & Window Dressing Scheme
Date	12th August 2026

OFFICERS RECOMMENDATION

1. **Approve the launch of the Shopfront & Window Dressing Scheme as outlined in the report; and**
2. **Authorise officers to agree installations with landlords/property agents, commission designs & printing within the approved budget.**

1. Purpose

1. To seek approval to launch a small-scale shopfront and window dressing scheme for vacant commercial premises within Welshpool town centre, in accordance with Action TC1 of the Council's Interim Strategic Plan.

2. Background

1. Vacant commercial premises can have a disproportionate effect on the appearance and perception of a town centre. Empty windows, deteriorating displays and visibly unused units can create an impression of decline even where the remainder of the town centre remains active.
2. The Council's proposed scheme would not seek to conceal the fact that premises are available. Instead, it would make empty properties more attractive while providing an opportunity to promote Welshpool, local attractions, events and the availability of the premises themselves.
3. Council made a budget of £500 available for this financial year under ISP Action TC1.

3. Advice

1. Window Dressing
    1. Where the cooperation of the landlord or agent can be obtained, the Council would seek permission to install temporary displays immediately behind the windows of vacant premises.

2. These would include large format printed banners with attractive photography of Welshpool, artwork from local schools and groups and other creative media.
3. The intention would be to create displays which look like deliberate shop-window installations rather than simply covering windows with advertising.
4. Where appropriate, displays could be reusable and moved between vacant premises as properties are let.

2. Premises without internal access
    1. There may be properties where the landlord is supportive of improving the frontage but access to the interior cannot readily be arranged, or where the condition immediately behind the shopfront makes an internal display impractical.
    2. In exceptional circumstances, consideration could be given to a temporary freestanding screening arrangement, potentially using Heras-type fencing fitted with professionally designed printed mesh banners.
    3. However, this should be regarded as a secondary option rather than the standard treatment and it would require additional highways consents and liabilities.

3. Working with owners
    1. Before installation, the Council should obtain simple written permission from the property owner, authorised agent or person with sufficient control of the premises. The Town Clerk will draw up a suitable agreement form.
    2. The scheme would be permissable under the Council's Section 144 powers to encourage visitors and tourists. Written consent should therefore be obtained from the freeholder, landlord, managing agent or other person legally entitled to authorise the installation before any works are undertaken.
    3. Advertisements require consent either expressly from the Local Planning Authority or by virtue of the Control of Advertisments Regulations themselves. The legal position will depend upon the individual design, size, location and content.

4. Links to Strategic Objectives and Interim Strategic Plan

1. TC1 - Roll out shopfront/window dressing scheme for empty premises in partnership with landlords.

5. Resource & Legal Implications

1. A budget of £500 is included within the 2026/27 budget for this action. This is sufficient to establish the scheme as a pilot but would not support comprehensive treatment of every vacant property. It is suggested that the initial allocation is concentrated on approximately 2–4 prominent units, depending upon frontage size and printing/installation costs.

6. Specific Implications

1. **Crime and Disorder** - improving the appearance of vacant shopfronts can contribute positively to perceptions of safety and town-centre vitality by reducing the visual impact of long-term vacancy, neglected frontages and visibly unused premises. (Crime and Disorder Act 1998).
2. **Biodiversity** - N/A (Environment (Wales) Act 2016).
3. **Well-being** - would contribute towards a Prosperous Wales (Well-being of Future Generations (Wales) Act 2015).
4. **Risk Management** - N/A

7. Recommendation

1. Approve the launch of the Shopfront & Window Dressing Scheme as outlined in the report; and
2. Authorise officers to agree installations with landlords/property agents, commission designs & printing within the approved budget.

8. Decision

1. To resolve to adopt the recommendations as above.