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
Finance & Governance Committee - 15/10/2025 6:30pm

10th October 2025

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

Dear Councillor,

You are hereby summoned to attend a meeting of the Finance & Governance Committee of Welshpool Town Council which will be held on Wednesday 15th October 2025 in the Council Chamber, Welshpool Town Hall at 6:30pm to transact the business outlined below.

Yours sincerely,

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

In accordance with the Local Government and Elections (Wales) Act 2021, this meeting is available by remote means. Please visit https://us02web.zoom.us/j/83451512537?pwd=GyXcFkLaEVHgbs2cdg50fW7vsYHvjc.1 to join online or use Zoom Meeting ID 834 5151 2537 and passcode 868053, or via telephone by ringing +443300885830,,83451512537#,,,,*868053#.

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 Finance & Governance Committee on 17/09/2025.

[Appendix B]

4.2. Matters Arising

To report for information purposes only matters arising from the Finance & Governance Committee on 17/09/2025.

5. FINANCIAL MATTERS

5.1. Council Accounts (September - Period 6)

To consider the Income and Expenditure Reports and Cash and Bank Totals for September 2025 and note the bank balances as of 30th September 2025:
- General Fund - £17,339.16
- 30 Day Account - £170,056.23
- Petty Cash - £196.98
- Hub Community Account - £2,235.35

[Appendix C]
[Appendix D]

5.2. Payment of Invoices - October

To consider payment of invoices for October 2025, including any additional payments tabled on the night.

[Appendix E]

5.3. Scrutiny of Payments

To hear the feedback from September 2025 (Cllr Owen) and to elect one councillor for each month for the scrutiny of payments exercise as set out in Financial Regulations.

5.4. ISP Action Plan

To consider the approved committee ISP action plan.

[Appendix F]

5.5. Budget 2026/2027 - Draft 1

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

[Appendix G]
[Appendix H]

5.6. Fees and Charges Review

To receive the findings of the Fees and Charges working group and to recommend to Full Council accordingly.

[Appendix I]

6. OTHER MATTERS

6.1. Digital Engagement - Q2 2025

To note the digital engagement report for Q2 2025 (July 2025 to September 2025).

[Appendix J]

7. DATE OF NEXT MEETING

To note that the next meeting of Finance & Governance Committee will be held on 19th November 2025 at 6:30pm.

8. 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]

9. SALES LEDGER - DEBTORS [CONFIDENTIAL]

To receive an update on the Sales Ledger. [Confidential - information related to the financial or business affairs of a person and/or the authority.]

Confidential Document [Appendix K]

10. REVIEW OF CLEANING CONTRACT [CONFIDENTIAL]

To consider on the recommendations from Operations & Development Committee in respect of cleaning contract and provide comments to Full Council. [Confidential - information relating to any negotiation in connection with any labour relations matter arising between the Council and employees.]

Confidential Document [Appendix L]
Confidential Document [Appendix M]

10. INDEPENDENT STAFFING REVIEW [CONFIDENTIAL]

To consider the report from the Town Clerk along with the report from the LCC on the Staffing Review. [Confidential - information relating to any negotiation in connection with any labour relations matter arising between the Council and employees.]

Confidential Document [Appendix N]
Confidential Document [Appendix O]

12. SALARY SACRIFICE SCHEME [CONFIDENTIAL]

To consider the report from the Town Clerk in respect of proposed salary sacrifice scheme. [Confidential - information relating to any negotiation in connection with any labour relations matter arising between the Council and employees.]

Confidential Document [Appendix P]

13. TOWN CLERK'S PROBATION PERIOD [CONFIDENTIAL]

To note the Town Clerk's probation appraisal for information before consideration by Full Council. [Confidential - information relating to any negotiation in connection with any labour relations matter arising between the Council and employees.]

Confidential Document [Appendix Q]

Appendix A

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

Personal Interest

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 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

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 Finance & Governance Committee held on 17/09/2025 6:30pm in Council Chamber, Welshpool Town Hall.

PRESENT:

Councillor David France
Councillor Estelle Bleivas
Councillor Phil Owen
Councillor Phil Pritchard
Councillor Richard Church
Councillor Revd William Rowell (Chair)

Apologies for absence:

Councillor Alison Davies
Councillor Morag Bailey

Absent:

Also in attendance:

Councillor Nick Howells
Richard Williams - Town Clerk & Proper Officer

FG170925/1. WELCOME AND APOLOGIES FOR ABSENCE

The Vice Chair welcomed all to the meeting. Apologies for absence was received from Cllr Morag Bailey and Cllr Alison Davies.

FG170925/2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

None.

FG170925/3. PUBLIC PARTICIPATION

None.

FG170925/4. MINUTES AND MATTERS ARISING

FG170925/4.1 Previous Minutes

RESOLVED
To approve the minutes from the meeting of the Operations & Development Committee on 16/07/2025.

WTCM280 - Proposed by Cllr Richard Church, seconded by Cllr Estelle Bleivas

FG170925/4.2 Matters Arising

All items were either progressing or had been completed.

FG170925/5. FINANCIAL MATTERS

FG170925/5.1 Council Accounts (July & August - Period 4 & 5)

Cllr Phil Pritchard joined the meeting.

Councillors scrutinised the accounts and asked questions including:
- 201/4885 - Elections - what periods do these costs relate to? The Town Clerk explained that it is the last two elections held in 2024. The recently held election in August has not yet been billed for.

RESOLVED
To note the account balances and documentation for Month 4 and 5.

WTCM281 - Proposed by Cllr Estelle Bleivas, seconded by Cllr Richard Church

FG170925/5.2 Payment of Invoices - September

The Town Clerk explained that the list is longer than usual due to a new system and includes historical items and items paid via direct debit. A query was raised regarding two payments to British Gas (Ref 5460 and 5449) - Town Clerk to investigate.

Cllr Nick Howells joined the meeting.

RECOMMENDED
To confirm and agree payment of invoices for September 2025.

WTCM282 - Proposed by Cllr Estelle Bleivas, seconded by Cllr Richard Church

FG170925/5.3 Scrutiny of Payments

Cllr Rowell reported on the scrutiny of payments exercise and explained that it was a satisfactory process.

RECOMMENDED
To elect the following members to perform scrutiny of payments exercise:
- Cllr Phil Owen - September
- Cllr Estelle Bleivas - October
- Cllr David France - November

WTCM283 - Proposed by Cllr Revd William Rowell, seconded by Cllr Richard Church

FG170925/5.4 Virements

Cllr David France left the meeting.

The Town Clerk explained the two virements and answered queries.

RECOMMENDED
To recommend the virements to Full Council.

WTCM284 - Proposed by Cllr Phil Owen, seconded by Cllr Richard Church

FG170925/5.5 Funding Sources

Councillors considered the source of funds for both the Town Hall and Motte and Bailey works. The Town Clerk recommended that Burgess Lands Trust Objective 1 monies was used for Town Hall works. It was suggested that the remaining overspend at Motte and Bailey (approx £8000) came from general reserve. A discussion was had regarding Cadw grants for the Motte and Bailey, but Cadw would require a more formulated plan before funding.

RECOMMENDED
To apply for and use Burgess Lands Trust Objective 1 monies for the Town Hall works

WTCM285 - Proposed by Cllr Richard Church, seconded by Cllr Estelle Bleivas

RECOMMENDED
To use General Reserve monies for the Motte and Bailey work

WTCM286 - Proposed by Cllr Phil Owen, seconded by Cllr Estelle Bleivas

FG170925/6. STRATEGY AND POLICY

FG170925/6.1 Interim Strategic Plan - Feedback & Actions

The Town Clerk summarised the report and members went through the actions which are in the responsibility of the committee. A discussion was held regarding poll cards and responsibilities for funding - the Town Clerk is to investigate.

FG170925/6.2 Debt Management Policy

The Town Clerk summarised the draft policy and explained the proposed stepped approach. A concern was expressed that the Council was writing off any debts at all and it was explained that after all available avenues had been explored to reclaim the debt then it would be voted on by Council to write off or not.

RECOMMENDED
To approve and adopt the Debt Management Policy.

WTCM287 - Proposed by Cllr Richard Church, seconded by Cllr Phil Owen

FG170925/7. OTHER MATTERS

FG170925/7.1 Newsletter

The Town Clerk explained that a quote had been obtained to direct mail the newsletters to all addresses in the community and the quote was for £2624.87 incl VAT. The quote for Royal Mail Door 2 Door was £200. Councillors suggested a review after each newsletter to explore the delivery approach taken.

RECOMMENDED
To use Royal Mail Door 2 Door for the newsletter and to review distribution at 6 monthly intervals.

WTCM288 - Proposed by Cllr Revd William Rowell, seconded by Cllr Phil Owen

FG170925/7.2 Budget Setting Timetable 2026-2027

Councillors noted the budget setting timetable.

FG170925/8. DATE OF NEXT MEETING

The next meeting of Finance & Governance Committee will be held on 15th October 2025 at 6:30pm.

FG170925/9. 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.

WTCM289 - Proposed by Cllr Revd William Rowell, seconded by Cllr Phil Owen

FG170925/10. MARKET CAFE [CONFIDENTIAL]

The Town Clerk explained that the legal course of action was pursuing and the committee asked the Town Clerk to work with the Mayor to pursue next steps.

FG170925/11. SALES LEDGER - DEBTORS [CONFIDENTIAL]

The Town Clerk summarised the debtor list and answered queries.

FG170925/12. STAFFING UPDATE [CONFIDENTIAL]

The Town Clerk gave an update on staffing matters and updated members on the appointment to the temporary Administrator post; the recent training attended by the Town Clerk and the ongoing staffing review.

RECOMMENDED
To extend the contract of Employee No. 61 to 31st December 2025.

WTCM290 - Proposed by Cllr Phil Pritchard, seconded by Cllr Phil Owen

The meeting finished at 20:36.

