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
Full Council - 22/10/2025 6:30pm

16th October 2025

Dear Councillor,

You are hereby summoned to attend a meeting of the Full Council of Welshpool Town Council which will be held on Wednesday 22nd 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/83927952224?pwd=VUCiEN2BJqOUNLUGXPXU9hm8eujgVN.1 to join online or use Zoom Meeting ID 839 2795 2224 and passcode 506036, or via telephone by ringing +442039017895,,83927952224#,,,,*506036#.

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. TOWN MAYOR'S REPORT - OCTOBER 2025

To receive a verbal report from the Town Mayor, Cllr Phil Owen.

5. COUNTY COUNCIL AND COUNTY COUNCILLOR UPDATES

To welcome County Councillors and to receive a verbal update and exchange information on matters affecting Welshpool.

6. MINUTES AND MATTERS ARISING

6.1. Previous Minutes

To approve and sign as a correct record, the minutes from the meeting of the Full Council on 24/09/2025.

[Appendix B]

6.2. Matters Arising

To report for information purposes only matters arising from the Full Council on 24/09/2025.

7. COMMITTEES - RECOMMENDATIONS

To invite Committee Chairs to present recommendations from meetings for Council to confirm.

7.1. Events & Planning Committee - October 2025

To confirm the recommendations from the meeting of the Events & Planning Committee on the 01/10/2025.

Item 8 - Winter Festival RECOMMENDED To approve the proposal for free parking at Severn Stars and Church Street car parks for the Winter Festival Event (29th November) and the three Saturdays leading up to Christmas Day (6th December, 10th December and 20th December 2025); to request that Special Projects Budget is used to support this cost and to contact surrounding local councils asking them to write to Powys County Council to consider free parking over this Christmas period.
Item 12 - Book sale RECOMMENDED To allocate the raised funds from the Book Sale as follows: - Montgomeryshire Family Crisis Centre £100 - Montgomeryshire Youth Theatre £100 - Parkinson's Welshpool branch £100 - Dementia Welshpool branch £100 - Bryntirion £100 - Feathers £200

[Appendix C]

7.2. Operations & Development Committee - October 2025

To confirm the recommendations from the meeting of the Operations & Development Committee on the 08/10/2025.

Item 5.2 - Playground Maintenance RECOMMENDED To accept the quotation for secondary support chains from Playdale at a cost of £1,394.52 excluding VAT.
Item 5.2 - Playground Maintenance RECOMMENDED To accept the quotation for repairs to the hurricane swing and new net from Wickstead at a cost of £2,276.54 excluding VAT.

Item 5.2 - Playground Maintenance RECOMMENDED To accept the quotation for new basket seat and chains from Playdale at a cost of £2,291.51 excluding VAT.
Item 5.3 - Equipment RECOMMENDED To approve the request to purchase a Stihl KMA 135 R battery powered long reach hedge cutter for £1,287.45 ex VAT
Item 5.4 - All Wales Play Opportunities Grant RECOMMENDED To note that the Council has been awarded £20,000 from the All Wales Play Opportunity Grant to install accessible play equipment in Maes y Dre play park; To endorse the Town Clerk's acceptance of the grant; To approve the match funding contribution of £954 from the Play Equipment budget; and To approve the quotation from Ray Parry Playgrounds Ltd to carry out the works.
Item 9.2 - Oldford Estate RECOMMENDED To seek the following at Oldford in respect of play provision: - To enter into negotiations with ClwydAlyn in respect of the current Scansis Pitch lease; - To include the green space adjacent to the pitch in these negotiations; - To ask ClwydAlyn to build a playpark on this site; and - To take responsibility for this area in respect of maintenance, once the new park has been built.
Item 7.1 - ISP Action Plan RECOMMENDED That a working group of Cllrs Phil Pritchard, Estelle Bleivas, Nick Howells and the Mayor be established to work with the Town Clerk on proposals for possible grant application in relation to the Motte and Bailey and/or other areas of the ISP Action Plan.
Item 13 - Berriew St Toilets RECOMMENDED To authorise the Town Clerk to pursue the proposal without prejudice to the previously approved course of action.

[Appendix D]

7.3. Finance & Governance Committee - October 2025

To confirm the recommendations from the meeting of the Finance & Governance Committee on the 15/10/2025.

Item 5.3 - Scrutiny of Payments RECOMMENDED To elect Cllr Morag Bailey to perform scrutiny of payments exercise in December.
Item 5.6 - Fees and Charges Review RECOMMENDED To approve the new schedule of Fees and Charges which shall take effect from 1st January 2026, with the new charges applying only to payments made on or after that date. Bookings made and paid for in advance of the 1st January 2026 shall be charged at the current rates.
Item 9 - Sales Ledger - Debtors RECOMMENDED To request that the Town Clerk brings back the debtors list at the appropriate stages of the Debt Management Policy, and not each month; and brings forward actions relating to other debts as appropriate.

Item 12 - Salary Sacrifice Scheme RECOMMENDED To note that the report and that the scheme is cost-neutral to the Council and actually will reduce the Council's Employers National Insurance costs; To approve the introduction of the Electric Vehicle Salary Sacrifice Scheme for Council staff with Octopus Electric Vehicles; and To authorise the Town Clerk to complete the necessary arrangements for implementation and communication to staff.

[Appendix E]

8. FINANCE

8.1. 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 F]
[Appendix G]

8.2. Payment of Invoices - October

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

[Appendix H]

9. BUDGET 2026/2027 - DRAFT 1

To consider the Draft 1 budget report and to approve recommendations from Finance & Governance Committee.

[Appendix I]
[Appendix J]
[Appendix K]

10. TOWN HALL TRANSFORMATION

To consider a report from the Town Clerk in respect of Town Hall Transformation project governance as recommended by the Operations & Development Committee.

[Appendix L]

11. OUTSIDE BODIES

11.1. OVW Area Committee Meeting

To receive information regarding the recently held One Voice Wales Montgomeryshire Area Committee Meeting (Cllrs A Davies, M Bailey).

11.2. Sustainable Powys

To receive information regarding a Sustainable Powys meeting at Welshpool Livestock Market on 27th November 2025 at 7pm and to elect, if desired, up to two representatives from the Council to attend.

[Appendix M]

11.3. Welsh Government - Written Statement

To receive for information only the Welsh Government written statement on actions arising from the review of town and community councils.

[Appendix N]

11.4. Other Outside Bodies

To receive reports from the Council's representatives on other outside bodies, as available.

12. CONSULTATIONS

12.1. PCC - Gypsy and Traveller Accommodation Needs

To consider the consultation by Powys County Council on Gypsy and Traveller Accommodation Needs - Site Options Consultation for the Welshpool area (response required to be submitted by 31st October).

[Appendix O]

12.2. DBCC Draft Report for 2026/2027

To consider the consultation by the Democracy and Boundary Commission Cymru on Annual Remuneration (response required to be submitted by 18th November).

[Appendix P]

13. DATE OF NEXT MEETING

To note that the next meeting of Full Council will be held on 26th November 2025 at 6:30pm.

14. 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]

15. DOMEN GASTELL (MOTTE AND BAILEY) [CONFIDENTIAL]

To consider an update on the Motte and Bailey. [Confidential - information relating to any consultations or negotiations.]

16. MARKET BUSINESS UNIT [CONFIDENTIAL]

To consider the tenders received for the Market Business Unit (formerly Cafe). [Confidential - information related to the financial or business affairs of a person and/or the authority.]

17. STAFFING [CONFIDENTIAL]

17.1. Review of Cleaning Contract [CONFIDENTIAL]

To consider the report from the Town Clerk in respect of the cleaning contract and the recommendations from the Operations & Development and Finance & Governance Committees. [Confidential - information related to the financial or business affairs of a person and/or the authority.]

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

17.2. 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 S]
Confidential Document [Appendix T]

17.3. Town Clerks Probation Period [CONFIDENTIAL]

To consider the report by the Mayor and recommendation from Finance & Governance Committee in respect of the Town Clerks Probation Period. [Confidential - information relating to any negotiation in connection with any labour relations matter arising between the Council and employees.]

Confidential Document [Appendix U]

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

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

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 <u>MEETING</u>
[(2) DISPENSATION RELIED UPON AT <u>MEETING]</u>

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
<u>(Insert ALL category number(s) referred to in the accompanying guidance notes that apply together with any Additional Detail)</u>: 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 Full Council held on 24/09/2025 6:30pm in Council Chamber, Welshpool Town Hall.

PRESENT:

Councillor Alison Davies
Councillor Carol Robinson
Councillor Chris Davies
Councillor David France
Councillor Estelle Bleivas
Councillor Jackson Quarrell
Councillor Julie Arnold
Councillor Morag Bailey
Councillor Nick Howells
Councillor Phil Owen (Chair)
Councillor Phil Pritchard
Councillor Richard Church
Councillor Sally Fitzgerald
Councillor Revd William Rowell

Apologies for absence:

Councillor Dr Ben Gwalchmai

Absent:

Also in attendance:

Richard Williams - Town Clerk & Proper Officer
5 member(s) of the public / press

FC240925/1. WELCOME AND APOLOGIES FOR ABSENCE

His Worship the Mayor, Cllr Phil Owen welcomed all to the meeting, including Cllr Quarrell who was attending for his first meeting of Full Council. Apologies for absence was received from Cllr Dr Ben Gwalchmai.

FC240925/2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

The following interests were declared:

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

FC240925/3. PUBLIC PARTICIPATION

None.
Cllr Carol Robinson joined the meeting.

FC240925/4. COUNTY COUNCIL AND COUNTY COUNCILLOR UPDATES

This item was merged into Item 5 below.

FC240925/5. GUEST: POWYS COUNTY COUNCIL

Cllr David France joined the meeting.
Cllr Julie Arnold joined the meeting.

County Cllr Graham Breeze (Welshpool Llanerchyddol) and Mark Davies (Housing Quality Service Manager) gave a presentation on the history of the project and explained that the project was to address public safety risks at the Bull Dingle. Between 2011 and 2024 around £33,000 was spent on maintaining the area and they had seen several instances of erosion, subsidence and other risks to properties in this time. Mr Davies explained that the project started in October 2024 with tenders and that licences were approved in February 2025 to begin works. He also explained that 121 letters had been hand delivered to residents in the area. The next steps are planting and potential exploration of Community Asset Transfer.

Councillors asked questions which included:
- Appropriate Environmental Impact Assessments
- The status of the land since felling
- Planting dates
- Total cost
- The destination of the trees removed from the area
- The need to collaborate in the future with local councils and residents

Mr Davies confirmed that the County Council had learnt lessons from this project in terms of communication.

FC240925/6. TOWN MAYOR'S REPORT - JULY & AUGUST 2025

The Mayor gave an update and explained that he had attended the VJ Day anniversary event at the Memorial Garden and unveiled a new bench dedicated to the Falklands War in early September. The Mayor thanked the Operations Manager and his team for the hard work done to maintain the Memorial Gardens.

The Mayor also gave recognition and thanked the Inglenook Cafe, Andrews Fish Bar and The Nook Sandwich Bar for their hard work in serving 3,600 free meals during the summer holidays.

FC240925/7. MINUTES AND MATTERS ARISING

FC240925/7.1 Previous Minutes

RESOLVED
To approve the minutes from the meeting of the Full Council on 23/07/2025.

WTCM291 - Proposed by Cllr Revd William Rowell, seconded by Cllr Alison Davies

FC240925/7.2 Matters Arising

None.

FC240925/8. COMMITTEES - MINUTES

FC240925/8.1 Events & Planning Committee - August & September 2025

The minutes from the Events & Planning Committee meetings from August and September were noted.

FC240925/9. COMMITTEES - RECOMMENDATIONS

FC240925/9.1 Audit Committee - July 2025

A query was asked around the background to the recommendation and an explanation was given.

RESOLVED
To add an additional risk to the Risk Register to satisfy Recommendation 1 (Unaffordability of the quintennial building survey) with the Rating and Residual Rating to be high.

WTCM292 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Richard Church

FC240925/9.2 Operations & Development Committee - September 2025

The Chair of the Committee, Cllr Phil Pritchard explained the recommendations made as on the agenda.

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

WTCM294 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Estelle Bleivas

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

WTCM295 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Estelle Bleivas

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

WTCM296 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Estelle Bleivas

FC240925/9.3 Finance & Governance Committee - September 2025

The Vice Chair of the Committee, Cllr William Rowell explained the recommendations made as on the agenda. An amendment was proposed to change the wording of the recommendation relating to the Motte and Bailey works to ensure that these works were just contained to this year.

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

WTCM297 - Proposed by Cllr Phil Pritchard, seconded by Cllr Morag Bailey

RESOLVED
To approve the virements as set out in the report.

WTCM298 - Proposed by Cllr Phil Pritchard, seconded by Cllr Morag Bailey

RESOLVED
To apply for and use Burgess Lands Trust Objective 1 monies for the Town Hall urgent repair works and to use General Reserves for the Motte and Bailey works to secure the site.

WTCM299 - Proposed by Cllr Phil Pritchard, seconded by Cllr Morag Bailey

RESOLVED
To approve and adopt the Debt Management Policy.

WTCM300 - Proposed by Cllr Phil Pritchard, seconded by Cllr Morag Bailey

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

WTCM301 - Proposed by Cllr Phil Pritchard, seconded by Cllr Morag Bailey

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

WTCM302 - Proposed by Cllr Phil Pritchard, seconded by Cllr Morag Bailey

FC240925/10. GOVERNANCE & COMMITTEES

FC240925/10.1 Committee Size

The Town Clerk explained the report and the reasons for the proposed increase. A discussion took place by members.

RESOLVED
To amend Standing Order 4e to replace "seven" with "eight".

WTCM303 - Proposed by Cllr Alison Davies, seconded by Cllr Morag Bailey

FC240925/10.2 Committee Membership

Cllr Jackson Quarrell requested that he join the Events & Planning Committee.
Cllr Carol Robinson requested that she leave the Events & Planning Committee and instead join Finance & Governance Committee.

RESOLVED
To elect to the committees as above.

WTCM304 - Proposed by Cllr Phil Owen, seconded by Cllr Revd William Rowell

FC240925/11. FINANCE

FC240925/11.1 Council Accounts (July & August - Period 4 & 5)

Councillors noted the financial reports.

FC240925/11.2 Payment of Invoices - September

A query was received regarding Payment 5777 and which area this relates to. The Town Clerk will investigate.

RESOLVED
To approve payment of invoices for September 2025.

WTCM305 - Proposed by Cllr Phil Pritchard, seconded by Cllr Sally Fitzgerald

FC240925/11.3 Quotation for Christmas Lights Infrastructure

The Town Clerk explained that Full Council had to decide this request as it was above the amount that the Events & Planning had in relation to delegated powers. The budget for this year is set at £2000 which is far less than the quotations or estimates for the previous two years. A discussion took place and members expressed their desire to ensure that the town had Christmas Lights. The Town Clerk advised that a provisional date of w/c 6th October had been booked in for installation of lights and removal of bunting. Councillors asked that in future that the source of funds to move in a virement would also accompany the request.

RESOLVED
To accept the quotation for festive lighting installation, removal and anchor point testing from Derand Ltd at a cost of £9,267.00 excluding VAT.

WTCM306 - Proposed by Cllr Phil Pritchard, seconded by Cllr Revd William Rowell

FC240925/12. INTERIM STRATEGIC PLAN (2025-2028)

The Town Clerk summarised the reports and he was thanked for his hard work on the reports.

RESOLVED
To approve and adopt the updated Interim Strategic Plan 2025-2028.

WTCM307 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Alison Davies

FC240925/13. OUTSIDE BODIES

FC240925/13.1 OVW National Conference & AGM

This item was withdrawn as the National Conference & AGM had been cancelled due to lack of numbers.

FC240925/13.2 Outside Body Appointments

Cllr Sally Fitzgerald noted that she had resigned from her position as an additional community governor at Welshpool Church in Wales Primary School.

RESOLVED
To elect Cllr Morag Bailey as an additional community governor at Welshpool Church in Wales Primary School.

