



Cyngor Tref y Trallwng | Welshpool Town Council

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

Agenda & Summons Events & Planning Committee - 01/10/2025 6:30am

26th September 2025

To: Councillor(s) Carol Robinson, Chris Davies (Chair), Julie Arnold, Morag Bailey, Nick Howells, Phil Owen, Sally Fitzgerald (Vice Chair), Revd William Rowell

Dear Councillor,

You are hereby summoned to attend a meeting of the Events & Planning Committee of Welshpool Town Council which will be held on Wednesday 1st October 2025 in the Council Chamber, Welshpool Town Hall at 6:30am to transact the business outlined below.

Yours sincerely,

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

In accordance with the Local Government and Elections (Wales) Act 2021, this meeting is available by remote means. Please visit <https://us02web.zoom.us/j/89563072830?pwd=3SZ0txCRuYzjcvErSK5ccp2E4almpT.1> to join online or use Zoom Meeting ID 895 6307 2830 and passcode 081148, or via telephone by ringing +441314601196,,89563072830#,,, *081148# United Kingdom.

Agenda

1. WELCOME AND APOLOGIES FOR ABSENCE

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

2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

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

[Appendix A]

3. PUBLIC PARTICIPATION

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

4. MINUTES AND MATTERS ARISING

4.1. Previous Minutes

To approve and sign as a correct record, the minutes from the meeting of the Events & Planning Committee on 03/09/2025

[Appendix B]

4.2. Matters arising

To report for information purposes only matters arising from the Events & Planning Committee on 03/09/2025

5. REPORT FROM THE TOURIST INFORMATION CENTRE

To receive a report from the TIC Manager on the footfall, train tickets and holidays and other matters related to the Tourist Information Centre.

6. COMMITTEE FINANCE (MONTH 6)

To note the current spending position against the budget for the committee for September 2025 (Month 6)

[Appendix C]

7. BUDGET 2026/2027 - DRAFT 1

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

[Appendix D]

[Appendix E]

8. WINTER FESTIVAL

To consider a report on the Winter Festival following a meeting held on 8th September 2025.

[Appendix F]

22. CHRISTMAS TREE COMPETITION

To decide if the Council holds a Christmas tree competition. All proceeds go to the Community Church for the cost of putting on a Christmas dinner on Christmas Day, for those unable to provide themselves with a Christmas dinner.

[Appendix G]

9. WALKING FESTIVAL

To receive an update on the Walking Festival (Cllr Bill Rowell).

10. DANCE FESTIVAL

To receive an update on the Dance Festival (Cllr Phil Owen).

11. FLICKS IN THE STICKS

To note the next screening will be 'And then come the Nightjars' on 6th October at 7pm.

12. BOOK SALE

To receive an update on the Book Sale and decide which charities should receive the funds raised.

13. CARNIVAL EVENT REVIEW

To consider the report regarding the Carnival Event Review and decide a way forward for 2026.

[Appendix H]

14. REMEMBRANCE SERVICES

To consider the report from officers regarding remembrance services.

[Appendix I]

15. UPCOMING EVENTS

To note the upcoming events:

Friday 24th October - Mayor's Quiz Night - Battle of the Businesses!

Friday 31st October - Halloween parade and party

Saturday 1st November - Fireworks night

Sunday 9th November - Remembrance Sunday

Saturday 29th November - Winter Festival

Saturday 20th December - Children's Christmas party

16. PLANNING

17. PLANNING TRAINING

To discuss planning training available to Councillors.

[Appendix J]

18. TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS:

18.1. 25/1182/ADV

25/1182/ADV - Installation of X7 internally illuminated and x14 non illuminated building signage, x7 non illuminated and x7 internally illuminated directional signage. Lime Kiln Cottage Rhallt Lane Buttington Welshpool SY21 9JP

[Appendix K]

18.2. 25/1225/LBC

Refurbishment and replacement of windows, re-roofing, brick repointing and other external works
14 Broad Street Welshpool SY21 7SD

[Appendix L]

18.3. 25/1221/DIS

Discharge of conditions 3, 4 and 5 of planning approval 23/1695/LBC Old Coach Chambers 1 Church Street Welshpool SY21 7DL

19. PLANNING DECISIONS

To note the following planning decisions

20. APPROVED APPLICATIONS

20.1. 25/1049/DIS

Discharge of condition 20 of planning approval 24/1422/FUL Land To The North Of Coppice Lane Coppice Lane Pool Quay Welshpool Powys SY21 9JX

20.2. 25/0581/ADV

Installation of internally illuminated totem sign, internally illuminated Drive Thru letter signage x 2, internally illuminated company roundel to building x 3, internally illuminated letter sign x 2, banner sign, internally illuminated directional signs and internally illuminated height restrictor lettering
Lime Kiln Cottage Rhallt Lane Buttington Welshpool SY21 9JP

20.3. 25/1136/FUL

Construction of an external fire escape stairs to existing school building Welshpool High School Gallowstree Bank Welshpool SY21 7RE

20.4. 225/0906/DIS

Discharge of condition 6 of planning approval 22/0285/REM Neuadd Maldwyn Severn Road Welshpool SY21 7AS

21. DATE AND TIME OF NEXT MEETING

To note that the next meeting of Events & Planning Committee will be held on Wednesday 5th November 2025 at 18:30.

Appendix A



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

What matters are being discussed at the meeting?

Do any relate to my interests?

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

OR

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

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

More than other people in the authority's area?

NO

YES

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

You may have a
personal interest in
the matter

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

NO

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

YES

You may have a
prejudicial interest

This matter relates to:

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

NO

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

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

YES

LOCAL GOVERNMENT ACT 2000

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

NOTIFICATION IN RESPECT OF:-

(1) PERSONAL INTEREST ORALLY DISCLOSED AT MEETING

[(2) DISPENSATION RELIED UPON AT MEETING]

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

DATE:	
MEETING:	

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

AGENDA ITEM:	
BUSINESS CONSIDERED:	

4. DETAILS OF PERSONAL INTEREST

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

--

5. PREJUDICIAL INTEREST

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

The personal interest detailed in Section 4 above:-

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

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

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

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

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

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

7. DATE AND SIGNATURE:

DATE:	
SIGNATURE:	

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

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

Appendix B



Cyngor Tref y Trallwng | Welshpool Town Council

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

DRAFT

Minutes of the Events & Planning Committee held on 03/09/2025 6:30pm in Council Chamber, Welshpool Town Hall.

PRESENT:

Councillor Chris Davies (Chair)
Councillor Morag Bailey
Councillor Nick Howells
Councillor Phil Owen
Councillor Sally Fitzgerald
Councillor Revd William Rowell

Apologies for absence:

Councillor Carol Robinson

Absent:

Councillor Julie Arnold

Also in attendance:

Councillor Jackson Quarrell
Councillor Phil Pritchard
Kimberly Wright - Events, Planning and Markets Officer
Wendy Lewis - Tourist Information Centre Manager
2 member(s) of the public / press

EP030925/1. WELCOME AND APOLOGIES FOR ABSENCE

The Chairman welcomed everyone to the meeting.

EP030925/2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

The following interests were declared:

Item	Councillor	Type	Reason
17.8	Revd William Rowell	Personal	

EP030925/3. PUBLIC PARTICIPATION

None.

EP030925/4. MINUTES AND MATTERS ARISING

EP030925/4.1 Previous Minutes

RESOLVED

To approve the minutes of the Events and Planning Committee as a correct record.

WTCM260 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Phil Owen

EP030925/4.2 Matters Arising

Cllr Sally Fitzgerald asked if there was any update from the Quarry development, pre-planning application. No updates have been received, as this is only the pre-planning stage.

EP030925/5. REPORT FROM THE TOURIST INFORMATION CENTRE

The TIC Manager gave an update which included:

- July visitors - 870 local, 1,011 UK and 93 overseas visitors.
- August visitors - 722 local, 930 UK and 72 overseas visitors.
- Very busy couple of months. Bus timetables have now changed and the TIC is still awaiting some of the new timetables to come out.
- Railway ticket sales are going well.

EP030925/6. COMMITTEE FINANCE (MONTH 4 AND 5)

Underlying costs need to be highlighted in the next budget setting process. The budget for events needs to be reviewed for the next financial year.

EP030925/7. WHITE RIBBON DAY

Councillors agreed that the Council should mark the occasion. Cllrs Morag Bailey and Bill Rowell offered to volunteer.

RESOLVED

To mark the occasion, but officers to research what other local organisations may be organising to mark the occasion. Councillor Morag Bailey and Jackson Quarrel to liaise with officers on details of the event.

WTCM261 - Proposed by Cllr Revd William Rowell, seconded by Cllr Phil Owen

EP030925/8. WALKING FESTIVAL UPDATE

Cllr Bill Rowell gave an update which included:

- Cllr Rowell has liaised with different organisations, including the Ramblers.
- Looking to develop a circular path around Welshpool Town, which will be an asset in the future.
- Cost-neutral event, looking to obtain grants, funds from Powys County Council.
- More details in the next meeting.

EP030925/9. FOOD FESTIVAL

Food trail, not festival. The idea is to have a leaflet produced to highlight the different eateries on offer in Welshpool.

Councillor Sally Fitzgerald suggested business owners drop their business cards into the Tourist Information Centre to help promote their businesses.

Benefit to businesses in the Town.

A visit to local businesses to ask their opinion may be required.