Signed: Dated:

Councillor Revd William Rowell (Chair)

Decision/Action Log

ID		Assigned
WTCM280	**RESOLUTION** **FG170925/4.1 Previous Minutes** To approve the minutes from the meeting of the Operations & Development Committee on 16/07/2025.	Town Clerk & Proper Officer
WTCM281	**RESOLUTION** **FG170925/5.1 Council Accounts (July & August - Period 4 & 5)** To note the account balances and documentation for Month 4 and 5.	
WTCM282	**RECOMMENDATION** **FG170925/5.2 Payment of Invoices - September** To confirm and agree payment of invoices for September 2025.	Town Clerk & Proper Officer

ID		Assigned
WTCM283	**RECOMMENDATION** **FG170925/5.3 Scrutiny of Payments** To elect the following members to perform scrutiny of payments exercise: - Cllr Phil Owen - September - Cllr Estelle Bleivas - October - Cllr David France - November	Town Clerk & Proper Officer
WTCM284	**RECOMMENDATION** **FG170925/5.4 Virements** To recommend the virements to Full Council.	Town Clerk & Proper Officer
WTCM285	**RECOMMENDATION** **FG170925/5.5 Funding Sources** To apply for and use Burgess Lands Trust Objective 1 monies for the Town Hall works	Town Clerk & Proper Officer
WTCM286	**RECOMMENDATION** **FG170925/5.5 Funding Sources** To use General Reserve monies for the Motte and Bailey work	Town Clerk & Proper Officer
WTCM287	**RECOMMENDATION** **FG170925/6.2 Debt Management Policy** To approve and adopt the Debt Management Policy.	Town Clerk & Proper Officer
WTCM288	**RECOMMENDATION** **FG170925/7.1 Newsletter** To use Royal Mail Door 2 Door for the newsletter and to review distribution at 6 monthly intervals.	Town Clerk & Proper Officer
WTCM289	**RESOLUTION** **FG170925/9 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.	
WTCM290	**RECOMMENDATION** **FG170925/12 Staffing Update** To extend the contract of Employee No. 61 to 31st December 2025.	Town Clerk & Proper Officer

Appendix C

Cyngor Tref y Trallwng | Welshpool Town Council

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

Document / Report

Author	Richard Williams Town Clerk & Proper Officer
Title	Council Accounts - September Month 6
Date	6th October 2025

1. **Purpose**
    1. To note the bank reconciliation statements and detailed income and expenditure position for the month ending 30 September 2025 (Month 6 of the 2025/26 financial year).

2. **Background**
    1. The Council is required to review financial performance and bank reconciliations monthly to ensure transparency and compliance with the Accounts and Audit (Wales) Regulations 2014 and the Council's adopted Financial Regulations.
    2. All accounts have been reconciled to 30 September 2025, and a detailed income and expenditure report has been produced for each cost centre.

3. **Summary of Accounts**
    1. Current Account - £17,339.16
    2. 30 Day Account - £170,056.23
    3. Petty Cash - £196.98
    4. Hub Account - £2,235.35
    5. Total - £189,828.72

4. **Summary of Income & Expenditure**
    1. The overall position as at 30 September 2025 (Month 6) shows the Council operating within budget expectations, with most cost centres tracking in line with or below profile.
    2. Overall expenditure stands at 61% of the annual budget halfway through the financial year, reflecting prudent financial control and some seasonal underspends (e.g., projects and events scheduled later in the year).

5. **Notable Activity (September)**
    1. Expenditure:
        1. KRM Contractors Ltd – £27,621 (Town Hall and infrastructure works)

    2. PAV Electrical Contractors Ltd – £28,530 (TIC solar)
    3. Staff Salaries – £20,426 (September payroll)
    4. HMRC – £6,909; Legal & General (Pensions) – £1,955
    5. One Voice Wales – £1,416 (membership/training)
    6. Rialtas Business Solutions Ltd – £1,036 (financial software end of year)

2. Income:
    1. Meals on Wheels income remains steady (£2,078 in month)
    2. Market stall income improved (£1,419)
    3. TIC income (£3,611 in commission, £1,179 in direct sales, £993 in rail commission)

6. Links to Strategic Objectives and Interim Strategic Plan

1. No specific objective but supports strategic aim of 'Ensure financial sustainability'.

7. Resource & Legal Implications

1. The Council remains in a improved financial position, with total reconciled cash balances of £189,829 and a net positive operating position year-to-date. Expenditure pressures continue around maintenance and repairs.

8. Specific Implications

1. **Crime and Disorder** - N/A (Crime and Disorder Act 1998).
2. **Biodiversity** - N/A (Environment (Wales) Act 2016).
3. **Well-being** - Supports the goal of a prosperous and resilient Wales through sustainable financial management (Well-being of Future Generations (Wales) Act 2015).
4. **Risk Management** - Regular reconciliations and reporting mitigate financial and governance risks.

9. Decision

1. To note for information only.

Appendix D

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

Month No: 6 **Committee Report**

Finance & Governance

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
210	Administration & Management								
1076	Precept	0	781,600	781,600	0			100.0%	
1080	Income - Interest	57	387	500	113			77.5%	
1380	Income-charity donations	0	654	0	(654)			0.0%	
1455	Income - Warm Hub Donations	492	492	0	(492)			0.0%	
	Administration & Management :- Income	**549**	**783,134**	**782,100**	**(1,034)**			**100.1%**	**0**
4000	Salary	6,067	35,683	129,882	94,199		94,199	27.5%	
4005	HMRC	2,233	14,180	13,815	(365)		(365)	102.6%	
4010	Pension Payments	0	2,883	6,657	3,774		3,774	43.3%	
4011	PCC Pension Shortfall	0	10,100	10,100	0		0	100.0%	
4020	Training Staff	0	270	4,000	3,730		3,730	6.8%	
4021	Training Councillors	84	966	1,000	34		34	96.6%	
4025	Uniforms	0	24	250	226		226	9.8%	
4055	Rates	0	0	7,500	7,500		7,500	0.0%	
4060	Services	0	1,362	7,500	6,138		6,138	18.2%	
4065	Mobile Phones	16	94	250	156		156	37.6%	
4095	Licenses	0	(130)	0	130		130	0.0%	
4100	Cleaning & Materials	0	0	250	250		250	0.0%	
4330	Special Projects	0	0	10,000	10,000		10,000	0.0%	
4340	Equipment	0	34	500	466		466	6.8%	
4445	Conferences	65	220	1,000	780		780	22.0%	
4470	Bank Charges	54	372	1,000	628		628	37.2%	
4725	Stationery	103	433	2,000	1,567		1,567	21.6%	
4850	Insurance	0	31,063	32,000	937		937	97.1%	
4855	Audit	0	1,275	2,500	1,225		1,225	51.0%	
4860	Professional Fees	144	3,454	6,448	2,994		2,994	53.6%	
4865	Web Site	0	0	500	500		500	0.0%	
4866	IT Costs	906	13,356	15,000	1,644	1	1,643	89.0%	
4870	Mayoral & Senior Allowance	0	294	1,500	1,206		1,206	19.6%	
4875	Health & Safety	0	6,993	7,000	7		7	99.9%	
4880	Electrical Testing	0	0	500	500		500	0.0%	
4885	Elections	0	7,031	1,500	(5,531)		(5,531)	468.7%	
4890	Welsh Language	0	0	500	500		500	0.0%	
4895	Subscriptions	0	2,072	2,000	(72)		(72)	103.6%	
4900	Miscellaneous Costs	53	985	500	(485)		(485)	197.0%	
4925	Section 137	(0)	(0)	0	0		0	0.0%	
5146	Civic & Hospitality	150	150	500	350		350	30.0%	
5170	Newsletters	0	0	2,000	2,000		2,000	0.0%	

Continued over page

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
5450	Warm Hub Expenditure	0	0	500	500		500	0.0%	
	Administration & Management :- Indirect Expenditure	**9,873**	**133,162**	**268,652**	**135,490**	**1**	**135,489**	**49.6%**	**0**
	Net Income over Expenditure	**(9,324)**	**649,972**	**513,448**	**(136,524)**				
	Finance & Governance :- Income	**549**	**783,134**	**782,100**	**(1,034)**			**100.1%**	
	Expenditure	**9,873**	**133,162**	**268,652**	**135,490**	**1**	**135,489**	**49.6%**	
	Movement to/(from) Gen Reserve	**(9,324)**	**649,972**	**513,448**	**(136,524)**				

Operations & Development

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100	Town Hall								
1100	Income - Corn Exchange	187	2,288	7,000	4,712			32.7%	
1103	Refreshments - Corn Exchange	0	130	0	(130)			0.0%	
1104	Refreshments - Assembly Room	0	100	0	(100)			0.0%	
1105	Income - Assembly Rooms	292	2,359	1,800	(559)			131.1%	
1110	Income - Other Rooms	294	592	1,000	409			59.1%	
1120	Income -Telephone Mast Rental	0	0	5,000	5,000			0.0%	
	Town Hall :- Income	**773**	**5,469**	**14,800**	**9,331**			**37.0%**	**0**
4000	Salary	4,395	26,243	68,355	42,112		42,112	38.4%	
4005	HMRC	1,604	9,590	6,885	(2,705)		(2,705)	139.3%	
4010	Pension Payments	458	2,742	6,657	3,915		3,915	41.2%	
4055	Rates	0	36,068	35,000	(1,068)		(1,068)	103.1%	
4060	Services	3,469	31,498	60,000	28,502		28,502	52.5%	
4085	Repairs & Maintenance	1,534	23,364	15,000	(8,364)		(8,364)	155.8%	
4095	Licenses	12	858	1,500	642		642	57.2%	
4096	BLT Loan	0	940	0	(940)		(940)	0.0%	
4100	Cleaning & Materials	306	8,459	10,000	1,541		1,541	84.6%	
4200	Waste Collection	108	1,497	1,500	3		3	99.8%	
4202	Consumeables	66	108	500	392		392	21.7%	
4340	Equipment	0	(449)	500	949		949	(89.8%)	
4866	IT Costs	0	0	500	500		500	0.0%	
4875	Health & Safety	0	0	1,000	1,000		1,000	0.0%	
4900	Miscellaneous Costs	0	781	1,500	719		719	52.0%	
	Town Hall :- Indirect Expenditure	**11,953**	**141,697**	**208,897**	**67,200**	**0**	**67,200**	**67.8%**	**0**
	Net Income over Expenditure	**(11,180)**	**(136,229)**	**(194,097)**	**(57,868)**				
110	Markets								
1200	Income - Market Stalls	1,419	8,080	13,000	4,920			62.2%	

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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
1205	Income - Outdoor Markets	73	558	1,000	442			55.8%	
	Markets :- Income	**1,491**	**8,638**	**14,000**	**5,362**			**61.7%**	**0**
4085	Repairs & Maintenance	0	0	750	750		750	0.0%	
4095	Licenses	113	225	500	275		275	45.0%	
4205	Marketing	0	0	250	250		250	0.0%	
	Markets :- Indirect Expenditure	**113**	**225**	**1,500**	**1,275**	**0**	**1,275**	**15.0%**	**0**
	Net Income over Expenditure	**1,379**	**8,413**	**12,500**	**4,087**				
130	Recreation								
1340	Income - Rec Club Rents etc	0	100	3,000	2,900			3.3%	
1345	Income - Casual Recreation	29	29	0	(29)			0.0%	
1350	Income - Allotments	0	855	600	(255)			142.5%	
1365	Income - Other	0	1,672	0	(1,672)			0.0%	
	Recreation :- Income	**29**	**2,656**	**3,600**	**944**			**73.8%**	**0**
4020	Training Staff	0	1,905	2,000	95		95	95.3%	
4025	Uniforms	0	368	0	(368)		(368)	0.0%	
4060	Services	0	5,661	2,500	(3,161)		(3,161)	226.4%	
4085	Repairs & Maintenance	268	3,865	6,000	2,135		2,135	64.4%	
4202	Consumeables	0	0	500	500		500	0.0%	
4340	Equipment	22	55	2,500	2,445		2,445	2.2%	
4341	Play Equipment	0	1,053	10,000	8,947	21,327	(12,381)	223.8%	
4342	Play Area Fencing	13,250	13,250	16,000	2,750		2,750	82.8%	
4345	End of Season Works	0	0	20,000	20,000		20,000	0.0%	
4355	Country Park Lease	0	30	400	370		370	7.5%	
4360	Outer Park Lease	0	1,500	1,000	(500)		(500)	150.0%	
4365	STRI/ROSPA	0	520	1,500	980		980	34.7%	
4375	Memorial Garden	0	1,680	250	(1,430)		(1,430)	672.0%	
4380	Allotment Costs	0	0	300	300		300	0.0%	
4400	Vehicles	1,443	6,262	0	(6,262)		(6,262)	0.0%	
4401	Vehicle Running Costs	0	990	1,000	10		10	99.0%	
4875	Health & Safety	0	16	250	234		234	6.5%	
4900	Miscellaneous Costs	0	0	100	100		100	0.0%	
	Recreation :- Indirect Expenditure	**14,982**	**37,156**	**64,300**	**27,144**	**21,327**	**5,817**	**91.0%**	**0**
	Net Income over Expenditure	**(14,953)**	**(34,500)**	**(60,700)**	**(26,200)**				
140	Street Scene								
4000	Salary	4,197	25,496	65,079	39,583		39,583	39.2%	
4005	HMRC	1,429	8,775	6,566	(2,209)		(2,209)	133.6%	

