



Cyngor Tref y Trallwng | Welshpool Town Council

Welshpool Town Council, The Vicarage Gardens, Welshpool, SY21 7DD
Tel: 01938 553142 Email: office@welshpooltowncouncil.gov.uk

Agenda & Summons Operations & Development Committee - 11/02/2026 6:30pm

6th February 2026

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

Dear Councillor,

You are hereby summoned to attend a meeting of the Operations & Development Committee of Welshpool Town Council which will be held on Wednesday 11th February 2026 in the Council Chamber, Welshpool Town Hall at 6:30pm to transact the business outlined below.

Yours sincerely,

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

Please note that this meeting will be recorded and broadcast online. In accordance with the Local Government and Elections (Wales) Act 2021, this meeting is available to attend by remote means. Please visit <https://us02web.zoom.us/j/88220253541?pwd=CiS0apsAB8MYJMsSAowMXuV24WKbqD.1> to join online or use Zoom Meeting ID 882 2025 3541 and passcode 998239.

Agenda

1. WELCOME AND APOLOGIES FOR ABSENCE

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

2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

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

[Appendix A]

3. PUBLIC PARTICIPATION

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

4. MINUTES AND MATTERS ARISING

4.1. Previous Minutes

To approve and sign as a correct record, the minutes from the meeting of the Operations & Development Committee on 14/01/2026.

[Appendix B]

4.2. Matters Arising

To report for information purposes only matters arising from the Operations & Development Committee on 14/01/2026.

5. LAND AND BUILDINGS

5.1. General Update

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

5.2. Tourist Information Centre Naming

To consider the name of the Tourist Information Centre and recommend to Council accordingly.

[Appendix C]

5.3. Motte and Bailey (Domen Castell)

To receive an update on the Domen Castell, if required.

5.4. Maes y Dre: Permissions for Works

To consider the correspondence from Waterloo Rovers in respect of permissions for works at Maes y Dre.

[Appendix D]

5.5. Flower Bed Transfers

To consider the report from the Town Clerk in respect of the transfer of some flower beds outside the NFU building on Mill Lane to Welshpool Town Council and onto voluntary groups. [Section 96(5), Highways Act 1980]

[Appendix E]

5.6. Town Hall WiFi - Quote

To consider the quote from our IT provider in respect of WiFi in the Town Hall (specifically the Indoor Market).

[Appendix F]

6. SERVICES

6.1. Meals on Wheels

To receive an update from the Community Services Manager in respect of Meals on Wheels.

[Appendix G]

6.2. Markets

To receive an update in respect of the indoor and outdoor market and the notes from the last Market Traders meeting.

[Appendix H]

6.3. The Hub

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

[Appendix I]

7. BUSINESS PLANNING & FINANCIAL MATTERS

7.1. Interim Strategic Plan Action Plan

To consider the approved committee Interim Strategic Plan action plan.

[Appendix J]

7.2. Budget and Committee Finance (Month 10)

To consider the current spending position against the budget for the committee for January 2026 (Month 10).

[Appendix K]

8. PROJECTS & NEW DEVELOPMENTS

8.1. Community Fridge

To receive a verbal update in respect of the Community Fridge project.

8.2. Town Hall Transformation

To receive a verbal update in respect of the Town Hall Transformation project.

8.3. Oldford Estate

To receive an update on progress with discussions with ClwydAlyn in respect of play provision on the Oldford Estate.

9. BYELAWS - CONSULTATION

To consider the report from the Town Clerk in respect of the byelaws consultation.

[Appendix L]

10. DATE OF NEXT MEETING

To note that the next meeting of Operations & Development Committee will be held on 11th March 2026 at 6:30pm.

11. CONFIDENTIAL SESSION - EXCLUSION

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

12. ALTERNATIVE PREMISES [CONFIDENTIAL]

To consider the report from the Town Clerk regarding alternative premises for Operations Team.

13. STATION & LEASES [CONFIDENTIAL]

To consider the report from the Town Clerk in respect of the railway station and leases.

Confidential Document [Appendix N]

14. CONTRACT MANAGEMENT [CONFIDENTIAL]

To receive an update from the Town Clerk in respect of previous contracts management.

Appendix A



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

What matters are being discussed at the meeting?

Do any relate to my interests?

- A Does it affect my entries in the Register of Interests?
- OR**
- B Does it affect the well being or financial position of me, my partner, my relatives or my friends or my, my partner's, my relatives' or my friends':
- jobs, employers or businesses;
 - companies in which I or they are a director or where I or they have a shareholding of more than £5,000 (nominal/face value);
 - business partnerships; and
 - the following organisations where I or they hold a position of general control or management:
 - other bodies where I or they represent the authority;
 - other public authorities;
 - companies, industrial and provident societies and charitable bodies;
 - bodies whose main purpose is to influence public opinion or policy; and
 - trade unions or professional associations

More than other people in the authority's area?

NO

YES

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

You may have a
personal interest in
the matter

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

NO

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

YES

You may have a
prejudicial interest

This matter relates to:

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

NO

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

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

YES

Personal Interest

Prejudicial Interest

LOCAL GOVERNMENT ACT 2000

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

NOTIFICATION IN RESPECT OF:-

(1) PERSONAL INTEREST ORALLY DISCLOSED AT MEETING

[(2) DISPENSATION RELIED UPON AT MEETING]

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

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

DATE:	
MEETING:	

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

AGENDA ITEM:	
BUSINESS CONSIDERED:	

4. DETAILS OF PERSONAL INTEREST

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

--

5. PREJUDICIAL INTEREST

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

The personal interest detailed in Section 4 above:-

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

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

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

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

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

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

7. DATE AND SIGNATURE:

DATE:	
SIGNATURE:	

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

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

Appendix B



Cyngor Tref y Trallwng | Welshpool Town Council

Welshpool Town Council, The Vicarage Gardens, Welshpool, SY21 7DD
Tel: 01938 553142 Email: office@welshpooltowncouncil.gov.uk

DRAFT

Minutes of the Operations & Development Committee held on 14/01/2026 6:30pm in Council Chamber, Welshpool Town Hall.

PRESENT:

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

Apologies for absence:

Absent:

Also in attendance:

Councillor Morag Bailey
Councillor Revd William Rowell
Richard Williams - Town Clerk & Responsible Finance Officer
Paul McGrath - Operations Manager
1 member(s) of the public / press

OD140126/1. WELCOME AND APOLOGIES FOR ABSENCE

The Chair welcomed all to the meeting and wished all a Happy New Year.

OD140126/2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

None.

OD140126/3. PUBLIC PARTICIPATION

None.

OD140126/5. MINUTES AND MATTERS ARISING

OD140126/5.1 Previous Minutes

RESOLVED

To approve the minutes from the meeting of the Operations & Development Committee on 12/11/2025.