EP030925/10. DANCE FESTIVAL

This item was deferred to the next meeting for discussion. Cllr Phil Owen explained that this event may likely take place in 2027 and would likely be cost-neutral, looking to obtain grants.

EP030925/11. YARN EXHIBITION

Alan Crow attended the meeting to answer any questions the Committee may raise. The event would need to take place in the Assembly room for the whole of September 2026. Entry tickets would be sold at the door.

RESOLVED

To allow Alan Crow to hire the Assembly room for September 2026 for a total cost of £3,000.

WTCM262 - Proposed by Cllr Morag Bailey, seconded by Cllr Sally Fitzgerald

EP030925/12. BORDERLAND THEATRE

Non profit group who have been let down by the current venue to hold a pantomime. Looking to use the Town Hall on the following dates: 1 evening w/c 24th November - rehearsals, 1 evening w/c 1st December - rehearsals and 1 full day Sunday 14th December to hold two performances.

RESOLVED

To allow Borderland Theatre to hire the Assembly Room at the usual hourly rate for the day of performances. Rehearsals will be charged the staff costs to lock the building after use.

WTCM263 - Proposed by Cllr Morag Bailey, seconded by Cllr Revd William Rowell

EP030925/13. FLICKS IN THE STICKS

60 in attendance, very well attended after the Summer break. Lovely to see familiar groups attending, but also some new faces and £133.86 was raised.

EP030925/14. BOOK SALE

This item was deferred to the next meeting as Cllr Estelle Bleivas was unable to attend.

EP030925/15. WINTER FESTIVAL MEETING

The committee noted the date of the meeting.

EP030925/16. UPCOMING EVENTS

The committee noted the upcoming events.

EP030925/17. PLANNING

EP030925/17.1 25/0900/HH

RESOLVED

The committee support this application with no comment

WTCM264 - Proposed by Cllr Revd William Rowell, seconded by Cllr Sally Fitzgerald

EP030925/17.2 25/0982/TPO

RESOLVED

The committee support this application with no comment

WTCM265 - Proposed by Cllr Revd William Rowell, seconded by Cllr Morag Bailey

EP030925/17.3 25/0909/REM

RESOLVED

The committee support this application with no comment

WTCM266 - Proposed by Cllr Revd William Rowell, seconded by Cllr Morag Bailey

EP030925/17.4 25/1136/FUL

RESOLVED

The committee support this application with no comment.

WTCM269 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Morag Bailey

EP030925/17.5 25/1136/FUL

EP030925/17.6 25/1069/HH

RESOLVED

The committee support this application with no comment.

WTCM268 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Morag Bailey

EP030925/17.7 25/1151/DIS

RESOLVED

The committee support this application with no comment.

WTCM270 - Proposed by Cllr Morag Bailey, seconded by Cllr Revd William Rowell

EP030925/17.8 25/0848/LBC

RESOLVED

The committee support this application with no comment

WTCM271 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Morag Bailey

EP030925/18. PLANNING DECISIONS

EP030925/19. APPROVED APPLICATIONS

EP030925/19.1 25/1000/NMA

EP030925/19.2 25/0900/HH

EP030925/20. INTERIM STRATEGIC PLAN - FEEDBACK & PROPOSED ACTIONS

Members commended the Town Clerk for his work on developing the plan. Councillors indicated that most of what had been raised in the report the Council is already doing. Some ideas were put forward such as listing upcoming planning applications to be discussed and ensuring that a Place Plan be adopted for future development. Councillors also suggested that event planning needed to include other organisations and groups and should be kept free of charge for entry as much as possible.

EP030925/21. DATE OF NEXT MEETING

The committee noted that the next meeting of Events & Planning Committee will be held on 1st October 2025 at 6:30pm

The meeting finished at 21:00.

Signed:

Dated:

Councillor Chris Davies (Chair)

Decision/Action Log

ID		Assigned
WTCM260	RESOLUTION EP030925/4.1 Previous Minutes To approve the minutes of the Events and Planning Committee as a correct record.	Events, Planning and Markets Officer
WTCM261	RESOLUTION EP030925/7 White ribbon day To mark the occasion, but officers to research what other local organisations may be organising to mark the occasion. Councillor Morag Bailey and Jackson Quarrel to liaise with officers on details of the event.	Events, Planning and Markets Officer
WTCM262	RESOLUTION EP030925/11 Yarn exhibition To allow Alan Crow to hire the Assembly room for September 2026 for a total cost of £3,000.	Events, Planning and Markets Officer
WTCM263	RESOLUTION EP030925/12 Borderland Theatre To allow Borderland Theatre to hire the Assembly Room at the usual hourly rate for the day of performances. Rehearsals will be charged the staff costs to lock the building after use.	Events, Planning and Markets Officer
WTCM264	RESOLUTION EP030925/17.1 25/0900/HH The committee support this application with no comment	Events, Planning and Markets Officer

ID		Assigned
WTCM265	RESOLUTION EP030925/17.2 25/0982/TPO The committee support this application with no comment	Events, Planning and Markets Officer
WTCM266	RESOLUTION EP030925/17.3 25/0909/REM The committee support this application with no comment	Events, Planning and Markets Officer
WTCM268	RESOLUTION EP030925/17.6 25/1069/HH The committee support this application with no comment.	Events, Planning and Markets Officer
WTCM269	RESOLUTION EP030925/17.4 25/1136/FUL The committee support this application with no comment.	Events, Planning and Markets Officer
WTCM270	RESOLUTION EP030925/17.7 25/1151/DIS The committee support this application with no comment.	Events, Planning and Markets Officer
WTCM271	RESOLUTION EP030925/17.8 25/0848/LBC The committee support this application with no comment	Events, Planning and Markets Officer

Appendix C

Detailed Income & Expenditure by Budget Heading 23/09/2025

Month No: 6

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Events & Planning								
180 Tourist Information								
1370 Income - Grant	0	11,888	0	(11,888)			0.0%	11,888
1500 Income -Commission Sales	2,135	35,823	40,000	4,177			89.6%	
1505 Income -Rail Ticket	993	3,945	8,000	4,055			49.3%	
1510 Income -Direct Sales	801	6,899	13,500	6,601			51.1%	
Tourist Information :- Income	3,929	58,555	61,500	2,945			95.2%	11,888
4000 Salary	4,584	29,252	63,145	33,893		33,893	46.3%	
4005 HMRC	1,312	8,797	4,325	(4,472)		(4,472)	203.4%	
4010 Pension Payments	769	4,334	7,552	3,218		3,218	57.4%	
4055 Rates	0	4,828	4,700	(128)		(128)	102.7%	
4060 Services	185	1,542	10,000	8,458		8,458	15.4%	
4085 Repairs & Maintenance	0	288	2,000	1,712		1,712	14.4%	
4100 Cleaning & Materials	18	804	1,000	196		196	80.4%	
4660 Direct Stock	0	1,314	15,000	13,686		13,686	8.8%	
4661 Commission Costs	1,397	26,806	35,000	8,194		8,194	76.6%	
4662 Train ticket costs	0	0	5,000	5,000		5,000	0.0%	
4866 IT Costs	0	49	200	151		151	24.3%	
4875 Health & Safety	0	257	200	(57)		(57)	128.3%	
4900 Miscellaneous Costs	25	530	500	(30)		(30)	106.0%	
4991 Capital Works	23,775	23,775	0	(23,775)		(23,775)	0.0%	
Tourist Information :- Indirect Expenditure	32,065	102,576	148,622	46,046	0	46,046	69.0%	0
Net Income over Expenditure	(28,136)	(44,021)	(87,122)	(43,101)				
6001 less Transfer to EMR	0	11,888	0	(11,888)				
Movement to/(from) Gen Reserve	(28,136)	(55,908)	(87,122)	(31,214)				
230 Events								
1365 Income - Other	0	6	0	(6)			0.0%	
1850 Income -Carnival	(29)	677	1,000	323			67.7%	
1860 Income -Flicks in the Sticks	0	262	1,200	938			21.8%	
1870 Income Fireworks Display	126	235	2,000	1,765			11.8%	
1880 Income -Winter Festival	478	928	700	(228)			132.6%	
1895 Income-Other Events	0	931	1,500	569			62.1%	
Events :- Income	575	3,039	6,400	3,361			47.5%	0
4065 Mobile Phones	16	94	250	156		156	37.6%	
4900 Miscellaneous Costs	0	115	500	385		385	23.0%	
5100 Flicks in the Sticks	300	300	1,500	1,200		1,200	20.0%	

Detailed Income & Expenditure by Budget Heading 23/09/2025

Month No: 6

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
5105 Fireworks Display	0	0	2,500	2,500		2,500	0.0%	
5115 Remembrance	0	0	500	500		500	0.0%	
5120 Winter Festival	0	0	2,000	2,000		2,000	0.0%	
5121 Christmas Lights	195	2,212	2,000	(212)		(212)	110.6%	
5140 Easter Egg Hunt	0	28	0	(28)		(28)	0.0%	
5190 Community Events	(771)	2,143	3,000	857		857	71.4%	
5192 Carnival	0	3,221	2,500	(721)		(721)	128.8%	
Events :- Indirect Expenditure	(260)	8,113	14,750	6,637	0	6,637	55.0%	0
Net Income over Expenditure	835	(5,074)	(8,350)	(3,276)				
Events & Planning :- Income	4,504	61,594	67,900	6,306			90.7%	
Expenditure	31,805	110,689	163,372	52,683	0	52,683	67.8%	
Net Income over Expenditure	(27,301)	(49,095)	(95,472)	(46,377)				
less Transfer to EMR	0	11,888	0	(11,888)				
Movement to/(from) Gen Reserve	(27,301)	(60,982)	(95,472)	(34,490)				
Grand Totals:- Income	4,504	61,594	67,900	6,306			90.7%	
Expenditure	31,805	110,689	163,372	52,683	0	52,683	67.8%	
Net Income over Expenditure	(27,301)	(49,095)	(95,472)	(46,377)				
less Transfer to EMR	0	11,888	0	(11,888)				
Movement to/(from) Gen Reserve	(27,301)	(60,982)	(95,472)	(34,490)				

