

Hay Town Council

Clerk & Financial Officer: Nigel Lewis
Hay Town Council
Council Offices
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www.hay-on-wye.co.uk/htc
Tuesdays to Thursdays till 3pm



Mayor - Cllr T Stedman

The next meeting of Hay Town Council will take place on Monday 14th May 2018 at **6.30pm** at The Swan Hotel, Church Street, Hay-on-Wye

Planning applications and correspondence will be available from 5.45pm.

Nigel Lewis
Clerk to the Council

AGENDA

Target Time

1. Apologies for absence
2. Declarations of Interest & Code of Conduct
3. Questions from the Public (5 mins allowed)
4. Police update
5. Minutes of the meetings dated 9th April 2018
6. Matters arising from minutes not listed on the agenda: (a) Bell Bank Bench (b) TTOW (c) Gateway to Wales sign (d) Damage to Bus shelter (e) Allotments at back of Warren Close (f) siting of plaques (i) Warren Steps (j) Hay Reserve held by Powys CC (k) Damage to fence behind St Mary's Church (l) Any other items from minutes not listed
7. Sub Committee Reports/Minutes: 7.00 pm
 - (a) Finance
 - (i) £150.00 allowance for I.T. and consumables
 - (ii) Business Debit Card
 - (iii) Pay Award 2018/19
 - (b) Fishing & Estates
 - (c) Town Events
 - (i) Christmas Lights possible transfer to Chamber of Commerce
 - (d) Recycling Fund

(e) Council Premises

- i Draft Minutes from meeting 23rd April 2018
- ii. Damage to Council Office Roof
- iii. Disabled toilets - radar keys
 - v. The Annex - new tenant
 - vi. Vacant room - main building

(f) Communications

- i. Data Protection - new legislation (General Data Protection Regulations) May 2018
- ii. Website update

8. The Gliss

- (i) Land Registry
- (ii) Welsh Water works at the Gliss
- (iii) Meeting with canoe companies
- (iv) Grasscutting tenders

9. Transfer of Assets update

- i. Library building
- ii. The Log-in Dingle Motte and Bailey

10. Hay in Bloom - update

- i. Budget

7.45pm

11. Legionella Testing

12. Brian Wilding - Bench request for Gipsy Castle Estate recreation area

13. Parish Hall - Possible Renovation Programme

14. Sports Management Committee

- (i) Minutes of meeting dated 23rd April 2018
- (ii) Outstanding contributions 2017/18 from sports clubs
- (iii) Boiler repair
- (vi) Disabled parking bays
- (v) Legacy project
- (vi) Possible lease arrangements with HADSCAL
- (vii) Legionella/H&S
- (viii) Electricity contract (Npower)

15. Councillor Co-option

16. Councillor Vacancy

17. Consultations

- (i) Feedback Community and Town Council Review (One Voice Wales/Welsh Government)
- (ii) Edition 10 of Planning Policy Wales