WTCM308 - Proposed by Cllr Morag Bailey, seconded by Cllr Phil Pritchard

FC240925/13.3 Other Outside Bodies

None.

FC240925/14. COMMUNITY FRIDGE

The Town Clerk summarised the report and indicated that officers were meeting tomorrow with Welshpool Community Haven to explore further.

RESOLVED
- To approve the purchase of a standing freezer, smaller fridge, shelving unit and shutters/lockable area, with expenditure committed before the end of October 2025.
- To authorise officers to consider both new and second hand equipment, subject to safety checks and warranty where available.
- To remit the project to the Operations & Development Committee.

WTCM309 - Proposed by Cllr Revd William Rowell, seconded by Cllr Nick Howells

FC240925/15. BYELAWS

The Town Clerk summarised the report and answered queries from members in relation to enforcement and other matters. Council will also need to consider the cost of the process at the Second Initial Written Statement phase.

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

WTCM310 - Proposed by Cllr Phil Pritchard, seconded by Cllr Sally Fitzgerald

FC240925/16. DATE OF NEXT MEETING

The next meeting of Full Council will be held on 22nd October 2025 at 6:30pm.

FC240925/17. 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.

WTCM311 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Revd William Rowell

FC240925/18. DAY CENTRE [CONFIDENTIAL]

The Town Clerk summarised the discussion at the Operations & Development Committee and explained the different options on the table. A discussion took place.

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

WTCM312 - Proposed by Cllr Phil Pritchard, seconded by Cllr Alison Davies

FC240925/19. LAND ADJ TO YOUTH CENTRE [CONFIDENTIAL]

The Town Clerk summarised the discussion at the Operations & Development Committee and answered queries.

RESOLVED
- To inform Powys County Council that the referenced land is not for sale.
- To authorise the Town Clerk to enter into negotiations with The Feathers Association for a five

year lease over the portion of the land for use as a skatepark and recreational space and to draft and agree such Heads of Terms as appropriate, with the final lease approval reserved to Council.

WTCM313 - Proposed by Cllr Nick Howells, seconded by Cllr Phil Pritchard

FC240925/20. MARKET CAFE [CONFIDENTIAL]

A discussion took place and the Town Clerk answered queries.

RESOLVED
To accept the proposed change of use of the Market Cafe to a business unit and to advertise accordingly, with tenders to be considered by Full Council.

WTCM314 - Proposed by Cllr Phil Pritchard, seconded by Cllr Revd William Rowell

The meeting finished at 20:01.

Signed: Dated:

Councillor Phil Owen (Chair)

Decision/Action Log

ID		Assigned
WTCM291	**RESOLUTION** **FC240925/7.1 Previous Minutes** To approve the minutes from the meeting of the Full Council on 23/07/2025.	Town Clerk & Proper Officer
WTCM292	**RESOLUTION** **FC240925/9.1 Audit Committee - July 2025** To add an additional risk to the Risk Register to satisfy Recommendation 1 (Unaffordability of the quintennial building survey) with the Rating and Residual Rating to be high.	Town Clerk & Proper Officer
WTCM294	**RESOLUTION** **FC240925/9.2 Operations & Development Committee - September 2025** To approve the minutes from the meeting of the Operations & Development Committee on 09/07/2025.	Town Clerk & Proper Officer
WTCM295	**RESOLUTION** **FC240925/9.2 Operations & Development Committee - September 2025** To accept the quotation for end of season works from Argae Hall (Quotation 03 - Company A) at a cost of £21,380 excluding VAT.	Town Clerk & Proper Officer
WTCM296	**RESOLUTION** **FC240925/9.2 Operations & Development Committee - September 2025** To authorise the Town Clerk to write to other local councils in Powys to lobby for the making of a PSPO in relation to control of dogs on all sports grounds across Powys.	Town Clerk & Proper Officer

ID		Assigned
WTCM297	**RESOLUTION** **FC240925/9.3 Finance & Governance Committee - September 2025** 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
WTCM298	**RESOLUTION** **FC240925/9.3 Finance & Governance Committee - September 2025** To approve the virements as set out in the report.	Town Clerk & Proper Officer
WTCM299	**RESOLUTION** **FC240925/9.3 Finance & Governance Committee - September 2025** To apply for and use Burgess Lands Trust Objective 1 monies for the Town Hall urgent repair works and to use General Reserves for the Motte and Bailey works to secure the site.	Town Clerk & Proper Officer
WTCM300	**RESOLUTION** **FC240925/9.3 Finance & Governance Committee - September 2025** To approve and adopt the Debt Management Policy.	Town Clerk & Proper Officer
WTCM301	**RESOLUTION** **FC240925/9.3 Finance & Governance Committee - September 2025** To use Royal Mail Door 2 Door for the newsletter and to review distribution at 6 monthly intervals.	Town Clerk & Proper Officer
WTCM302	**RESOLUTION** **FC240925/9.3 Finance & Governance Committee - September 2025** To extend the contract of Employee No. 61 to 31st December 2025.	Town Clerk & Proper Officer
WTCM303	**RESOLUTION** **FC240925/10.1 Committee Size** To amend Standing Order 4e to replace "seven" with "eight".	Town Clerk & Proper Officer
WTCM304	**RESOLUTION** **FC240925/10.2 Committee Membership** To elect to the committees as above.	Town Clerk & Proper Officer
WTCM305	**RESOLUTION** **FC240925/11.2 Payment of Invoices - September** To approve payment of invoices for September 2025.	Town Clerk & Proper Officer
WTCM306	**RESOLUTION** **FC240925/11.3 Quotation for Christmas Lights Infrastructure** To accept the quotation for festive lighting installation, removal and anchor point testing from Derand Ltd at a cost of £9,267.00 excluding VAT.	Town Clerk & Proper Officer
WTCM307	**RESOLUTION** **FC240925/12 Interim Strategic Plan (2025-2028)** To approve and adopt the updated Interim Strategic Plan 2025-2028.	Town Clerk & Proper Officer
WTCM308	**RESOLUTION** **FC240925/13.2 Outside Body Appointments** To elect Cllr Morag Bailey as an additional community governor at Welshpool Church in Wales Primary School.	Town Clerk & Proper Officer

ID		Assigned
WTCM309	**RESOLUTION** **FC240925/14 Community Fridge** - To approve the purchase of a standing freezer, smaller fridge, shelving unit and shutters/lockable area, with expenditure committed before the end of October 2025. - To authorise officers to consider both new and second hand equipment, subject to safety checks and warranty where available. - To remit the project to the Operations & Development Committee.	Town Clerk & Proper Officer
WTCM310	**RESOLUTION** **FC240925/15 Byelaws** - To approve the commencement of the process to make new byelaws as set out in in the report. - To authorise the Town Clerk to publish, and if appropriate, make minor amendments to the below Initial Written Statements for open spaces, markets, and public toilets, and to undertake a 12-week consultation in line with the Welsh Government Statutory Guidance on the 2012 Act. - Notes that further reports will be brought to Council at subsequent stages of the statutory process, including the publication of draft byelaws and the issuing of Notices of Intention.	Town Clerk & Proper Officer
WTCM311	**RESOLUTION** **FC240925/17 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.	
WTCM312	**RESOLUTION** **FC240925/18 Day Centre** - To authorise the Town Clerk to make the required necessary changes to the draft lease with Powys Teaching Health Board to alter the terms of the tenancy in line with the proposed way forward. - To authorise the Town Clerk to enter negotiations with Welshpool Community Haven in respect of transfer of the Meals on Wheels service and to report back to committee.	Town Clerk & Proper Officer
WTCM313	**RESOLUTION** **FC240925/19 Land adj to Youth Centre** - To inform Powys County Council that the referenced land is not for sale. - To authorise the Town Clerk to enter into negotiations with The Feathers Association for a five year lease over the portion of the land for use as a skatepark and recreational space and to draft and agree such Heads of Terms as appropriate, with the final lease approval reserved to Council.	Town Clerk & Proper Officer
WTCM314	**RESOLUTION** **FC240925/20 Market Cafe** To accept the proposed change of use of the Market Cafe to a business unit and to advertise accordingly, with tenders to be considered by Full Council.	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

DRAFT

Minutes of the Events & Planning Committee held on 01/10/2025 6:30pm in Council Chamber, Welshpool Town Hall.

PRESENT:

Councillor Chris Davies (Chair)
Councillor Jackson Quarrell
Councillor Julie Arnold
Councillor Morag Bailey
Councillor Phil Owen
Councillor Revd William Rowell

Apologies for absence:

Councillor Nick Howells
Councillor Sally Fitzgerald

Absent:

Also in attendance:

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

EP011025/1. WELCOME AND APOLOGIES FOR ABSENCE

The Chair welcomed all to the meeting. Apologies received from Cllr Nick Howells and Cllr Sally Fitzgerald.

EP011025/2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

None.

EP011025/3. PUBLIC PARTICIPATION

No questions were raised.

EP011025/4. MINUTES AND MATTERS ARISING

EP011025/4.1 Previous Minutes

A 'T' is missing at the start of a sentence, which needs to be corrected.

RESOLVED
To approve the minutes of the meeting held on 03/09/2025 as an accurate record of the previous meeting.

WTCM329 - Proposed by Cllr Morag Bailey, seconded by Cllr Revd William Rowell

EP011025/4.2 Matters arising

White Ribbon Day will be held on the 25th of November 2025 from 5 pm to 6:30 pm at the front of the Town Hall and in the Corn Exchange.
W.I have been contacted, other organisations will be contacted.

EP011025/5. REPORT FROM THE TOURIST INFORMATION CENTRE

New stock arriving soon, including Christmas gifts.
A few issues around new bus timetables.
Councillors asked if the stock could be shared on our social media platforms, after new stock is brought in (roughly twice a year.)

EP011025/6. COMMITTEE FINANCE (MONTH 6)

Cllr Morag Bailey will be speaking with the clerk regarding commission costs and the capital works budget.

EP011025/7. BUDGET 2026/2027 - DRAFT 1

Members discussed the budget and posed the following queries/observations:
- Why are train ticket costs at £0
- Direct Stock for TIC seems too low
- Reduced rates for TIC - well done to the Town Clerk
- More work on the events budget to capture staffing underlying costs.

EP011025/8. WINTER FESTIVAL

Councillors discussed the report presented by the Events Officer and made the following observations/queries:
- Only having outside stalls represents a high risk with the weather and a compromise was agreed to limit indoor stalls
- Having Christmas Trees in the shop anchor points is a risk due to ownership of properties/testing of points. Encourage businesses to use for their own tree - add to agenda for Winter Festival meeting
- To ask Cllr Nick Howells to M.C at the event instead of hiring one
- Cllr Jackson Quarrell to speak to Tesco about free parking on the day of Winter Festival

Councillors also discussed the proposal for free parking in the event and the run-up to Christmas. Speak to the surrounding Council's to request that Powys County Council grant free parking over this period.

RESOLVED
To hire Jolly's circus for £500
To purchase 200 sheets of paper and reindeer food for letter to Santa responses at a total cost of £25
To purchase 300 books from the works for a total cost of £303.99
To book the Salopian brass band for a total cost of £250

WTCM330 - Proposed by Cllr Morag Bailey, seconded by Cllr Julie Arnold

RECOMMENDED
To approve the proposal for free parking at Severn Stars and Church Street car parks for the Winter Festival Event (29th November) and the three Saturdays leading up to Christmas Day (6th December, 10th December and 20th December 2025); to request that Special Projects Budget is

used to support this cost and to contact surrounding local councils asking them to write to Powys County Council to consider free parking over this Christmas period.

WTCM331 - Proposed by Cllr Morag Bailey, seconded by Cllr Revd William Rowell

EP011025/22. CHRISTMAS TREE COMPETITION

RESOLVED
To agree the Christmas Tree competition for 2025.

WTCM317 - Proposed by Cllr Julie Arnold, seconded by Cllr Morag Bailey

EP011025/9. WALKING FESTIVAL

So much to organise, looking to hold the event in 2027
Use 2026 to identify good walking routes.
Making contact with people and groups wanting to get involved.
Putting Welshpool on the map as a walking venue.
Hold an open public meeting in 2026 to discuss in more detail.
Include neighbouring councils.

EP011025/10. DANCE FESTIVAL

Letters sent out to organisations, awaiting a response.
Looking to hold the event in 2027/2028 as so much to organise.
Add to the agenda in January.

EP011025/11. FLICKS IN THE STICKS

Councillors noted that the next screening will be 'And then come the Nightjars' on 6th October at 7 pm.

EP011025/12. BOOK SALE

A total of £654.32 was raised. An anonymous donor has agreed to pay £45.68 to round up the Feathers' allocation to £200

RECOMMENDED
To allocate the raised funds from the Book Sale as follows:
- Montgomeryshire Family Crisis Centre £100
- Montgomeryshire Youth Theatre £100
- Parkinson's Welshpool branch £100
- Dementia Welshpool branch £100
- Bryntirion £100
- Feathers £200

WTCM332 - Proposed by Cllr Julie Arnold, seconded by Cllr Morag Bailey

EP011025/13. CARNIVAL EVENT REVIEW

The Committee discussed the proposed changes for the 2026 Carnival event.

RESOLVED
To approve the proposed date, time and operational changes as set out in the report for Carnival 2026.

WTCM319 - Proposed by Cllr Morag Bailey, seconded by Cllr Jackson Quarrell

EP011025/14. REMEMBRANCE SERVICES

Two veterans were present and addressed the Committee. They informed the Committee members of the parade order and discussed the importance of changing the parade order back to its original form. The suggested parade order is as follows;
Band, Clergy & choir, Civic VIP's, Union flag, Ex-service standards and Regular and reserve forces then proceed, preceding larger groups of ex-service contingents, followed by uniformed public services (police, fire brigade), youth organisations and finally members of the public who have been invited to participate

RESOLVED
To approve the following:
- The changes to Remembrance Services as set out in the report
- To advertise for a band/drummer on social media
- To allow use of the Assembly Room for rehearsal space
- To amend the amend the parade order and wreath laying order as set out in the report
- To appoint Cllr Jackson Quarrell to the Council's standard bearer.

WTCM320 - Proposed by Cllr Morag Bailey, seconded by Cllr Revd William Rowell

EP011025/15. UPCOMING EVENTS

Add white ribbon day (25th November) to the list

RESOLVED
To postpone the scheduled Mayor's Quiz with a new date and time to be arranged and to open it to all, not just businesses.

WTCM327 - Proposed by Cllr Phil Owen, seconded by Cllr Revd William Rowell

EP011025/16. PLANNING

EP011025/17. PLANNING TRAINING

As the meeting is scheduled for a Wednesday evening, some Councillors are unable to attend. Councillors asked that any future planning training be circulated, so they have an opportunity to attend a course on an alternative evening.

RESOLVED
To approve the training booking for Cllr Chris Davies, Cllr Morag Bailey and Cllr Bill Rowell.

WTCM321 - Proposed by Cllr Morag Bailey, seconded by Cllr Jackson Quarrell

EP011025/18. TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS:

EP011025/18.1 25/1182/ADV

RESOLVED
To object to the application due to the historical objections provided by the Council.

WTCM322 - Proposed by Cllr Morag Bailey, seconded by Cllr Julie Arnold

EP011025/18.2 25/1225/LBC

RESOLVED
To support the application with no comment.

WTCM323 - Proposed by Cllr Revd William Rowell, seconded by Cllr Morag Bailey

EP011025/18.3 25/1221/DIS

RESOLVED
To support the application with no comment.

WTCM324 - Proposed by Cllr Revd William Rowell, seconded by Cllr Morag Bailey

EP011025/19. PLANNING DECISIONS

EP011025/20. APPROVED APPLICATIONS

EP011025/20.1 25/1049/DIS

EP011025/20.2 25/0581/ADV

EP011025/20.3 25/1136/FUL

EP011025/20.4 225/0906/DIS

EP011025/21. DATE AND TIME OF NEXT MEETING

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

The meeting finished at 20:45.