Appendix D

Interim Strategic Plan - Action Plan for Events & Planning Committee

Town Centre & Regeneration

Ref	Committee	Action	Resource	Timescale	Progress	Comments
Develop a Place Plan to be adopted by Powys County Council						
PP1	E&P	Explore appetite from PCC to adopt as SPG / learn more about RLDP process	TC/EO £	Year 1	Not yet started	
PP2	E&P	If appropriate, launch workshops with residents, businesses, and community groups	TC/EO/CM £	Year 2	Not yet started	
PP3	E&P	Draft plan including town centre, housing, transport, parking, and open space priorities	TC/EO/CM £	Year 2-3	Not yet started	
PP4	E&P	Submit to Powys County Council for adoption into planning framework	TC/EO/CM £	Year 3	Not yet started	

Ref	Committee	Action	Resource	Timescale	Progress	Comments
Enhanced events programme						
EV1	E&P	Strengthen Carnival Committee/Working Group with more community and business representation	EO £	Year 1	Started	The creation of a Carnival 'Committee' to feed into the Carnival is contained within the proposals being discussed by E&P.
EV2	E&P	Develop events in partnership with local groups and organisations to share ideas, costs and resources and ensure that Council-organised community events, if possible, remain free to attend, while seeking sponsorship and grant funding to cover costs	EO £	Year 1-3	Not yet started	
EV3	E&P	Improve event marketing with banners, signage and earlier social media promotion	EO/CM ££	Year 1	Not yet started	Extra resource required in Year 1 budget – TC to explore underspends.
EV4	E&P	Expand Winter Festival with competitions, music, family activities and more following 2025 event	EO £	Year 2	Not yet started	
EV5	E&P	Trial new event formats (e.g. 1960s weekend, musical festival, storytelling sessions, heritage events, arts etc)	EO/CM/TICM ££	Year 2-3	Not yet started	

Develop Welshpool as a destination						
VW1	E&P	Develop a tourism brand to include website, mobile app and other digital channels and work with tourism operators in town e.g. Powis Castle, WLLR to co-construct	TC/EO/TICM/CM £	Year 1	Started	Preliminary scoping exercise undertaken to explore options. A full report to be prepare for E&P in November.
VW2	E&P	Work with regional tourism to create packages and link to enhanced events programme	EO/CM/TICM £	Year 2	Not yet started	
VW3	E&P	Promote unique experiences through local businesses e.g. food tours, craft workshops	EO/CM/TICM £	Year 2-3	Not yet started	
Improve the Tourist Information Centre						
TIC1	E&P	Review current operations, opening hours and promotion of service	TC/TICM £	Year 1	Not yet started	
TIC2	E&P	Update offering and explore digital resourcing	TC/TICM/CM ££	Year 2	Not yet started	
TIC3	E&P	Develop TIC into a booking and information hub for events, attractions, trails and more	TICM £	Year 2-3	Not yet started	

Improving the Council

Ref	Committee	Action	Resource	Timescale	Progress	Comments
Improve communication, transparency and accountability						
CO1	E&P	Publish details of upcoming planning applications to be discussed by the Council so that residents are better informed and able to engage in the planning process	TC/EO £	Year 1	Not yet started	
Strengthen engagement with the community						
EN3	All	Create a volunteer strategy and explore possible coordination roles to support more structured involvement	All ££	Year 2-3	Not yet started	

Appendix E

Annual Budget - By Committee (Actual YTD Month 6)

Note: Draft 1 Budget

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
<u>Events & Planning</u>												
<u>180</u>	<u>Tourist Information</u>											
1370	Income - Grant	0	80,265	0	0	0	0	0	11,888	0	0	0
1500	Income -Commission Sales	25,000	43,057	0	0	40,000	0	40,000	35,823	42,000	0	0
1505	Income -Rail Ticket	6,000	8,480	0	0	8,000	0	8,000	3,945	8,000	0	0
1510	Income -Direct Sales	25,000	11,086	0	0	13,500	0	13,500	6,899	10,000	0	0
	Total Income	56,000	142,888	0	0	61,500	0	61,500	58,555	60,000	0	0
4000	Salary	50,000	50,143	0	0	63,145	0	63,145	29,252	69,000	0	0
4005	HMRC	10,000	9,351	0	0	4,325	0	4,325	8,797	8,000	0	0
4010	Pension Payments	8,000	6,835	0	0	7,552	0	7,552	4,334	8,200	0	0
4011	PCC Pension Shortfall	0	4,579	0	0	0	0	0	0	0	0	0
4055	Rates	4,500	4,668	0	0	4,700	0	4,700	4,828	3,000	0	0
4060	Services	5,500	8,892	0	0	10,000	0	10,000	1,542	7,500	0	0
4085	Repairs & Maintenance	1,000	4,854	0	0	2,000	0	2,000	288	1,500	0	0
4100	Cleaning & Materials	0	0	0	0	1,000	0	1,000	804	1,000	0	0
4205	Marketing	0	0	0	0	0	0	0	0	500	0	0
4660	Direct Stock	14,000	8,177	0	0	15,000	0	15,000	1,314	3,000	0	0
4661	Commission Costs	30,000	34,555	0	0	35,000	0	35,000	26,806	37,000	0	0
4662	Train ticket costs	5,000	633	0	0	5,000	0	5,000	0	750	0	0
4690	TIC Redesign	0	124,187	0	0	0	0	0	0	0	0	0
4725	Stationery	0	15	0	0	0	0	0	0	0	0	0
4866	IT Costs	200	0	0	0	200	0	200	49	200	0	0
4875	Health & Safety	200	0	0	0	200	0	200	257	500	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 6)

Note: Draft 1 Budget

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4900	Miscellaneous Costs	200	895	0	0	500	0	500	530	500	0	0
4991	Capital Works	0	0	0	0	0	0	0	23,775	0	0	0
5451	VW1 - Tourism Brand	0	0	0	0	0	0	0	0	1,000	0	0
5452	VW2 - Promotion Tourism	0	0	0	0	0	0	0	0	1,500	0	0
Overhead Expenditure		128,600	257,782	0	0	148,622	0	148,622	102,576	143,150	0	0
180 Net Income over Expenditure		-72,600	-114,894	0	0	-87,122	0	-87,122	-44,021	-83,150	0	0
6000	plus Transfer from EMR	0	36,357	0	0	0	0	0	0	0	0	0
6001	less Transfer to EMR	0	0	0	0	0	0	0	11,888	0	0	0
Movement to/(from) Gen Reserve		<u>(72,600)</u>	<u>(78,537)</u>			<u>(87,122)</u>		<u>(87,122)</u>	<u>(55,908)</u>	<u>(83,150)</u>		
230	Events											
1365	Income - Other	250	706	0	0	0	0	0	6	0	0	0
1370	Income - Grant	250	0	0	0	0	0	0	0	0	0	0
1850	Income -Carnival	0	1,099	0	0	1,000	0	1,000	677	0	0	0
1860	Income -Flicks in the Sticks	0	1,254	0	0	1,200	0	1,200	262	0	0	0
1870	Income Fireworks Display	500	3,232	0	0	2,000	0	2,000	235	0	0	0
1880	Income -Winter Festival	500	419	0	0	700	0	700	928	0	0	0
1890	Income - Fron Choir Concert	500	0	0	0	0	0	0	0	0	0	0
1895	Income-Other Events	2,000	148	0	0	1,500	0	1,500	931	1,250	0	0
Total Income		4,000	6,858	0	0	6,400	0	6,400	3,039	1,250	0	0
4000	Salary	0	0	0	0	0	0	0	0	16,050	0	0
4005	HMRC	0	0	0	0	0	0	0	0	2,050	0	0
4010	Pension Payments	0	0	0	0	0	0	0	0	1,200	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 6)