OD140126/5.2 Matters Arising

None.

OD140126/5. LAND AND BUILDINGS

OD140126/5.1 General Update

The Operations Manager updated councillors on general activities, including:

- Busy November & December with bookings - boxing, pantomime, tractor run, flower arranging, Michael Jones and parties
- Winter Festival - thanks to all who helped on the day
- Day Centre - all the kitchen PPM remedials have now been completed
- Town Hall - lift was broken however now repaired, PAT testing has commenced and quotes obtained for repairs to the oven in the kitchen
- TIC/Office - emergency light has broken however under warranty
- Toilets - flushing faceplates in ladies require repairs
- Playgrounds - quarterly check done with new basket seat fitted, secondary support chains fitted and ubolts added. Awaiting Wickstead for Burgess Lands works. New equipment in Maes y Dre is planned to be installed before the end of this month
- Other - boundary fence at Bowling Club is end of life and exploring quotes for replacement
- Maes y Dre - car park at Rugby end being cleared of debris

Councillors gave their thanks to the team.

OD140126/5.2 Bookings - Quarter 3

The Town Clerk summarised the report and explained that £3,774.50 in bookings income had been collected during the quarter. The Town Clerk also asked Council to examine the application for a repeat booking for Sundays in the Assembly Room until the middle of March and explained due to Working Time Directives and staff welfare, that Council would need to make a decision regarding Saturday bookings if they were to accept the booking on a Sunday.

A discussion took place between members and a recommendation reached.

RECOMMENDED

Accept the block booking for the Assembly Room on a Sunday until the 15th March 2026 but if a booking is received for a Saturday night during this period, ask officers to negotiate a suitable way forward.

WTCM440 - Proposed by Cllr Dr Ben Gwalchmai, seconded by Cllr Nick Howells

OD140126/5.3 Tourist Information Centre Naming

The Town Clerk explained that during the Interim Strategic Plan consultation in August, 111 responses were received for Tourist Information Centre and 111 responses were received for Welshpool Information Centre and due to new signage & postal addressing being needed, a decision was required on the name of the building.

RECOMMENDED

To rename the Tourist Information Centre to the Welshpool Town Council & Information Centre.

WTCM441 - Proposed by Cllr Phil Pritchard, seconded by Cllr Phil Owen

OD140126/5.4 Motte and Bailey

The Town Clerk summarised the report and explained that the working group had explored plans to open up the site and submitted a grant for £50,000 to the Landfill Disposals Tax Fund.

A discussion was had by members regarding the previous proposals from Welsh Bikers for Suicide Prevention.

RECOMMENDED

To instruct the Town Clerk in consultation with Cllr Nick Howells to explore opportunities for working with Welsh Bikers for Suicide Prevention and other parties at the Motte and Bailey and to report back.

WTCM442 - Proposed by Cllr Estelle Bleivas, seconded by Cllr Phil Pritchard

OD140126/6. SERVICES

OD140126/6.1 Meals on Wheels

The Town Clerk summarised the report and answered any queries.

OD140126/6.2 Markets

The Town Clerk gave an update and explained that only one indoor stall is available and a push was now taking place on expanding the outdoor market. The Town Clerk also summarised the proposal from Newtown & Llanllwchaearn Town Council regarding celebrating Charter Markets in North Powys and the committee asked Cllr Nick Howells to report back.

OD140126/6.3 Community Hub

The Town Clerk summarised the report and answered any queries. Thanks was given to all involved.

OD140126/7. BUSINESS PLANNING & FINANCIAL MATTERS

OD140126/7.1 ISP Action Plan

The Town Clerk summarised the report and highlighted that most actions were in progress or in future years. One action (PT1) is delayed and will be actioned shortly.

OD140126/7.2 Budget and Committee Finance (Month 9)

The Town Clerk summarised the report and explained that most budgets are now close to, or have been spent and no queries were received.

Cllr Ben Gwalchmai left the meeting.

OD140126/8. BUDGET 2026/27

Cllr Sally Fitzgerald left the meeting.

The Town Clerk summarised the Draft 3 budget for the committee and explained that the committee had provided input over the last few months and answered members queries and questions.

RECOMMENDED

That Full Council adopt the Committee Budget for 2026/2027.

OD140126/9. PROJECTS & NEW DEVELOPMENTS

OD140126/9.1 Community Fridge

The Town Clerk summarised the report and explained that a launch event will take place at the end of the month.

OD140126/9.2 Town Hall Transformation

The Town Clerk summarised the report and answered any queries.

OD140126/9.3 Oldford Estate

The Town Clerk explained that a site meeting is due to take place this month with ClwydAlyn with further reporting back to Full Council in February.

OD140126/10. DATE OF NEXT MEETING

The next meeting of Operations & Development Committee will be held on 11th February 2026 at 6:30pm

OD140126/11. 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

WTCM444 - Proposed by Cllr Phil Owen, seconded by Cllr Estelle Bleivas

OD140126/12. CORRESPONDENCE - HIRE CHARGES [CONFIDENTIAL]

Cllr Nick Howells left the meeting.

The Town Clerk summarised the correspondence and a discussion was had by members.

RECOMMENDED

To approve awarding a discount of 20% for monthly or weekly repeat bookings.

WTCM445 - Proposed by Cllr Estelle Bleivas, seconded by Cllr Phil Owen

OD140126/13. CORRESPONDENCE - BOWLING CLUB [CONFIDENTIAL]

The Town Clerk summarised the correspondence and report and a discussion was had by members.

RECOMMENDED

To note the correspondence;

To authorise expenditure of up to £9,000; and

To instruct the Town Clerk to progress negotiations for a new lease and maintenance agreement.

WTCM446 - Proposed by Cllr Estelle Bleivas, seconded by Cllr Phil Owen

The meeting finished at 20:33.