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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
4010	Pension Payments	475	2,898	4,662	1,764		1,764	62.2%	
4020	Training Staff	0	0	1,000	1,000		1,000	0.0%	
4025	Uniforms	0	52	500	448		448	10.3%	
4026	PPE	0	0	500	500		500	0.0%	
4065	Mobile Phones	16	94	200	106		106	47.0%	
4085	Repairs & Maintenance	38	620	1,200	580		580	51.7%	
4200	Waste Collection	61	1,571	2,500	929		929	62.9%	
4202	Consumeables	0	61	0	(61)		(61)	0.0%	
4340	Equipment	0	1,003	3,000	1,997		1,997	33.4%	
4400	Vehicles	923	6,271	5,400	(871)		(871)	116.1%	
4401	Vehicle Running Costs	0	176	1,500	1,324		1,324	11.7%	
4515	Buttington Cemetery	0	1,300	1,500	200		200	86.7%	
4900	Miscellaneous Costs	0	0	200	200		200	0.0%	
	Street Scene :- Indirect Expenditure	**7,139**	**48,316**	**93,807**	**45,491**	**0**	**45,491**	**51.5%**	**0**
	Net Expenditure	**(7,139)**	**(48,316)**	**(93,807)**	**(45,491)**				
150	Toilets								
4060	Services	176	2,402	3,000	598		598	80.1%	
4085	Repairs & Maintenance	0	282	1,000	718		718	28.2%	
4100	Cleaning & Materials	1,419	3,404	15,000	11,596		11,596	22.7%	
4450	Toilet Costs	17	17	0	(17)		(17)	0.0%	
	Toilets :- Indirect Expenditure	**1,612**	**6,106**	**19,000**	**12,894**	**0**	**12,894**	**32.1%**	**0**
	Net Expenditure	**(1,612)**	**(6,106)**	**(19,000)**	**(12,894)**				
160	Domen Castell								
4055	Rates	0	582	0	(582)		(582)	0.0%	
4060	Services	12	100	1,200	1,100		1,100	8.4%	
4085	Repairs & Maintenance	0	13,838	5,000	(8,838)		(8,838)	276.8%	
4095	Licenses	0	0	1,350	1,350		1,350	0.0%	
4550	Rent Private Land	0	3,000	3,000	0		0	100.0%	
	Domen Castell :- Indirect Expenditure	**12**	**17,521**	**10,550**	**(6,971)**	**0**	**(6,971)**	**166.1%**	**0**
	Net Expenditure	**(12)**	**(17,521)**	**(10,550)**	**6,971**				
190	Ann Holloway Centre								
1110	Income - Other Rooms	347	2,153	5,000	2,847			43.1%	
1300	Income - Rent	10	285	0	(285)			0.0%	
1635	Income -Lease	0	0	6,000	6,000			0.0%	
	Ann Holloway Centre :- Income	**357**	**2,438**	**11,000**	**8,562**			**22.2%**	**0**

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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
4060	Services	838	6,436	12,000	5,564		5,564	53.6%	
4085	Repairs & Maintenance	695	2,869	5,000	2,131	1,108	1,023	79.5%	
4100	Cleaning & Materials	103	952	4,000	3,048		3,048	23.8%	
4200	Waste Collection	107	589	1,500	911		911	39.3%	
4866	IT Costs	0	0	200	200		200	0.0%	
4875	Health & Safety	0	0	200	200		200	0.0%	
4900	Miscellaneous Costs	0	0	200	200		200	0.0%	
	Ann Holloway Centre :- Indirect Expenditure	**1,744**	**10,846**	**23,100**	**12,254**	**1,108**	**11,145**	**51.8%**	**0**
	Net Income over Expenditure	**(1,386)**	**(8,409)**	**(12,100)**	**(3,691)**				
200	Meals on Wheels								
1650	Income -Meals on Wheels	2,078	12,831	20,000	7,169			64.2%	
	Meals on Wheels :- Income	**2,078**	**12,831**	**20,000**	**7,169**			**64.2%**	**0**
4000	Salary	1,183	7,065	21,735	14,670		14,670	32.5%	
4005	HMRC	330	1,993	801	(1,192)		(1,192)	248.9%	
4010	Pension Payments	546	546	0	(546)		(546)	0.0%	
4100	Cleaning & Materials	54	163	500	337		337	32.5%	
4202	Consumeables	12	12	250	238		238	5.0%	
4340	Equipment	0	0	500	500		500	0.0%	
4400	Vehicles	211	1,054	4,000	2,946		2,946	26.3%	
4710	Meal Costs	244	1,920	8,000	6,080		6,080	24.0%	
4900	Miscellaneous Costs	0	0	200	200		200	0.0%	
	Meals on Wheels :- Indirect Expenditure	**2,580**	**12,753**	**35,986**	**23,233**	**0**	**23,233**	**35.4%**	**0**
	Net Income over Expenditure	**(502)**	**78**	**(15,986)**	**(16,064)**				
	Operations & Development :- Income	**4,729**	**32,032**	**63,400**	**31,368**			**50.5%**	
	Expenditure	**40,135**	**274,621**	**457,140**	**182,519**	**22,436**	**160,083**	**65.0%**	
	Movement to/(from) Gen Reserve	**(35,407)**	**(242,589)**	**(393,740)**	**(151,151)**				

Events & Planning

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
180	Tourist Information								
1370	Income - Grant	0	11,888	0	(11,888)			0.0%	11,888
1500	Income -Commission Sales	3,611	37,299	40,000	2,701			93.2%	
1505	Income -Rail Ticket	993	3,945	8,000	4,055			49.3%	
1510	Income -Direct Sales	1,179	7,278	13,500	6,222			53.9%	
	Tourist Information :- Income	**5,784**	**60,409**	**61,500**	**1,091**			**98.2%**	**11,888**
4000	Salary	4,584	29,252	63,145	33,893		33,893	46.3%	

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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
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	611	1,925	15,000	13,075		13,075	12.8%	
4661	Commission Costs	1,811	27,221	35,000	7,779		7,779	77.8%	
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	115	620	500	(120)		(120)	124.0%	
4991	Capital Works	23,775	23,775	0	(23,775)		(23,775)	0.0%	
	Tourist Information :- Indirect Expenditure	**33,181**	**103,691**	**148,622**	**44,931**	**0**	**44,931**	**69.8%**	**0**
	Net Income over Expenditure	**(27,397)**	**(43,282)**	**(87,122)**	**(43,840)**				
6001	less Transfer to EMR	0	11,888	0	(11,888)				
	Movement to/(from) Gen Reserve	**(27,397)**	**(55,170)**	**(87,122)**	**(31,952)**				
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	166	275	2,000	1,725			13.8%	
1880	Income -Winter Festival	478	928	700	(228)			132.6%	
1895	Income-Other Events	0	931	1,500	569			62.1%	
	Events :- Income	**615**	**3,079**	**6,400**	**3,321**			**48.1%**	**0**
4065	Mobile Phones	16	94	250	156		156	37.6%	
4900	Miscellaneous Costs	60	175	500	325		325	35.0%	
5100	Flicks in the Sticks	300	300	1,500	1,200		1,200	20.0%	
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	(761)	2,154	3,000	846		846	71.8%	
5192	Carnival	0	3,221	2,500	(721)		(721)	128.8%	
	Events :- Indirect Expenditure	**(190)**	**8,183**	**14,750**	**6,567**	**0**	**6,567**	**55.5%**	**0**
	Net Income over Expenditure	**805**	**(5,105)**	**(8,350)**	**(3,245)**				
	Events & Planning :- Income	**6,399**	**63,488**	**67,900**	**4,412**			**93.5%**	
	Expenditure	**32,991**	**111,874**	**163,372**	**51,498**	**0**	**51,498**	**68.5%**	
	Net Income over Expenditure	**(26,592)**	**(48,387)**	**(95,472)**	**(47,085)**				

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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
less Transfer to EMR	**0**	**11,888**	0	(11,888)				
Movement to/(from) Gen Reserve	**(26,592)**	**(60,274)**	**(95,472)**	**(35,198)**				
Grand Totals:- Income	**11,677**	**878,654**	**913,400**	**34,746**			**96.2%**	
Expenditure	**83,000**	**519,658**	**889,164**	**369,506**	**22,437**	**347,070**	**61.0%**	
Net Income over Expenditure	**(71,323)**	**358,996**	**24,236**	**(334,760)**				
less Transfer to EMR	**0**	**11,888**	0	(11,888)				
Movement to/(from) Gen Reserve	**(71,323)**	**347,109**	**24,236**	**(322,873)**				