Note: Draft 1 Budget

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4065	Mobile Phones	200	213	0	0	250	0	250	94	200	0	0
4205	Marketing	0	0	0	0	0	0	0	0	2,000	0	0
4340	Equipment	0	108	0	0	0	0	0	0	0	0	0
4900	Miscellaneous Costs	500	98	0	0	500	0	500	115	500	0	0
5100	Flicks in the Sticks	500	1,936	0	0	1,500	0	1,500	300	0	0	0
5105	Fireworks Display	5,000	2,291	0	0	2,500	0	2,500	0	0	0	0
5115	Remembrance	500	100	0	0	500	0	500	0	0	0	0
5120	Winter Festival	6,000	12,345	0	0	2,000	0	2,000	0	0	0	0
5121	Christmas Lights	0	0	0	0	2,000	0	2,000	2,212	0	0	0
5122	New Christmas Lights	7,000	9,155	0	0	0	0	0	0	0	0	0
5140	Easter Egg Hunt	0	0	0	0	0	0	0	28	0	0	0
5175	Bunting & Flags	0	421	0	0	0	0	0	0	0	0	0
5190	Community Events	6,000	5,993	0	0	3,000	0	3,000	2,143	3,250	0	0
5192	Carnival	0	0	0	0	2,500	0	2,500	3,221	0	0	0
Overhead Expenditure		25,700	32,658	0	0	14,750	0	14,750	8,113	25,250	0	0
Movement to/(from) Gen Reserve		(21,700)	(25,799)			(8,350)		(8,350)	(5,074)	(24,000)		
231	<u>Carnival</u>											
1850	Income -Carnival	0	0	0	0	0	0	0	0	800	0	0
Total Income		0	0	0	0	0	0	0	0	800	0	0
4340	Equipment	0	0	0	0	0	0	0	0	600	0	0
5192	Carnival	0	0	0	0	0	0	0	0	2,400	0	0
Overhead Expenditure		0	0	0	0	0	0	0	0	3,000	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 6)

Note: Draft 1 Budget

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve		0	0			0		0	0	(2,200)		
232	<u>Winter Festival</u>											
1880	Income -Winter Festival	0	0	0	0	0	0	0	0	700	0	0
	Total Income	0	0	0	0	0	0	0	0	700	0	0
4340	Equipment	0	0	0	0	0	0	0	0	500	0	0
5120	Winter Festival	0	0	0	0	0	0	0	0	2,000	0	0
5121	Christmas Lights	0	0	0	0	0	0	0	0	10,000	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	0	12,500	0	0
Movement to/(from) Gen Reserve		0	0			0		0	0	(11,800)		
233	<u>Flicks in the Sticks</u>											
1860	Income -Flicks in the Sticks	0	0	0	0	0	0	0	0	1,000	0	0
	Total Income	0	0	0	0	0	0	0	0	1,000	0	0
5100	Flicks in the Sticks	0	0	0	0	0	0	0	0	1,500	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	0	1,500	0	0
Movement to/(from) Gen Reserve		0	0			0		0	0	(500)		
234	<u>Fireworks</u>											
1870	Income Fireworks Display	0	0	0	0	0	0	0	0	2,000	0	0
	Total Income	0	0	0	0	0	0	0	0	2,000	0	0
4340	Equipment	0	0	0	0	0	0	0	0	200	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 6)

Note: Draft 1 Budget

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
5105	Fireworks Display	0	0	0	0	0	0	0	0	2,100	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	0	2,300	0	0
	Movement to/(from) Gen Reserve	0	0			0		0	0	(300)		
235	<u>Civic Events</u>											
5115	Remembrance	0	0	0	0	0	0	0	0	250	0	0
5145	Community Awards	0	0	0	0	0	0	0	0	250	0	0
5146	Civic & Hospitality	0	0	0	0	0	0	0	0	500	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	0	1,000	0	0
	Movement to/(from) Gen Reserve	0	0			0		0	0	(1,000)		
	Events & Planning - Income	60,000	149,746	0	0	67,900	0	67,900	61,594	65,750	0	0
	Expenditure	154,300	290,440	0	0	163,372	0	163,372	110,689	188,700	0	0
	Net Income over Expenditure	-94,300	-140,693	0	0	-95,472	0	-95,472	-49,095	-122,950	0	0
	plus Transfer from EMR	0	36,357	0	0	0	0	0	0	0	0	0
	less Transfer to EMR	0	0	0	0	0	0	0	11,888	0	0	0
	Movement to/(from) Gen Reserve	(94,300)	(104,336)			(95,472)		(95,472)	(60,982)	(122,950)		
	Total Budget Income	60,000	149,746	0	0	67,900	0	67,900	61,594	65,750	0	0
	Expenditure	154,300	290,440	0	0	163,372	0	163,372	110,689	188,700	0	0
	Net Income over Expenditure	-94,300	-140,693	0	0	-95,472	0	-95,472	-49,095	-122,950	0	0
	plus Transfer from EMR	0	36,357	0	0	0	0	0	0	0	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 6)

Note: Draft 1 Budget

	<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
less Transfer to EMR	0	0	0	0	0	0	0	11,888	0	0	0
Movement to/(from) Gen Reserve	<u>(94,300)</u>	<u>(104,336)</u>			<u>(95,472)</u>		<u>(95,472)</u>	<u>(60,982)</u>	<u>(122,950)</u>		

Appendix F



Cyngor Tref y Trallwng | Welshpool Town Council

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

Document / Report

Author	Kimberly Wright Events, Planning and Markets Officer
Title	Winter Festival Meeting
Date	24th September 2025

1. Purpose

1. To provide members with a summary of the Winter Festival meeting held on Monday, 8th September 2025 and proposals for the upcoming event.

2. Summary of meeting

1. 4 members of staff, 3 councillors and two members of the public were present.
2. A total of 24 stalls had booked on at the time of the meeting
3. Two quotes received for bands and Christmas tree quotes received.

3. Recommendation

1. Hire Jolly's circus petting zoo at a total cost of £500.
2. Two Christmas trees (18ft for Town Hall and 8ft for Puzzle Square) at £170 delivered.
3. Letters to Santa, responses receive reindeer food. Paper costs - £4.99 per 50 sheets (an estimate of 200 sheets required)
4. Books to be purchased as a gift from Santa to all children who visit the grotto. The Works book deal is £10 for 10 books and £3.99 delivery. An estimated 300 books are required, so the total is £303.99 in total.
5. Band quotations received - Newtown Silver band 2 x 30-minute performances for £400 Salopian Brass band 2 x 40 minute performances for £250
6. Gain quotes for Christmas carolers/stilt walkers
7. The winner of the fancy dress competition at the Halloween parade and party to switch on the Christmas lights with Santa and the Mayor.
8. To hire an M.C. at the cost of £200
9. Due to a lack of participants, no parade will take place this year
10. To obtain quotes for Christmas stilt walkers
11. To hire all long-stay car parks in the town for free parking at the following rates - Church St - £227.58, Berriew St - £209.97, Admin Fee - £82 (Total is £519.55 ex VAT)

4. Extras to consider

1. No storyteller has been found - to change all the stalls to outdoor stalls, leaving the Assembly Room vacant for the annual boxing event to be setup. At the moment we are unable to host both the stalls and the boxing event. Having stalls outdoors will allow us to create a better Christmas market ambience.
2. There are roughly 50 places around the town centre where a flag or miniature Christmas tree could be erected above the street level. To consider if this is something the committee wishes to pursue.
3. In addition to any free parking for the event, to consider and recommend to Council if desired, making all Saturdays (3 dates) leading up to Christmas free parking in Church St car park at the cost of £682.74 plus admin fee of £82 (Total £764.74 ex VAT).

5. Resource

1. The event has a total budget of £2,000 - the Committee is unable to spend above this within its delegated powers.

6. Decision

1. To resolve to adopt the recommendations as above.

Appendix G

Cyngor Tref
Trallwng



Welshpool
Town Council

CHRISTMAS 2025

Tree competition

Welshpool Town Council are organising their Christmas tree competition again for 2025.

If you would like to enter, please decorate a Christmas tree, up to 4 foot maximum, and bring it along to Welshpool Town Hall to be displayed next to Santa's grotto, no later than Thursday 27th November.



It is £5 to enter and all proceeds go to the community church for the cost to put on a Christmas dinner on Christmas day, for those who are unable to provide themselves with a Christmas dinner. The winning tree will be decided on Saturday 29th November at our Winter Festival.



The winning team receives a plaque with their name on it, which must be returned by Friday, 30th October 2026, to continue the competition.



Appendix H



Cyngor Tref y Trallwng | Welshpool Town Council

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

Document / Report

Author	Kimberly Wright Events, Planning and Markets Officer
Title	Carnival Event Review
Date	23rd September 2025

1. Purpose

1. To provide Members with a summary of the Welshpool Carnival 2025 debrief meeting and proposals for the 2026 event, together with a brief overview of survey feedback received from attendees.

2. Background

1. The Welshpool Carnival was held on Sunday 22nd June 2025, consisting of a parade through the town centre, activities, fairground attractions, stalls, food and drink vendors at Maes y Dre Recreation Ground along with entertainment and live music.
2. The total budget for the event was £2,500, offset by income of approximately £1,000, with the net cost met from the Council Tax precept.
3. Following the event, a public feedback survey was carried out, and an internal post-event meeting was held with the Operations Team, Events Officer, and Town Clerk.

3. Survey Responses

1. A total of 30 responses were received.
2. Positive points included:
 1. The BMX stunt show was repeatedly praised as the highlight of the day, described as engaging for children and adults alike.
 2. Many respondents valued the community spirit and the opportunity to come together for a local celebration.
 3. Specific activities such as free face painting, balloons, and bird displays were mentioned as enjoyable features for families.
3. Areas for improvement included:
 1. The parade was widely seen as underwhelming – too short, too few floats, and lacking music or atmosphere. Many suggested involving schools, bands, tractors, classic vehicles, and community groups to improve it.

2. The field at Maes y Dre was described as lacking variety, with too many tombola/charity stalls and duplicated food outlets.
3. Atmosphere felt “flat” at times, with long gaps between arena acts and poor use of the PA system. Several respondents asked for a Master of Ceremonies (MC) or commentator to keep energy levels up.
4. Advertising and promotion were considered weak, with many saying they did not know the event was on until the day itself. Calls were made for posters, banners, leaflet drops, and better advance publicity.
5. Lack of seating and shade was mentioned, particularly for older attendees.