Signed: Dated:

Councillor Chris Davies (Chair)

Decision/Action Log

ID		Assigned
WTCM317	**RESOLUTION** **EP011025/22 Christmas tree competition** To agree the Christmas Tree competition for 2025.	Events, Planning and Markets Officer
WTCM319	**RESOLUTION** **EP011025/13 Carnival Event Review** To approve the proposed date, time and operational changes as set out in the report for Carnival 2026.	Events, Planning and Markets Officer

ID		Assigned
WTCM320	**RESOLUTION** **EP011025/14 Remembrance Services** To approve the following: - The changes to Remembrance Services as set out in the report - To advertise for a band/drummer on social media - To allow use of the Assembly Room for rehearsal space - To amend the amend the parade order and wreath laying order as set out in the report - To appoint Cllr Jackson Quarrell to the Council's standard bearer.	Events, Planning and Markets Officer
WTCM321	**RESOLUTION** **EP011025/17 Planning training** To approve the training booking for Cllr Chris Davies, Cllr Morag Bailey and Cllr Bill Rowell.	Events, Planning and Markets Officer
WTCM322	**RESOLUTION** **EP011025/18.1 25/1182/ADV** To object to the application due to the historical objections provided by the Council.	Events, Planning and Markets Officer
WTCM323	**RESOLUTION** **EP011025/18.2 25/1225/LBC** To support the application with no comment.	Events, Planning and Markets Officer
WTCM324	**RESOLUTION** **EP011025/18.3 25/1221/DIS** To support the application with no comment.	Events, Planning and Markets Officer
WTCM327	**RESOLUTION** **EP011025/15 Upcoming events** To postpone the scheduled Mayor's Quiz with a new date and time to be arranged and to open it to all, not just businesses.	Events, Planning and Markets Officer
WTCM329	**RESOLUTION** **EP011025/4.1 Previous Minutes** To approve the minutes of the meeting held on 03/09/2025 as an accurate record of the previous meeting.	Events, Planning and Markets Officer
WTCM330	**RESOLUTION** **EP011025/8 Winter Festival** To hire Jolly's circus for £500 To purchase 200 sheets of paper and reindeer food for letter to Santa responses at a total cost of £25 To purchase 300 books from the works for a total cost of £303.99 To book the Salopian brass band for a total cost of £250	
WTCM331	**RECOMMENDATION** **EP011025/8 Winter Festival** To approve the proposal for free parking at Severn Stars and Church Street car parks for the Winter Festival Event (29th November) and the three Saturdays leading up to Christmas Day (6th December, 10th December and 20th December 2025); to request that Special Projects Budget is used to support this cost and to contact surrounding local councils asking them to write to Powys County Council to consider free parking over this Christmas period.	Town Clerk & Proper Officer

ID		Assigned
WTCM332	**RECOMMENDATION** **EP011025/12 Book sale** To allocate the raised funds from the Book Sale as follows: - Montgomeryshire Family Crisis Centre £100 - Montgomeryshire Youth Theatre £100 - Parkinson's Welshpool branch £100 - Dementia Welshpool branch £100 - Bryntirion £100 - Feathers £200	Town Clerk & Proper Officer

Appendix D

Cyngor Tref y Trallwng | Welshpool Town Council

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

DRAFT

Minutes of the Operations & Development Committee held on 08/10/2025 6:30pm in Council Chamber, Welshpool Town Hall.

PRESENT:

Councillor Estelle Bleivas
Councillor Nick Howells
Councillor Phil Owen
Councillor Phil Pritchard (Chair)
Councillor Sally Fitzgerald

Apologies for absence:

Councillor David France

Absent:

Councillor Dr Ben Gwalchmai

Also in attendance:

Richard Williams - Town Clerk & Proper Officer
Paul McGrath - Operations Manager

OD081025/1. WELCOME AND APOLOGIES FOR ABSENCE

The Chair welcomed all to the meeting. Apologies for absence was received from Cllr David France.

OD081025/2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

None.

OD081025/3. PUBLIC PARTICIPATION

None.

OD081025/4. MINUTES AND MATTERS ARISING

OD081025/4.1 Previous Minutes

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

WTCM333 - Proposed by Cllr Estelle Bleivas, seconded by Cllr Sally Fitzgerald

OD081025/4.2 Matters Arising

All matters arising were all in hand or approved by Full Council.

OD081025/5. LAND AND BUILDINGS

OD081025/5.1 General Update

The Operations Manager updated councillors on general activities, including:
- 1940s Weekend went well and a big thanks to Adam from the Operations Team for his hard work over the weekend.
- Wedding ceremony held last week went well. Another one is booked in for June 2026.
- Community Award winners are now on the board.
- New tipper has been received.
- New fencing at Dol y Felin has been completed.
- Quarterly Playground checks took place.
- Grass cutting - weather has pushed the team behind.
- End of Season works have started to take place at Maes y Dre.
- Christmas Lights have been PAT tested and new bulbs ordered where replacements were needed.
- Motte and Bailey has had another spate of vandalism, however doors now screwed shut along with clips on fencing padlocked and bolted. A suggestion was raised re: CCTV in this area and this is to be looked into.

Members thanked the team for their hard work.

OD081025/5.2 Playground Maintenance

The Operations Manager explained that secondary support chains are required on four swing seats (currently down as a ROSPA low-medium risk) - the quote obtained is for 50% off the price at 1,394.52 ex VAT.

The second quote for Wickstead equipment at Burgess Lands is to replace the damaged cargo net and sheered off bolts on the hurricane swing. This is quoted at £2,276.54 ex VAT.

A final quote had been received for a new basket seat and chains which had to be removed from Maes y Dre due to chain wear for £2291.51.

> **RECOMMENDED**
> **To accept the quotation for secondary support chains from Playdale at a cost of £1,394.52 excluding VAT.**
>
> *WTCM334 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Estelle Bleivas*
>
> **RECOMMENDED**
> **To accept the quotation for repairs to the hurricane swing and new net from Wickstead at a cost of £2,276.54 excluding VAT.**
>
> *WTCM335 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Estelle Bleivas*
>
> **RECOMMENDED**
> **To accept the quotation for new basket seat and chains from Playdale at a cost of £2,291.51 excluding VAT.**
>
> *WTCM336 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Estelle Bleivas*

OD081025/5.3 Equipment

The Town Clerk and Operations Manager explained that there is a need for a longer hedge trimmer and if approved by Council, the equipment would be purchased from Charlies in Welshpool.

RECOMMENDED
To approve the request to purchase a Stihl KMA 135 R battery powered long reach hedge cutter for £1,287.45 ex VAT

WTCM337 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Estelle Bleivas

OD081025/5.4 All Wales Play Opportunities Grant

The Town Clerk updated members and explained that the grant had been awarded for a new piece of accessible play equipment at Maes y Dre - the Council had been awarded the maximum £20,000 and we needed to top up the rest from the quote provided by Ray Parry.

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

WTCM338 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Estelle Bleivas

OD081025/6. SERVICES

OD081025/6.1 Meals on Wheels

The Town Clerk gave an update and explained that 525 meals were served in September which generated £3,259.57 in income.

OD081025/6.2 Markets

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

OD081025/7. BUSINESS PLANNING & FINANCIAL MATTERS

OD081025/7.1 ISP Action Plan

Cllr Nick Howells joined the meeting.

The Town Clerk took members through the various actions and updated on progress. An updated version will be presented next month. The Town Clerk also gave an update on a new grant which had been released and proposed that a working group be established to work with the Town Clerk on possible enhancements to Motte and Bailey.

RECOMMENDED
That a working group of Cllrs Phil Pritchard, Estelle Bleivas, Nick Howells and the Mayor be established to work with the Town Clerk on proposals for possible grant application in relation to the Motte and Bailey and/or other areas of the ISP Action Plan.

WTCM345 - Proposed by Cllr Phil Pritchard, seconded by Cllr Estelle Bleivas

OD081025/7.2 Budget and Committee Finance (Month 6)

The Town Clerk went through the spending for September and highlighted any areas of concern. No questions were raised.

OD081025/8. BUDGET 2026/2027 - DRAFT 1

The Town Clerk went through the Draft 1 budget line by line and explained that the figures had been produced with team input. Finance & Governance Committee will consider Draft 1 in more detail next week. Thanks was given to the Town Clerk and team.

OD081025/9. PROJECTS & NEW DEVELOPMENTS

OD081025/9.1 Town Hall Transformation

The Town Clerk explained the report and the project to date. Queries were raised concerning previous information about the project.

RECOMMENDED
To approve the establishment of a Town Hall Transformation Project Board to oversee the project;
To delegate authority to the Town Clerk to make all decisions relating to the Restarting Welshpool Town???s Heart project within the approved budget and scope;
To require the Town Clerk to exercise this delegation only following consultation with the Project Board;
To approve the composition of the Project Board as up to 4 councillors plus the Town Mayor, and up to 3 co-opted members from the Community Stakeholder Group; and
To appoint Cllrs Phil Pritchard, Estelle Bleivas, Sally Fitzgerald, Nick Howells to the Project Board.

WTCM339 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Estelle Bleivas

OD081025/9.2 Oldford Estate

The Town Clerk explained that the Council needed to take a position on Oldford Estate in relation to play equipment and the current Scansis Pitch, which is now held over since 2019.

RECOMMENDED
To seek the following at Oldford in respect of play provision:
- To enter into negotiations with ClwydAlyn in respect of the current Scansis Pitch lease;
- To include the green space adjacent to the pitch in these negotiations;
- To ask ClwydAlyn to build a playpark on this site; and
- To take responsibility for this area in respect of maintenance, once the new park has been built.

WTCM341 - Proposed by Cllr Phil Pritchard, seconded by Cllr Sally Fitzgerald. A recorded vote was requested.

For: Estelle Bleivas, Nick Howells, Phil Pritchard, Sally Fitzgerald
Against:
Abstain: Phil Owen

OD081025/10. DATE OF NEXT MEETING

The next meeting of Operations & Development Committee will be held on 12th November 2025 at 6:30pm

OD081025/11. CONFIDENTIAL SESSION - EXCLUSION

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

WTCM342 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Estelle Bleivas

OD081025/12. REVIEW OF CLEANING CONTRACT [CONFIDENTIAL]

The Town Clerk summarised the options and the report and answered queries.

RECOMMENDED
To approve Option 2 as set out in the confidential report but seek to add an additional cleaner at SCP 2 on flexible hours with both operatives not to exceed 30 hours per week and for the Town Clerk and Operations Manager to resolve the specific contractual details.

WTCM343 - Proposed by Cllr Phil Pritchard, seconded by Cllr Estelle Bleivas

OD081025/13. BERRIEW ST TOILETS [CONFIDENTIAL]

The Town Clerk summarised the letter and answered queries.

RECOMMENDED
To authorise the Town Clerk to pursue the proposal without prejudice to the previously approved course of action.

WTCM344 - Proposed by Cllr Sally Fitzgerald, seconded by Cllr Phil Pritchard

The meeting finished at 20:52.

Signed: Dated:

Councillor Phil Pritchard (Chair)

Decision/Action Log

ID		Assigned
WTCM333	**RESOLUTION** **OD081025/4.1 Previous Minutes** To approve and sign as a correct record, the minutes from the meeting of the Operations & Development Committee on 10/09/2025.	Town Clerk & Proper Officer
WTCM334	**RECOMMENDATION** **OD081025/5.2 Playground Maintenance** To accept the quotation for secondary support chains from Playdale at a cost of £1,394.52 excluding VAT.	Operations Manager
WTCM335	**RECOMMENDATION** **OD081025/5.2 Playground Maintenance** To accept the quotation for repairs to the hurricane swing and new net from Wickstead at a cost of £2,276.54 excluding VAT.	Operations Manager
WTCM336	**RECOMMENDATION** **OD081025/5.2 Playground Maintenance** To accept the quotation for new basket seat and chains from Playdale at a cost of £2,291.51 excluding VAT.	Operations Manager

ID		Assigned
WTCM337	**RECOMMENDATION** **OD081025/5.3 Equipment** To approve the request to purchase a Stihl KMA 135 R battery powered long reach hedge cutter for £1,287.45 ex VAT	Operations Manager
WTCM338	**RECOMMENDATION** **OD081025/5.4 All Wales Play Opportunities Grant** To note that the Council has been awarded £20,000 from the All Wales Play Opportunity Grant to install accessible play equipment in Maes y Dre play park; To endorse the Town Clerk's acceptance of the grant; To approve the match funding contribution of £954 from the Play Equipment budget; and To approve the quotation from Ray Parry Playgrounds Ltd to carry out the works.	Operations Manager
WTCM339	**RECOMMENDATION** **OD081025/9.1 Town Hall Transformation** To approve the establishment of a Town Hall Transformation Project Board to oversee the project; To delegate authority to the Town Clerk to make all decisions relating to the Restarting Welshpool Town???s Heart project within the approved budget and scope; To require the Town Clerk to exercise this delegation only following consultation with the Project Board; To approve the composition of the Project Board as up to 4 councillors plus the Town Mayor, and up to 3 co-opted members from the Community Stakeholder Group; and To appoint Cllrs Phil Pritchard, Estelle Bleivas, Sally Fitzgerald, Nick Howells to the Project Board.	Town Clerk & Proper Officer
WTCM341	**RECOMMENDATION** **OD081025/9.2 Oldford Estate** To seek the following at Oldford in respect of play provision: - To enter into negotiations with ClwydAlyn in respect of the current Scansis Pitch lease; - To include the green space adjacent to the pitch in these negotiations; - To ask ClwydAlyn to build a playpark on this site; and - To take responsibility for this area in respect of maintenance, once the new park has been built.	Town Clerk & Proper Officer
WTCM342	**RESOLUTION** **OD081025/11 Confidential Session - Exclusion** That members of the public and press be requested to leave the meeting by reason of the confidential nature of the business about to be transacted.	
WTCM343	**RECOMMENDATION** **OD081025/12 Review of Cleaning Contract** To approve Option 2 as set out in the confidential report but seek to add an additional cleaner at SCP 2 on flexible hours with both operatives not to exceed 30 hours per week and for the Town Clerk and Operations Manager to resolve the specific contractual details.	Town Clerk & Proper Officer

ID		Assigned
WTCM344	**RECOMMENDATION** **OD081025/13 Berriew St Toilets** To authorise the Town Clerk to pursue the proposal without prejudice to the previously approved course of action.	Town Clerk & Proper Officer
WTCM345	**RECOMMENDATION** **OD081025/7.1 ISP Action Plan** That a working group of Cllrs Phil Pritchard, Estelle Bleivas, Nick Howells and the Mayor be established to work with the Town Clerk on proposals for possible grant application in relation to the Motte and Bailey and/or other areas of the ISP Action Plan.	Town Clerk & Proper Officer

Appendix E

Cyngor Tref y Trallwng | Welshpool Town Council

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Tel: 01938 553142 Email: town.clerk@welshpooltowncouncil.gov.uk

DRAFT

Minutes of the Finance & Governance Committee held on 15/10/2025 6:30pm in Council Chamber, Welshpool Town Hall.

PRESENT:

Councillor Alison Davies
Councillor Carol Robinson
Councillor David France
Councillor Estelle Bleivas
Councillor Morag Bailey (Chair)
Councillor Phil Owen
Councillor Phil Pritchard
Councillor Richard Church

Apologies for absence:

Councillor Revd William Rowell

Absent:

Also in attendance:

Richard Williams - Town Clerk & Proper Officer
1 member(s) of the public / press

FG151025/1. WELCOME AND APOLOGIES FOR ABSENCE

The Chair welcomed all to the meeting. Apologies were received from Cllr William Rowell.

FG151025/2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

None.

FG151025/3. PUBLIC PARTICIPATION

None.

FG151025/4. MINUTES AND MATTERS ARISING

FG151025/4.1 Previous Minutes

An error was pointed out in one of the resolution items and this was amended.