Signed:

Dated:

Councillor Phil Pritchard (Chair)

Decision/Action Log

ID		Assigned
WTCM439	RESOLUTION OD140126/5.1 Previous Minutes To approve the minutes from the meeting of the Operations & Development Committee on 12/11/2025.	Town Clerk & Responsible Finance Officer
WTCM440	RECOMMENDATION OD140126/5.2 Bookings - Quarter 3 Accept the block booking for the Assembly Room on a Sunday until the 15th March 2026 but if a booking is received for a Saturday night during this period, ask officers to negotiate a suitable way forward.	Events & Markets Manager
WTCM441	RECOMMENDATION OD140126/5.3 Tourist Information Centre Naming To rename the Tourist Information Centre to the Welshpool Town Council & Information Centre.	Town Clerk & Responsible Finance Officer
WTCM442	RECOMMENDATION OD140126/5.4 Motte and Bailey To instruct the Town Clerk in consultation with Cllr Nick Howells to explore opportunities for working with Welsh Bikers for Suicide Prevention and other parties at the Motte and Bailey and to report back.	Town Clerk & Responsible Finance Officer
WTCM443	RECOMMENDATION OD140126/8 Budget 2026/27 That Full Council adopt the Committee Budget for 2026/2027.	Town Clerk & Responsible Finance Officer
WTCM444	RESOLUTION OD140126/11 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	Town Clerk & Responsible Finance Officer
WTCM445	RECOMMENDATION OD140126/12 Correspondence - Hire Charges To approve awarding a discount of 20% for monthly or weekly repeat bookings.	Town Clerk & Responsible Finance Officer
WTCM446	RECOMMENDATION OD140126/13 Correspondence - Bowling Club To note the correspondence; To authorise expenditure of up to £9,000; and To instruct the Town Clerk to progress negotiations for a new lease and maintenance agreement.	Town Clerk & Responsible Finance Officer

Appendix C

**Cyngor Tref
Trallwng**



**Welshpool
Town Council**



**Tourist
Information Centre**



Cyngor Tref
Trallwng

Welshpool
Town Council



**Tourist
Information Centre**



Tourist Information Centre

**Cyngor Tref
Trallwng**



**Welshpool
Town Council**



**Welshpool
Information Centre**

Appendix D

Richard Williams (Town Clerk & RFO)

From: [REDACTED]
Sent: 02 February 2026 13:00
To: Richard Williams (Town Clerk & RFO)
Subject: Subject: Planning Permission

Richard,

We are looking to apply for grants to install floodlights and a new 100 seater stand down at the football pitch.

To enable us to apply we require initial planning consent from the town council and if all goes well we will provide correct lighting details for Powys county council permission.

We just require your permission at this stage.

The other stipulation is applicants must have a minimum 10 year security of tenure on the ground [REDACTED]

Look forward to hearing from you.

Kind Regards

[REDACTED]
Waterloo Rovers FC

Appendix E



Cyngor Tref y Trallwng | Welshpool Town Council

Welshpool Town Council, The Vicarage Gardens, Welshpool, SY21 7DD
Tel: 01938 553142 Email: office@welshpooltowncouncil.gov.uk

Document / Report #493

Author	Richard Williams Town Clerk & Responsible Finance Officer
Title	Flower Bed Transfers - outside NFU
Date	6th February 2026

OFFICERS RECOMMENDATION

- 1. To approve the request to Powys County Council to transfer ownership of the two flower beds outside the NFU building on Mill Lane / Church Street;**
- 2. The principle of licensing town centre beds and planters to voluntary groups for maintenance is adopted; and**
- 3. The Town Clerk is authorised to draft a standard flower bed maintenance licence agreement for use with interested groups and seek expressions of interest.**

1. Purpose

1. To seek a decision from Members to approach Powys County Council to transfer ownership of the flower beds outside the NFU building to Welshpool Town Council and to approve a framework whereby these beds can be licensed to voluntary groups for ongoing maintenance.

2. Background

1. We have been in recent correspondence involving councillors, residents and community groups that the two flower beds outside NFU are currently owned by Powys County Council but are not maintained by any authority.
2. Maintenance has historically been undertaken on an informal and voluntary basis by individual councillors. Local community groups, particularly U3A and Rotary, have expressed a clear willingness to adopt and maintain flower beds within the town centre.
3. Similar informal arrangements already exist elsewhere in the town, including:
 1. Rotary maintain the bus station beds through a verbal understanding.
 2. A councillor informally maintains the bed outside the TIC.
4. At present there is no written agreement, no clarity over responsibility, no clarity over insurance arrangements, no formal waste disposal route, and no consistent standard of care. This results in prominent beds in the town centre appearing neglected and creates a governance gap

regarding responsibility.

3. Advice

1. It is advised that Welshpool Town Council requests Powys County Council to formally transfer the beds into Town Council ownership.
2. It is not proposed that Town Council staff undertake the maintenance of these beds. Instead, the Town Council would enter into simple written licence agreements with voluntary groups (e.g. Rotary, U3A) who would agree to maintain specific beds on the Council's behalf.
3. Under this model, the Town Council would provide:
 1. A clear governance framework,
 2. Public liability cover under the Council's insurance,
 3. A to be defined waste disposal route, and
 4. Basic guidelines on standards.
4. This approach formalises what is already happening informally, removes ambiguity around responsibility and risk, and enables willing volunteers to improve the town centre environment safely and properly.

4. Links to Strategic Objectives and Interim Strategic Plan

1. TC2 - Pilot town centre planting and hanging basket sponsorship scheme
2. TC3 - Develop long-term "clean and green" action plan for pavements, signage and public spaces
3. EN2 - Implement Section 6 action plan for next 3 years, which should include tree planting, community green days and growing volunteer base

5. Resource & Legal Implications

1. The financial implications are negligible. There is no requirement for staff resources to maintain the beds. Administrative time will be limited to preparing and overseeing licence agreements.
2. The Council has powers under Section 96 of the Highways Act 1980 to by agreement with the highway authority, plant and maintain shrubs and planting within the highway maintainable at public expense.

6. Specific Implications

1. **Crime and Disorder** - well-maintained public spaces contribute positively to perceptions of safety, reduce opportunities for anti-social behaviour (Crime and Disorder Act 1998).
2. **Biodiversity** - improved planting and ongoing care of flower beds contributes to local biodiversity (Environment (Wales) Act 2016).
3. **Well-being** - encouraging community involvement, improving the town environment, and fostering civic pride contributes to the Well-being Objectives (Well-being of Future Generations (Wales) Act 2015).
4. **Risk Management** - N/A

7. Recommendation

1. To approve the request to Powys County Council to transfer ownership of the two flower beds outside the NFU building on Mill Lane / Church Street;

2. The principle of licensing town centre beds and planters to voluntary groups for maintenance is adopted; and
3. The Town Clerk is authorised to draft a standard flower bed maintenance licence agreement for use with interested groups and seek expressions of interest.

8. Decision

1. To resolve to adopt the recommendations as above.

Appendix F

Linked Technology

IronMaster House
37 Wyle Cop
Shrewsbury
Shropshire SY1 1XF

T: 01525 219 219
E: I.tudor@linked-technology.co.uk
www.linked-technology.co.uk

LINKED TECHNOLOGY

Quote Ref: UNIQ3131

Prepared For:

Richard Williams
Welshpool Town Council

Triangle House
Union Street
Welshpool
Powys SY21 7TG

Your Contact:

Lesley Tudor
Sales and Purchasing
01691656875

I.tudor@linked-technology.co.uk

Date: 1/28/2026

Quote Valid to: 2/27/2026

Town Hall Wifi

Many thanks for your enquiry. We are pleased to offer our quotation as follows :-

PROPOSAL DETAIL

Qty	Description	Each	Total
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Wireless Access Points for Town Hall

Kimberley Wright queried internet speeds at Town Hall, reported issues with processing card payments.
This was investigated - WiFi coverage needs to be improved. We recommend removing existing older Access Points downstairs and replacing them with three more powerful APs.
Maintenance team have advised that they are able to carry out necessary cabling.