4. 2026 Event Proposals

1. Following the debrief, the following proposals are made for the 2026 Carnival:
 1. Proposed Date: Saturday 27th June 2026 (last Saturday in June)
 2. Times: 12:00 – 4:00 pm (with main itinerary 1:00 – 4:00 pm)
2. Operational and layout changes include:
 1. Position the stage in a new location to keep the grandstand clear for public seating
 2. Spread food stalls across the site rather than clustering in one area
 3. Supply tables and chairs for attendees
 4. Consider inflatables with fee payable to Council for use
 5. Consider low cost carnival games
 6. Invite Young Farmers to participate
 7. Invite local pubs and businesses to participate in floats
 8. Explore a specific theme for the event - theme likely to be Sports
 9. Wider use of advertising and engagement with local businesses and groups
 10. Establishment of a Carnival 'Committee' to draw in external volunteer support.

5. Resource & Legal Implications

1. The Town Clerk has made the following comment:

"The 2025 carnival was constrained by the budget which had dropped to a low level compared to previous years and the income target in the budget was not met. Councillors need to consider increasing the net budget in 2026/27 to deliver a high quality event and expanding fundraising and/or fees and charges."

6. Recommendation

1. Approve the proposed date, times, and operational changes for the 2026 Carnival as outlined in Section 4.
2. Authorise officers to work on planning the event with decisions to be brought back to Committee for consideration.
3. Note the public feedback summary and detailed analysis.

7. Decision

1. To resolve to adopt the recommendations as above.

Appendix I



Cyngor Tref y Trallwng | Welshpool Town Council

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

Document / Report

Author	Kimberly Wright Events, Planning and Markets Officer
Title	Remembrance meeting report
Date	26th September 2025

1. Purpose

1. To receive the information/suggested changes given by members of the public, veterans and local group/organisation leaders.

2. Background

1. A meeting held on 25/09/25 in the Corn Exchange, to gather opinions on the Council's current Remembrance services.
2. There were 30 people in attendance; most have left their names and contact details for future correspondence.
3. Some veterans have agreed to address the Events & Planning Committee meeting on the 1st October.

3. Recommendation

1. Marching Band:

- Consensus that the parade needs a band
- In the absence of a band, the parade needs a base drummer
- Base drummer will assist Graham in keeping everyone in step - officers to contact bands and see if a drummer would be available.
- To keep everyone together, the march needs to be slower (dependent on music) to accommodate all abilities.
- A Welshpool Town Silver Band could be setup, but this would be outside of the Council's remit to do so.

2. Protocol and order

- Those in attendance were unhappy with changes made to the order of the parade post-COVID - it was suggested in the meeting to follow original guidelines and protocols. Cllr Estelle Bleivas highlighted that several of the councillors are very familiar with the traditional order of parade used in Welshpool.

3. Planning and events meeting

- Graham Moore (Parade Marshall) to be invited to future planning and events meetings regarding remembrance
- Veterans to be invited to future Events & Planning Committee meetings regarding remembrance.
- Communication between the Council, veterans, RBL and the Parade Marshall needs to be improved

4. Parade

- Flag bearers to hold Welsh Flag, Union Jack and Town (Council) Flag, as previously.
- Brownies, Guides, Cubs, and Cadets rehearse the week before the parade, at Saint Mary's Church, to understand what is required. Veterans are also invited to help guide those who have not taken part before.
- Veterans split during the parade at Red Bank, allowing Councillors to walk through as a mark of respect.
- Following the parade, refreshments will be held in the Assembly Room with a post-parade buffet for all those in attendance. There is enough in the Civic Events budget to facilitate this.
- Original parade procession order: Band, Standards and Colours, Veterans, Armed forces, ATC, Army cadets, Young fire fighters, Beavers, Scouts, Cubs, Ranger Guides, Guides, Brownies, Lord Lieutenant, High Sheriff, Mayor, Mace Bearer, Deputy Mayor, Town Clerk, MP, Town Councillors, Town Crier, MS, County Councillors.
- Laying wreath order is as follows: Mayor, Town Clerk, RBL, Uniformed Groups including veterans, County Councillors, members of the public.

5. Promotion

- Formal invitations should be sent to a wider pool of people, now to be dispersed through emails collected at today's meeting
- Publicise through all media - local press, schools, local groups, social media, formal invitations and posters.
- A complete list of all the Remembrance services will be published once finalised.

6. Any other Business

- Royal British Legion need support from councillors with the Poppy Appeal beginning 23rd October.
- It was raised that the Church service needs more attention and a return to standard service - the Council will work with Rev Pawley to facilitate.
- As part of Welshpool Remembrance Services, the Council with the RBL, each year holds a ceremony at the memorial gardens located at Howell Drive, Welshpool, on Friday the 7th of November. The service begins at 2:00 pm and is likely to finish by approximately 2:30pm. This is to facilitate school children.
- On Tuesday, the 11th of November at 11 a.m., a two-minute silence and the reciting of the Exhortation and the Kohima Epitaph will be held outside the Town Hall in Welshpool.

4. Decision

1. Council to decide a way forward.

Appendix J

[Find my tickets](#)[Log In](#)[Sign Up](#)

PLANNING WITH COMMUNITIES

MAKING YOUR VOICE COUNT

A TRAINING COURSE FOR COMMUNITY & TOWN COUNCILS

 **Going fast**

Wednesday, 8 October

Planning with Communities: Making Your Voice Count



By Planning Aid Wales / Cymorth Cynllunio Cymru

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Part of the [Planning Aid Wales Training Events](#) collection

Your community knows its needs best – but how do you make sure your voice is heard in planning?

Date and time



Wed, 8 Oct 2025 18:00 - 20:00 BST

Location



Online

£20

Oct 8 · 18:00 BST

[Reserve a spot](#)

Highlights

 2 hours

 Online

Refund Policy

Refunds up to 2 days before event

About this event

Business • Other

**** Please note, this training will be delivered in the medium of English**

This interactive and practical training course is designed to equip Community and Town Councils with the knowledge, tools, and inspiration to become powerful voices in the planning process.

Whether you want to influence where new homes go, protect local character, or help shape a better future for your area, this session will show you how to engage effectively—and make it count.

What You'll Learn

Throughout the session, we'll explore how and where Community and Town Councils can influence planning, including:

-  **The principles of good community engagement** – how to listen, represent, and influence decisions
-  **How to engage in Local Development Plan (LDP) consultations** – and what difference it can make
-  **How to respond to planning applications** – effectively and within your powers
-  **The role of Placemaking Plans** – and where your community fits in
-  **The value of Place Plans** – not just as documents, but as tools for real change

Real-World Case Studies

We'll finish by exploring inspiring case studies of Place Plans that have already been adopted—showcasing the benefits they've delivered for local communities, from influencing development decisions to securing investment and protecting local identity.

You'll leave with a clear understanding of the steps involved in preparing a Place Plan in your own area—and how your council can lead the way.

£20

Oct 8 • 18:00 BST

- Local authority officers supporting community planning
- Anyone curious about how planning can work *with* communities, not just *for* them

This isn't just training. It's your roadmap to stronger, more meaningful influence in shaping your place.

***If you would prefer an invoice and pay by cheque/BACS, please email**

kay@planningaidwales.org.uk or on 02920 625009. Refunds/Transfers are only allowed 24 hours before the event starts.

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**** Sylwch, bydd yr hyfforddiant hwn**

Cwrs Hyfforddi i Gynghorau Tref a Chymuned

Eich cymuned sy'n adnabod ei hanghenion orau – ond sut mae gwneud yn siŵr bod eich llais yn cael ei glywed yn y broses gynllunio?

Mae'r cwrs hyfforddi rhyngweithiol ac ymarferol hwn wedi'i fwriadu i arfogi Cynghorau Tref a Chymuned â'r wybodaeth, yr offer a'r ysbrydoliaeth i ddod yn lleisiau nerthol yn y broses gynllunio.

Pa un a oes arnoch eisiau dylanwadu ar leoliad cartrefi newydd, gwarchod cymeriad lleol, neu helpu i lunio dyfodol gwell i'ch ardal, bydd y sesiwn hon yn dangos i chi sut i ymgysylltu'n effeithiol – a gwneud iddo gyfrif.

Yr Hyn y Byddwch Chi'n Ei Ddysgu

Trwy gydol y sesiwn, byddwn yn archwilio sut a ble y gall Cynghorau Tref a Chymuned ddylanwadu ar gynllunio, gan gynnwys:

 **Egwyddorion ymgysylltu cymunedol da** – sut i wrando, cynrychioli, a dylanwadu ar benderfyniadau

 **Sut i ymgysylltu ag ymgynghoriadau ynghylch Cynlluniau Datblygu Lleol (CDLI)** – a pha wahaniaeth y gall hynny ei wneud

 **Sut i ymateb i geisiadau cynllunio** – yn effeithiol ac o fewn eich pwerau

 **Rôl Cynlluniau Creu Lleoedd** – a ble y mae eich cymuned yn perthyn o fewn hynny

 **Gwerth Cynlluniau Cynefin** – nid dim ond fel dogfennau, ond fel offer ar gyfer newid go iawn

Astudiaethau Achos o'r Byd Go Iawn

Byddwn yn gorffen trwy archwilio astudiaethau achos ysbrydoledig o Gynlluniau Cynefin sydd eisoes wedi cael eu mabwysiadu – gan arddangos y manteision y maent wedi'u dwyn i gymunedau lleol, o ddylanwadu ar benderfyniadau datblygu i sicrhau buddsoddiad a gwarchod hunaniaeth leol.