Appendix E

Cyngor Tref y Trallwng | Welshpool Town Council

Invoices / Payments for Approval - Month 7

Date	Invoice No.	Ref No.	Detail	Total	Status
Arts Alive [ARTS]					
06/10/2025	FP-66	5953	Flicks in th Sticks	£180.00	
Autorama Vanrama [AUTORAMA] - paid by Direct Debit					
15/09/2025	SEPT	5937	sept autorama	£53.82	Paid on 15/09/2025
British Gas [BGAS] - paid by Direct Debit					
26/09/2025	813430704	5921	Electric AHC	£817.21	
24/09/2025	803870266	5922	Electricity MAB	£13.02	
01/10/2025	725575171	5958	Electric AHC	£313.09	
Border Janitorial Supplies Ltd [BORDER]					
24/09/2025	239500	5913	Day Centre Cleaning 24/09/2025	£71.04	
Boys & Boden Ltd [BOYS]					
09/09/2025	OUTSTA	5908	boys&b outstanding	£36.19	Paid on 15/09/2025
Charlies Stores Ltd [CHARLIES]					
19/09/2025	124990	5917	Service Lawn Mowers 19/09/2025	£49.72	Paid on 29/09/2025
Charlies AG and Turf [CHARLIESAG]					
19/09/2025	124990	5929	Service lawn mower	£49.72	Paid on 07/10/2025
Enreach [ENREACH]					
30/09/2025	431757	5957	Telephone Oct	£603.82	
Arther J Gallagher Insurance [GALLAGHER]					
02/10/2025	549016555	5960	Insurance for Tipper	£45.88	
Grenke Leasing Ltd [GRENKE] - paid by Direct Debit					
19/09/2025	0000387404/2025	5903	telephone finance doc fee	£168.00	Paid on 19/09/2025
03/10/2025	0000387403/2025	5904	telephone finance equp prot	£55.49	Paid on 03/10/2025
05/09/2025	0000387405/2025	5905	telephone finance rental aug	£81.60	Paid on 05/09/2025
05/09/2025	0000387406/2025	5906	telephone finance rental sept	£81.60	Paid on 05/09/2025
Severn Trent Water Ltd [HAFREN]					
01/10/2025	934106404	5954	Motte & Bailey Water Supply	£61.70	
Hardings Shed and Garden Supplis [HARDINGS]					
30/09/2025	202500001636	5961	Vehicle Running Costs	£149.57	
HMRC - PAYE [HMRC]					
06/10/2025	TAX OCT 2025	5947	tax paye october 2025	£6,883.05	
I J Guy [IJGUY]					
27/07/2025	WTC00125	5951	Defibrillator Servicing	£210.00	
Rentokil Initial [INITIAL]					
29/09/2025	35611566	5927	Initial hygiene Oct to Nov	£916.55	
J Davies Ltd [JDAVIES]					

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Date	Invoice No.	Ref No.	Detail	Total	Status
15/09/2025	SI250906940	5923	TIC stock	£264.01	
John Deere Financial [JOHNDEERE] - paid by Direct Debit					
01/09/2025	SEPT	5934	tractor rental september	£677.76	Paid on 01/09/2025
30/09/2025	SEPT-2	5936	tractor finance sept 2	£677.67	Paid on 30/09/2025
30/09/2025	JD SEPT 240	5944	JD SEPT 240/5944/John Deere Fi	£240.00	Paid on 30/09/2025
30/09/2025	SEPT-3	5945	amend error jd	£0.09	Paid on 30/09/2025
Legal & General (Pensions) [LEGALGEN]					
06/10/2025	OCT 2025	5948	staff pension l&g october	£1,784.40	
Lex AutoLease [LEXAUTO] - paid by Direct Debit					
16/09/2025	MIN7745488	5930	Van rental september 25	£532.68	Paid on 01/10/2025
05/10/2025	IRIN900307	5956	Tipper initial rent + 1 month	£6,373.62	
LLoyds Bank Cardnet [LLOYDS1] - paid by Direct Debit					
12/09/2025	CN SEPT 1	5938	cardnet online pay svg chrg	£24.49	Paid on 12/09/2025
12/09/2025	CN SEPT 2	5939	cardnet physical svg chrg sept	£41.35	Paid on 12/09/2025
Lloyds Bank Credit Card [LLOYDS2] - paid by Direct Debit					
01/09/2025	SEPT 25	5935	spotify	£575.12	Paid on 26/09/2025
LLoyds Bank Charges [LLOYDS3] - paid by Direct Debit					
26/09/2025	SEPT 25	5942	bank charges sept	£64.31	Paid on 26/09/2025
Lloyds Bank Debit Card [LLOYDS4]					
09/09/2025	NOOK	5909	mayors sunday catering	£150.00	
09/09/2025	ADVSEP	5910	advertising ISP social media	£39.95	Paid on 15/09/2025
National Express Ltd [NATEXP]					
30/09/2025	B44220250930	5931	National Express september 25	£414.48	
Office Express UK [OFFICEEX]					
30/09/2025	1770	5926	Stationary	£109.21	
One Voice Wales [ONEVOICE]					
01/10/2025	10043	5924	Councillor Training	£42.00	
01/10/2025	10094	5952	Councillor Training	£42.00	
Otis Ltd [OTIS]					
23/09/2025	25052008/U1	5919	Service Goods Lift TH	£268.24	
23/09/2025	25051988/U1	5920	Sevice Lift TH	£927.83	
Powys County Council [PCC1]					
06/10/2025	OCT 2025	5949	staff pension pcc october	£0.00	
POS Terminal Rent [POS] - paid by Direct Debit					
01/09/2025	SEPT POS	5911	POS rental September	£29.40	Paid on 01/09/2025
30/09/2025	SEPT POS 2	5943	september pos rental	£29.40	Paid on 30/09/2025
Potters Recycling [POTTERS]					
30/09/2025	61795	5965	general waste sept	£425.98	
Permanent Recruitment Solutions [PRS]					
22/09/2025	6839	5912	Toilets cleaning 22/09/25	£520.70	
29/09/2025	6860	5916	Cleaning toilets 29/09/25	£564.10	
RCI Mobilize Financial Services [RCI] - paid by Direct Debit					

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Date	Invoice No.	Ref No.	Detail	Total	Status
03/10/2025	83466130	5967	MoW Van Lease Oct 25	£252.85	
Sefe Energy [SEFE] - paid by Direct Debit					
11/09/2025	INV03954590	5940	gas AHC aug	£164.87	Paid on 22/09/2025
11/09/2025	INV03954626	5941	gas TH aug	£413.82	Paid on 22/09/2025
Silk Sharples Jennings [SILK SHARP]					
13/09/2025	S25.129	5928	TH Works Consultancy	£600.00	
SLCC Enterprises Ltd [SLCC]					
09/09/2025	BK222967-1	5907	joint conf virtual RW	£78.00	Paid on 15/09/2025
Smith of Derby Clockmakers [SMITHDERBY]					
18/09/2025	0000138098	5925	Repairs to clock	£393.60	
Staff Salaries [STAFF]					
06/10/2025	OCT 2025	5946	october staff salaries	£19,809.52	
Swift Maintenance Services Ltd [SWIFT]					
19/09/2025	INV2037093	5918	AHC PPM Visit	£811.44	
3 Business Services [THREEBUS]					
01/10/2025	987745022037	5966	Mobile phones Oct 25	£56.41	
Total Energies [TOTAL E] - paid by Direct Debit					
07/10/2025	391189419/25	5962	Electricity Town Hall October	£2,918.17	
07/10/2025	391189441	5963	Electricity TIC October	£237.51	
07/10/2025	391189485	5964	Electricity October	£88.28	
United Technology [UMICRO] - paid by Direct Debit					
01/10/2025	INV-005002	5932	AP management October	£16.74	
01/10/2025	INV-005001	5933	IT Support October	£298.78	
WPG Ltd [WPG]					
21/08/2025	INV-12231	5955	Community Awards boards	£96.00	
Welshpool Town Council [WTC]					
29/09/2025	TRFHUB	5914	Transfer from Main to Hub	£1,747.45	Paid on 29/09/2025

Total to Approve £53,643.30

Appendix F

Cyngor Tref y Trallwng | Welshpool Town Council

Interim Strategic Plan - Action Plan - FG

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

Improving the Council

Ref	Committee	Action	Resource	Timescale	Progress	Comments
Ensure financial sustainability						
FS1	FG	Continue disposal of unused assets such as Berriew St toilets	TC £	Year 1	In progress	Work is in progress to dispose of the asset. To be discussed further at Ops & Dev on 8th October.
FS2	FG	Benchmark administration costs against other towns and identify efficiencies	TC £	Year 1-2	In progress	Work started to find comparison councils - review of all Band D precepts across Wales completed.
FS3	FG	Complete staffing review	TC £	Year 1	In progress	Draft findings recv 06th Oct - to be considered by F&G on 15th Oct
FS4	FG	Develop a three year budget to balance savings with new income generation	TC £	Year 2-3	Not started	
Improve communication, transparency and accountability						
CO2	FG	Build on existing platforms ??? continue with broadcasting meetings and update new democracy platform with more open data	TC £0.00	Year 1	In progress	Live streaming for Council meetings now active and built into procedures. Democracy platform is established and updated twice weekly with payment information - all other information is provided in real time.

Ref	Committee	Action	Resource	Timescale	Progress	Comments
CO3	FG	Launch printed newsletter to every household and continue every sixth months	TC/EO/CM £2000.00	Year 1-3	In progress	Work has commenced on newsletter and name 'Our Welshpool' topped the online poll. Booked in for Royal Mail Door 2 Door (Boundary Matched) for 27th October 2025.
CO4	FG	Publish simple infographics of finances, projects and performance	TC £	Year 1-2	Not started	
CO5	FG	Consider business case around expanding team to include dedicated communications resource	TC £14000.00	Year 1-2	In progress	Business case started and will be considered as part of the independent Staffing Review.
Strengthen engagement with the community						
EN1	FG	Run community workshops linked to Place Plan, Town Hall transformation and events	TC/EO/CM £	Year 1-3	Not started	
EN2	All	Establish regular working groups e.g. Carnival, Markets, Open Spaces	EO £	Year 2	Not started	See EV1
EN3	All	Create a volunteer strategy and explore possible coordination roles to support more structured involvement	ALL £	Year 2-3	Not started	

Appendix G

Cyngor Tref y Trallwng | Welshpool Town Council

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

Document / Report

Author	Richard Williams Town Clerk & Proper Officer
Title	Draft 1 Budget 2627 - report
Date	7th October 2025

1. **Purpose**
    1. To present Draft 1 of the 2026/27 Council Budget for initial consideration.
    2. This version sets out expenditure and income assumptions, highlights the principal changes compared with 2025/26, and explains how the increase in income helps to offset higher costs.
2. **Background**
    1. The first draft has been prepared in line with the Council's operational priorities and the Interim Strategic Plan (2025–2028).
    2. It provides a starting point for further refinement before Draft 2 is considered by committees in November.
    3. The following assumptions have been applied:
        1. A 5% increase in staff salaries in line with the anticipated NJC pay award.
        2. Higher utilities costs reflecting the expiry of current fixed-rate energy contracts.
        3. A full review and reclassification of "Services" budgets to split electricity, gas and water into separate cost codes.
        4. Steady income projections, with increases from events and other areas.
3. **Advice**
    1. Overall position
        1. Total expenditure increases from £889,164 in 2025/26 to £942,474 in 2026/27, a rise of £53,310.
        2. Income increases from £131,800 to £136,900, a rise of £5,100.
        3. The net budget requirement therefore increases by £48,210.
    2. Key expenditure movements

    1. Staffing - Outdoor team salaries consolidated under one cost centre, improving workforce planning and additional provision made for a part-time additional resource (assumed - no decision taken yet - awaiting staffing review).
    2. Utilities - New lines introduced for electricity, gas and water to replace generic services accounts. Higher allocations included to reflect the expiry of current energy contracts.
    3. Borrowing - £23,434 provided for loan repayments linked to the 30-year PWLB loan for capital match funding on Town Hall Transformation project (assumed - no decision taken yet).
    4. Vehicles - the current year budget only provides provision for half of the expenditure required for vehicles. The 26/27 budget now funds these fully.
    5. Maintenance and projects - Provision of £23,000 for end-of-season works (+3k to now) and £25,000 allocated to transfer to the General Reserve to rebuild balances - this however still does not comply with the Investment & Reserves Strategy approved by the Council.
    6. Community & Events - £10,000 included for Christmas Lights to meet installation costs. £3,000 introduced for new bunting and flags.
    7. Strategic Plan actions - New lines included for tourism, marketing, biodiversity and shopfront schemes reflecting agreed actions.