18. (i) Hay Festival session at Hay Festival

- (ii) Pop-in session on 24th May 2018 re. Community & Town Council Review

19. Town Plan update

(i) Miles without Stiles/accessibility

(ii) Grant - NRW Expression of Interest Update

(iii) Review of Plan

20. Play Areas

(a) Monthly Inspections

21. Report of the Clerk/Responsible Financial Officer

i. Correspondence

May 2018 Correspondence

a.	Richard Goddard	E-mail: Enquiry re. room hire in Council Offices
b.	BBNP	E-mail: Wkly planning lists wk comm 30th March 2018
c.	Barclays	Current account statement
d.	John Evans	Thank you letter to HTC for Citizen of the Yr award
e.	Powys CC/GR	E-mail: Response re. planting/signs in town - need a licence
f.	Old Railway Line	E-mail: Hay in Bloom partnership
g.	Talgarth Clerk/OVW	E-mail: Guidance on Cllrs £150 payments
h.	OVW	E-mail: Holding reply re. HMRC/Cllrs payments
i.	Dyfed Police	E-mail: Re. graffiti on bus shelters
j.	John Price	E-mail: Ack. Eileen Bufton bench has arrived
k.	David Brown	Invoice: Clock winding 1st Jan to 31st March 2018
l.	Wales Audit Office	E-mail: Ack. Receipt of completed survey
m.	David James Prothero	E-mail: App. for co-option to Town Council
n.	Trish Kiddle	Thank you letter for Citizen of the Yr nomination
o.	BBNP	Planning App 18/15948/FUL
p.	IMD	Invoice Feb grass cutting
q.	IMD	Invoice March grass cutting
r.	Powys CC	Rates for toilets Broad St & Ox. Rd
s.	Tim Organ	Letter re. concern of lack of affordable housing
t.	OVW	Ack payment received for annual members fee
u.	The Swan	Invoice for meeting 9th April 2018
v.	Simon Morris	E-mail: App. for co-option to Town Council
w.	SWOAPG	E-mail: Info on proposed Valleys Landscape Park
x.	OVW	E-mail: Re. Clustering Funding for 2018/19
y.	OVW	E-mail: Advice re. Xmas lights & funding Churches
z.	Hay Castle Trust	E-mail: Spring edition newsletter
aa.	Simon Morris	E-mail: Synopsis for Town Councillor Co-option
ab.	Dyfed Police	E-mail: Burglaries in Crickhowell
ac.	Powys CC	E-mail: Brecknock Shire Reserves response re. £200k
ad.	BBNP	E-mail: Wkly planning list 6th April 2018
ae.	Microshade Consultants	E-mail: GDPR notification fees for town councils
af.	The Warren Club	Cheque for rent HTC fisheries
ag.	HMRC	Changes to VAT
ah.	Wales Audit Office	Notice for audit yr ending 31st March 2018
ai.	Powys CC	E-mail: survey W. Gardens scooter space/improving estates
aj.	Claire Jackson	E-mail: Update re. move to Annex
ak.	Healthmatic	E-mail: Invoice for 1st Jan to 31 March 2018
al.	WP Insurance	E-mail: Key facts about GDPR
am.	OVW	E-mail: Historic Environment Update

an.	Electoral Roll	E-mail: Confirmation of electoral roll fig.
ao.	Opus	E-mail: Invoice 18th March to 16th April 2018C. Offices
ap.	Corona	E-mail: Invoice Sports Pav. electric March 2018 to April 2018
aq.	TS/John Powell Powys TB	E-mail: Re. potential Youth Council
ar.	Opus Energy	Increase in charges
as.	Powys CC	Notice of adoption of LDP 2011 to 2026
at.	ICO via OVW	E-mail: ICO statement re. GDPR for Town Councils
au.	BOSS	E-mail: Invoice for ink
av.	RGr	E-mail: Invoice for newsletter printing
aw.	CoC	E-mail: To businesses re. "Shared Spaces" access ramps
ax.	Powys CC	E-mail: Sign copies New Adopted site agreement
ay.	BBNP	E-mail: Planning App 18/15834/FUL Passed
az.	Wye Valley Canoes	E-mail: Confirmation of meeting
ba.	Powys CC	E-mail: Planning apps Feb to March 2018
bb.	Frank Davies	Invoice: Install Bell Bank bench quote for removing graffiti
bc.	Pughs	Invoice for Senior Citizens party
bd.	NRW	E-mail: Ack of "Shared Spaces" Full App. Form
be.	Wales NHS	E-mail: Consultation deadline 12th July 2018
bf.	BBNP	E-mail: Wkly planning list 13th April 2018
bg.	Michelle Davies (Alcumus)	E-mail: Forms re. legionella
bh.	Powys CC	E-mail: Ack. Pothole needs tightening opp. The Globe
bi.	Welsh Water	E-mail: Copy of letter for residents re, work at the Gliss
bj.	OVW	E-mail: Pay scales for 2018/19
bk.	WilliamsBeales&Co	E-mail: Amended offer to Welsh Water re. Gliss asset transfer
bl.	Anita Wright	E-mail: Opposition of How the Light gets in Festival
bm.	Cllr RWG	E-mail: Reports of abandoned vehicles at the Gliss
bn.	OTM	E-mail: Copy of Public Liability Insurance
bo.	Welsh Water	E-mail; Contractor details. Re tarmacking
bp.	OVW	E-mail: Update on GDPR exempting HTC from appointing a DPO
bq.	Marian Lally	E-mail: Payroll
br.	Shane Thomas Powys CC	E-mail: Holding reply re. damaged fence St Mary's Church
bs.	OVW	E-mail: Report on communication barriers
bt.	Powys CC	(x2) new adopted site agreements
bu.	Barclays	Account summaries
bv.	Barclays	E-payment plans
bw.	Barclays	Business Debit Card app. Form
bx.	OVW	E-mail: Consultation re. consenting of infrastructure
by.	BOSS	E-mail: Invoice for ink
bz.	OVW	E-mail: Town & Community Councils 24th May open day
ca.	Sharon Shipp	E-mail: Request re. plastic free Powys initiative
cb.	OVW	E-mail: GDPR training for Clerks
cc.	1st Scout Gp Hay	E-mail: Recycling Grant app
cd.	OVW	E-mail: Consultation on infrastructure
ce.	OVW	E-mail: Innovative Practice Conference 4th July 2018
cf.	BBNP	E-mail: Plann app. 18/15866/FUL permission
cg.	Marian Lally	Payroll
ch.	Dyfed Police	E-mail: Monthly report
ci.	Powys CC	E-mail: Road closure 16-17th May
cj.	OVW	E-mail: A guide to OVW services
ck.	CoC	E-mail: Mins from AGM/meeting