1	Proposed Solution	£864.00	£864.00
	(3) Ubiquiti U6 Mesh Pro Wireless Access Point WiFi 6 4 spatial streams 185 m ² (2,000 ft ²) coverage with the integrated omnidirectional super antenna 350+ connected devices Powered using PoE GbE uplink with (1) GbE passthrough port + POE Injector + Patch cable		

Configuration by Linked Technology network engineer - to be charged at £18.75 per 15 minutes - this will show as £0 on this quotation but will be charged on the final invoice when the installation is complete

A fourth access point may be required by the main door, but this would be best determined once the other APs have been installed and tested.

PROPOSAL SUMMARY

SubTotal	£864.00
VAT	£172.80
Grand Total inc. VAT	£1,036.80

Appendix G



Cyngor Tref y Trallwng | Welshpool Town Council

Welshpool Town Council, The Vicarage Gardens, Welshpool, SY21 7DD
Tel: 01938 553142 Email: office@welshpooltowncouncil.gov.uk

Document / Report #496

Author	Richard Williams Town Clerk & Responsible Finance Officer
Title	Meals on Wheels Performance Report - January 2026
Date	5th February 2026

1. Purpose

1. To update Members on the performance of the Meals on Wheels (MoW) service during the month of January 2026, including key data on usage, income, expenditure, and service distribution.

2. Background

1. Welshpool Town Council provides a Meals on Wheels service to vulnerable residents in the community, as well as hot meal provision to users of the Day Centre. Meals are prepared in-house by paid staff and delivered by volunteers.
2. December includes the Christmas period, which traditionally impacts both operating days and attendance levels.

3. Summary

1. A total of 470 meals were served in January, with 71% delivered via Meals on Wheels in the community and 29% provided in-house to Day Centre users.
2. Income for the month totalled £3,084.00.
3. The first week of January saw delivery exclusively to community users while the Day Centre was not operating due to the snow on Friday 9th January 2026.
4. Meal volumes increased steadily across the month, with the final two weeks showing the highest levels of service delivery seen since the summer period.
5. Gross profit margins remain strong, demonstrating continued cost control alongside high demand during the winter months.

Appendix H



**Cyngor Tref Y Trallwng
Welshpool Town Council
Y Porth I Cymru | The Gateway to Wales**

Market Trader meeting

MINUTES

Minutes of a meeting regarding Welshpool Town Council market, held on **Monday, 19th January 2026 at 3:15 pm** in the Corn Exchange, Welshpool Town Hall

Present:

CLlr Bill Rowell

Andy - Basket Case

Sam - Handy Veg

Cathy - Grandma's shop

Sue - Sue's stall

Cat - Tarot

Phil - Furniture

Aggie Titley – Community Engagement Officer

Kimberly Wright – Market Manager

1. Welcome.

The Market Manager welcomed everyone to the meeting and wished everyone a Happy New Year.

2. Events in 2026

Traders noted the scheduled events for 2026.

- Saturday 28th March 2026 – Get Jerky Rally
- Saturday 4th April 2026 – Easter Egg hunt
- Saturday 27th June 2026 – Carnival
- Friday 3rd – Sunday 5th July 2026 – Continental market – **Market traders would like to be open on the Sunday alongside this event.**
- Saturday 25th – Sunday 27th September 2026 – 1940's weekend - **Market traders would like to be open on the Sunday alongside this event.**
- Friday 6th November – Memorial garden service
- Saturday 7th November – Fireworks
- Sunday 8th November 2026 – Remembrance
- Wednesday 11th November – two-minute silence outside Town Hall
- Saturday 28th November 2026 – Winter Festival – **Late night opening on the Saturday and another late night opening in December.**

3. Pinewood hoarding update.

The Market Manager informed traders that the hoarding is scheduled to be removed by Easter 2026.

4. Byelaws consultation.

To receive an update at the next meeting.

5. Any matter raised by a Trader.

- Dust is flooding into the market due to the development above the Tuck Box café.

Doors can be closed, but only by the operations team. If market traders wish to have the doors closed during a market day, they must notify the office or the operations team directly.

- The first aid box is currently kept in the operations workshop.

The first aid box will be displayed in a more obvious location within the market, with the first aid trained staff listed by it.

- Fire marshal training. Four traders agreed to be trained: Sue [REDACTED], Naomi [REDACTED], Cat [REDACTED] and Corrine [REDACTED].

Wednesday is the agreed-upon best day, date, and time to be confirmed. Market Manager to organise.

- Community fridge

The Community Engagement Officer informed the market traders about the community fridge opening in the market. Costa, Starbucks and Shrewsbury Handy Veg have all agreed to supply the community fridge with surplus food. A launch event will be organised soon. Volunteers are being sourced to help with the operational running of the fridge.

6. Date and time of the next Market traders meeting.

The next market traders' meeting will be held on Monday, 23rd February 2026 at 3.15 pm in the Corn Exchange.

Appendix I



Cyngor Tref y Trallwng | Welshpool Town Council

Welshpool Town Council, The Vicarage Gardens, Welshpool, SY21 7DD
Tel: 01938 553142 Email: office@welshpooltowncouncil.gov.uk

Document / Report #497

Author	Richard Williams Town Clerk & Responsible Finance Officer
Title	Hub Performance - January 2026
Date	5th February 2026

1. Purpose

1. To provide Members with a performance update on the operation of the Community Hub, including visitor numbers and donation income, and to highlight trends and observations from the most recent sessions.

2. Background

1. The Community Hub operates as a warm, welcoming space for residents, providing informal support, social contact and access to refreshments and activities. The Hub is funded in part through voluntary donations, with footfall used as a key indicator of community engagement and reach.

3. Performance Summary

1. Visitor numbers increased significantly through the month, from 60 in the first week to over 100 in subsequent weeks. Thursday sessions consistently attract the highest footfall (70+ attendees on multiple weeks).
2. Food costs remain extremely efficient at around 75p per meal, highlighting the value achieved through careful purchasing and volunteer support.
3. Even excluding the £100 one-off donation, weekly contributions remain around £80–£90, demonstrating consistent community support.
4. 432 visits in a single month shows the Hub is now a well-embedded and relied-upon service within the community.