3. Key income movements
    1. Income growth of £5,100 projected across community events, sponsorships and increase in demand at TIC.
    2. Income from Meals on Wheels and room hire remains steady.

4. Savings and reductions
    1. National Insurance and pension budgets reduced in line with revised staffing structure.
    2. Lower professional fees and IT costs following contract renewals and other savings.
    3. Cleaning budgets reduced where only one cleaner is now employed.
    4. Maintenance budgets reduced after one-off works completed at Town Hall and Motte and Bailey in 2025/26.

5. Reclassification
    1. Services budgets replaced with specific utility lines to improve monitoring.
    2. Rates split between Office (211) and TIC cost centres for better allocation.
    3. 50% of Events Officer salary moved from Administration (210) to Events (230).
    4. 25% of TIC Manager salary moved from Tourist Information (180) to Meals on Wheels (200).
    5. All events have been split into seperate lines allowing for income/expenditure breakdowns per event.

4. Links to Strategic Objectives and Interim Strategic Plan

1. Action FS4 - Develop a three year budget to balance savings with new income generation

5. Resource & Legal Implications

1. The draft budget shows an increase in overall expenditure of £53,310, which is partially offset by £5,100 of additional income. The net impact is an increase in the budget requirement of £48,210. The increase is driven mainly by staffing changes, utilities inflation and delivery of new Strategic Plan priorities and where possible, savings have been made to reduce costs.
2. The Town Clerk & RFO makes the following comment:

   "This Draft 1 budget seeks to baseline costs and provides estimations into what costs might be for next year. Utilities and new ISP actions at this stage are under projected and will need additional work to strengthen in Draft 2 and 3. The precept is an unknown at this point until Powys County Council confirm the Band D figures - this will be approved by them in November."

3. The Council must approve a budget and set its precept for 2026/27 in accordance with Section 50 of the Local Government Finance Act 1992.

6. Specific Implications

1. **Crime and Disorder** - N/A (Crime and Disorder Act 1998).
2. **Biodiversity** - the budget includes provision for biodiversity enhancements as per the Section 6 duty (Environment (Wales) Act 2016).
3. **Well-being** - supports a Prosperous, Resilient and Vibrant Wales by investing in people, infrastructure and community spaces (Well-being of Future Generations (Wales) Act 2015).
4. **Risk Management** - the budget looks at a range of risks including income generation (ID 6), adequace of precept and budget (ID 4) and allocation to reserves (ID 10). A higher than expected pay award or energy increase would place further pressure on the budget.

7. Decision

1. To note the Draft 1 budget.
2. To instruct the Town Clerk to prepare Draft 2 budget and finalise utilities, fixed costs and staffing costs where required.
3. To ask committees to review Draft 2 budgets in November with a view to finding additional areas where savings can be achieved.

Appendix H

Welshpool Town Council 2025-2026

Annual Budget - By Committee (Actual YTD Month 7)

Note: Draft 1 Budget

		Last Year		Current Year						Next Year		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
Finance & Governance												
210	**Administration & Management**											
1076	Precept	731,075	731,075	0	0	781,600	0	781,600	781,600	0	0	0
1080	Income - Interest	300	817	0	0	500	0	500	387	500	0	0
1300	Income - Rent	3,750	2,750	0	0	0	0	0	0	0	0	0
1365	Income - Other	0	54	0	0	0	0	0	0	0	0	0
1370	Income - Grant	0	26,197	0	0	0	0	0	0	0	0	0
1380	Income-charity donations	0	74	0	0	0	0	0	654	0	0	0
1455	Income - Warm Hub Donations	0	0	0	0	0	0	0	492	0	0	0
	Total Income	735,125	760,967	0	0	782,100	0	782,100	783,134	500	0	0
4000	Salary	80,000	71,589	0	-5,948	135,830	0	129,882	42,281	56,025	0	0
4001	Staffing Cost	0	0	0	0	0	0	0	0	31,700	0	0
4005	HMRC	20,000	24,957	0	0	13,815	0	13,815	15,365	7,525	0	0
4010	Pension Payments	7,000	3,835	0	0	6,657	0	6,657	2,883	4,000	0	0
4011	PCC Pension Shortfall	9,500	11,200	0	0	10,100	0	10,100	10,100	10,100	0	0
4020	Training Staff	5,000	926	0	0	4,000	0	4,000	270	4,500	0	0
4021	Training Councillors	5,000	440	0	0	1,000	0	1,000	1,008	1,500	0	0
4025	Uniforms	0	28	0	0	250	0	250	24	250	0	0
4055	Rates	5,564	1,465	0	0	7,500	0	7,500	0	0	0	0
4060	Services	6,000	6,393	0	0	7,500	0	7,500	1,362	0	0	0
4065	Mobile Phones	200	230	0	0	250	0	250	94	200	0	0
4085	Repairs & Maintenance	5,000	3,761	0	0	0	0	0	0	0	0	0
4095	Licenses	20	230	0	0	0	0	0	-130	0	0	0

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Welshpool Town Council 2025-2026

Annual Budget - By Committee (Actual YTD Month 7)

Note: Draft 1 Budget

		Last Year		Current Year						Next Year		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4100	Cleaning & Materials	1,000	5,140	0	0	250	0	250	0	0	0	0
4202	Consumeables	0	20	0	0	0	0	0	0	0	0	0
4205	Marketing	0	0	0	0	0	0	0	0	1,000	0	0
4330	Special Projects	20,000	0	0	0	10,000	0	10,000	0	10,000	0	0
4340	Equipment	0	874	0	0	500	0	500	34	500	0	0
4445	Conferences	0	95	0	0	1,000	0	1,000	220	1,000	0	0
4470	Bank Charges	1,000	777	0	0	1,000	0	1,000	372	1,000	0	0
4725	Stationery	2,000	1,149	0	0	2,000	0	2,000	524	2,000	0	0
4850	Insurance	32,000	31,467	0	0	32,000	0	32,000	31,063	32,000	0	0
4855	Audit	6,000	1,812	0	0	2,500	0	2,500	1,275	3,000	0	0
4860	Professional Fees	10,000	3,540	0	3,948	2,500	0	6,448	3,454	2,500	0	0
4861	Legal Fees	0	0	0	0	0	0	0	0	1,500	0	0
4865	Web Site	0	0	0	0	500	0	500	0	500	0	0
4866	IT Costs	8,000	15,494	0	0	15,000	0	15,000	13,811	10,000	0	0
4870	Mayoral & Senior Allowance	1,500	670	0	0	1,500	0	1,500	294	0	0	0
4875	Health & Safety	6,000	6,612	0	0	7,000	0	7,000	6,993	7,000	0	0
4880	Electrical Testing	500	0	0	0	500	0	500	0	500	0	0
4885	Elections	3,000	48	0	0	1,500	0	1,500	7,031	5,000	0	0
4890	Welsh Language	500	0	0	0	500	0	500	0	0	0	0
4895	Subscriptions	1,500	1,923	0	0	2,000	0	2,000	2,072	2,250	0	0
4900	Miscellaneous Costs	2,000	1,866	0	0	500	0	500	985	1,000	0	0
4915	Archives	5,000	7,080	0	0	0	0	0	0	1,000	0	0
4920	Accounts Software	5,000	0	0	0	0	0	0	0	0	0	0
4925	Section 137	2,000	793	0	0	0	0	0	0	0	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 7)

Note: Draft 1 Budget

		Last Year		Current Year						Next Year		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
5000	Rent Existing Offices	6,000	5,500	0	0	0	0	0	0	0	0	0
5146	Civic & Hospitality	500	0	0	0	500	0	500	150	0	0	0
5170	Newsletters	0	0	0	2,000	0	0	2,000	0	2,000	0	0
5449	Skateboard Park	10,000	0	0	0	0	0	0	0	0	0	0
5450	Warm Hub Expenditure	500	0	0	0	500	0	500	0	0	0	0
5501	Transfer to General Reserve	0	0	0	0	0	0	0	0	25,000	0	0
	Overhead Expenditure	267,284	209,913	0	0	268,652	0	268,652	141,532	224,550	0	0
	Movement to/(from) Gen Reserve	467,841	551,053			513,448		513,448	641,602	(224,050)		
211	**Office**											
4055	Rates	0	0	0	0	0	0	0	0	3,000	0	0
4061	Electricity	0	0	0	0	0	0	0	0	3,000	0	0
4063	Water	0	0	0	0	0	0	0	0	2,000	0	0
4100	Cleaning & Materials	0	0	0	0	0	0	0	0	250	0	0
4340	Equipment	0	0	0	0	0	0	0	0	1,000	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	0	9,250	0	0
	Movement to/(from) Gen Reserve	0	0			0		0	0	(9,250)		
212	**Members Allowances**											
4870	Mayoral & Senior Allowance	0	0	0	0	0	0	0	0	1,500	0	0
4871	Councillor Allowances	0	0	0	0	0	0	0	0	3,120	0	0
4872	Other Allowances	0	0	0	0	0	0	0	0	500	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	0	5,120	0	0

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Welshpool Town Council 2025-2026

Annual Budget - By Committee (Actual YTD Month 7)

Note: Draft 1 Budget

		Last Year Budget	Last Year Actual	Current Year Brought Forward	Current Year Net Virement	Current Year Agreed	Current Year EMR	Current Year Total	Current Year Actual YTD	Next Year Agreed	Next Year EMR	Next Year Carried Forward
	Movement to/(from) Gen Reserve	0	0			0		0	0	(5,120)		
	Finance & Governance - Income	735,125	760,967	0	0	782,100	0	782,100	783,134	500	0	0
	Expenditure	267,284	209,913	0	0	268,652	0	268,652	141,532	238,920	0	0
	Movement to/(from) Gen Reserve	467,841	551,053			513,448		513,448	641,602	(238,420)		
Operations & Development												
100	**Town Hall**											
1100	Income - Corn Exchange	4,000	6,860	0	0	7,000	0	7,000	2,841	4,000	0	0
1103	Refreshments - Corn Exchange	0	0	0	0	0	0	0	130	0	0	0
1104	Refreshments - Assembly Room	0	0	0	0	0	0	0	100	0	0	0
1105	Income - Assembly Rooms	5,000	2,511	0	0	1,800	0	1,800	2,359	6,000	0	0
1110	Income - Other Rooms	1,000	996	0	0	1,000	0	1,000	622	750	0	0
1120	Income -Telephone Mast Rental	5,000	10,000	0	0	5,000	0	5,000	0	5,000	0	0
	Total Income	15,000	20,367	0	0	14,800	0	14,800	6,052	15,750	0	0
4000	Salary	46,800	46,904	0	0	68,355	0	68,355	31,414	0	0	0
4005	HMRC	11,700	16,464	0	0	6,885	0	6,885	10,533	0	0	0
4010	Pension Payments	4,500	5,289	0	0	6,657	0	6,657	3,212	0	0	0
4055	Rates	32,000	33,868	0	0	35,000	0	35,000	36,068	37,000	0	0
4060	Services	60,000	57,871	0	0	60,000	0	60,000	31,498	0	0	0
4061	Electricity	0	0	0	0	0	0	0	0	25,000	0	0
4062	Gas	0	0	0	0	0	0	0	0	25,000	0	0
4063	Water	0	0	0	0	0	0	0	0	2,500	0	0