RESOLVED
To confirm the minutes of the Finance Committee held on the 17/09/2025 with the following amendment:

- FG170925/4.1 - the reference to Operations & Development should read Finance & Governance

WTCM346 - Proposed by Cllr Richard Church, seconded by Cllr Carol Robinson

FG151025/4.2 Matters Arising

FG170925/5.2 - Payment to British Gas - the Town Clerk has investigated and discovered the bill was so high as it was an estimated reading.
All other actions were either completed or approved by Council. A query was answered regarding smart meters.

FG151025/5. FINANCIAL MATTERS

FG151025/5.1 Council Accounts (September - Period 6)

The Town Clerk summarised the paper and explained that this was a new format for showing the current balances and any significant spend and/or income received in the month.

Cllr Phil Owen joined the meeting.

Members asked a range of queries including:
- Vehicle leases - the Town Clerk explained that the budget only contains provision for £5400 in Vehicles whereas the lease costs will amount to £13,000 for the current year.
- IT Costs - the Town Clerk is to check what has been coded under this item.
- Insurance - the Town Clerk explained that no further items are expected out of the insurance line.
- Rec Club Rents - the Town Clerk explained that these had not yet been invoiced for.

RECOMMENDED
To accept the Income and Expenditure Reports and Cash and Bank Totals for September 2025 and note the bank balances as of 30th September 2025.

WTCM347 - Proposed by Cllr Alison Davies, seconded by Cllr Richard Church

FG151025/5.2 Payment of Invoices - October

Members discussed the invoices for payment and queries were answered.

RECOMMENDED
To approve payment of invoices for October 2025.

WTCM348 - Proposed by Cllr Alison Davies, seconded by Cllr Estelle Bleivas

FG151025/5.3 Scrutiny of Payments

Cllr Phil Owen has yet to complete the scrutiny of payments exercise for September, so nothing to report. Cllr Estelle Bleivas is scheduled to do October.

RECOMMENDED
To elect Cllr Morag Bailey following members to perform scrutiny of payments exercise in December.

WTCM349 - Proposed by Cllr Alison Davies, seconded by Cllr Richard Church

FG151025/5.4 ISP Action Plan

The Town Clerk summarised the ISP Action Plan to date and explained progress to date, including the name of the newsletter as suggested as part of a Facebook Poll.

FG151025/5.5 Budget 2026/2027 - Draft 1

The Town Clerk summarised the report and explained that Draft 1 had been considered by all committees to date and that the budget has been reworked into different categories allowing greater scrutiny of spend. The budget also contained assumptions on staff pay awards and utility cost increases.

Members asked a range of queries including:
- 180/4660 (Direct Stock) had been reduced from £15,000 to £5,000 due to lower stock costs, however suggestion was made that this should be reviewed as the TIC needs stock to sell in order to generate income.
- 232 (Winter Festival) - suggested additional new line called 'Santa Gifts' which would show the exact cost of what the Council was purchasing for free gifts for children as part of the Winter Festival.

A recorded vote on the recommendation was requested and held.

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

WTCM351 - Proposed by Cllr Morag Bailey, seconded by Cllr Richard Church. A recorded vote was requested.

For: Alison Davies, Carol Robinson, David France, Estelle Bleivas, Morag Bailey, Phil Owen, Richard Church
Against:
Abstain: Phil Pritchard

FG151025/5.6 Fees and Charges Review

The Town Clerk summarised the fees and changes proposed changes and answered queries from members. A discussion was held regarding implementation of the new fees. It was suggested that the new fees would go live on the 1st January 2026 and apply to payments made in that year (meaning that bookings paid for now would pay the current rate).

RECOMMENDED
To approve the new schedule of Fees and Charges which shall take effect from 1st January 2026, with the new charges applying only to payments made on or after that date. Bookings made and paid for in advance of the 1st January 2026 shall be charged at the current rates.

WTCM352 - Proposed by Cllr Alison Davies, seconded by Cllr Richard Church

FG151025/6. OTHER MATTERS

FG151025/6.1 Digital Engagement - Q2 2025

The Town Clerk summarised the report and highlighted that engagement has been much higher in the last quarter.
It was requested that it was minuted that members were appreciative of the reports from the Town Clerk.

FG151025/7. DATE OF NEXT MEETING

The next meeting of Finance & Governance Committee will be held on 19th November 2025 at 6:30pm

FG151025/8. CONFIDENTIAL SESSION - EXCLUSION

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

WTCM353 - Proposed by Cllr Estelle Bleivas, seconded by Cllr Phil Pritchard

FG151025/9. SALES LEDGER - DEBTORS [CONFIDENTIAL]

The Town Clerk summarised the list and explained that 50 letters had been posted out to debtors, however the lack of accurate information held by the Council was frustrating the new implementation of the Debt Management Policy.

A proposal was made to ask the Town Clerk to not bring back this report every month but instead wait until more action had been taken and a recorded vote was requested.

RECOMMENDED
To request that the Town Clerk brings back the debtors list at the appropriate stages of the Debt Management Policy, and not each month; and brings forward actions relating to other debts as appropriate.

WTCM355 - Proposed by Cllr Alison Davies, seconded by Cllr Richard Church. A recorded vote was requested.

For: Alison Davies, Carol Robinson, David France, Morag Bailey, Phil Owen, Richard Church
Against: Estelle Bleivas, Phil Pritchard
Abstain:

FG151025/10. REVIEW OF CLEANING CONTRACT [CONFIDENTIAL]

The Town Clerk explained that this topic had been discussed at Operations & Development Committee last week and that it had been provided to the committee for comment before going to Full Council. A discussion took place amongst members.

RECOMMENDED
To approve Option 2 as set out in the confidential report but seek to add an additional cleaner at SCP 2 on flexible hours with both operatives not to exceed 30 hours per week and for the Town Clerk and Operations Manager to resolve the specific contractual details.

WTCM354 - Proposed by Cllr Phil Pritchard, seconded by Cllr Estelle Bleivas

FG151025/10. INDEPENDENT STAFFING REVIEW [CONFIDENTIAL]

The Town Clerk summarised the recommendations from LCC and their own recommendations and answered queries.

The Town Clerk left the meeting.

A discussion took place about the proposed new structure.

RECOMMENDED
To notes the findings of the Independent Staffing Review; and
To approve the revised staffing structure as set out in the Town Clerk's Recommendations and at the end of the report, subject to the amendments in relation to the title of the Events, Markets and Planning Officer and the line management of the Communications & Community Engagement Officer.

WTCM358 - Proposed by Cllr Alison Davies, seconded by Cllr Phil Pritchard

FG151025/12. SALARY SACRIFICE SCHEME [CONFIDENTIAL]

The Town Clerk rejoined the meeting.

The Town Clerk summarised the report and reported £10 per employee per year would be charged by the Council payroll provider to complete the required paperwork.

RECOMMENDED
To note that the report and that the scheme is cost-neutral to the Council and actually will reduce the Council's Employers National Insurance costs;
To approve the introduction of the Electric Vehicle Salary Sacrifice Scheme for Council staff with Octopus Electric Vehicles; and
To authorise the Town Clerk to complete the necessary arrangements for implementation and communication to staff.

WTCM357 - Proposed by Cllr David France, seconded by Cllr Alison Davies

FG151025/13. TOWN CLERK'S PROBATION PERIOD [CONFIDENTIAL]

The Town Clerk left the meeting.

A discussion took place between members.

RECOMMENDED
To end the probational period and the Town Clerk becomes a permanent member of staff and receive the agreed increment in the pay scale.

WTCM359 - Proposed by Cllr Phil Owen, seconded by Cllr Alison Davies

The meeting finished at .

Signed: Dated:

Councillor Morag Bailey (Chair)

Decision/Action Log

ID		Assigned
WTCM346	**RESOLUTION** **FG151025/4.1 Previous Minutes** To confirm the minutes of the Finance Committee held on the 17/09/2025 with the following amendment: - FG170925/4.1 - the reference to Operations & Development should read Finance & Governance	Town Clerk & Proper Officer
WTCM347	**RECOMMENDATION** **FG151025/5.1 Council Accounts (September - Period 6)** To accept the Income and Expenditure Reports and Cash and Bank Totals for September 2025 and note the bank balances as of 30th September 2025.	Town Clerk & Proper Officer

ID		Assigned
WTCM348	**RECOMMENDATION** **FG151025/5.2 Payment of Invoices - October** To approve payment of invoices for October 2025.	Town Clerk & Proper Officer
WTCM349	**RECOMMENDATION** **FG151025/5.3 Scrutiny of Payments** To elect Cllr Morag Bailey following members to perform scrutiny of payments exercise in December.	Town Clerk & Proper Officer
WTCM351	**RECOMMENDATION** **FG151025/5.5 Budget 2026/2027 - Draft 1** To note the Draft 1 budget; To instruct the Town Clerk to prepare Draft 2 budget and finalise utilities, fixed costs and staffing costs where required; and To ask committees to review Draft 2 budgets in November with a view to finding additional areas where savings can be achieved.	Town Clerk & Proper Officer
WTCM352	**RECOMMENDATION** **FG151025/5.6 Fees and Charges Review** To approve the new schedule of Fees and Charges which shall take effect from 1st January 2026, with the new charges applying only to payments made on or after that date. Bookings made and paid for in advance of the 1st January 2026 shall be charged at the current rates.	Town Clerk & Proper Officer
WTCM353	**RESOLUTION** **FG151025/8 Confidential Session - Exclusion** That members of the public and press be requested to leave the meeting by reason of the confidential nature of the business about to be transacted.	
WTCM354	**RECOMMENDATION** **FG151025/10 Review of Cleaning Contract** To approve Option 2 as set out in the confidential report but seek to add an additional cleaner at SCP 2 on flexible hours with both operatives not to exceed 30 hours per week and for the Town Clerk and Operations Manager to resolve the specific contractual details.	Town Clerk & Proper Officer
WTCM355	**RECOMMENDATION** **FG151025/9 Sales Ledger - Debtors** To request that the Town Clerk brings back the debtors list at the appropriate stages of the Debt Management Policy, and not each month; and brings forward actions relating to other debts as appropriate.	Town Clerk & Proper Officer
WTCM357	**RECOMMENDATION** **FG151025/12 Salary Sacrifice Scheme** To note that the report and that the scheme is cost-neutral to the Council and actually will reduce the Council's Employers National Insurance costs; To approve the introduction of the Electric Vehicle Salary Sacrifice Scheme for Council staff with Octopus Electric Vehicles; and To authorise the Town Clerk to complete the necessary arrangements for implementation and communication to staff.	Town Clerk & Proper Officer

ID		Assigned
WTCM358	**RECOMMENDATION** **FG151025/10 Independent Staffing Review** To notes the findings of the Independent Staffing Review; and To approve the revised staffing structure as set out in the Town Clerk's Recommendations and at the end of the report, subject to the amendments in relation to the title of the Events, Markets and Planning Officer and the line management of the Communications & Community Engagement Officer.	Town Clerk & Proper Officer
WTCM359	**RECOMMENDATION** **FG151025/13 Town Clerk's Probation Period** To end the probational period and the Town Clerk becomes a permanent member of staff and receive the agreed increment in the pay scale.	Town Clerk & Proper Officer

Appendix F

Cyngor Tref y Trallwng | Welshpool Town Council

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

Document / Report

Author	Richard Williams Town Clerk & Proper Officer
Title	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 G

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%	

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

Month No: 6 | **Committee Report**

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
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%	

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
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%	

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
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 H

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	Paid on 10/10/2025
24/09/2025	803870266	5922	Electricity MAB	£13.02	Paid on 13/10/2025
01/10/2025	725575171	5958	Electric AHC	£313.09	
Blachere Illuminations UK Ltd [BLACHERE]					
09/10/2025	SP43971	5969	Replacement Bulbs	£146.40	
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
08/10/2025	W/355584	5973	Materials for goal line	£41.06	
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
Commercial Vehicle Contracts Ltd [CVC]					
09/10/2025	CVCI18667	5982	End of lease damage costs	£330.00	
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	

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Date	Invoice No.	Ref No.	Detail	Total	Status
I J Guy [IJGUY]					
27/07/2025	WTC00125	5951	Defibrillator Servicing	£210.00	
Rentokil Initial [INITIAL] - paid by Direct Debit					
29/09/2025	35611566	5927	Initial hygiene Oct to Nov	£916.55	Paid on 08/10/2025
J Davies Ltd [JDAVIES]					
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] - paid by Direct Debit					
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	
16/10/2025	MIN7869059	5980	Lex AutoLease Oct 25	£708.18	
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	
Nick Roberts [NROBERTS]					
09/10/2025	3016	5974	Pat test of Xmas lights	£120.00	
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	
10/10/2025	10106	5972	Cllr Training 2 Oct	£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	

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Date	Invoice No.	Ref No.	Detail	Total	Status
10/10/2025	40033088	5971	Trade Waste TH	£133.53	
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	
07/10/2025	6878	5970	Cleaning Supply W/E 5 Oct	£520.70	
13/10/2025	6888	5976	Cleaning Supply W/E 12th Oct	£282.05	
RCI Mobilize Financial Services [RCI] - paid by Direct Debit					
03/10/2025	83466130	5967	MoW Van Lease Oct 25	£252.85	
Salopian Brass Shrewsbury [SALOPIAN]					
09/10/2025	01686	5968	Performance fee at Winter Fest	£250.00	
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
16/10/2025	SD2543-5	5981	LCC Staffing Review	£3,276.00	
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	
16/10/2025	2037412	5978	Repairs to Combi Oven	£519.35	
16/10/2025	2037411	5979	Repairs to Dishwasher	£295.73	
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	

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Date	Invoice No.	Ref No.	Detail	Total	Status
Welshpool DIY [WPLDIY]					
03/10/2025	3131	5975	Various equipment and PPE	£91.06	
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 £60,399.36

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	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 J

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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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

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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
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		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	(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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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
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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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
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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		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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		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

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
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

Continued on next page

		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
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

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
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

Continued on next page

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)		

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
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

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
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

		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
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

Continued on next page

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
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

Continued on next page

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
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 K

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

Recommendation WTCM351

FG151025/5.5 - Budget 2026/2027 - Draft 1

This was a recommendation made on 15/10/2025 by Finance & Governance Committee.

Vote Type: Recorded Vote
Proposer: Cllr Morag Bailey
Seconder: Cllr Richard Church

A recorded vote was requested and held on this resolution.

For: Cllr Alison Davies, Cllr Carol Robinson, Cllr David France, Cllr Estelle Bleivas, Cllr Morag Bailey, Cllr Phil Owen, Cllr Richard Church [7]
Against: [0]
Abstain: Cllr Phil Pritchard [1]

Decision:

The Town Clerk summarised the report and explained that Draft 1 had been considered by all committees to date and that the budget has been reworked into different categories allowing greater scrutiny of spend. The budget also contained assumptions on staff pay awards and utility cost increases.

Members asked a range of queries including:
- 180/4660 (Direct Stock) had been reduced from £15,000 to £5,000 due to lower stock costs, however suggestion was made that this should be reviewed as the TIC needs stock to sell in order to generate income.
- 232 (Winter Festival) - suggested additional new line called 'Santa Gifts' which would show the exact cost of what the Council was purchasing for free gifts for children as part of the Winter Festival.

A recorded vote on the recommendation was requested and held.

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

Accompanying Documents:

- Draft 1 Budget 2627 - report
- FG Draft 1 Budget 2627.pdf

Appendix L

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	Town Hall Project Governance - OD
Date	3rd October 2025

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

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

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

    2. Role: To provide advice, scrutiny and recommendations to the Clerk on all significant project matters.

    3. Meetings: Flexible, informal (not governed by statutory committee requirements), enabling quicker decisions.

4. Safeguards:
    1. The Clerk must escalate any matter exceeding the approved project budget, or significantly altering project scope, to Full Council.

    2. Regular written reports will be presented to Full Council for transparency.

4. Links to Strategic Objectives and Interim Strategic Plan

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

5. Resource & Legal Implications

1. Decisions will be taken lawfully under officer delegation.

2. Officer time will be required to support the Advisory Board, but the administrative burden is significantly less than for a standing committee.