Byddwch yn gadael â dealltwriaeth eglur am y camau sy'n rhan o baratoi Cynllun Cynefin yn eich ardal eich hun – a sut y gall eich cymunedau yn yffordd

£20

Oct 8 - 18:00 BST

Appendix K



Llywodraeth Cymru
Welsh Government

Development Control
Powys County Council
The Gwalia
Ithon Road
Llandrindod Wells
LD1 6AA

Eich cyf / Your ref 25/1182/ADV

Ein cyf / Our ref 25/NM-7594

16 September 2025

Dear Sir/Madam,

**TOWN AND COUNTRY PLANNING (DEVELOPMENT MANAGEMENT PROCEDURE) (WALES)
ORDER 2012:**

Lime Kiln Cottage, Rhallt Lane, Buttington, Welshpool

Installation of x7 internally illuminated and x14 non-illuminated building signage, x7 non illuminated and x7 internally illuminated directional signage.

I refer to your consultation of 03/09/2025 regarding the above planning application and advise that the Welsh Government as highway authority for the A483 trunk road does not issue a direction in respect of this application.

If you have any further queries, please forward to the following Welsh Government Mailbox
NorthandMidWalesDevelopmentControlMailbox@gov.wales

Yours faithfully

Paul Cuddy



Alex Ham

From: Carwyn Jones
Sent: 04 September 2025 08:32
To: Natalie Hinds; Planning Consultations
Subject: 25/1182/ADV Installation of X7 internally illuminated and x14 non illuminated building signage at Lime Kiln Cottage Rhallt Lane Buttington Welshpool SY21 9JP

Nataile

Having considered the plans and information relating to the signage (illuminated and non-illuminated), I visited the area and concluded that the lighting will not have a significant effect to the amenity of the local residents and I have no objection to the application.

Carwyn Jones

Uwch Ymarferydd Gwarchogi yr Amgylchedd (Gwarchod yr Amgylchedd)
Senior Chartered Environmental Health Practitioner (Environmental Protection)



(Gwarchod yr Amgylchedd) – Cyngor Sir Powys
(Environmental Protection) – Powys County Council



(01938 551300)



(carwyn.jones@powys.gov.uk)

Lle gwyh i weithio, byw a chwarae
Gweledigaeth 2025

A fantastic place in which to work, live and play
Vision 2025



Cysylltwch â ni yn Gymraeg neu yn Saesneg. Ni fydd cysylltu yn Gymraeg yn arwain at oedi.
Contact us in Welsh or in English. Contacting in Welsh won't lead to a delay.



Follow us on Twitter @PowysEnvHealth

Ffurflen Adborth Cwsmer - [Ffurflen Adborth Cwsmer \(office.com\)](https://office.com)
Customer Feedback Form - [Customer Feedback Form \(office.com\)](https://office.com)



Er mwyn cyflenwi gwaith Gwasanaeth Iechyd yr Amgylchedd, mae angen prosesu data personol yn unol â'r ddeddfwriaeth berthnasol. Bydd y wybodaeth hon yn cael ei chadw yn unol â'r ddeddfwriaeth, a rhestr cadw gwybodaeth y Cyngor. Os oes gennych unrhyw bryder ynghylch y defnydd a wneir o'ch data personol cysylltwch â'r Swyddog Diogelu Data trwy anfon e-bost at Information.Compliance@powys.gov.uk

© copyright 2024. All rights reserved and published. Plans are the designers property and may not be used or reproduced without written consent. All rights reserved	ALL DIMENSIONS TO BE CHECKED ON SITE. DO NOT SCALE FROM THIS DRAWING EXCEPT FOR THE PURPOSE OF LOCAL AUTHORITY PLANNING	<table border="1"> <thead> <tr> <th>rev</th> <th>date</th> <th>description</th> </tr> </thead> <tbody> <tr> <td>F</td> <td>29/07/23</td> <td>signage key updated</td> </tr> <tr> <td>E</td> <td>10/07/23</td> <td>revised fence around all 1st flt</td> </tr> <tr> <td>D</td> <td>26/06/23</td> <td>Helix sign relocated</td> </tr> <tr> <td>C</td> <td>15/06/23</td> <td>redesigning glassing tower and litterster away from D1 window elevation</td> </tr> <tr> <td>B</td> <td>24/03/23</td> <td>shown reduced building height following approval from developer / limitation approval</td> </tr> <tr> <td>A</td> <td>28/11/24</td> <td>updated all facade graphics to additional 1st floor glassing of existing 1st floor</td> </tr> </tbody> </table>	rev	date	description	F	29/07/23	signage key updated	E	10/07/23	revised fence around all 1st flt	D	26/06/23	Helix sign relocated	C	15/06/23	redesigning glassing tower and litterster away from D1 window elevation	B	24/03/23	shown reduced building height following approval from developer / limitation approval	A	28/11/24	updated all facade graphics to additional 1st floor glassing of existing 1st floor
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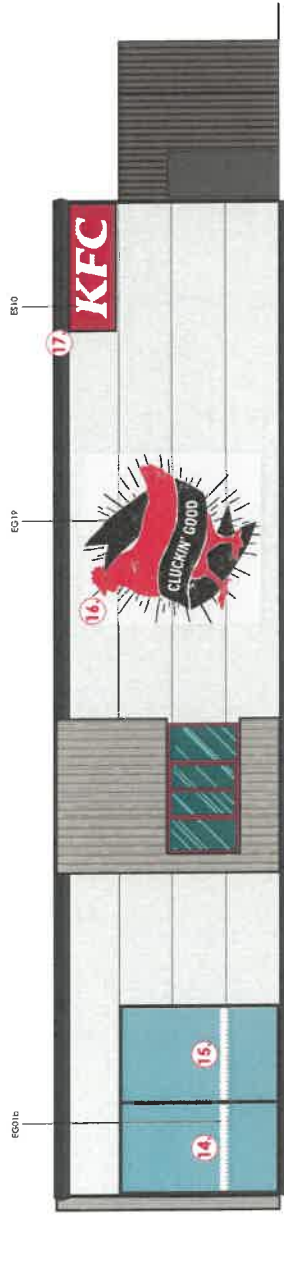
drawing title
PROPOSED
EXTERNAL ELEVATIONS

drawn by	checked	date
SES	---	15/11/24
store no.	scale	
0000	1:50 @ A1	

drawing no.	#B rel.	revision
0000/2024/P211	2024/112	F



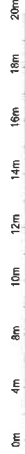
proposed rear elevation
scale - 1:50 @ A1



proposed "pick up" side elevation
scale - 1:50 @ A1



proposed "order" side elevation
scale - 1:50 @ A1



Appendix L

NOTES

Any discrepancies found should be immediately communicated to the designer for further consideration.

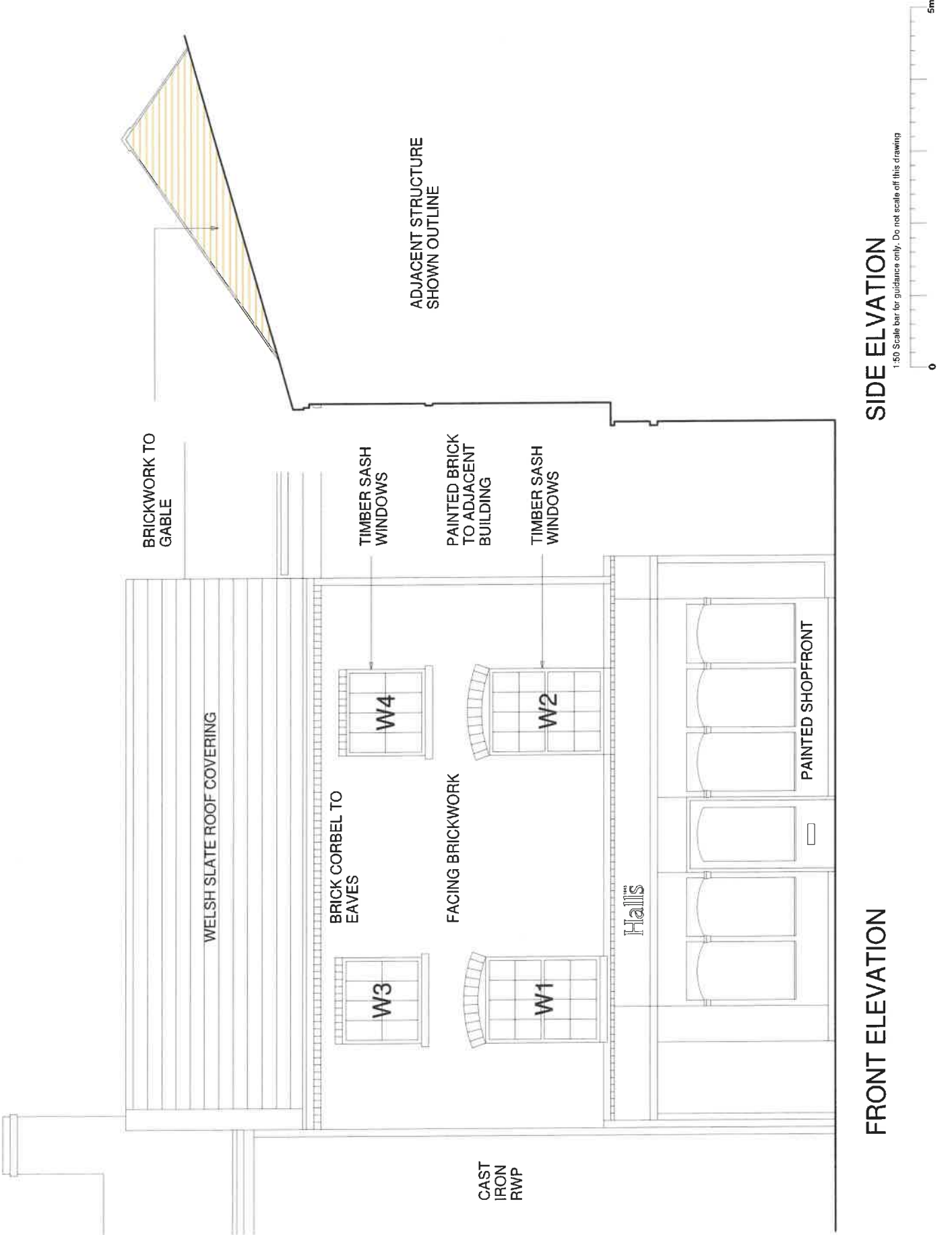
Any boundaries shown on the drawing are indicative only and should not be used to signify ownership.