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		Last Year		Current Year						Next Year		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4064	Hygiene Contract	0	0	0	0	0	0	0	0	9,000	0	0
4065	Mobile Phones	0	0	0	0	0	0	0	0	200	0	0
4066	Statutory Testing	0	0	0	0	0	0	0	0	2,400	0	0
4085	Repairs & Maintenance	20,000	18,881	0	0	15,000	0	15,000	23,692	10,000	0	0
4095	Licenses	1,500	740	0	0	1,500	0	1,500	858	1,000	0	0
4096	BLT Loan	0	75,332	0	0	0	0	0	940	0	0	0
4100	Cleaning & Materials	250	602	0	0	10,000	0	10,000	8,459	10,000	0	0
4200	Waste Collection	1,200	1,742	0	0	1,500	0	1,500	1,497	2,500	0	0
4202	Consumeables	1,000	358	0	0	500	0	500	108	250	0	0
4340	Equipment	0	516	0	0	500	0	500	-449	250	0	0
4866	IT Costs	2,500	253	0	0	500	0	500	0	1,500	0	0
4875	Health & Safety	1,000	127	0	0	1,000	0	1,000	0	0	0	0
4900	Miscellaneous Costs	2,000	1,719	0	0	1,500	0	1,500	781	1,000	0	0
4930	Fundraiser/Consultants	5,000	5,000	0	0	0	0	0	0	0	0	0
	Overhead Expenditure	189,450	265,666	0	0	208,897	0	208,897	148,610	127,600	0	0
	Movement to/(from) Gen Reserve	(174,450)	(245,299)			(194,097)		(194,097)	(142,558)	(111,850)		
101	**Town Hall Transformation**											
4097	Borrowing	0	0	0	0	0	0	0	0	23,434	0	0
4900	Miscellaneous Costs	0	0	0	0	0	0	0	0	500	0	0
4930	Fundraiser/Consultants	0	0	0	0	0	0	0	0	5,000	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	0	28,934	0	0
	Movement to/(from) Gen Reserve	0	0			0		0	0	(28,934)		

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Welshpool Town Council 2025-2026

Annual Budget - By Committee (Actual YTD Month 7)

Note: Draft 1 Budget

		Last Year		Current Year						Next Year		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
102	**Town Centre**											
5453	TC1 - Shopfront Scheme	0	0	0	0	0	0	0	0	500	0	0
5454	TC2 - Planting	0	0	0	0	0	0	0	0	2,500	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	0	3,000	0	0
	Movement to/(from) Gen Reserve	0	0			0		0	0	(3,000)		
110	**Markets**											
1200	Income - Market Stalls	13,000	20,408	0	0	13,000	0	13,000	9,313	12,000	0	0
1205	Income - Outdoor Markets	1,000	972	0	0	1,000	0	1,000	558	800	0	0
1300	Income - Rent	0	0	0	0	0	0	0	0	6,000	0	0
	Total Income	14,000	21,381	0	0	14,000	0	14,000	9,871	18,800	0	0
4000	Salary	0	0	0	0	0	0	0	0	8,025	0	0
4005	HMRC	0	0	0	0	0	0	0	0	1,025	0	0
4010	Pension Payments	0	0	0	0	0	0	0	0	600	0	0
4085	Repairs & Maintenance	2,000	0	0	0	750	0	750	0	0	0	0
4095	Licenses	500	338	0	0	500	0	500	225	500	0	0
4205	Marketing	0	0	0	0	250	0	250	0	1,000	0	0
4875	Health & Safety	500	0	0	0	0	0	0	0	0	0	0
4900	Miscellaneous Costs	200	0	0	0	0	0	0	0	0	0	0
	Overhead Expenditure	3,200	338	0	0	1,500	0	1,500	225	11,150	0	0
	Movement to/(from) Gen Reserve	10,800	21,043			12,500		12,500	9,646	7,650		
130	**Recreation**											

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Annual Budget - By Committee (Actual YTD Month 7)

Note: Draft 1 Budget

		Last Year		Current Year						Next Year		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
1340	Income - Rec Club Rents etc	3,000	3,000	0	0	3,000	0	3,000	100	0	0	0
1345	Income - Casual Recreation	0	219	0	0	0	0	0	29	0	0	0
1350	Income - Allotments	500	585	0	0	600	0	600	855	0	0	0
1365	Income - Other	0	6,134	0	0	0	0	0	1,672	0	0	0
	Total Income	3,500	9,938	0	0	3,600	0	3,600	2,656	0	0	0
4020	Training Staff	5,000	1,869	0	0	2,000	0	2,000	1,905	0	0	0
4025	Uniforms	0	0	0	0	0	0	0	368	0	0	0
4060	Services	3,000	2,459	0	0	2,500	0	2,500	5,661	0	0	0
4085	Repairs & Maintenance	16,000	16,219	0	0	6,000	0	6,000	3,865	0	0	0
4095	Licenses	30	0	0	0	0	0	0	0	0	0	0
4202	Consumeables	500	0	0	0	500	0	500	0	0	0	0
4340	Equipment	5,000	1,701	0	0	2,500	0	2,500	55	0	0	0
4341	Play Equipment	23,000	10,204	0	0	10,000	0	10,000	1,053	0	0	0
4342	Play Area Fencing	0	0	0	0	16,000	0	16,000	13,250	0	0	0
4345	End of Season Works	0	0	0	0	20,000	0	20,000	0	0	0	0
4355	Country Park Lease	500	830	0	0	400	0	400	30	0	0	0
4360	Outer Park Lease	1,300	1,000	0	0	1,000	0	1,000	1,500	0	0	0
4365	STRI/ROSPA	1,500	1,548	0	0	1,500	0	1,500	520	0	0	0
4375	Memorial Garden	0	1,723	0	0	250	0	250	1,680	0	0	0
4380	Allotment Costs	0	0	0	0	300	0	300	0	0	0	0
4400	Vehicles	1,000	532	0	0	0	0	0	6,262	0	0	0
4401	Vehicle Running Costs	1,000	683	0	0	1,000	0	1,000	990	0	0	0
4695	Landfill Maes Y Dre Project	0	160	0	0	0	0	0	0	0	0	0
4875	Health & Safety	500	316	0	0	250	0	250	16	0	0	0

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Welshpool Town Council 2025-2026

Annual Budget - By Committee (Actual YTD Month 7)

Note: Draft 1 Budget

		Last Year		Current Year						Next Year		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4900	Miscellaneous Costs	500	0	0	0	100	0	100	0	0	0	0
	Overhead Expenditure	58,830	39,245	0	0	64,300	0	64,300	37,156	0	0	0
	Movement to/(from) Gen Reserve	(55,330)	(29,307)			(60,700)		(60,700)	(34,500)	0		
131	**Operations**											
4000	Salary	0	0	0	0	0	0	0	0	134,000	0	0
4002	Overtime	0	0	0	0	0	0	0	0	7,500	0	0
4005	HMRC	0	0	0	0	0	0	0	0	17,600	0	0
4010	Pension Payments	0	0	0	0	0	0	0	0	10,000	0	0
4020	Training Staff	0	0	0	0	0	0	0	0	3,000	0	0
4025	Uniforms	0	0	0	0	0	0	0	0	500	0	0
4065	Mobile Phones	0	0	0	0	0	0	0	0	200	0	0
4202	Consumeables	0	0	0	0	0	0	0	0	500	0	0
4400	Vehicles	0	0	0	0	0	0	0	0	5,900	0	0
4401	Vehicle Running Costs	0	0	0	0	0	0	0	0	1,200	0	0
4875	Health & Safety	0	0	0	0	0	0	0	0	250	0	0
4900	Miscellaneous Costs	0	0	0	0	0	0	0	0	300	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	0	180,950	0	0
	Movement to/(from) Gen Reserve	0	0			0		0	0	(180,950)		
132	**Playparks**											
4085	Repairs & Maintenance	0	0	0	0	0	0	0	0	8,000	0	0
4342	Play Area Fencing	0	0	0	0	0	0	0	0	10,000	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	0	18,000	0	0

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Welshpool Town Council 2025-2026

Annual Budget - By Committee (Actual YTD Month 7)

Note: Draft 1 Budget

		Last Year		Current Year						Next Year		
		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	(18,000)		
133	**Open Spaces**											
1340	Income - Rec Club Rents etc	0	0	0	0	0	0	0	0	4,100	0	0
	Total Income	0	0	0	0	0	0	0	0	4,100	0	0
4063	Water	0	0	0	0	0	0	0	0	2,200	0	0
4065	Mobile Phones	0	0	0	0	0	0	0	0	200	0	0
4085	Repairs & Maintenance	0	0	0	0	0	0	0	0	7,000	0	0
4202	Consumeables	0	0	0	0	0	0	0	0	500	0	0
4340	Equipment	0	0	0	0	0	0	0	0	5,000	0	0
4345	End of Season Works	0	0	0	0	0	0	0	0	23,000	0	0
4355	Country Park Lease	0	0	0	0	0	0	0	0	500	0	0
4360	Outer Park Lease	0	0	0	0	0	0	0	0	1,500	0	0
4365	STRI/ROSPA	0	0	0	0	0	0	0	0	1,500	0	0
4400	Vehicles	0	0	0	0	0	0	0	0	6,800	0	0
4401	Vehicle Running Costs	0	0	0	0	0	0	0	0	500	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	0	48,700	0	0
	Movement to/(from) Gen Reserve	0	0			0		0	0	(44,600)		
135	**Waste Collection**											
4200	Waste Collection	0	0	0	0	0	0	0	0	2,500	0	0
4400	Vehicles	0	0	0	0	0	0	0	0	7,100	0	0
4401	Vehicle Running Costs	0	0	0	0	0	0	0	0	1,200	0	0

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Annual Budget - By Committee (Actual YTD Month 7)