3. The Advisory Board has no decision-making power in its own right, but ensures member and stakeholder involvement.

6. Specific Implications

1. **Crime and Disorder** - N/A

2. **Biodiversity** - The Project Board will ensure compliance with the Environment (Wales) Act 2016 by incorporating ecological considerations into design and works, including energy efficiency, habitat features (e.g. swift/bat boxes), and green infrastructure where feasible. (Environment (Wales) Act 2016).

3. **Well-being** - The project contributes to the seven well-being goals (Well-being of Future Generations (Wales) Act 2015).

4. **Risk Management** - The Board strengthens governance and accountability for a major capital project, directly addressing risks in the Council's Risk Register around asset condition, finance, and delivery.

7. Recommendation

1. To approve the establishment of a Town Hall Transformation Project Board to oversee the project.

2. Delegate authority to the Town Clerk to make all decisions relating to the Restarting Welshpool Town's Heart project within the approved budget and scope.

3. Require the Town Clerk to exercise this delegation only following consultation with the Project Board.

4. Approve the composition of the Project Board as up to 4 councillors plus the Town Mayor ex officio, and up to 3 co-opted members from the Community Stakeholder Group.

8. Decision

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

Appendix M

Richard Williams (Town Clerk)

From:	Sustainable Powys <sustainable.powys@powys.gov.uk>
Sent:	15 October 2025 15:40
Subject:	Sustainable Powys - LET'S TALK! // Powys Gynaliadwy - DEWCH I DRAFOD!

Sustainable Powys - LET'S TALK!

Good afternoon all,

I am writing to invite you to the next Town and Community Council Sustainable Powys meeting.

This invite is for up to two representatives of your town or community council. This can be any representative, whoever you feel is best placed to represent and feedback.

There are five meeting locations and dates, one for each core area, the information is below:

Core Area	Date	Time	Location
Ystradgynlais	20/11/2025	19:00 - 21:00	The Welfare
Brecon	26/11/2025	19:00 - 21:00	The Foundry
Llandrindod	26/11/2025	19:00 - 21:00	County Hall
Welshpool	27/11/2025	19:00 - 21:00	The Livestock Market
Newtown	27/11/2025	19:00 - 21:00	Hafren Theatre

Please RSVP through this link, where you can choose the meeting(s) you'd like to attend:
https://forms.office.com/e/XV0ki6y9ur

We won't be able to provide any responses to questions raised regarding the current consultation topics:

- Gypsy and Traveller accommodation needs - site options
- Farm Estate policy
- Bull Dingle

Please note that this meeting is about the agenda items listed in the table below.

Agenda Item
Why we're here and what this is all about
Short updates from issues raised at the last meeting – you said we did
Resource hub review – demonstration, and how is it working for you?
PAVO community engagement work commissioned by Powys - what it is, how to get involved etc.
Case studies from localities

Spring meetings - bringing in the community and engaging with the emerging Local Development Plan

Refreshments will not be provided.

We'd love to see you there!

Yours sincerely,

Jake

Councillor Jake Berriman
Leader, Powys County Council
Cabinet Member for People, Performance and Partnerships.

sustainable.powys@powys.gov.uk
en.powys.gov.uk/sustainablepowys

Powys Gynaliadwy - DEWCH I DRAFOD!

Prynhawn da i gyd,

Rwy'n ysgrifennu i'ch gwahodd i gyfarfod nesaf Cyngor Tref a Chymuned Powys Gynaliadwy.

Mae'r gwahoddiad hwn ar gyfer hyd at ddau gynrychiolydd o'ch cyngor tref neu gymuned. Gall hwn fod yn unrhyw gynrychiolydd, pwy bynnag y teimlwch sydd yn y sefyllfa orau i gynrychioli a rhoi adborth.

Mae pum dyddiad a lleoliad ar gyfer y cyfarfodydd, un ar gyfer pob ardal graidd, mae gwybodaeth am y cyfarfodydd isod:

Core Area	**Dyddiad**	**Amser**	**Lleoliad**
Ystradgynlais	20/11/2025	19:00 - 21:00	The Welfare
Brecon	26/11/2025	19:00 - 21:00	The Foundry
Llandrindod	26/11/2025	19:00 - 21:00	County Hall
Welshpool	27/11/2025	19:00 - 21:00	The Livestock Market
Newtown	27/11/2025	19:00 - 21:00	Hafren Theatre

A fyddech cystal ag ymateb drwy'r ddolen lle gallwch ddewis y cyfarfod(ydd) yr hoffech eu mynychu: https://forms.office.com/e/XV0ki6y9ur

Ni fyddwn yn gallu darparu unrhyw ymatebion i gwestiynau a godir ynghylch y pynciau ymgynghori presennol:

- Anghenion llety Sipsiwn a Theithwyr - opsiynau safleoedd
- Polisi Ystad Ffermydd
- Bull Dingle

Sylwer mae'r cyfarfod hwn yn ymwneud â'r eitemau agenda a restrir yn y tabl isod.

Eitem Agenda
Pam ein bod ni yma a beth yw diben hyn
Diweddariadau byr ar y materion a godwyd yn y cyfarfod diwethaf - dywedoch chi, gwnaethon ni
Adolygu hyb adnoddau
Gwaith ymgysylltu cymunedol Cymdeithas Mudiadau Gwirfoddol Powys a gomisiynwyd gan Bowys - beth ydyw, sut i gymryd rhan ac ati.
Astudiaethau achos o ardaloedd
Cyfarfodydd y gwanwyn - dod â'r gymuned i mewn ac ymgysylltu â'r Cynllun Datblygu Lleol sy'n dod i'r amlwg

Sylwch na fydd lluniaeth yn cael ei ddarparu.

Byddem wrth ein bodd yn eich gweld chi yno!

Yn gywir,

Y Cynghorydd Jake Berriman
Arweinydd, Cyngor Sir Powys
Aelod Cabinet dros Bobl, Perfformiad a Phartneriaethau.

sustainable.powys@powys.gov.uk
cy.powys.gov.uk/powysgynaliadwy

Appendix N

Llywodraeth Cymru
Welsh Government

CABINET STATEMENT

Written Statement: Update on actions to support the role, governance and accountability of the community and town council sector

Jayne Bryant MS, Cabinet Secretary for Housing and Local Government

First published: 1 October 2025

Last updated: 1 October 2025

In March this year, the Local Government and Housing Committee concluded its inquiry into the role, governance and accountability of the community and town council sector. I accepted all 11 recommendations.

I would like to thank everyone who contributed to this important work, and I am pleased to set out the Welsh Government's approach to acting on their key recommendations.

We are committed to a phased and impactful approach to this work. This is designed both to provide clarity to the sector and ensure meaningful engagement while respecting the capacity of councils and their partners.

This autumn, we will begin engaging with the sector on the first theme relating to standards of behaviour. Addressing this is important to enable both good governance and stewardship of councils. Work has already commenced to explore options to facilitate greater use of local resolutions to disputes within the sector. I am grateful for the participation of stakeholders at the workshop held on 11 September, which launched this phase of work and gathered valuable early feedback. Alongside this, work will begin on examining the recommendation of exploring the introduction of mandatory code of conduct training for community and town councillors, with consideration of the various options for its implementation. This will put us in a strong position to identify the changes required and act on them.

Engagement will continue through the autumn and into the new year, ensuring that voices from across the sector help shape any proposed changes. Our approach will draw together these important recommendations and engage the sector in discussions about diversity in democracy. In particular, I look forward to the outcomes from the workstream looking at abuse in politics, which will culminate in an event in spring 2026.

In respect of the second theme, I expect work on exploring a new bespoke audit system for community and town councils to begin afterwards, most likely in the spring/summer of 2026. Changes to the audit system are likely to require deep consideration leading to legislative changes. Given the importance of good governance and use of public money, alongside the likely significant impact on the practices of community councils, I am of the view that this must be done right rather than quickly.

This sequencing will help to build capacity within the sector, ensuring that each set of recommendations receives the attention it deserves. We want to support councils and their communities in developing solutions that are robust, practical and sustainable.

I want to thank all partners and stakeholders for their ongoing engagement and commitment to improvement within the community and town council sector. I look forward to continuing to work together as we deliver on these recommendations for the benefit of councils and the communities they serve.

Appendix O

Powys Replacement Local Development Plan (LDP) 2022-2037

Topic Paper

Meeting Gypsy and Traveller Accommodation Needs

Scoping of Site Options to inform Site Selection

Consultation Document

August 2025

Replacement LDP (2022-37): Preferred Strategy to Deposit Plan Stage

This document is also available in Welsh.

CONTENTS

INTRODUCTION

The Council has identified a need[1] to provide for a new gypsy and traveller site in the Welshpool area. The need to find a suitable site for gypsy and traveller accommodation has been included in work to date on the Powys Replacement Local Development Plan (LDP) (2022-2037)[2] .

The new site must accommodate 12 no. new mobile home pitches and potentially have scope for future expansion. The Council is required to follow published Welsh Government guidance[3] when planning and developing this type of site. Each pitch has certain requirements, for example every pitch should have access to an amenity block together with hardstanding provision. It is calculated that a site of at least1.2 hectares is required.

Subject to gaining planning permission and available funding (Welsh Government can grant fund this type of site) the new site is expected to be completed over the period 2026- 2027.

The Council has investigated its own land holdings in the Welshpool vicinity to see if a suitable site may be available on Council-owned land. From this work a number of sites/search areas have been selected as potential options.

The Council is now consulting and seeking views on these options to inform the next stages. **Section 5.** explains how you can get involved.

---

[1] Powys Replacement LDP Supporting Documents Evidence Base Document – Gypsy and Traveller Accommodation Assessment – available here.

[2] Powys Replacement LDP (Preferred Strategy) Supporting Documents Background Paper -– Gypsy and Traveller Accommodation Assessment Position Statement available here.

[3] WG guidance and Planning Circular

SITE OPTIONS

The new site is required in connection with the community living at the Council-run gypsy and traveller site at Leighton Arches near Welshpool. The site is at capacity and there is no further scope for re-configuration. It is not possible to extend the existing site to provide additional pitches as the area is constrained by flood risk. A new site is required in reasonable proximity to the existing site.

The main land opportunities are seen to be on Powys County Council owned Farms and Estate Land as the Council has sufficient control (subject to any tenancy matters) to ensure that the site can be released for the new use within the necessary timeframes subject to obtaining planning permission.

The Council has looked at the opportunities and constraints on Council-owned land in the Welshpool area and has **shortlisted 6 potential options** as listed in **Table 1**.

Table 1: OPTIONS - SHORTLISTED SITES/AREAS OF SEARCH (location plans are in Section 3.)

Option number	Location	Search Area (hectares)	Address	Nearest Settlement
1	Parcel 1 at Leighton, Welshpool	7.83 ha	Land opposite Severnleigh/Stables/Coach House/Granary	Leighton
2	Parcel 2 at Leighton, Welshpool	11.39 ha	Land southwest of Severnleigh	Leighton
3	Land Holding at Leighton, Welshpool	47.12 ha	Buildings and land at Gwyns Barn	Leighton
4	Parcel 1 at Forden, Welshpool	2.92 ha	Land adjacent Forden Village - north of Church Farm/Church Farm Close	Forden
5	Parcel 2 at Forden, Welshpool	3.6 ha	Land off C road C2114, South/southwest of Church Farm/Church Farm Close (and opposite Pound Fields)	Forden
6	Land Holding at Churchstoke, Montgomery	8.26 ha	Land adjacent Churchstoke Village – Fir House land	Churchstoke

NOTE: At **1.2 ha** (approx.) the new Gypsy and Traveller site for 12 pitches **requires only part of any shortlisted areas.** It is not known if the site will need to be extended in the future as this will depend on evidence at the time.

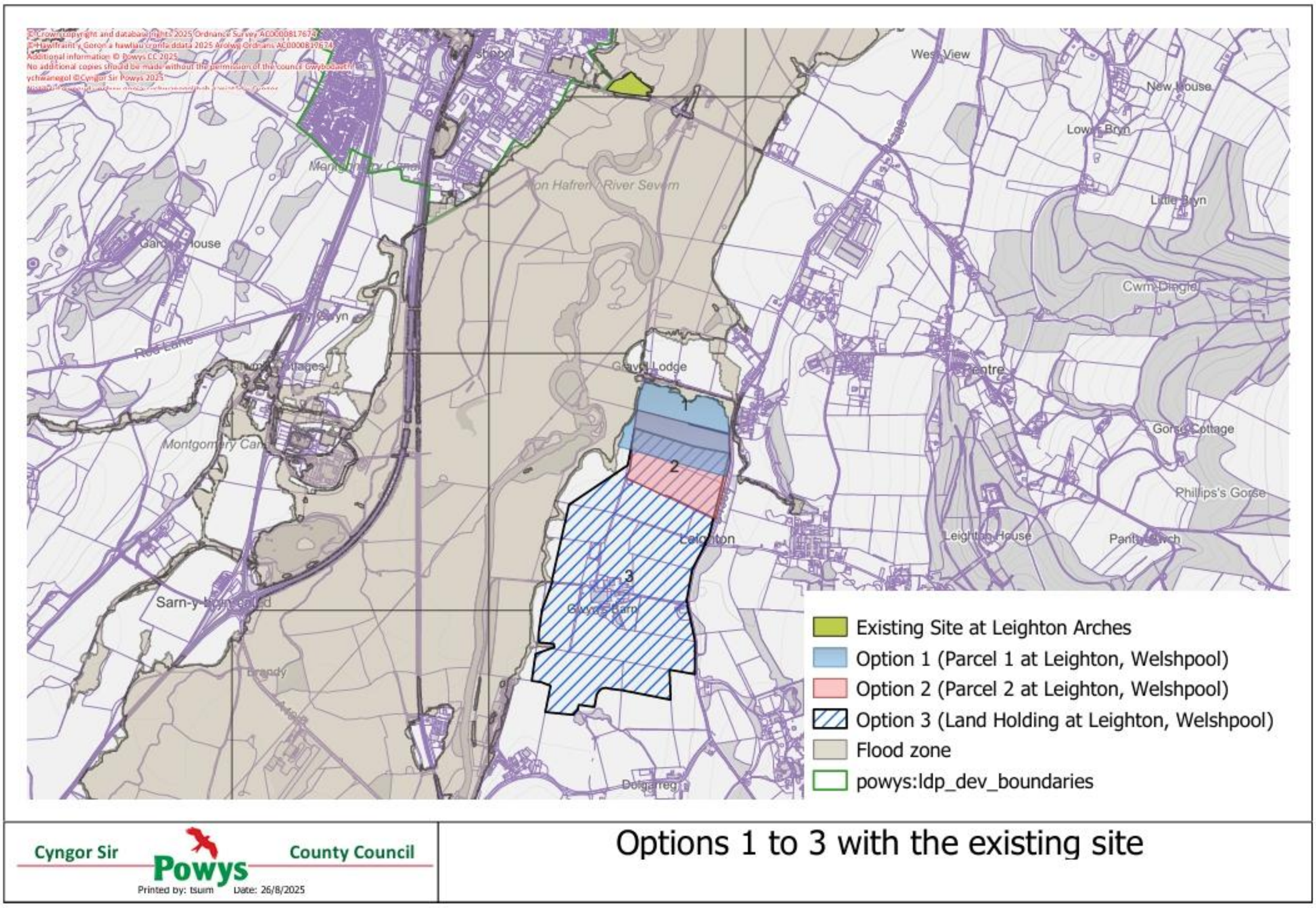
In considering the most suitable location for a new site, there is relevant guidance in Planning Circular (005/2018) including advice in paragraphs 38. and 39.:

“38. In deciding where to provide for Gypsy and Traveller sites, planning authorities must first consider sustainable locations within or adjacent to existing settlement boundaries with access to local services e.g., education settings, health services and shops”.