cl	Kingdom Project	E-mail: Can make 4th June meeting
cm	BBNP	E-mail: Request for free use of Ox. Rd toilets
cn	Npower	E-mail: Will send HTC a revised quote for Sports Pavilion
co	Brecknock Play Network	E-mail: Request to advertise play session 31st July
cp	John Price	E-mail: Eileen Bufton bench - invite to attend Sat 12th May
cq	BBNP	E-mail: Wkly list of planning apps 27th April 2018
cr	Frank Davies	Invoice for painting out graffiti at Millbank picnic site
cs	Frank Davies	Invoice for removing wooden post Millbank picnic site
ct	Healthmatic	Returned signed SLA
cu	Scottish Power	Invoice for the Annex
cv	Cllr R Greatrex	E-mail: Resignation
cw	Cllr R Greatrex	E-mail: HTC's submission re. Town & Comm. Councils survey
cx	Cariads	E-mail: Invoice

Late Correspondence

- ii. Balances & issue of cheques
- iii. Bank account reconciliations

22. Report from County Councillor

8.45 pm

23. Report from the Chairman

24. Reports from representatives: (a) Dyfed Powys Police; (b) Gwynne's Almshouses; (c) Dial-a- Ride; (d) Hay School Governors; (e) One Voice Wales; (f) Bronllys Wellbeing Trust; (g) Cheesemarket; (h) Hay to Timbuktu (H2T); (i) BBNP; (j) Affordable Housing Group; (k) Chamber of Commerce (l) HOWLS (m) HADSCAL community centre

25. Planning

(a) Urgent Mayor and Deputy Mayor Authorisations

(i) Application Ref **18/15948/FUL** - 3 Oakland Villas, Hay-on-Wye HR3 5PH: Creation of off-road parking by digging up front garden and hedgerow and laying a gravel driveway. *To drop - part kerb to entrance. No objection*

(b) Planning Applications for Comment

(i) None

26. Motion to Exclude Members of the Public and Press

To approve a motion under Section 1(2) Public Bodies (Admission to Meetings)

Act 1960: "Representatives of the press and other members of the public shall be excluded from the remainder of this meeting having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest."

27. Date of June meeting - Monday 4th June 2018