4. Financial Overview

1. Donations for the period totalled £308.36, equating to approximately £102.09 per week. The Hub also received donations totalling £100 from Compass Community Care.
2. As of 31st December 2025, the Community Hub bank account stood at £3,204.16.

Appendix J



Cyngor Tref y Trallwng | Welshpool Town Council

Interim Strategic Plan - Action Plan - FC

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

Town Centre & Regeneration

Ref	Committee	Action	Resource	Timescale	Progress	Comments
Develop a Place Plan to be adopted by Powys County Council						
PP1	EP	Explore appetite from PCC to adopt as SPG / learn more about RLDP process	TC/EO £	Year 1	Not started	Resource added to 26/27 budget; quotes being obtained for works.
PP2	EP	If appropriate, launch workshops with residents, businesses, and community groups	TC/EO/CM £	Year 2	Not started	
PP3	EP	Draft plan including town centre, housing, transport, parking, and open space priorities	TC/EO/CM £	Year 2-3	Not started	
PP4	EP	Submit to Powys County Council for adoption into planning framework	TC/EO/CM £	Year 3	Not started	
Enhance the town centre environment						
TC1	OD	Roll out shopfront/window dressing scheme for empty premises in partnership with landlords	TC/EO/CM £	Year 2	Not started	Budget line provided for in 2026/2027.
TC2	OD	Pilot town centre planting and hanging basket sponsorship scheme	TC/OM/CM £	Year 2	Not started	Budget line provided for in 2026/2027.

Ref	Committee	Action	Resource	Timescale	Progress	Comments
TC3	OD	Develop long-term "clean and green" action plan for pavements, signage and public spaces	TC/OM/CM £	Year 2-3	Not started	Plan to develop during Year 2 with implementation in Year 3.
Redevelop the Town Hall as a modern community and civic hub						
TH1	OD	Progress existing Expression of Interest to full National Lottery Heritage Fund application (??4.2m project)	TC £4200000.00	Year 1	Ongoing	EOI approved, work now progressing on full application. FC approved Governance Paper on 22nd October.
TH2	OD	Launch community fundraising campaign and sponsorship scheme alongside grant bid	TC £1000.00	Year 2	Not started	Budget line added to 26/27 budget (5458/101).
TH3	OD	Begin phased transformation works as required by lottery application	ALL £4200000.00	Year 3	Not started	
Revitalise the indoor and outdoor markets						
MA1	OD	Trial themed markets (e.g. farmers, crafts, seasonal) and promote through social media and newsletters	MO/CM £	Year 2	Not started	Forms part of Market Budget.
MA2	OD	Improve signage to both markets from car parks, train station and main areas	TC/MO £	Year 1	Delayed	Utilise underspend in year. Still waiting to obtain consents to replace the sign.
MA3	OD	Support traders with joint marketing and promotion campaigns	MO/CM £	Year 1-3	In progress	Officers have visited local markets and produced marketing materials to encourage further traders to attend. Publicity on the website for current market traders has begun.
MA4	OD	Assess financial sustainability of Monday market and explore feasibility of adding a second trading day	TC/MO £	Year 2	Not started	

Open Spaces

Ref	Committee	Action	Resource	Timescale	Progress	Comments
EN1	OD	Audit all biodiversity measures and prepare Section 6 report and action plan	TC/OM £	Year 1	Not started	
EN2	OD	Implement Section 6 action plan for next 3 years, which should include tree planting, community green days and growing volunteer base	OM/CM £	Year 2-3	Not started	See EV1
Redevelop the Motte and Bailey as a historical leisure and recreational space						
MB1	OD	Produce concept designs with heritage groups, schools and local community	ALL £	Year 1	In progress	Working Group examined plan to bid for ??50k from Landfill Disposals Tax for enhanced events space - awaiting outcome.
MB2	OD	Explore funding options via Cadw, National Lottery, heritage tourism and Public Sector Works Board borrowing	TC £	Year 1-2	Not started	
MB3	OD	Begin phased works	TC/OM/CM £	Year 3	Not started	

Community Services

Ref	Committee	Action	Resource	Timescale	Progress	Comments
Maintain and protect public toilets						
PT1	OD	Promotion and marketing with enhanced signage around the town along with data capture technology to measure usage	TC/OM/CM £	Year 1	Delayed	Footfall counters proved to be ineffective - exploring other options.
PT2	OD	Resolve outstanding repairs to enable full use of Changing Places facility	OM/CM £	Year 1-2	Not started	Resource allocated in 2026/27 to complete works.

Ref	Committee	Action	Resource	Timescale	Progress	Comments
PT3	OD	Explore sponsorship and community toilet scheme with local businesses	TC/OM/EO £	Year 2-3	In progress	New donation signage has gone up in toilets.
Secure the future of the Ann Holloway Day Centre						
DC1	OD	Continue negotiations with charity and health board on leases	TC/TICM/OM £	Year 1	In progress	Negotiations now finalised and Council signed off leases - awaiting execution.
Strengthen the Meals on Wheels service						
WM1	OD	Review operational model and explore opportunities for transfer to charity as part of Day Centre	TC/TICM/OM £	Year 1	In progress	Council approved transfer, awaiting lease execution before service transfers.
WM2	OD	If service retained then begin expanded promotional campaign and trials of further expansion of offering	TICM/CM £	Year 2-3	Completed	No longer required.

Events & Tourism

Ref	Committee	Action	Resource	Timescale	Progress	Comments
Develop Welshpool as a destination						
VW1	EP	Develop a tourism brand to include website, mobile app and other digital channels and work with tourism operators in town e.g. Powis Castle, WLLR to co-construct	TC/EO/TICM/CM £250.00	Year 1	In progress	Preliminary scoping exercise undertaken to explore options. Report considered in November, further work done in January.
VW2	EP	Work with regional tourism to create packages and link to enhanced events programme	EO/CM/TICM £	Year 2	Not started	

Ref	Committee	Action	Resource	Timescale	Progress	Comments
VW3	EP	Promote unique experiences through local businesses e.g. food tours, craft workshops	EO/CM/TICM £	Year 2-3	Not started	
Enhanced events programme						
EV1	EP	Strengthen Carnival Committee/Working Group with more community and business representation	EO £0.00	Year 1	In progress	E&P approved creation of Carnival Working Group to feed into process. Carnival PR has gone out and large response received.
EV2	EP	Develop events in partnership with local groups and organisations to share ideas, costs and resources and ensure that Council-organised community events, if possible, remain free to attend, while seeking sponsorship and grant funding to cover costs	EO £	Year 1-3	Not started	
EV3	EP	Improve event marketing with banners, signage and earlier social media promotion	EO/CM £1000.00	Year 1	Not started	Extra resource added to 26/27 budget; recommend roll this action forward into Year 2.
EV4	EP	Expand Winter Festival with competitions, music, family activities and more following 2025 event	EO £	Year 2	Not started	
EV5	EP	Trial new event formats (e.g. 1960s weekend, musical festival, storytelling sessions, heritage events, arts etc)	EO/CM/TICM £	Year 2-3	Not started	
Improve the Tourist Information Centre						
TIC1	EP	Review current operations, opening hours and promotion of service	TC/TICM £	Year 1	In progress	Group appointed to review at Full Council in January - to report back prior to end of this financial year.