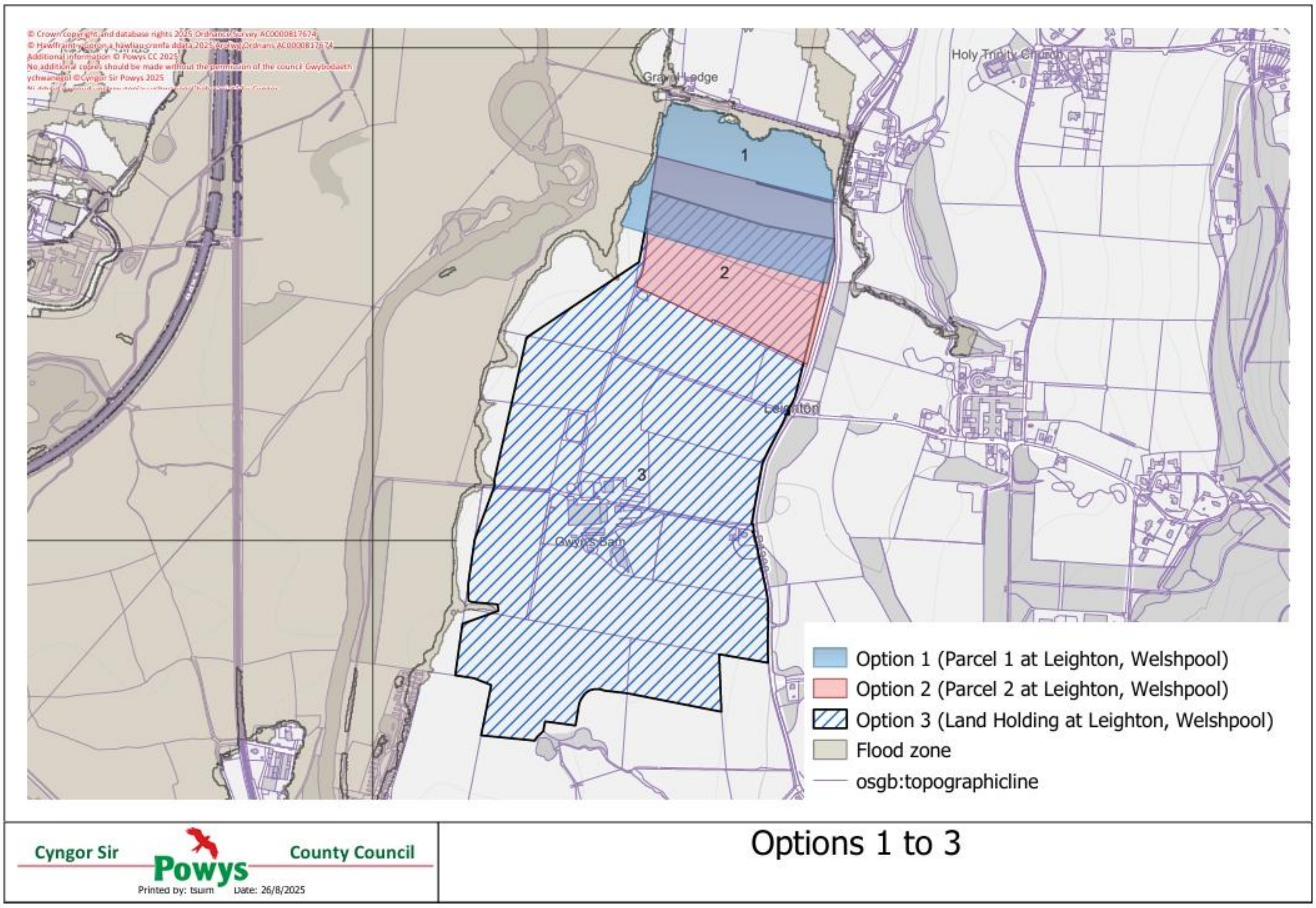
“39. *Sites in the countryside, away from existing settlements, can be considered for Gypsy and Traveller sites if there is a lack of suitable sustainable locations within or adjacent to existing settlement boundaries”.*

LOCATION PLANS

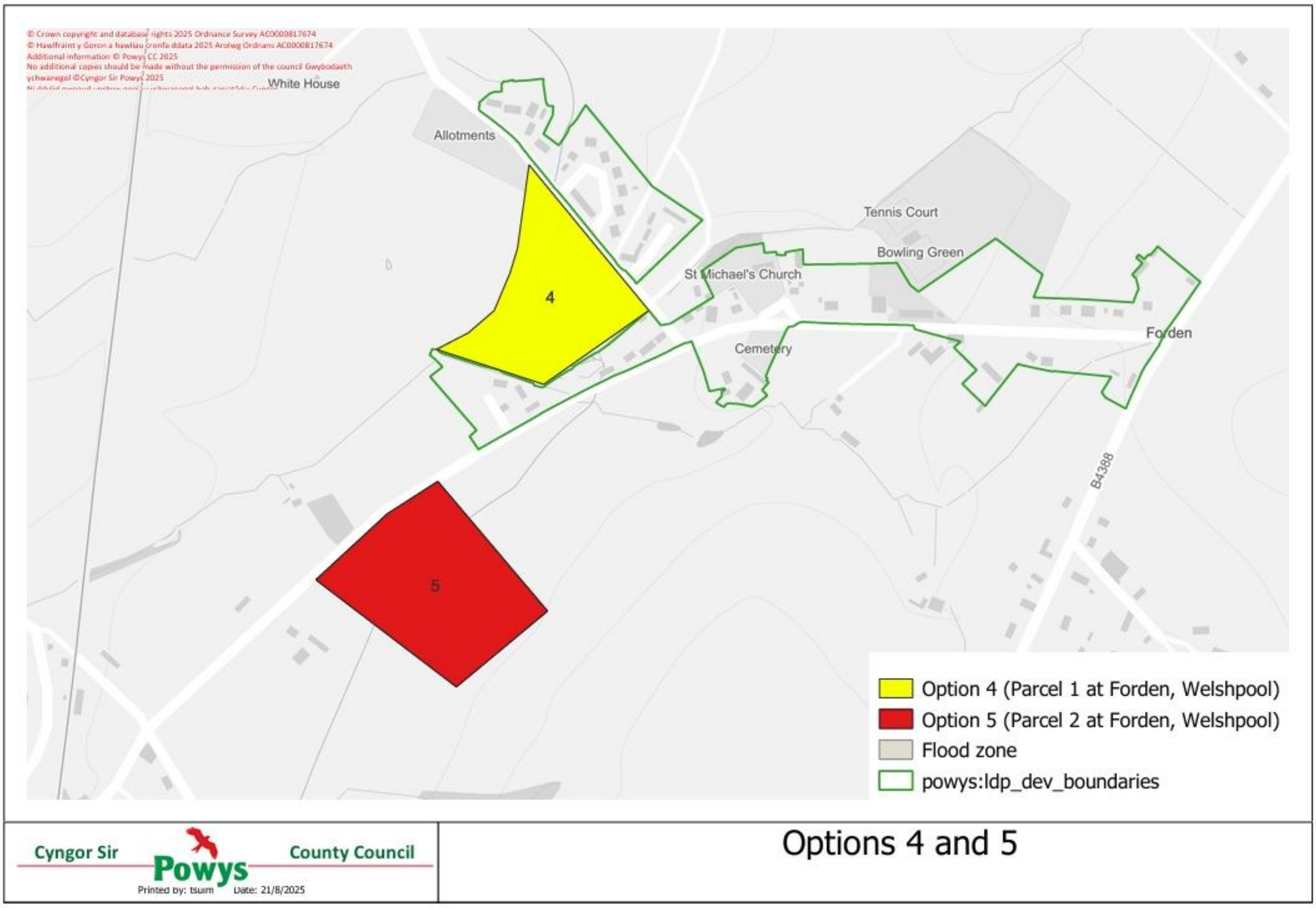
Plan 1 - Leighton Site Options 1 to 3 With Existing Site



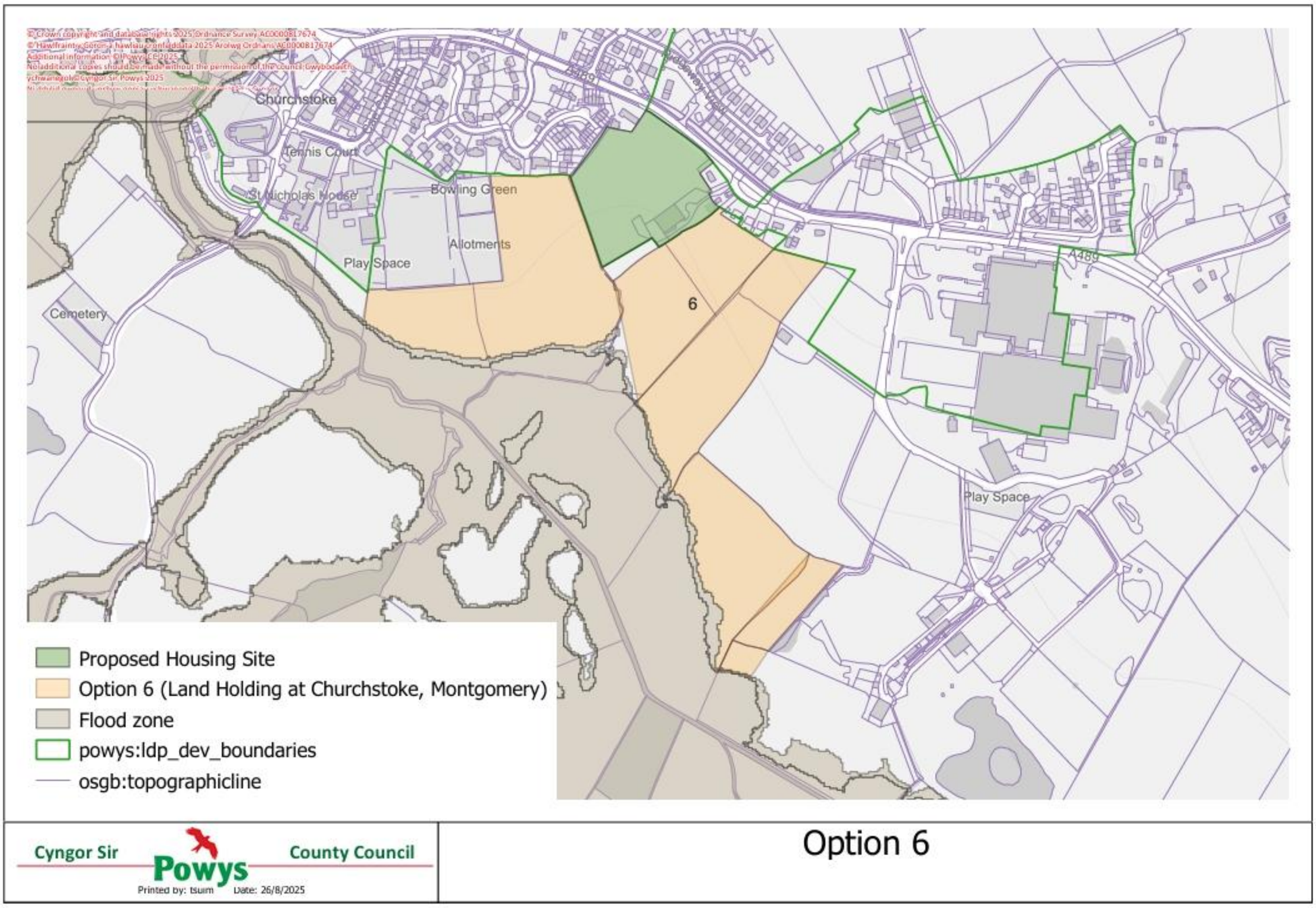
Plan 2 - Leighton Site Options 1 to 3



Plan 3 – Forden Sites Options 4 and 5



Plan 4 – Churchstoke Site Option 6



ALTERNATIVE SITE SUGGESTIONS

The Council is open to alternative suggestions in finding a new site to serve Welshpool area needs (12 pitches minimum) and would particularly like to encourage the use of previously developed land (brownfield sites) if there are any opportunities in the geographical area.

This paper is focussed on possibilities on Council-owned land. The Council is continuing to seek and consider other available development opportunities for a gypsy and traveller site in the Welshpool area.

Anyone who has sufficient control of land who wishes to submit an alternative site option for consideration is asked to respond by the consultation deadline (22nd October), providing details of the potential site (1.2 ha plus) including a location plan and the reasons for its submission. Please summarise why the alternative land is considered suitable, available and deliverable for mobile home pitches within the short-term.

Alternative site suggestions can be submitted via Have Your Say or by email or post.

Sites should be available for at least 21 years. Sites constrained by issues such as flood risk, unsafe highway access, pollution or contamination (unless remediable), or those in unacceptably remote locations will not be judged as suitable.

This is not a formal "call for sites" stage for the Powys Replacement LDP and the Council is only seeking potential sites to meet the gypsy and traveller site requirement, i.e. not more general housing sites.

CONSULTATION DETAILS

We would like to find out your views on the shortlisted site options provided in Table 1.

The Council's on-line engagement hub "Have Your Say" is set up to receive your comments. We encourage you to use this method.

If you support/object or have other comments on any of the sites, please let us know. If you prefer one option over another, please state your preferred option and why.

The consultation period runs for more than 7 weeks from **12.00 noon on Monday 1st September to 5.00 pm on Friday 31st October 2025.**

For those not responding on-line, comments can be submitted by email to ldp@powys.gov.uk or by post using the feedback form in Appendix 1. Postal returns should be sent to: Planning Policy Section, Powys County Council, County Hall, Llandrindod Wells, LD1 5LG.

Please ensure your comments are civil, respectful, and relevant. Avoid misleading, unlawful, or offensive content. Abusive comments will not be tolerated or responded to.

All responses should be submitted by the closing date of **31st October 2025**.

INFORMATIVES

- Please be advised that the need for a new gypsy and traveller site in the Welshpool area has been soundly evidenced. The Council has a legal duty[4] to act on this evidenced need. This consultation does not concern the principle of providing a new site, instead it is about working to identify a suitable location for the new site, finding appropriate land which meets all relevant planning and housing requirements for this type of use.

[4] https://www.legislation.gov.uk/anaw/2014/7/notes/division/2/3

- Respondents must supply a name and address (the Council will manage this information in accordance with data protection requirements – see our privacy statement). Comments may be published in full, but all personal details will be removed or redacted.
- The way our online consultations work means we can only accept one response per person. Respondents will need to have registered on our engagement platform to answer our surveys hosted on our engagement hub site: **Powys County Council | Have Your Say Powys** (you only need to register once). This is part of a county-wide Powys portal for consultation and engagement.
- The Council would like to re-iterate that these are only potential locations for a new gypsy and traveller site and there is no certainty that any of these options will be developed. The purpose of this consultation exercise is to ensure that the Council hears the views of stakeholders, interested parties, the local community, representative groups and the general public in order to take these views into account in further decision making.

WHAT HAPPENS NEXT?

All feedback on the site options will be assessed and considered carefully before any preferred site is selected. Sites will be further evaluated.

An engagement report will be produced summarising the details and outcomes of this consultation process.

Once a preferred site has been identified, a **planning application** will need to be submitted and/or the site identified as a **proposed land allocation** for gypsy and travellers in the Powys Replacement LDP (2022-37). Both processes include statutory stages of public consultation meaning there will be further opportunities for you to have your say.

Keeping you informed: If you want to be kept up to date on the progress of the Replacement LDP you can self-register and gain access to the development plan consultation hub and receive our consultation and communication emails. The planning policy webpages also have a more general latest news section.

APPENDIX 1: FEEDBACK FORM

How we will use your information

On 25th May 2018 the General Data Protection Regulation (GDPR) came into force, placing restrictions on how organisations can hold and use personal data and defining rights with regard to that data. Any personal information disclosed to us will be processed in accordance with our Privacy Notice. The Council's Planning Policy Privacy Notice can be found at:

Planning Policy Privacy Notice - Powys County Council (https://en.powys.gov.uk/article/12891/Planning-Policy-Privacy-Notice)

Please note that comments made in response to this consultation paper could be made available for public inspection and cannot therefore be treated as confidential.

