

# Hay Town Council

Clerk & Financial Officer: Nigel Lewis  
Hay Town Council  
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Tuesdays to Thursdays till 3pm



Mayor - Cllr T Stedman

The next meeting of Hay Town Council will take place on Monday 4<sup>th</sup> September 2017 at **7.00pm** at **The Swan in Hay**. Planning applications and correspondence will be available from 6.30pm.

**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 meeting dated 3<sup>rd</sup> July 2017
6. Matters arising from minutes not listed on the agenda: (a) Arnold Wesker Memorial bench (b) Abandoned vehicle (c) Youth Reps on Council (d) Fly Tipping (e) (f) Container re Storage of WMG tools (g) Meeting with Persimmon Homes (h) Hay Cemetery (i) Meeting with Bowls Club (j) Plastic/Film recycling (k) Meeting with Healthmatic (l) Any other items from minutes not listed
7. Sub Committee Reports/Minutes: 7.30pm
  - (a) Finance
    - (i) 2016/17 accounts - audit report
  - (b) Fishing & Estates
    - (i) minutes of sub committee meeting dated 27<sup>th</sup> July 2017 & 24<sup>th</sup> August 2017
  - (c) Town Events
  - (d) Recycling Fund
  - (e) Council Premises
    - (i) minutes of sub committee meeting dated 27<sup>th</sup> July 2017
    - (ii) Business rates update
  - (f) Communications
    - (i) minutes of sub committee dated 26<sup>th</sup> July & 17<sup>th</sup> August 2017
    - (ii) Meet the Council events - feedback

(iii) Website update

8. Councillor Training

- (i) Dealing with Planning Applications
- (ii) OVW Training modules

9. Transfer of Assets update

8.30pm

- (i) Meeting with Powys CC Cabinet

10. Meeting with Powys CC and HOWLS re Library

11. Town Plan update

12. Miles without Stiles project

13. Request by Clyro Community Council to share cost of speed sign

14. Bookers Edge - Affordable Housing

15. The Gliss - encroachment

9.30pm

16. Gipsy Castle Lane

17. Hay2Timbuktu - 10<sup>th</sup> Anniversary celebrations

18. Recreation Facilities update

19. Nat West Bank - Request to meet

20. Booth Gardens

21. Welcome to Hay Sign

22. Painting by Carl Jones

23. Legionella Testing

24. TTOW Audit

25. Long Service - Councillors

26. Play Areas

- (a) Monthly Inspections

27. - Report of the Clerk/Responsible Financial Officer

i. Correspondence

**July 2017 Correspondence**

- |    |                         |   |
|----|-------------------------|---|
| a. | Valuation Office Agency | Final reminders for all tenants/council offices in Council Offices  |
| b. | Powys CC                | Inf only - bill for Sports Grounds and Premises for rates £2,994.00 |
| c. | BBNP                    | E-mail: Weekly List of Planning Applications 23rd June 2017         |
| d. | Opus Energy             | E-mail: On-line account set up                                      |
| e. | CSP - Youth Services    | E-mail: Request for info of impact of closure of Hay youth club     |