Ref	Committee	Action	Resource	Timescale	Progress	Comments
TIC2	EP	Update offering and explore digital resourcing	TC/TICM/CM £	Year 2	Not started	
TIC3	EP	Develop TIC into a booking and information hub for events, attractions, trails and more	TICM/CM £	Year 2-3	Not started	

Improving the Council

Ref	Committee	Action	Resource	Timescale	Progress	Comments
Ensure financial sustainability						
FS1	FG	Continue disposal of unused assets such as Berriew St toilets	TC £	Year 1	In progress	Work is in progress to dispose of the asset. FC approved discussions on next steps. Likely to go to auction in February.
FS2	FG	Benchmark administration costs against other towns and identify efficiencies	TC £	Year 1-2	In progress	Work started to find comparison councils - review of all Band D precepts across Wales completed.
FS3	FG	Complete staffing review	TC £	Year 1	Completed	Full Council approved new structure to go live on 1st January.
FS4	FG	Develop a three year budget to balance savings with new income generation	TC £	Year 2-3	Completed	Council considered 3 year budget in January 2026.
Improve communication, transparency and accountability						
CO1	EP	Publish details of upcoming planning applications to be discussed by the Council so that residents are better informed and able to engage in the planning process	TC/EO £	Year 1	Completed	Now complete and operational

Ref	Committee	Action	Resource	Timescale	Progress	Comments
CO2	FG	Build on existing platforms & continue with broadcasting meetings and update new democracy platform with more open data	TC £	Year 1	Ongoing	Live streaming for Council meetings now active and built into procedures. Democracy platform is established and updated twice weekly with payment information - all other information is provided in real time.
CO3	FG	Launch printed newsletter to every household and continue every sixth months	TC/EO/CM £	Year 1-3	Ongoing	Work has commenced on newsletter and name 'Our Welshpool' topped the online poll. Booked in for Royal Mail Door 2 Door (Boundary Matched) for 27th October 2025.
CO4	FG	Publish simple infographics of finances, projects and performance	TC £	Year 1-2	Ongoing	Work on Budget 2627 friendly page launched and new explorable graphs added. More work to continue to publish this.
CO5	FG	Consider business case around expanding team to include dedicated communications resource	TC £	Year 1-2	Completed	Full Council approved new structure to go live on 1st January.
Strengthen engagement with the community						
EN1	FG	Run community workshops linked to Place Plan, Town Hall transformation and events	TC/EO/CM £	Year 1-3	Not started	
EN2	All	Establish regular working groups e.g. Carnival, Markets, Open Spaces	EO £	Year 2	Not started	See EV1
EN3	All	Create a volunteer strategy and explore possible coordination roles to support more structured involvement	ALL £	Year 2-3	Not started	

Appendix K

Detailed Income & Expenditure by Budget Heading 06/02/2026

Month No: 10

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Operations & Development</u>								
<u>100 Town Hall</u>								
1100 Income - Corn Exchange	622	4,488	7,000	2,512			64.1%	
1101 Refreshments - JRR	30	30	0	(30)			0.0%	
1103 Refreshments - Corn Exchange	0	130	0	(130)			0.0%	
1104 Refreshments - Assembly Room	0	100	0	(100)			0.0%	
1105 Income - Assembly Rooms	807	4,833	1,800	(3,033)			268.5%	
1110 Income - Other Rooms	45	1,314	1,000	(314)			131.4%	
1120 Income - Telephone Mast Rental	1,250	3,750	5,000	1,250			75.0%	
1370 Income - Grant	9,500	12,000	0	(12,000)			0.0%	
Town Hall :- Income	12,254	26,645	14,800	(11,845)			180.0%	0
4000 Salary	5,316	47,200	68,355	21,155		21,155	69.1%	
4005 HMRC	980	13,433	6,885	(6,548)		(6,548)	195.1%	
4010 Pension Payments	482	4,641	6,657	2,016		2,016	69.7%	
4055 Rates	0	36,068	35,000	(1,068)		(1,068)	103.1%	
4060 Services	8,114	51,392	60,000	8,608		8,608	85.7%	
4085 Repairs & Maintenance	410	24,969	15,000	(9,969)		(9,969)	166.5%	
4095 Licenses	0	870	1,500	630		630	58.0%	
4096 BLT Loan	0	940	0	(940)		(940)	0.0%	
4098 Community Fridge	111	1,242	0	(1,242)		(1,242)	0.0%	
4100 Cleaning & Materials	0	9,135	10,000	865		865	91.3%	
4200 Waste Collection	134	1,979	1,500	(479)		(479)	132.0%	
4202 Consumeables	0	241	500	259		259	48.3%	
4340 Equipment	0	(449)	500	949		949	(89.8%)	
4866 IT Costs	0	100	500	400		400	20.1%	
4875 Health & Safety	420	420	1,000	580		580	42.0%	
4900 Miscellaneous Costs	43	973	1,500	527		527	64.9%	
Town Hall :- Indirect Expenditure	16,010	193,154	208,897	15,743	0	15,743	92.5%	0
Net Income over Expenditure	(3,756)	(166,509)	(194,097)	(27,588)				
<u>110 Markets</u>								
1200 Income - Market Stalls	1,517	13,760	13,000	(760)			105.8%	
1205 Income - Outdoor Markets	94	904	1,000	96			90.4%	
1300 Income - Rent	383	958	0	(958)			0.0%	
Markets :- Income	1,994	15,623	14,000	(1,623)			111.6%	0
4085 Repairs & Maintenance	0	340	750	410		410	45.3%	
4095 Licenses	0	361	500	139		139	72.3%	
4205 Marketing	47	47	250	203		203	18.8%	
Markets :- Indirect Expenditure	47	748	1,500	752	0	752	49.9%	0
Net Income over Expenditure	1,947	14,874	12,500	(2,374)				