Have your say

Q1. Are you answering this survey as...? (Please select one option)

- ☐ An individual
- ☐ An official response from a Powys business, group or other organisation
- ☐ An elected representative of a constituency in Powys (e.g. a county, town or community Councillor, an MP or an MS)

Q2. This survey concerns the gypsy and traveller community. Do you consider yourself a gypsy or traveller?

- ☐ Yes
- ☐ No

Q3. Your Details

Name:

Business, Group or Other Organisation Name (if applicable):

Property/Postal Address:

Postcode:

Email address:

Q4. Please comment on one or more of the site options. Tick to indicate whether you support, object or have other views and provide your reasoning. Continue on a blank sheet if necessary.

** Note the site options provide indicative areas of search only. The site requirement is for an area of 1.2 ha – 2.00 ha.*

***In determining a future planning application on any site, the Local Planning Authority will be making decisions taking account of the statutory development plan and other material (relevant) considerations. See:* https://www.planningportal.co.uk/services/help/faq/planning/about-the-planning-system/what-are-material-considerations .

Although this is only an initial scoping stage, it is suggested that you consider how well your support/ objection/comments relate to the planning merits of the proposals. Focussing on these aspects is likely to provide the most meaningful and influential feedback.

Option 1: Parcel 1 at Leighton, Welshpool

☐ Support ☐ Neutral ☐ Object ☐ Other

Please provide your reasoning:

Option 2: Parcel 2 at Leighton, Welshpool

☐ Support ☐ Neutral ☐ Object ☐ Other

Please provide your reasoning:

Option 3: Land Holding at Gwyns Barn, Leighton, Welshpool

☐ Support ☐ Neutral ☐ Object ☐ Other

Please provide your reasoning:

Option 4: Parcel 1 at Forden, Welshpool

☐ Support ☐ Neutral ☐ Object ☐ Other

Please provide your reasoning:

Option 5: Parcel 2 at Forden, Welshpool

☐ Support ☐ Neutral ☐ Object ☐ Other

Please provide your reasoning:

Option 6: Land Holding at Fir House, Churchstoke, Montgomery

☐ Support ☐ Neutral ☐ Object ☐ Other

Please provide your reasoning:

Q5. Do you think one site has advantages over another/the others?

☐ Yes

☐ No

If so, please comment on your preferred site option.

My preferred site option is:

Please provide your reasoning:

Q6. Do you have other suggestions/ideas on how the Council might meet the identified needs?

☐ Yes

☐ No

If Yes – what are your suggestions/ideas?

Q7. Are you proposing an alternative site?

☐ Yes
☐ No

If so, have you included a map and further details?

☐ Yes
☐ No

Please ensure you have provided your contact details and use the box below to set out your reasoning/support for the alternative site:

Q8. Further Comments? The space below can be used for any additional comments:

The Welsh Language

Q9. Do you have any concerns or evidence to suggest that the council is treating/using the Welsh language less favourably than English in relation to the proposal to provide a gypsy and traveller site in the Welshpool area?

☐ Yes ☐ No ☐ I don't know

Q10. If yes, please give details and state how the proposal suggested in this survey will affect opportunities to use the Welsh language in your view?

Before you go...

About you

In order to help us ensure that we are providing services fairly to everyone who needs them, we would be grateful if you could answer a few more questions about yourself. Completion of these questions is not required as part of the survey. The information you supply will be kept confidentially and will only be used for the purposes of equalities monitoring.

Q11. How old are you?

- ☐ Under 16
- ☐ 16-24
- ☐ 25-34
- ☐ 35-44
- ☐ 45-54
- ☐ 55-64
- ☐ 65-74
- ☐ 75-84
- ☐ 85+
- ☐ Prefer not to say

Q12. How do you define your gender?

- ☐ Female
- ☐ Male
- ☐ Transgender
- ☐ Non-binary
- ☐ Other
- ☐ Prefer not to say

Q13. How much do you agree or disagree with the following statements?

We are open about our decision-making, how we're managed, and council staff are open with the public

- ☐ Strongly agree
- ☐ Agree
- ☐ Neutral
- ☐ Disagree
- ☐ Strongly disagree

We make sure that the community can engage effectively with decision-making processes and council actions

- ☐ Strongly agree
- ☐ Agree
- ☐ Neutral
- ☐ Disagree
- ☐ Strongly disagree

Q14. How satisfied are you with...?

The ability to interact with us in the way that you prefer, e.g. phone, email, website.

- ☐ Very Satisfied
- ☐ Satisfied
- ☐ Neutral
- ☐ Unsatisfied
- ☐ Very Unsatisfied

The ability to interact with us in your language of choice.

- ☐ Very Satisfied
- ☐ Satisfied
- ☐ Neutral
- ☐ Unsatisfied
- ☐ Very Unsatisfied

The opportunities given to you to have your say and participate in our decision-making processes

- ☐ Very Satisfied
- ☐ Satisfied
- ☐ Neutral
- ☐ Unsatisfied
- ☐ Very Unsatisfied

Next steps

Thank you for your feedback. Please return your completed form to Planning Policy Section, Powys County Council, County Hall, Llandrindod Wells, LD1 5LG or scan and email it to haveyoursay@powys.gov.uk by 31 October 2025.

Appendix P

Comisiwn Democratiaeth a Ffiniau Cymru

Democracy and Boundary Commission Cymru

Draft annual remuneration report

2026 - 2027

dbcc.gov.wales
remuneration@dbcc.gov.wales

Contents

The Commission welcomes correspondence and telephone calls in Welsh or English.
Mae'r ddogfen ar hon ar gael yn y Gymraeg.
This document has been translated into Welsh by Calan.

Democracy and Boundary Commission Cymru
4th Floor
Welsh Government Building
Cathays Park
CARDIFF
CF10 3NQ

Foreword

Welcome to the Draft Annual Remuneration Report of the Democracy and Boundary Commission Cymru, setting the determinations on pay, expenses and benefits for members of principal councils, community and town councils, fire and rescue authorities and national park authorities from 1 April 2026. It is important that we recognise the contribution of those who represent us. This area of work contributes to the wider role of the Commission in supporting the democratic health of Wales.

You can find more about the Commission on our website [Democracy and Boundary Commission Cymru | DBCC].

This is the first draft report since this important area of work was added to our remit. This role previously resided with the Independent Remuneration Panel for Wales. I would like to thank the Panel members for handing over a robust remuneration framework and to also thank them and the Welsh Government for their support in the transfer of the work to the Commission.

My thanks also go the secretariat to the Commission who have supported this work area, and the production of the draft report.

The coming year will see us looking at some significant topics in addition to our annual uprating:

> The [Democracy and Boundary Commission Cymru etc. Act 2013] requires the Commission to consider resettlement payments for those elected members who lose their seats at an election, and brief colleagues in the Welsh Government on what we think would be an appropriate payment scheme.
>
> We will be reviewing the framework for how senior roles are remunerated in principal councils and corporate joint committees to ensure that it remains fit for purpose and make changes where appropriate.
>
> We will be looking at the measure we use to decide the annual uprating of remuneration levels to assess whether or not it remains the most relevant index for us to use, and to reassess members workloads.

In all of these things, we will consult with and take account of the views of the Welsh Local Government Association and other stakeholders before making any decisions.

This draft report is now published for consultation. We welcome any comments on either the detail of our proposed determinations or any other relevant areas you think we should consider.

The consultation period ends on 18 November 2025. You can send us your comments in writing or by email. Your views are important to us, and everything you send us will be considered as we shape our final determinations, which we aim to publish in our annual report by the end of 2025.

Beverley Smith

Chair

Chapter 1. Introduction

1. The Commission has taken on the functions of the Independent Remuneration Panel for Wales (IRPW). We are mindful of the past work of the IRPW and thank them for their legacy report[1].
2. We plan to make substantive changes to the remuneration framework only once in each electoral cycle. The report prior to each local government election will give consideration to major changes to the framework, with those in between focusing on annual uprating. This means that this draft report for 2026-27 considers uprating amounts where appropriate but leaves the framework unchanged. The next report, for 2027-28, which we are required to publish by the end of February 2027, will update the framework for those members who will be elected at the May 2027 local elections.
3. The Welsh Government's remit letter for 2025–26 outlines several key objectives for the Commission regarding remuneration:

    - To assess the potential need for resettlement payments and support officials with briefing materials for any related regulatory considerations.
    - To revisit the Framework and Methodology for Remuneration of Senior Roles across Principal Councils and Corporate Joint Committees.
    - To examine the current benchmark linked to the Annual Survey of Hourly Earnings, alongside an evaluation of members' workloads.

Resettlement payments

4. The Welsh Government has asked us to consider what payments, if any, principal councils should make to councillors who stand for re-election but are unsuccessful. We will need to balance the needs of elected members as they move away from being a councillor against the budgets of councils, taking account if appropriate of those receiving sums from senior roles within their council.
5. If the Commission determines that a resettlement payment scheme should be established, it is anticipated that the Welsh Government would lay regulations for this to be in place for the 2027 local elections.

Senior roles

6. The Commission will be surveying authorities, their members and representative bodies to ascertain whether the current framework of remuneration for those with senior roles appropriately recognises the time commitment and responsibilities of those roles. We will include any determination to follow from this research in our annual report for 2027-28.

Community and town councils (CTC)

7. The IRPW had previously simplified the reporting requirements for CTCs to encourage members to accept allowances to which they are entitled, and work will continue to monitor the impact of this.

[1] Independent Remuneration Panel for Wales: legacy report | GOV.WALES

Corporate Joint Committees (CJC)

8. CJCs are a relatively new type of body. Each of the four committees are made up the leaders of the principal councils within its area and the chair of any national park authority that lies wholly or partly within its boundary. These leaders are in receipt of remuneration for their role within their respective bodies.
9. Each committee has established a number of sub-committees to deal with specialist areas and in one instance a Joint Overview and Scrutiny Committee. These are made up of councillors and co-opted members.
10. The Commission will consult on whether any additional remuneration is appropriate to reflect the additional time commitment and responsibilities relating to CJCs, and include any determination in its 2027-28 annual report.

Co-opted and lay members

11. The IRPW last uprated the remuneration of co-opted members of principal councils, national park authorities (NPA) and fire and rescue authorities (FRA) in its 2022 annual report[2] and included lay members of corporate joint committees (CJC) in its 2024 supplementary report[3]. The rates were linked to the public appointment rates paid by Welsh Government, which have not been uprated in some years.
12. Welsh Government have begun a review of these rates and the Commission will consider the outcome of that review before making any determination in respect of co-opted and lay members of relevant authorities.

Link with the Annual Survey of Hours and Earnings (ASHE)

13. The Commission will consider whether it continues to be appropriate for remuneration to be linked with the Office for National Statistics data from the Welsh element of their Annual Survey of Hours and Earnings.

Engagement

14. We will continue the Panel's engagement with the Welsh Local Government Association, One Voice Wales, the Society of Local Council Clerks, and the North & Mid Wales Association of Local Councils as the representative bodies across the local government family, as well as individual authorities, and consider their views in reaching our determinations, whilst continuing to take account of the impact of our decisions on the budgets of authorities.

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[2] Independent Remuneration Panel for Wales: annual report 2021 to 2022 | GOV.WALES
[3] Independent Remuneration Panel for Wales: review of remuneration for lay members of corporate joint committees | GOV.WALES

Chapter 2. Determinations for 2026-27

Determination 1/2026: Basic salary for elected members of principal councils

15. The basic salary, paid to all elected members, is remuneration for the responsibility of community representation and participation in the scrutiny, regulatory and related functions of local governance. It is based on a full time equivalent of 3 days a week. The Commission has reviewed this time commitment, and no changes are proposed for 2026-27.
16. The Commission is fully aware of the current constraints on public funding and the impact its decisions will have on the budgets of principal councils. The Commission is also mindful of our aims and objectives to provide a fair and reasonable remuneration package to support elected members and to encourage diversity of representation.
17. The Commission has determined that for the financial year 1 April 2026 to 31 March 2027 it is right to retain the link between the basic salary of councillors and the average salaries of their constituents. The basic salary will be aligned with three fifths of the all-Wales 2024 ASHE[4], the latest figure available at the time of writing. The basic salary will be £21,044, an increase of 6.4% on 2025-26.

Determination 2/2026: Salaries paid to senior, civic and presiding members of principal councils

18. All senior salaries include the basic salary payment. The different levels of additional responsibility of and between each role is recognised in a banded framework. No changes to banding are proposed this year.
19. The basic pay element will be uplifted in line with ASHE and the same uplift will also apply to the role element of Bands 1, 2, 3, 4 and 5, giving all roles a 6.4% increase.
20. The salary of a leader of the largest (Group A) council will therefore be £78,917. All other payments have been determined with reference to this and are set out in Tables 1 and 2 below.

[4] Annual survey of hours and earnings: 2024 [HTML] | GOV.WALES

Table 1: salaries payable to basic, senior, civic and presiding members of principal councils

Description	Amount
Group A	
Band 1 leader	£78,917
Band 1 deputy leader	£55,242
Band 2 executive member	£47,350
Group B	
Band 1 leader	£71,025
Band 1 deputy leader	£49,717
Band 2 executive member	£42,615
Group C	
Band 1 leader	£67,079
Band 1 deputy leader	£46,955
Band 2 executive member	£40,247
All principal councils	
Basic salary	£21,044
Band 3 committee chair (if paid)	£31,567
Band 4 leader of the largest opposition group	£31,567
Band 5 leader of other political groups (if paid) and deputy civic head	£25,253
Civic head (if paid)	£31,567
Deputy civic head (if paid)	£25,253
Presiding member (if paid)	£31,567
Deputy presiding member (basic only)	£21,044

Table 2: Council groups by population

Group A Population over 200,000	Group B Population 100,000 to 200,000	Group C Population up to 100,000
Cardiff Rhondda Cynon Taf Swansea	Bridgend Caerphilly Carmarthenshire Conwy Flintshire Gwynedd Newport Neath Port Talbot Pembrokeshire Powys Vale of Glamorgan Wrexham	Blaenau Gwent Ceredigion Denbighshire Isle of Anglesey Merthyr Tydfil Monmouthshire Torfaen

There are no further changes to the payments and benefits paid to elected members.

Determination 3/2026: Salaries for Joint Overview and Scrutiny Committee (JOSC) members

21. The salary of a chair of a JOSC will continue to be aligned to Band 3 and will be set at £10,522.
22. The salary of a vice-chair is set at 50% of the Chair and will be £5,261.
23. There are no other changes in this area.

Determination 4/2026: Payments to NPA and FRA members

24. The 3 national parks in Wales; Eryri, Pembrokeshire Coast and Bannau Brycheiniog, were formed to protect spectacular landscapes and provide recreation opportunities for the public. The Environment Act 1995 led to the creation of a NPA for each park. NPAs comprise members who are either elected members nominated by the principal councils within the national park area or are members appointed by the Welsh Government through the public appointments process. Welsh Government appointed and council nominated members are treated equally in relation to remuneration.
25. The three FRAs in Wales; Mid and West Wales, North Wales and South Wales were formed as part of Local Government re-organisation in 1996. FRAs comprise elected members who are nominated by the principal councils within each fire and rescue service area.
26. In line with the Commission's decision to increase the basic salary of elected members of principal councils, the remuneration level for ordinary members of both NPAs and FRAs is also increased in line with ASHE.
27. The remuneration for chairs will remain linked to a principal council Band 3 senior salary. Their role element will increase accordingly. Deputy chairs, committee chairs and other paid senior posts will remain linked to a Band 5. Full details of the levels of remuneration for members of NPAs and FRAs is set out in Table 3.