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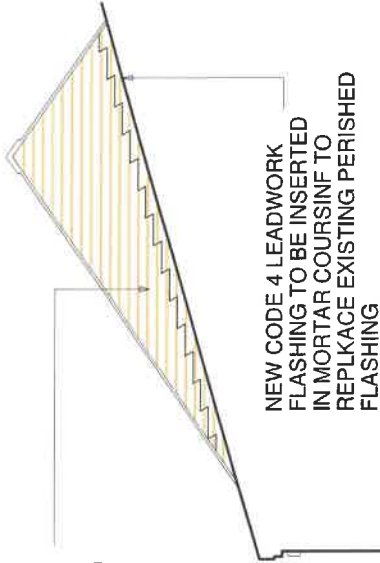
A	Comments	Drawn xx.xx.24
	Rev. Comments	Drawn Date
Agent		
Halls Holdings Ltd		
Halls Holdings House		
Bowman Way		
Battlefield		
Shrewsbury		
SY4 3DR		
Tel: 01743 450700		
Fax: 01743 443759		
web: www.hallsgb.com		
Project		
GENERAL REFURBISHMENT		
OF EXISTING LISTED		
BUILDING		
Site Address		
14 BROAD STREET		
WELSHPOOL		
SY21 7SD		
Client		
HALLS HOLDINGS		
Contact		
GEORGE NUTTER		
georgen@hallsgb.com		
Title		
EXISTING FRONT		
AND SIDE ELEVATIONS		
Drawn by		
GEORGE NUTTER		
georgen@hallsgb.com		
Status		
LISTED BUILDING		
APPLICATION		
Scale		
1:50 @ A3		
Dwg. No.		
12659E-P1		
Rev.		
SEPT 2025		



FRONT ELEVATION

SIDE ELEVATION

NOTES
Any discrepancies found should be immediately communicated to the designer for further consideration.
Any boundaries shown on the drawing are indicative only and should not be used to signify ownership
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NEW CODE 4 LEADWORK FLASHING TO BE INSERTED IN MORTAR COURSES TO REPLACE EXISTING PERISHED FLASHING

ADJACENT STRUCTURE SHOWN OUTLINE

BRICKWORK TO GABLE TO BE REPOINTED USING TY MAWR LIME POINTING

EXISTING SLATE ROOF COVERING TO BE CAREFULLY REMOVED AND NEW WELSH SLATE LIKE FOR LIKE TO BE USED TO REPLACE THE EXISTING