Detailed Income & Expenditure by Budget Heading 06/02/2026

Month No: 10

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
130 Recreation								
1340 Income - Rec Club Rents etc	0	1,383	3,000	1,617			46.1%	
1345 Income - Casual Recreation	0	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%	
1370 Income - Grant	0	20,000	0	(20,000)			0.0%	
Recreation :- Income	0	23,940	3,600	(20,340)			665.0%	0
4020 Training Staff	0	1,905	2,000	95		95	95.3%	
4025 Uniforms	0	(0)	0	0		0	0.0%	
4060 Services	2,269	3,854	2,500	(1,354)		(1,354)	154.2%	
4085 Repairs & Maintenance	41	5,453	6,000	547	2,277	(1,729)	128.8%	
4202 Consumeables	10	436	500	64		64	87.2%	
4340 Equipment	(279)	1,561	2,500	939		939	62.4%	
4341 Play Equipment	21,098	26,506	10,000	(16,506)		(16,506)	265.1%	
4342 Play Area Fencing	0	13,250	16,000	2,750		2,750	82.8%	
4345 End of Season Works	0	21,380	20,000	(1,380)		(1,380)	106.9%	
4355 Country Park Lease	0	530	400	(130)		(130)	132.5%	
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	1,894	250	(1,644)		(1,644)	757.7%	
4380 Allotment Costs	0	0	300	300		300	0.0%	
4400 Vehicles	1,599	10,145	0	(10,145)		(10,145)	0.0%	
4401 Vehicle Running Costs	0	1,090	1,000	(90)		(90)	109.0%	
4875 Health & Safety	0	16	250	234		234	6.5%	
4900 Miscellaneous Costs	0	0	100	100		100	0.0%	
Recreation :- Indirect Expenditure	24,739	90,040	64,300	(25,740)	2,277	(28,017)	143.6%	0
Net Income over Expenditure	(24,739)	(66,101)	(60,700)	5,401				
140 Street Scene								
4000 Salary	5,000	44,908	65,079	20,171		20,171	69.0%	
4005 HMRC	911	12,279	6,566	(5,713)		(5,713)	187.0%	
4010 Pension Payments	499	4,839	4,662	(177)		(177)	103.8%	
4020 Training Staff	539	539	1,000	461		461	53.9%	
4025 Uniforms	0	445	500	55		55	88.9%	
4026 PPE	0	60	500	440		440	12.0%	
4065 Mobile Phones	16	157	200	43		43	78.3%	
4085 Repairs & Maintenance	13	843	1,200	357		357	70.3%	
4200 Waste Collection	63	2,593	2,500	(93)		(93)	103.7%	
4340 Equipment	0	1,003	3,000	1,997		1,997	33.4%	

Detailed Income & Expenditure by Budget Heading 06/02/2026

Month No: 10

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4400 Vehicles	45	14,558	5,400	(9,158)		(9,158)	269.6%	
4401 Vehicle Running Costs	0	531	1,500	969		969	35.4%	
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	7,085	84,056	93,807	9,751	0	9,751	89.6%	0
Net Expenditure	(7,085)	(84,056)	(93,807)	(9,751)				
<u>150 Toilets</u>								
4000 Salary	1,085	2,169	0	(2,169)		(2,169)	0.0%	
4005 HMRC	107	213	0	(213)		(213)	0.0%	
4010 Pension Payments	88	176	0	(176)		(176)	0.0%	
4060 Services	5,486	14,670	3,000	(11,670)		(11,670)	489.0%	
4085 Repairs & Maintenance	27	2,701	1,000	(1,701)		(1,701)	270.1%	
4100 Cleaning & Materials	0	6,550	15,000	8,450		8,450	43.7%	
Toilets :- Indirect Expenditure	6,793	26,479	19,000	(7,479)	0	(7,479)	139.4%	0
Net Expenditure	(6,793)	(26,479)	(19,000)	7,479				
<u>160 Domen Castell</u>								
4055 Rates	0	582	0	(582)		(582)	0.0%	
4060 Services	12	210	1,200	990		990	17.5%	
4085 Repairs & Maintenance	0	13,838	5,000	(8,838)		(8,838)	276.8%	
4095 Licenses	0	1,350	1,350	0		0	100.0%	
4550 Rent Private Land	0	3,000	3,000	0		0	100.0%	
Domen Castell :- Indirect Expenditure	12	18,981	10,550	(8,431)	0	(8,431)	179.9%	0
Net Expenditure	(12)	(18,981)	(10,550)	8,431				
<u>190 Ann Holloway Centre</u>								
1110 Income - Other Rooms	926	4,005	5,000	995			80.1%	
1300 Income - Rent	75	600	0	(600)			0.0%	
1635 Income - Lease	0	6,000	6,000	0			100.0%	
Ann Holloway Centre :- Income	1,001	10,605	11,000	395			96.4%	0
4060 Services	2,938	12,915	12,000	(915)		(915)	107.6%	
4085 Repairs & Maintenance	2,486	7,213	5,000	(2,213)	185	(2,397)	147.9%	
4100 Cleaning & Materials	0	1,043	4,000	2,957		2,957	26.1%	
4200 Waste Collection	263	1,071	1,500	429		429	71.4%	
4866 IT Costs	0	0	200	200		200	0.0%	
4875 Health & Safety	300	300	200	(100)		(100)	150.0%	

Detailed Income & Expenditure by Budget Heading 06/02/2026

Month No: 10

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4900 Miscellaneous Costs	0	56	200	144		144	28.0%	
Ann Holloway Centre :- Indirect Expenditure	5,986	22,597	23,100	503	185	318	98.6%	0
Net Income over Expenditure	(4,985)	(11,993)	(12,100)	(107)				
<u>200 Meals on Wheels</u>								
1650 Income - Meals on Wheels	1,856	20,956	20,000	(956)			104.8%	
Meals on Wheels :- Income	1,856	20,956	20,000	(956)			104.8%	0
4000 Salary	1,366	13,098	21,735	8,637		8,637	60.3%	
4005 HMRC	20	2,200	801	(1,399)		(1,399)	274.7%	
4100 Cleaning & Materials	0	163	500	337		337	32.5%	
4202 Consumables	0	25	250	225		225	10.0%	
4340 Equipment	0	0	500	500		500	0.0%	
4400 Vehicles	254	1,940	4,000	2,060		2,060	48.5%	
4710 Meal Costs	374	2,518	8,000	5,482	174	5,308	33.7%	
4900 Miscellaneous Costs	0	0	200	200		200	0.0%	
Meals on Wheels :- Indirect Expenditure	2,013	19,944	35,986	16,042	174	15,868	55.9%	0
Net Income over Expenditure	(157)	1,012	(15,986)	(16,998)				
Operations & Development :- Income	17,105	97,768	63,400	(34,368)			154.2%	
Expenditure	62,685	456,001	457,140	1,139	2,635	(1,496)	100.3%	
Movement to/(from) Gen Reserve	(45,581)	(358,233)	(393,740)	(35,507)				
Grand Totals:- Income	17,105	97,768	63,400	(34,368)			154.2%	
Expenditure	62,685	456,001	457,140	1,139	2,635	(1,496)	100.3%	
Net Income over Expenditure	(45,581)	(358,233)	(393,740)	(35,507)				
Movement to/(from) Gen Reserve	(45,581)	(358,233)	(393,740)	(35,507)				