Note: Draft 1 Budget

		Last Year		Current Year						Next Year		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
5455	DO3 - Dog Waste Bins	0	0	0	0	0	0	0	0	1,000	0	0
5456	DO2 - Campaign Dog Friendly	0	0	0	0	0	0	0	0	250	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	0	12,050	0	0
	Movement to/(from) Gen Reserve	0	0			0		0	0	(12,050)		
136	**Allotments**											
1350	Income - Allotments	0	0	0	0	0	0	0	0	750	0	0
	Total Income	0	0	0	0	0	0	0	0	750	0	0
4063	Water	0	0	0	0	0	0	0	0	500	0	0
4085	Repairs & Maintenance	0	0	0	0	0	0	0	0	250	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	0	750	0	0
	Movement to/(from) Gen Reserve	0	0			0		0	0	0		
137	**Biodiversity**											
5457	EN2 - Biodiversity Action	0	0	0	0	0	0	0	0	2,000	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	0	2,000	0	0
	Movement to/(from) Gen Reserve	0	0			0		0	0	(2,000)		
140	**Street Scene**											
1370	Income - Grant	0	13,670	0	0	0	0	0	0	0	0	0
	Total Income	0	13,670	0	0	0	0	0	0	0	0	0
4000	Salary	37,600	49,962	0	0	65,079	0	65,079	30,253	0	0	0

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Annual Budget - By Committee (Actual YTD Month 7)

Note: Draft 1 Budget

		Last Year Budget	Last Year Actual	Current Year Brought Forward	Current Year Net Virement	Current Year Agreed	Current Year EMR	Current Year Total	Current Year Actual YTD	Next Year Agreed	Next Year EMR	Next Year Carried Forward
4005	HMRC	9,400	14,935	0	0	6,566	0	6,566	9,624	0	0	0
4010	Pension Payments	5,000	5,188	0	0	4,662	0	4,662	3,373	0	0	0
4020	Training Staff	1,000	0	0	0	1,000	0	1,000	0	0	0	0
4025	Uniforms	500	673	0	0	500	0	500	52	0	0	0
4026	PPE	0	0	0	0	500	0	500	0	0	0	0
4065	Mobile Phones	200	195	0	0	200	0	200	94	0	0	0
4085	Repairs & Maintenance	1,000	1,125	0	0	1,200	0	1,200	620	0	0	0
4200	Waste Collection	2,000	1,915	0	0	2,500	0	2,500	1,571	0	0	0
4202	Consumeables	500	61	0	0	0	0	0	61	0	0	0
4330	Special Projects	0	10,731	0	0	0	0	0	0	0	0	0
4340	Equipment	3,000	2,552	0	0	3,000	0	3,000	1,003	0	0	0
4400	Vehicles	8,000	10,907	0	0	5,400	0	5,400	6,271	0	0	0
4401	Vehicle Running Costs	2,000	795	0	0	1,500	0	1,500	176	0	0	0
4515	Buttington Cemetery	0	0	0	0	1,500	0	1,500	1,300	0	0	0
4900	Miscellaneous Costs	0	0	0	0	200	0	200	0	0	0	0
	Overhead Expenditure	70,200	99,039	0	0	93,807	0	93,807	54,398	0	0	0
	Movement to/(from) Gen Reserve	(70,200)	(85,369)			(93,807)		(93,807)	(54,398)	0		
150	**Toilets**											
1355	Income - Toilets	3,000	2,037	0	0	0	0	0	0	0	0	0
1365	Income - Other	0	0	0	0	0	0	0	0	500	0	0
	Total Income	3,000	2,037	0	0	0	0	0	0	500	0	0
4060	Services	1,000	6,561	0	0	3,000	0	3,000	3,166	0	0	0

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Annual Budget - By Committee (Actual YTD Month 7)

Note: Draft 1 Budget

		Last Year		Current Year						Next Year		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4061	Electricity	0	0	0	0	0	0	0	0	1,000	0	0
4063	Water	0	0	0	0	0	0	0	0	3,000	0	0
4085	Repairs & Maintenance	2,000	431	0	0	1,000	0	1,000	282	1,000	0	0
4100	Cleaning & Materials	0	75	0	0	15,000	0	15,000	3,404	10,000	0	0
4450	Toilet Costs	0	0	0	0	0	0	0	17	0	0	0
4900	Miscellaneous Costs	0	1,418	0	0	0	0	0	0	0	0	0
4990	Toilet Contract	20,000	16,322	0	0	0	0	0	0	0	0	0
4991	Capital Works	0	0	0	0	0	0	0	0	1,000	0	0
	Overhead Expenditure	23,000	24,806	0	0	19,000	0	19,000	6,870	16,000	0	0
	Movement to/(from) Gen Reserve	(20,000)	(22,769)			(19,000)		(19,000)	(6,870)	(15,500)		
160	**Domen Castell**											
4055	Rates	0	574	0	0	0	0	0	582	650	0	0
4060	Services	0	727	0	0	1,200	0	1,200	100	0	0	0
4061	Electricity	0	0	0	0	0	0	0	0	200	0	0
4085	Repairs & Maintenance	0	11,800	0	0	5,000	0	5,000	13,838	1,500	0	0
4095	Licenses	1,350	1,850	0	0	1,350	0	1,350	0	0	0	0
4550	Rent Private Land	3,000	3,000	0	0	3,000	0	3,000	3,000	3,000	0	0
4555	Rent Powis Estates	0	0	0	0	0	0	0	0	1,350	0	0
	Overhead Expenditure	4,350	17,952	0	0	10,550	0	10,550	17,521	6,700	0	0
	Movement to/(from) Gen Reserve	(4,350)	(17,952)			(10,550)		(10,550)	(17,521)	(6,700)		
190	**Ann Holloway Centre**											
1110	Income - Other Rooms	10,000	2,431	0	0	5,000	0	5,000	2,153	5,000	0	0

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Welshpool Town Council 2025-2026

Annual Budget - By Committee (Actual YTD Month 7)

Note: Draft 1 Budget

		Last Year		Current Year						Next Year		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
1300	Income - Rent	0	4,639	0	0	0	0	0	375	0	0	0
1365	Income - Other	0	300	0	0	0	0	0	0	0	0	0
1635	Income -Lease	15,000	1,250	0	0	6,000	0	6,000	0	6,000	0	0
	Total Income	25,000	8,619	0	0	11,000	0	11,000	2,528	11,000	0	0
4005	HMRC	0	708	0	0	0	0	0	0	0	0	0
4060	Services	16,000	12,685	0	0	12,000	0	12,000	6,436	0	0	0
4061	Electricity	0	0	0	0	0	0	0	0	7,500	0	0
4062	Gas	0	0	0	0	0	0	0	0	4,500	0	0
4063	Water	0	0	0	0	0	0	0	0	1,200	0	0
4085	Repairs & Maintenance	6,000	2,291	0	0	5,000	0	5,000	2,869	4,000	0	0
4100	Cleaning & Materials	200	1,925	0	0	4,000	0	4,000	952	250	0	0
4200	Waste Collection	2,000	1,293	0	0	1,500	0	1,500	589	1,500	0	0
4866	IT Costs	2,500	253	0	0	200	0	200	0	200	0	0
4875	Health & Safety	1,000	0	0	0	200	0	200	0	200	0	0
4900	Miscellaneous Costs	0	0	0	0	200	0	200	0	200	0	0
	Overhead Expenditure	27,700	19,155	0	0	23,100	0	23,100	10,846	19,550	0	0
	Movement to/(from) Gen Reserve	(2,700)	(10,535)			(12,100)		(12,100)	(8,319)	(8,550)		
200	**Meals on Wheels**											
1370	Income - Grant	0	2,000	0	0	0	0	0	0	0	0	0
1650	Income -Meals on Wheels	12,000	26,637	0	0	20,000	0	20,000	12,831	20,000	0	0
	Total Income	12,000	28,637	0	0	20,000	0	20,000	12,831	20,000	0	0
4000	Salary	16,000	19,378	0	0	21,735	0	21,735	8,312	30,100	0	0

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Welshpool Town Council 2025-2026

Annual Budget - By Committee (Actual YTD Month 7)

Note: Draft 1 Budget

		Last Year		Current Year						Next Year		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4005	HMRC	4,000	3,852	0	0	801	0	801	2,039	2,200	0	0
4010	Pension Payments	1,500	0	0	0	0	0	0	1,092	600	0	0
4085	Repairs & Maintenance	1,000	329	0	0	0	0	0	0	0	0	0
4100	Cleaning & Materials	500	0	0	0	500	0	500	163	300	0	0
4202	Consumeables	500	46	0	0	250	0	250	12	250	0	0
4340	Equipment	500	1,938	0	0	500	0	500	0	500	0	0
4400	Vehicles	4,000	5,112	0	0	4,000	0	4,000	1,054	2,600	0	0
4710	Meal Costs	12,000	5,800	0	0	8,000	0	8,000	1,920	8,000	0	0
4900	Miscellaneous Costs	200	48	0	0	200	0	200	0	200	0	0
	Overhead Expenditure	40,200	36,502	0	0	35,986	0	35,986	14,592	44,750	0	0
	Movement to/(from) Gen Reserve	(28,200)	(7,865)			(15,986)		(15,986)	(1,761)	(24,750)		
	Operations & Development - Income	72,500	104,650	0	0	63,400	0	63,400	33,938	70,900	0	0
	Expenditure	416,930	502,704	0	0	457,140	0	457,140	290,217	520,134	0	0
	Movement to/(from) Gen Reserve	(344,430)	(398,054)			(393,740)		(393,740)	(256,279)	(449,234)		

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Welshpool Town Council 2025-2026

Annual Budget - By Committee (Actual YTD Month 7)

Note: Draft 1 Budget

		Last Year		Current Year						Next Year		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
Events & Planning												
180	**Tourist Information**											
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	37,299	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	7,278	10,000	0	0
	Total Income	56,000	142,888	0	0	61,500	0	61,500	60,409	60,000	0	0
4000	Salary	50,000	50,143	0	0	63,145	0	63,145	34,468	60,900	0	0
4005	HMRC	10,000	9,351	0	0	4,325	0	4,325	9,478	7,000	0	0
4010	Pension Payments	8,000	6,835	0	0	7,552	0	7,552	5,103	7,600	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	0	0	0
4061	Electricity	0	0	0	0	0	0	0	0	5,000	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	250	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	3,398	5,000	0	0
4661	Commission Costs	30,000	34,555	0	0	35,000	0	35,000	27,221	37,000	0	0
4662	Train ticket costs	5,000	633	0	0	5,000	0	5,000	0	500	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	500	0	0

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Welshpool Town Council 2025-2026

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Note: Draft 1 Budget

		Last Year		Current Year						Next Year		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4875	Health & Safety	200	0	0	0	200	0	200	257	500	0	0
4900	Miscellaneous Costs	200	895	0	0	500	0	500	620	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	111,830	132,250	0	0
	180 Net Income over Expenditure	-72,600	-114,894	0	0	-87,122	0	-87,122	-51,420	-72,250	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	(72,600)	(78,537)			(87,122)		(87,122)	(63,308)	(72,250)		
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	275	0	0	0
1880	Income -Winter Festival	500	419	0	0	700	0	700	971	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	1,500	0	0
	Total Income	4,000	6,858	0	0	6,400	0	6,400	3,121	1,500	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