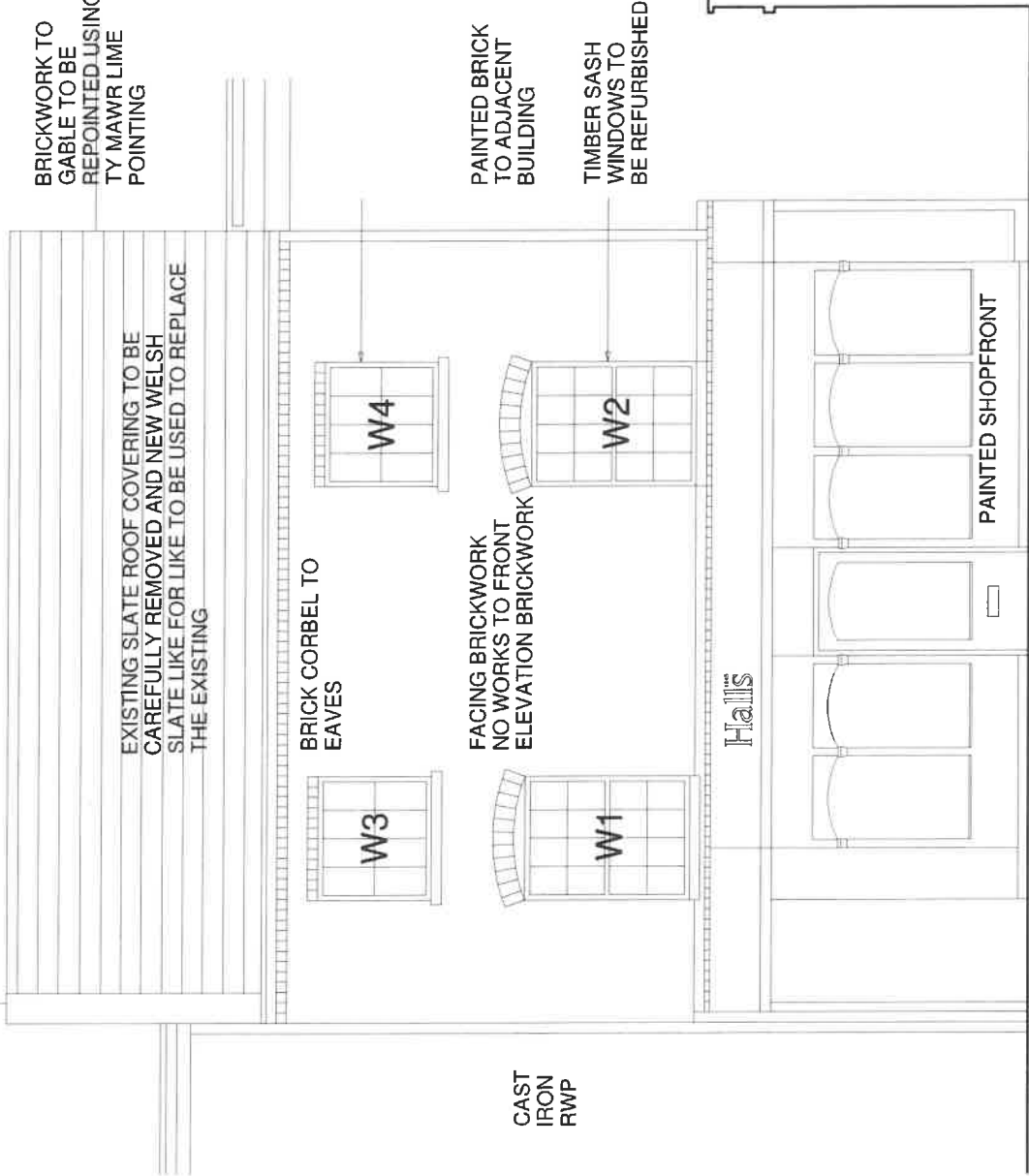
BRICK CORBEL TO EAVES

FACING BRICKWORK NO WORKS TO FRONT ELEVATION BRICKWORK

PAINTED BRICK TO ADJACENT BUILDING

TIMBER SASH WINDOWS TO BE REFURBISHED

CAST IRON RWP



FRONT ELEVATION

SIDE ELEVATION

1:50 Scale bar for guidance only. Do not scale off this drawing



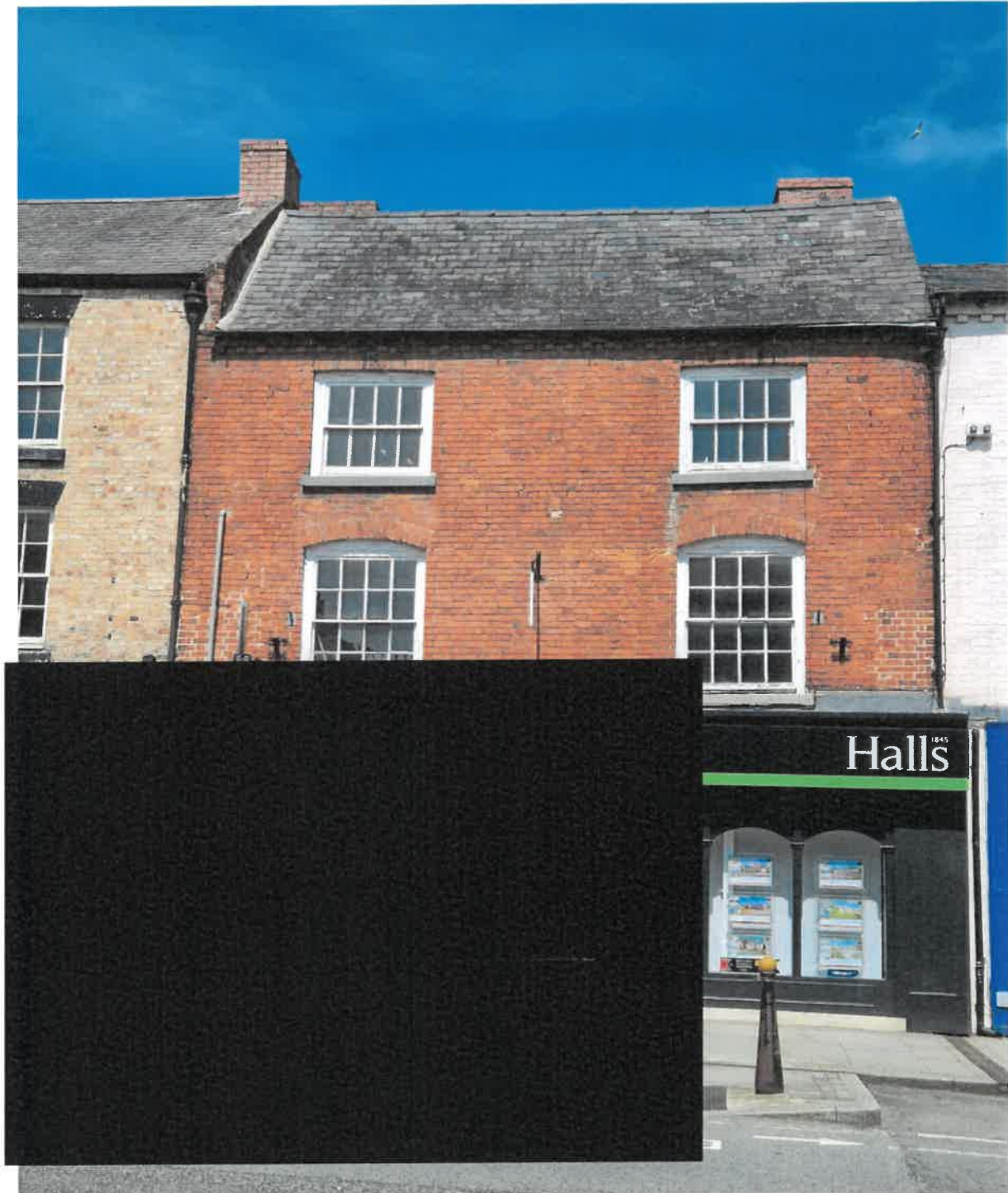
Rev	Comments	Drawn	xx.xx.24
Agent	Halls Holdings Ltd Halls Holdings House Bowman Way Battelfield Shrewsbury SY4 3DR Tel: 01743 450700 Fax: 01743 443759 web: www.halls.gb.com	Drawn Date	
Project	GENERAL REFURBISHMENT OF EXISTING LISTED BUILDING		
Site Address	14 BROAD STREET WELSHPOOL SY21 7SD		
Client	HALLS HOLDINGS		
Contact	GEORGE NUTTER georgen@halls.gb.com		
Title	PROPOSED FRONT AND SIDE ELEVATIONS		
Drawn by	GEORGE NUTTER georgen@halls.gb.com		
Status	LISTED BUILDING APPLICATION		
Scale	1:50 @ A3	Date	SEPT 2025
Dep. No.	12859E-P2	Rev.	

**PROPOSED WINDOW REFURBISHMENT AND REPLACEMENT TOGETHER
WITH RE-ROOFING WORKS AND SOME POINTING AT**

14 BROAD STREET

WELSHPOOL

SY21 7SD



This application seeks Listed Building Consent for the refurbishment of 4 front facing sliding sash windows, replacement casement windows to the passage known as Hopkins Passage, Re-roofing works with traditional Welsh slate together with associated lead flashings, minor re-pointing to small amount of exposed gable wall at 14 Broad Street, Welshpool, SY21 7SD.

The existing sliding sash windows are in reasonable condition and will require some minor refurbishment and any subsequent repairs would be on a like for like basis. Re-painting of the windows will take place to complete the works to these windows.

The windows along Hopkins Passage comprise a mix of poor quality timber casement windows in various states of disrepair.

The building which is at the rear of 14 Broad Street forms a subservient wing hidden along Hopkins Passage.

It is our proposal to replace these sub standard windows with white upvc using residence 9 profile as per the enclosures for reference.

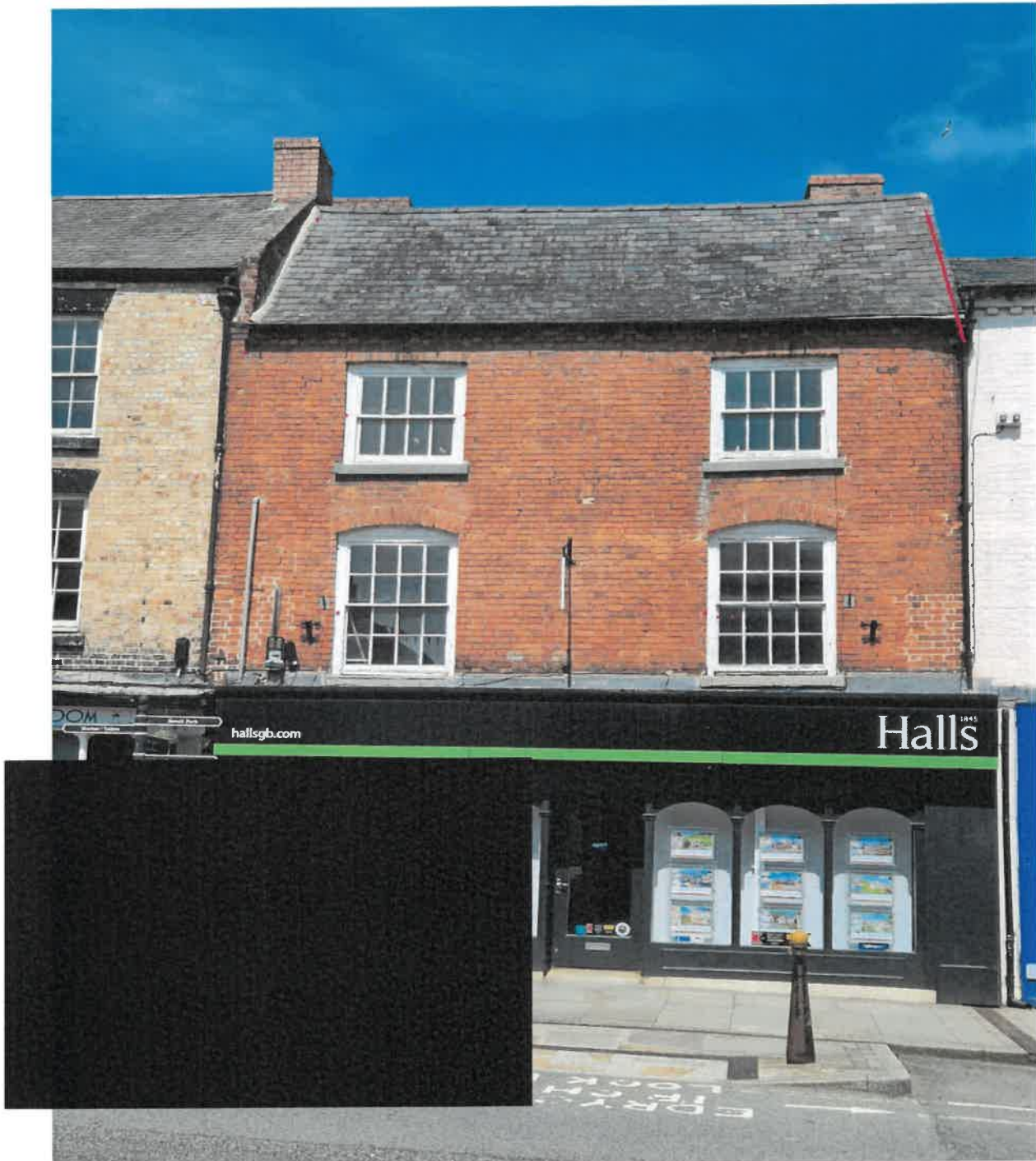
The replacement will not impact the main body of the listed building but will enhance the general aesthetic of Hopkins Passage and provide energy efficiency benefits to the out rigger structure as a whole.

The building has suffered water ingress to the existing roof and requires full removal and replacement with Welsh slate to match the existing. Associated works will comprise lead flashings to the front elevations and grp valley gutters to the adjoining outrigger structure.

The application building adjoins Coral Bookmakers next door and a very small area of brickwork gable is showing signs of mortar failure.

Our proposal is to rake out the mortar joints using hand tools (no electric tools to be

used) and replace the mortar with a suitable match from Ty Mawr Lime Limited.



4No. Sash windows to front elevation to be fully refurbished. No replacement timber works are envisaged.

Existing roof covering removed and replaced with like for like Welsh Slate.



Casement timber windows to Hopkins Passage to be replaced as part of the works.

These are a mix of styles and some in poor condition.

It is proposed to replace the casement windows with white upvc in Residence 9 conservation style as per the enclosures.



Rear elevation showing the poor nature of the existing roof which is to be fully replaced with Welsh Slate like for like as part of the proposed works.