Table 3: Payments to NPA and FRA members

NPAs	**Amount**
Basic salary for ordinary member	£5,936
Chair	£16,458
Deputy chair (where appointed)	£10,144
Committee chair or other senior post	£10,144
FRAs	**Amount**
Basic salary for ordinary member	£2,968
Chair	£13,490
Deputy chair (where appointed)	£7,177
Committee chair or other senior post	£7,177

28. Other than the above increases, there are no changes proposed this year.

Determination 5/2026: Co-opted members of principal councils, National Park Authorities and Fire and Rescue Authorities and lay members of Corporate Joint Committees

29. Principal councils, NPAs and FRAs must pay their co-opted members who have voting rights fees at the rates in Table 4 below.

30. All determinations in this section that relate to co-opted members will apply equally to CJC lay members with voting rights from 31 July 2024.
31. The appropriate officer within the authority must set in advance whether a meeting is programmed for a full or half day. When the meeting is set for a full day, the fee will be paid on this basis even if the meeting finishes within 4 hours.
32. The Commission has determined there should be local flexibility for the appropriate officer to decide when it will be appropriate to apply a day or a half day rate or to use an hourly rate where it is sensible to aggregate a number of short meetings.

Table 4: Fees for co-opted and lay members (with voting rights)

Role	Hourly rate payment	Up to 4 hours payment rate	4 hours and over payment rate
Chairs of standards, and audit committees	£33.50	£134	£268
Lay chairs of CJCs	£33.50	£134	£268
Ordinary Members of Standards Committees who also chair Standards Committees for Community and Town Councils	£29.75	£119	£238
Ordinary lay members of CJCs	£29.75	£119	£238
Ordinary Members of Standards Committees; Education Scrutiny Committee; Crime and Disorder Scrutiny Committee and Audit Committee	£26.25	£105	£210
Community and Town Councillors sitting on Principal Council Standards Committees	£26.25	£105	£210

Determination 6/2026: Payments to community and town council (CTC) members

33. CTCs can opt to pay financial loss compensation to their members, where such loss has occurred for attending approved duties. The Commission has determined to maintain the alignment with the daily rate of ASHE as follows:
    - Up to £67.45 for each period not exceeding 4 hours.
    - Up to £134.90 for each period exceeding 4 hours but not exceeding 24 hours.
34. Other than this change to the financial loss compensation, no changes are made to payments to CTC members. Remuneration is due as set out in Tables 5 and 6 below.

Table 5: Extra costs payment (per group) for all members of CTCs

Type of payment	Group 1	Group 2 and 3	Group 4 and 5
Extra costs payment	Mandatory £156 for all members	Mandatory £156 for all members	Mandatory £156 for all members
Senior role	Mandatory £500 for 1 member; optional for up to 7	Mandatory £500 for 1 member; optional up to 5	Optional up to 3 members
Mayor or chair	Optional up to a maximum of £1,500	Optional up to a maximum of £1,500	Optional up to a maximum of £1,500
Deputy mayor or chair	Optional up to a maximum of £500	Optional up to a maximum of £500	Optional up to a maximum of £500

Attendance allowance	Optional up to a maximum of £30	Optional up to a maximum of £30	Optional up to a maximum of £30
Financial loss	Optional	Optional	Optional
Travel and subsistence	Optional	Optional	Optional
Costs of care or personal assistance	Mandatory	Mandatory	Mandatory
Office consumables	Mandatory £52 or full reimbursement for all members	Mandatory £52 or full reimbursement for all members	Mandatory £52 or full reimbursement for all members

Table 6: CTC groups by electorate

Group	Electorate
1	over 14,000
2	10,000 to 13,999
3	5,000 to 9,999
4	1,000 to 4,999
5	below 1,000

If the annual income or expenditure of a community or town council permanently exceeds £200,000, they will be moved to the next largest group.

Chapter 3. Summary of determinations for 2026-27

1/2026

35. The basic salary for elected members of principal councils is set at £21,044.

2/2026

36. The salary of a leader of the largest (Group A) council will be £78,917. All other payments have been determined with reference to this and are set out in Table 1.

3/2026

37. The salary of a chair of a JOSC will be set at £10,522. The salary of a vice-chair will be £5,261.

4/2026

38. The basic pay of NPA and FRA members has been increased as set out in Table 3.

5/2026

39. The fees for co-opted members of principal councils, National Park Authorities and Fire and Rescue Authorities and lay members of Corporate Joint Committees are set out in Table 4.

6/2026

40. The optional financial loss compensation for CTC members is increased to:
    - up to £67.45 for each period not exceeding 4 hours
    - up to £134.90 for each period exceeding 4 hours but not exceeding 24 hours
41. All other payments to members of CTCs are unchanged from previous years.

Chapter 4. Current determinations from previous years

42. The following determinations are unchanged from previous years, but are restated here for completeness.

Salaries payable to senior, civic and presiding members of Principal Councils

43. The limit on the number of senior salaries payable, known as the cap, remains in place. This is set out in Table 7 below.

Table 7: Maximum numbers of council membership eligible for payment of a senior salary

Council	Group	Number of councillors	Maximum senior salaries payable
Cardiff	A	79	19
Rhondda Cynon Taf	A	75	19
Swansea	A	75	19
Bridgend	B	51	18
Caerphilly	B	69	18
Carmarthenshire	B	75	18
Conwy	B	55	18
Flintshire	B	67	18
Gwynedd	B	69	18
Neath Port Talbot	B	60	18
Newport	B	51	18
Pembrokeshire	B	60	18
Powys	B	68	18
Vale of Glamorgan	B	54	18
Wrexham	B	56	18
Blaenau Gwent	C	33	16
Ceredigion	C	38	17
Denbighshire	C	48	17
Isle of Anglesey	C	35	17
Merthyr Tydfil	C	30	15
Monmouthshire	C	46	17
Torfaen	C	40	17

Group A councils: population over 200,000
Group B councils: population 100,000 to 200,000
Group C councils: population up to 100,000

Restrictions on senior post remuneration

44. Posts within the principal council (Determination 7 of 2022)
    - An elected member must not be remunerated for more than 1 senior post within their authority.
    - An elected member must not be paid a senior salary and a civic salary.
    - All senior and civic salaries are paid inclusive of basic salary.
    - If a council chooses to have more than 1 remunerated deputy leader, the difference between the senior salary for the deputy leader and other executive members should be

divided by the number of deputy leaders and added to the senior salary for other executive members in order to calculate the senior salary payable to each deputy leader.

Restrictions on payment for posts outside the principal council

45. Members in receipt of a Band 1 or Band 2 senior salary cannot receive a salary from any NPA or FRA to which they have been appointed.
46. They remain eligible to claim travel and subsistence expenses and contribution towards costs of care and personal assistance from the NPA or FRA. (Determination 8 of 2022)
47. Members in receipt of a Band 1 or Band 2 salary cannot receive any payment from a community or town council of which they are a member. They remain eligible to claim travel and subsistence expenses and contribution towards costs of care and personal assistance from the community or town council. Where this situation applies, it is the responsibility of the individual member to comply. (Determination 9 of 2022)

Support to elected members of principal councils

48. Each authority, through its Democratic Services Committee, must ensure that all its elected members are given as much support as is necessary to enable them to fulfil their duties effectively. All elected members should be provided with adequate telephone, email and internet facilities giving electronic access to appropriate information. (Determination 10 of 2022)
49. Such support should be without cost to the individual member. Deductions must not be made from members' salaries by the respective authority as a contribution towards the cost of support which the authority has decided necessary for the effectiveness and or efficiency of members. (Determination 11 of 2022)

Specific or additional senior salaries and assistants to the executive

50. Principal councils can apply for specific or additional senior salaries that do not fall within the current Framework (Determination 12 of 2022).
51. The Commission will decide on a case-by-case basis the appropriate senior salary, if any, for assistants to the executive (Determination 13 of 2022).
52. Guidance to local authorities on the application process was issued in April 2014.

Local Government Pension Scheme

53. The entitlement to join the Local Government Pension Scheme shall apply to all eligible elected members of principal councils (Determination 16 of 2022).

Family absence provisions for elected members of principal councils

54. In this section, "family absence" refers to maternity, newborn, adoption and parental absences from official business.
55. These different categories are defined in The Family Absence for Members of Local Authorities (Wales) Regulations 2013. The Welsh Government has published guidance on the different kinds of absence at Absence from local authority meetings: family absence [HTML] | GOV.WALES.
56. An elected member is entitled to retain a basic salary when taking family absence under the original regulations or any amendment to the regulations irrespective of the attendance

record immediately preceding the commencement of the family absence. (Determination 17 of 2022)

57. When a senior salary holder is eligible for family absence, they will continue to receive the salary for the duration of the absence. (Determination 18 of 2022)
58. It is a matter for the authority to decide whether to make a substitute appointment. The elected member substituting for a senior salary holder taking family absence will be eligible to be paid a senior salary if the authority so decides. (Determination 19 of 2022)
59. If the paid substitution results in the authority exceeding the maximum number of senior salaries which relates to it, as set out in the IRPW's Annual Report, an addition to the maximum will be allowed for the duration of the substitution. However, this will not apply to Merthyr Tydfil County Borough Council if it would result in the number of senior salaries exceeding fifty percent of the Council membership. Specific approval of Welsh Ministers is required in such circumstances. (Determination 20 of 2022)
60. Isle of Anglesey County Council was included in Determination 20 of 2022, but subsequent changes to the number of councillors for Isle of Anglesey County Council made its inclusion in this exception unnecessary.
61. When a council agrees a paid substitution for family absence the Commission must be informed within 14 days of the date of the decision, of the details including the particular post and the duration of the substitution (Determination 21 of 2022).
62. The council's schedule of remuneration must be amended to reflect the implication of the family absence (Determination 22 of 2022).

Sickness absence payments for senior salary holders of principal councils

63. The framework provides arrangements for long term sickness absence for senior salary holders. These arrangements are set out in the Annex to this report.

Corporate Joint Committees (CJCs)

64. The payment of contribution to costs of care and travel and subsistence for CJC related activities has applied to all members of CJCs since 2022.
65. Payments to CJC co-opted lay members are covered below under the heading Co-opted Members of Principal councils, NPA and Fire and Rescue Authorities and lay members of Corporate Joint Committees.

Payments to National Parks Authorities and Fire and Rescue Authorities

66. Members must not receive more than one NPA senior salary (Determination 27 of 2022).
67. A NPA senior salary is paid inclusive of the NPA basic salary (Determination 28 of 2022).
68. Members of a principal council in receipt of a Band 1 or Band 2 senior salary cannot receive a salary from any NPA to which they have been appointed. Where this situation applies, it is the responsibility of the individual member to comply (Determination 29 of 2022).
69. Members must not receive more than one FRA senior salary (Determination 34 of 2022).
70. An FRA senior salary is paid inclusive of the FRA basic salary and must reflect significant and sustained responsibility (Determination 35 of 2022).
71. Members of a principal council in receipt of a Band 1 or Band 2 senior salary cannot receive a salary from any FRA to which they have been nominated. Where this situation applies, it is the responsibility of the individual member to comply (Determination 36 of 2022).

Co-opted members of principal councils, National Park Authorities and Fire and Rescue Authorities and lay members of Corporate Joint Committees

72. Travelling time to and from the place of the meeting is to be included in the claims for payments made by co-opted members (up to the maximum of the daily rate). (Determination 39, 2022)
73. Fees must be paid for meetings and other activities including other committees and working groups (including task and finish groups), pre meetings with officers, training and attendance at conferences or any other formal meeting to which co-opted members are requested to attend. (Determination 41 of 2022)
74. Reasonable time for pre meeting preparation is to be included in claims made by co-opted members the extent of which can be determined by the appropriate officer in advance of the meeting (Determination 5 of 2023).
75. Each authority, through its Democratic Services Committee or other appropriate committee, must ensure that all voting co-opted members are given as much support as is necessary to enable them to fulfil their duties effectively. Such support should be without cost to the individual member (Determination 42 of 2022).
76. Co-opted and lay members of relevant authorities with voting rights are also able to claim travel, subsistence, care and personal assistance payments as set out in the sections below.

Travel and subsistence expenses

77. The rates of reimbursement of mileage, other travel costs and subsistence costs that can be claimed by members of principal councils, NPAs, FRAs, and their co-opted members, and to members of CJCs and their lay members is set out below.
78. Community and Town Councils can opt to reimburse travel and or subsistence costs. Where the option to reimburse has been made, this must be as specified in the Travel and subsistence guidance.

Mileage costs

79. Reimbursement must be at the current HM Revenue and Customs (HMRC) rates.[5]

Other travel costs

80. All other claims for travel, including by taxi if this is the only or most appropriate method of transport, must only be reimbursed on actual cost as shown on receipts.

Subsistence costs

81. The maximum rates for subsistence payments are set out below on the basis of receipted claims:
    - £28 per 24-hour period allowance for meals, including breakfast where not provided
    - £200 London overnight
    - £95 elsewhere overnight
    - £30 staying with friends and or family overnight

[5] Travel — mileage and fuel rates and allowances - GOV.UK

Costs of Care and Personal Assistance Payments

82. All relevant authorities must provide a payment towards necessary costs for the care of dependent children and adults (provided by informal or formal carers) and for personal assistance needs as follows:
    - formal (registered with Care Inspectorate Wales or equivalent) care costs to be paid as evidenced
    - informal (unregistered) care costs to be paid up to a maximum rate equivalent to the Real Living Wage hourly rates as defined by the Living Wage Foundation[6] at the time the costs are incurred
83. This must be for the additional costs incurred by members to enable them to carry out official business or approved duties. Each authority must ensure that any payments made are appropriately linked to official business or approved duty. Payment shall only be made on production of receipts from the care provider (Determination 43 of 2022).

Community and town councils

84. The Panel has determined that from September 2024, reporting returns due from all community and town councils need only show the total amounts paid in respect of the mandatory payments mentioned above. That is the £156 contribution to the costs of working from home and the £52 set rate consumables allowance and the travel and subsistence expenses paid. This brings these in line with the reporting of the costs of care and personal assistance allowances. (Determination 8 of 2024)
85. Members in receipt of a Band 1 or Band 2 senior salary from a principal council (that is leader, deputy leader or executive member) cannot receive any payment from any community or town council, other than travel and subsistence expenses and contribution towards costs of care and personal assistance. (Determination 53 of 2022)
86. Community and town councils can decide to reimburse their members in respect of travel and or subsistence costs for attending approved duties. Where the option to reimburse has been made, the Travel and subsistence expenses guidance must be applied. (Determination 46 and 47 of 2022)

[6] What is the real Living Wage? | Living Wage Foundation

Annex: sickness absence payments for senior salary holders of principal councils

The Commission's framework provides arrangements for long term sickness absence for senior salary holders as follows:

- Long term sickness is defined as certified absences in excess of 4 weeks.
- The maximum length of sickness absence within these proposals is 26 weeks or until the individual's term of office ends, whichever is sooner (but if reappointed any remaining balance of the 26 weeks will be included).
- Within these parameters a senior salary holder on long term sickness can, if the authority decides, continue to receive remuneration for the post held.
- It is a decision of the authority whether to make a substitute appointment, but the substitute will be eligible to be paid the senior salary appropriate to the post.
- If the paid substitution results in the authority exceeding the maximum number of senior salaries payable for that authority, as set out in the Annual Report, an addition will be allowed for the duration of the substitution. (However, this would not apply to Merthyr Tydfil County Borough Council if it would result in more than 50% of the membership receiving a senior salary. It would also not apply in respect of a council executive member if it would result in the cabinet exceeding 10 posts, the statutory maximum).
- When an authority agrees a paid substitution, the Commission must be informed within 14 days of the decision of the details including the specific post and the estimated length of the substitution. The authorities' Schedule of Remuneration must be amended accordingly.
- It does not apply to elected members of principal councils who are not senior post holders as they continue to receive basic salary for at least 6 months irrespective of attendance and any extension beyond this timescale is a matter for the authority.

What happens next

All observations on these draft determinations should be sent to:

Democracy and Boundary Commission Cymru
4th Floor
Welsh Government Building
Cathays Park
Cardiff
CF10 3NQ

Or by email to:

remuneration@dbcc.gov.wales

no later than 18 November 2025.

For further information on remuneration and the determination process please refer to the Commission webpage: www.dbcc.gov.wales