



Welshpool Town Council, The Vicarage Gardens, Welshpool, Powys, SY21 7DD  
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## **Minutes of the Events & Planning Committee held on 01/10/2025 6:30pm in Council Chamber, Welshpool Town Hall.**

### **PRESENT:**

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

### **Apologies for absence:**

Cllr Nick Howells  
Sally Fitzgerald

### **Absent:**

### **Also in attendance:**

Cllr Estelle Bleivas  
Cllr Phil Pritchard  
Kimberly Wright - Events & Markets Manager  
Wendy Lewis - Community Services 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 received.

### **EP011025/4. MINUTES AND MATTERS ARISING**

#### **EP011025/4.1 Previous Minutes**

A 'T' is missing at the start of a sentence.

#### **RESOLVED**

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

**previous meeting.**

*WTCM340 - 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**

*WTCM341 - 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.**

*WTCM342 - 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.**

*WTCM343 - 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

*WTCM344 - 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.**

*WTCM345 - 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 parade order and wreath laying order as set out in the report
- To appoint Cllr Jackson Quarrell as the Council's standard bearer.

*WTCM346 - 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 Mayor's Quiz, date and time tbc, and open it up 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)

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### Decision/Action Log

| ID      |                                                                                                                                                             | Assigned |
|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| WTCM321 | <b>RESOLUTION</b><br><b>EP011025/17 Planning training</b><br>To approve the training booking for Cllr Chris Davies, Cllr Morag Bailey and Cllr Bill Rowell. |          |
| WTCM322 | <b>RESOLUTION</b><br><b>EP011025/18.1 25/1182/ADV</b><br>To object to the application due to the historical objections provided by the Council.             |          |
| WTCM323 | <b>RESOLUTION</b><br><b>EP011025/18.2 25/1225/LBC</b><br>To support the application with no comment                                                         |          |
| WTCM324 | <b>RESOLUTION</b><br><b>EP011025/18.3 25/1221/DIS</b><br>To support the application with no comment.                                                        |          |

| ID      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Assigned                                 |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|
| WTCM327 | <b>RESOLUTION</b><br><b>EP011025/15 Upcoming events</b><br>To postpone the Mayor's Quiz, date and time tbc, and open it up to all, not just businesses.                                                                                                                                                                                                                                                                                                                                                                     |                                          |
| WTCM340 | <b>RESOLUTION</b><br><b>EP011025/4.1 Previous Minutes</b><br>To approve the minutes of the meeting held on 03/09/2025 as an accurate record of the previous meeting.                                                                                                                                                                                                                                                                                                                                                        | Events & Markets Manager                 |
| WTCM341 | <b>RESOLUTION</b><br><b>EP011025/8 Winter Festival</b><br>To hire Jolly's circus for £500<br>To purchase 200 sheets of paper and reindeer food for letter to Santa responses at a total cost of £25<br>To purchase 300 books from the works for a total cost of £303.99<br>To book the Salopian brass band for a total cost of £250                                                                                                                                                                                         | Events & Markets Manager                 |
| WTCM342 | <b>RECOMMENDATION</b><br><b>EP011025/8 Winter Festival</b><br>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 & Responsible Finance Officer |
| WTCM343 | <b>RESOLUTION</b><br><b>EP011025/22 Christmas tree competition</b><br>To agree the Christmas Tree competition for 2025.                                                                                                                                                                                                                                                                                                                                                                                                     | Events & Markets Manager                 |
| WTCM344 | <b>RECOMMENDATION</b><br><b>EP011025/12 Book sale</b><br>To allocate the raised funds from the Book Sale as follows:<br>- Montgomeryshire Family Crisis Centre £100<br>- Montgomeryshire Youth Theatre £100<br>- Parkinson's Welshpool branch £100<br>- Dementia Welshpool branch £100<br>- Bryntirion £100<br>- Feathers £200                                                                                                                                                                                              | Town Clerk & Responsible Finance Officer |
| WTCM345 | <b>RESOLUTION</b><br><b>EP011025/13 Carnival Event Review</b><br>To approve the proposed date, time and operational changes as set out in the report for Carnival 2026.                                                                                                                                                                                                                                                                                                                                                     | Events & Markets Manager                 |
| WTCM346 | <b>RESOLUTION</b><br><b>EP011025/14 Remembrance Services</b><br>To approve the following:<br>- The changes to Remembrance Services as set out in the report<br>- To advertise for a band/drummer on social media<br>- To allow use of the Assembly Room for rehearsal space<br>- To amend the amend the parade order and wreath laying order as set out in the report<br>- To appoint Cllr Jackson Quarrell as the Council's standard bearer.                                                                               | Town Clerk & Responsible Finance Officer |