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Note: Draft 1 Budget

		Last Year		Current Year						Next Year		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4010	Pension Payments	0	0	0	0	0	0	0	0	1,200	0	0
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	175	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	3,000	0	0
5190	Community Events	6,000	5,993	0	0	3,000	0	3,000	2,154	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	8,183	28,250	0	0
	Movement to/(from) Gen Reserve	(21,700)	(25,799)			(8,350)		(8,350)	(5,062)	(26,750)		
231	**Carnival**											
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
4001	Staffing Cost	0	0	0	0	0	0	0	0	800	0	0
4340	Equipment	0	0	0	0	0	0	0	0	650	0	0

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Note: Draft 1 Budget

		Last Year		Current Year						Next Year		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
5192	Carnival	0	0	0	0	0	0	0	0	2,400	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	0	3,850	0	0
	Movement to/(from) Gen Reserve	0	0			0		0	0	(3,050)		
232	**Winter Festival**											
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
4001	Staffing Cost	0	0	0	0	0	0	0	0	500	0	0
4340	Equipment	0	0	0	0	0	0	0	0	650	0	0
5120	Winter Festival	0	0	0	0	0	0	0	0	2,500	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	13,650	0	0
	Movement to/(from) Gen Reserve	0	0			0		0	0	(12,950)		
233	**Flicks in the Sticks**											
5100	Flicks in the Sticks	0	0	0	0	0	0	0	0	1,620	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	0	1,620	0	0
	Movement to/(from) Gen Reserve	0	0			0		0	0	(1,620)		
234	**Fireworks**											
1870	Income Fireworks Display	0	0	0	0	0	0	0	0	2,500	0	0
	Total Income	0	0	0	0	0	0	0	0	2,500	0	0

Continued on next page

		Last Year		Current Year						Next Year		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4340	Equipment	0	0	0	0	0	0	0	0	250	0	0
5105	Fireworks Display	0	0	0	0	0	0	0	0	2,500	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	0	2,750	0	0
	Movement to/(from) Gen Reserve	0	0			0		0	0	(250)		
235	**Civic Events**											
5115	Remembrance	0	0	0	0	0	0	0	0	500	0	0
5145	Community Awards	0	0	0	0	0	0	0	0	300	0	0
5146	Civic & Hospitality	0	0	0	0	0	0	0	0	250	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	0	1,050	0	0
	Movement to/(from) Gen Reserve	0	0			0		0	0	(1,050)		
	Events & Planning - Income	60,000	149,746	0	0	67,900	0	67,900	63,530	65,500	0	0
	Expenditure	154,300	290,440	0	0	163,372	0	163,372	120,013	183,420	0	0
	Net Income over Expenditure	-94,300	-140,693	0	0	-95,472	0	-95,472	-56,483	-117,920	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)	(68,370)	(117,920)		
	Total Budget Income	867,625	1,015,363	0	0	913,400	0	913,400	880,602	136,900	0	0
	Expenditure	838,514	1,003,057	0	0	889,164	0	889,164	551,762	942,474	0	0
	Net Income over Expenditure	29,111	12,306	0	0	24,236	0	24,236	328,840	-805,574	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 7)

Note: Draft 1 Budget

	Last Year		Current Year						Next Year		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
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	29,111	48,663			24,236		24,236	316,952	(805,574)		

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	Fees and Charges Review - Outcomes
Date	10th October 2025

1. **Purpose**
    1. To review the findings of the working party on reviewing all fees and charges of the Council.

2. **Background**
    1. The Council's budgeted income for 2025-26 is around £130,000. This is income from a variety of sources including grants, rent and fees paid for services delivered.
    2. It is understood that a review of fees has not been carried out in some time, and should be updated annually as part of the budget setting process.
    3. At the Annual Meeting on the 28th May 2025, the Council resolved to establish a working party to review all fees and charges.
    4. The working party is made up of Cllrs Morag Bailey, Sally Fitzgerald and the Town Clerk, RFO and the Events, Planning and Markets Officer.

3. **Discussion**
    1. The working party reviewed all the fees and charges and considered alternative venues in the town and wider area to support changes.
    2. Non-commercial bookings include charities, bookings on behalf of an individual and not for profit or CIC type organisations.
    3. All bookings now inclusive of VAT to simplify the advertising of fees.

4. **Recommendation**
    1. To approve the new Fees and Charges and to implement them for all bookings/services which take place in the 2026/2027 financial year.

5. **Decision**
    1. To resolve to adopt the recommendations above.

Schedule - Proposed New Fees and Charges

Room Booking - Town Hall

Room costs increase to £35 per hour after 11pm.

Room Type/Booking Type	**Cost**	**Suggested cost**
Assembly Rooms - Charity	£25 per hour incl VAT (min 2 hours)	Removed - now incorporated into Non-commercial
Assembly Rooms - Non-commercial	£25 per hour + VAT (min 2 hours)	£20 per hour (min 2 hours)
Assembly Rooms - Commercial	£30 per hour + VAT (min 2 hours)	£30 per hour (min 2 hours)
Assembly Rooms - Kitchen Hire	£20 + VAT	£25
Assembly Rooms - Bar Hire	£20 + VAT	£25
Judges Retirement Room	£5 per hour + VAT (min 2 hours)	Commercial £10 per hour (min 2 hours) Non-commercial £8 per hour (min 2 hours)
Council Chamber	£15 per hour + VAT (min 2 hours)	Flat rate £10 per hour at the Town Clerk's discretion (min 2 hours)
Corn Exchange - Charity	£10 per hour incl VAT (min 2 hours)	Removed - now incorporated into Non-commercial
Corn Exchange - Non-commercial	£10 per hour + VAT (min 2 hours)	Non-Commercial £12 per hour (min 2 hours)
Corn Exchange - Commercial	£15 per hour + VAT (min 2 hours)	Commercial £20 (min 2 hours)
Courtroom	Price on application.	Commercial £20 per hour, at clerks' discretion (min 2 hours) Non-Commercial £12 per hour, at clerks' discretion (min 2 hours)
Tea, Coffee, Biscuits	£2 + VAT per person	£2.50 per person

Wedding and Wake packages	Currently do not offer	Marriage package • Get married in any of the following rooms: Assembly Room, Council Chamber, Courtroom or Corn Exchange. • Hourly room rate + £100 licence fee Standard package - Wedding Breakfast • Nominal or full use of the kitchen and bar hire • Room set up to the organisers' specifications. • Hourly room rate + £100 licence fee Wedding package • Get married in any of the following rooms: Assembly Room, Council Chamber, Courtroom or Corn Exchange. • Exclusive use of the first floor. • Nominal or full use of the kitchen and bar hire • Room set up to the organisers' specifications. • £500 Wake package • Exclusive use of the first floor for up to six hours • Food can be provided at an additional cost (subject to the number of guests) • £25 Bar hire • £25 kitchen hire – Full use. (Nominal use free)

Room Booking - Ann Holloway

Room costs increase to £35 per hour after 11pm.

Room Type/Booking Type	Cost	Suggested cost
Large Room - Charity	£10 per hour incl VAT (min 2 hours)	Remain the same
Large Room - Non-commericial	£10 per hour + VAT (min 2 hours)	Remain the same
Large Room - Commercial	£15 per hour + VAT (min 2 hours)	Remain the same
Conservatory - Charity	£5 per hour incl VAT (min 2 hours)	Remain the same
Conservatory - Non-commericial	£5 per hour + VAT (min 2 hours)	Remain the same
Conservatory - Commercial	£15 per hour + VAT (min 2 hours)	Remain the same
Corridor Rooms - Charity	£10 per hour incl VAT (min 2 hours)	Remain the same
Corridor Rooms - Non-commericial	£10 per hour + VAT (min 2 hours)	Remain the same
Corridor Rooms - Commercial	£15 per hour + VAT (min 2 hours)	Remain the same
Tea, Coffee, Biscuits	£2 + VAT per person	Remain the same
Lunch	£6.50 per person	Remain the same

Market Stalls

Site	Cost	Suggested cost
Charter Outdoor Market - Mondays	£1 per foot	Remain at £1 per foot
Indoor Market	Ranges from £10 a day, £20 or £30, or £40, or £50 per week.	Remain the same

Allotments

Site	Cost	Suggested cost
Hospital Site	Half Plot - £25, Full Plot - £50	Remain the same
Burgess Land Site	Half Plot - £25, Full Plot - £50	Remain the same

Toilets

Site	Cost	Suggested cost
Town Hall Public Toilets	£0.00	Remain the same
Tourist Information Public Toilets	£0.00	Remain the same

Meals on Wheels

The below includes a main meal and pudding.

Area	Cost	Suggested cost

Welshpool Community Area	£6.50	Remain the same
Outside Area	£7.50	Remain the same

Recreation

These costs are fixed within seperate leases or licences with each club and will be reviewed as part of their lease or licence reviews.

Club	Cost
Welshpool Town Football Club	£700
Welshpool Rugby Club	£1200
Welshpool Cricket Club	£1000
Welshpool Bowling Club	£500
Waterloo Rovers Football Club	£700

General/Other

Site	Cost	Suggested cost
Bus Timetables	£0.50	£0.50
Photocopying	£0.50	£0.50
Annual return electors copy	£2.00	£2.00
Bag Storage	£5.00	£5.00
Admin Fee for TIC Services	Ranges between £1 and £2.50	£2.00

Appendix J

Cyngor Tref y Trallwng | Welshpool Town Council

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

Document / Report

Author	Richard Williams Town Clerk & Proper Officer
Title	Digital Engagement Report - Q2 2025
Date	6th October 2025

1. **Purpose**
    1. To inform the Committee of the Council's digital engagement performance over Quarter 2 (1st July to 30th September 2025), based on website analytics and Facebook insights.

2. **Background**
    1. Welshpool Town Council maintains a website and Facebook page to promote transparency, inform residents, and engage the wider community. This report outlines user engagement metrics and highlights top-performing content to help assess the effectiveness of the Council's digital communications.

3. **Website Performance**
    1. Our website performance grew compared to previous periods due to the installation of tracking metrics.
    2. In summary there was 4,500 active users in the period with 18,000 page views.
    3. The most popular pages where the Council's meeting calendar and councillors.

4. **Social Media Performance**
    1. This quarter saw a dramatic increase in views and engagement, largely driven by well-performing event and news-related posts.
    2. This quarter saw:
        1. 275,537 total views (+187.6%)
        2. 25,212 reach (+79.5%)
        3. 1,741 content interactions (+185.4%)
        4. 6000 page visits (+155.6%)
        5. 123 new followers (+173.3%)
    3. Top performing posts by views were a reminder about the Community Award Winners which saw 7,700 views; public toilets reminder which saw 7,400 views and new fencing installed at Dol y Felin which saw 5,300 views.

5. Conclusion

1. Quarter 2 has shown a significant uplift in digital engagement across both the website and Facebook. This reflects successful efforts to publicise key meetings, events, and announcements.

6. Decision

1. To note for information only.