Appendix L



Cyngor Tref y Trallwng | Welshpool Town Council

Welshpool Town Council, The Vicarage Gardens, Welshpool, SY21 7DD
Tel: 01938 553142 Email: office@welshpooltowncouncil.gov.uk

Document / Report #418

Author	Richard Williams Town Clerk & Responsible Finance Officer
Title	Draft Byelaws Consultation Report
Date	5th February 2026

OFFICERS RECOMMENDATION

- 1. To note the outcome of the public consultation and the report; and**
- 2. To authorise the Town Clerk to prepare and publish the Second Written Statements for open spaces, markets and public toilets; and**
- 3. To ask the Town Clerk to prepare draft byelaws taking into account the consultation feedback for presentation at a future meeting.**

1. Purpose

1. To present the results of the 12-week public consultation on proposed new byelaws for open spaces, markets and public toilets, undertaken in accordance with the Local Government Byelaws (Wales) Act 2012, and to seek Council's direction on progressing to the next statutory stage.

2. Background

1. At its meeting in September 2025, Council approved the commencement of the process to make new byelaws and authorised the Town Clerk to publish Initial Written Statements and undertake a 12-week consultation in line with Welsh Government statutory guidance.
2. The public consultation ran from 20 October 2025 to 12 January 2026 and was promoted via the Council's website, press releases and social media. An online questionnaire was used to collect feedback, alongside written submissions.
3. A total of 14 responses were received. The majority of respondents identified themselves as local residents, with one response from a local business.

3. Results - Summary

1. Open Spaces Byelaws

1. Support levels showed a clear overall majority in favour, with a mix of “support” and “strongly support” responses forming the dominant view. A small number of respondents were neutral or opposed.
2. The most common supportive themes included environmental protection, preventing sky lantern releases, extending coverage to areas such as Powis Lower Park, and addressing issues relating to uncontrolled dogs.
3. The most significant concern raised related to the proposed ban on balloon releases, particularly where these are connected to memorial events. One respondent felt strongly that such activities should not be restricted in sensitive circumstances. Another respondent expressed concern about unnecessary regulation and the risk of restrictions impacting responsible users rather than those causing problems.

2. Markets Byelaws

1. Responses indicated moderate to strong support overall, with most respondents supportive or neutral, and a small number strongly opposed.
2. Supportive comments focused on the need for clearer rules, safer operation of markets, improved management of Broad Street during market days, and making the market space more welcoming and better organised.
3. Opposition primarily centred on the view that the outdoor market is currently very small and does not justify further regulation, alongside concerns that enforcement powers may be disproportionate. One respondent raised wider concerns about traffic and parking enforcement in other parts of the town.

3. Public Toilets Byelaws

1. Public toilet byelaws received the strongest level of support across all three proposals. Most respondents either supported or strongly supported the proposal.
2. Common themes included frustration at vandalism, recognition of the financial and service impact on the Council, and support for giving the Council direct enforcement options where criminal damage occurs. Several respondents commented on the importance of toilets to the town's visitor experience and accessibility.
3. Opposition was limited, though one respondent questioned whether enforcement should remain solely a police responsibility.

4. Overall

1. When asked whether introducing the new byelaws would help improve the management of Council facilities and public spaces, the majority of respondents agreed or strongly agreed. A small number disagreed or were unsure.
2. Additional comments raised issues outside the direct scope of the byelaws, including car parking charges, dog fouling, pedestrian safety, and the wider vitality of the town centre.

4. Assessment

1. The consultation demonstrates general support in principle for the introduction of modernised byelaws, particularly in relation to public toilets and open spaces, with slightly more mixed but still broadly supportive views in relation to markets.
2. The main issues highlighted for Council's consideration going forward are:

1. The sensitivity around balloon releases for memorial purposes, suggesting the need for careful drafting and potentially limited exemptions or discretionary enforcement.
 2. Ensuring that any market byelaws are proportionate, supportive of traders, and clearly justified, given the small scale of current outdoor trading.
 3. The importance of clear communication that byelaws are intended to target problem behaviour rather than restrict responsible use.
3. In line with the 2012 Act, the next formal stage is the preparation and publication of Second Written Statements, summarising consultation responses and setting out the Council's decision on whether and how to proceed, followed by drafting of the proposed byelaws.

5. Links to Strategic Objectives and Interim Strategic Plan

1. These proposals relate to several ISP actions.

6. Resource & Legal Implications

1. Resource implications at this stage are limited to officer time in preparing the Second Written Statements and draft byelaws. Any future enforcement costs will be considered once draft byelaws are brought back to Council.
2. The process continues to be governed by the Local Government Byelaws (Wales) Act 2012. The Council must demonstrate that consultation responses have been properly considered and reflected before proceeding.

7. Specific Implications

1. **Crime and Disorder** - introduction of new byelaws for open spaces, markets and public toilets would support the duty by providing a clear local regulatory framework to deter and address low-level anti-social behaviour, nuisance, vandalism and disorder. In particular, public toilet byelaws would enable the Council to take direct enforcement action where criminal damage or misuse occurs, supporting prevention and early intervention where Police resources may be limited. Market byelaws would assist in preventing obstruction, unsafe practices and disorder during trading days, while open spaces byelaws would provide tools to manage behaviour that can lead to nuisance or conflict. Collectively, the proposed byelaws would support safer, better-managed public environments and contribute positively to crime and disorder reduction (Crime and Disorder Act 1998).
2. **Biodiversity** - proposed open spaces byelaws would directly support this duty by enabling the Council to regulate activities that pose environmental risks, including the release of Chinese sky lanterns and balloons, which can harm wildlife, pollute habitats and create fire risks. By extending updated byelaws to all relevant open spaces, including Powis Lower Park, the Council would strengthen its ability to protect sensitive environments, reduce litter and habitat disturbance, and promote responsible use of green spaces (Environment (Wales) Act 2016).
3. **Well-being** - the proposed byelaws would contribute to A Healthier Wales, A more Resilient Wales, A more Equal Wales and a Wales of cohesive communities (Well-being of Future Generations (Wales) Act 2015).
4. **Risk Management** - N/A

8. Recommendation

1. To note the outcome of the public consultation and the report; and
2. To authorise the Town Clerk to prepare and publish the Second Written Statements for open spaces, markets and public toilets; and

3. To ask the Town Clerk to prepare draft byelaws taking into account the consultation feedback for presentation at a future meeting.

9. Decision

1. To resolve to adopt the recommendations as above.