f.	Cllr RGr	E-mail: Invoice for printing costs
g.	Powys CC	E-mail: Planning decision notices 16th - 30 June 2017
h.	Powys CC	E-mail: Press release re. 5-day a wk opening at Brecon tip proposed
i.	Play Wales	E-mail: e-bulletin July 2017
j.	Brecon and Radnor Area Cttee	Annual meeting invitation for Fri 14th July Talgarth Town Hall
k.	Barclays	Current account statement
l.	Birch Electrical	PAT testing invoice & certificate
m.	BBNP	E-mail: Decision approved 17/14877/LBC
n.	Valuation Office Agency	E-mail: (x4) ack. of receipts for rents
o.	LGA	E-mail: invitation to National Conference 18 & 19th Oct 2017
p.	Herefordshire Council	E-mail: ack.of HTC's statement in support of Cusop & Bookers Edge
q.	Persimmon	E-mail: ack. of meeting held and request for tenant's details
r.	Dyfed Police	E-mail: Warning of telephone scam
s.	Healthmatic	E-mail: Copy of SLA
t.	Lady Harman Fleur de Lys Antiques	E-mail: Request for close links with HTC
u.	The Family Place	E-mail: Possible interest in renting room in Council Offices
v.	Powys CC	E-mail: Response to library opening hours
w.	<b>Eisteddfod</b>	<b>E-mail: Request from Director to give a presentation to HTC</b>
x.	Welsh Water	Bill for £1,085.62 for Sports Club
y.	BBNP	E-mail: Weekly List of Planning Applications 30th June 2017
z.	<b>Bowling Club</b>	<b>Letter asking for HTC to contribute funding towards new pavilion</b>
aa.	Black Mountains Lions Club	Letter re. one defibrillator at sports grounds
ab.	St Mary's Church Council	Letter thanking HTC for support re heating/disabled access
ac.	Opus Energy	E-mail: Copy invoice for period 18 May to 16 June 2017
ad.	Powys CC	E-mail: confirmation of 5-day a week opening again for waste centre
ae.	Land Registry	E-mail: acknowledgement of HTC case re. the Gliss
af.	Chris Lewis	E-mail: summary of accounts
ag.	Powys CC	E-mail: Updates for Powys CC toilet webpage
ah.	Powys CC	E-mail: Brecon High School consultation
ai.	Chamber of Commerce	E-mail: next meeting on 17th July
aj.	Claire Griffiths scouts	E-mail: premises for scouts & request Memorial Square on 2nd Dec
ak.	Land Registry	E-mail: general update
al.	Powys CC	Rates for Room O, 2nd Floor, F/F Room M and G/F Room B
am.	Barclays	Statement re. reduction in interest rates for savings
an.	BOSS	E-mail: invoice for (x5) ink cartridges
ao.	Powys CC	E-mail: Want to know who will lead discussions - HTC or HOWLS
ap.	Audits	E-mail: acknowledgement of receipt of 16/17 accounts
aq.	BBNP	E-mail: Weekly List of Planning Applications 7th July 2017
ar.	Corona Energy	Statement/remittance for Sports Pavilion
as.	Powys CC	E-mail: Planning decision notices 30 June to 14 July 2017
at.	<b>Clyro Council</b>	<b>E-mail: request re. joint purchase of road speeding sign</b>
au.	Clyro Council	E-mail: confirmation the sign would be for the 4 participating areas
av.	The Swan	E-mail: invoice for room hire 3rd July 2017
aw.	Opus Energy	E-mail: invoice for June to July 2017
ax.	HOWLS	E-mail: acknowledgement of meeting with HTC
ay.	Healthmatic	E-mail: maintenance issues inc. ladies' toilet seat
az.	European Commission	E-mail: notification of EU audit of Twinning Project
ba.	BBNP	E-mail: Bowling Club Pavilion Plan Appl 17/14941/FUL - APPROVED
bb.	Orphans	E-mail: invoice for HTC banner
bc.	Healthmatic	E-mail: invoice for Jan - Mar 2017

bd.	Healthmatic	E-mail: invoice for Apr - Jun 2017
be.	Welsh Water	Payment request for Pavilion Sports Grounds
bf.	Giles Morgan	E-mail: Japanese visitor request for meeting in Hay
bg.	Persimmon	E-mail: ack. NL's forwarded complaint of working on Sunday mornings
bh.	Cae Post	E-mail: In a position to deliver 1100 litre containers
bi.	BBNP	E-mail: Weekly List of Planning Applications 14th July 2017
bj.	One Voice Wales	E-mail: consultation on electoral reform. Deadline Oct 2017
bk.	Houses of Commons	Invitation to attend tour and Q&A with Chris Davies MP
bl.	Trustees of LK Morelli Will Trust	Signs of rodent activity in roof above toilets adjacent to Craft Studio
bm.	Spencer Davies	E-mail: Complaint about access issues on Hay Bluff
bn.	Woodland Trust	E-mail: ack.of HTC becoming a Tree Charter Council
bo.	Colin Davies Powys CC	E-mail: latest on Hay Bridge railings
bp.	Howard Taylor Powys CC	E-mail: final reminder to owner of Peugeot van reg. Y274 HHK
bq.	Healthmatic	E-mail: COSHH documents for toilets
br.	Giles Morgans	E-mail: unable to tender for revised website
bs.	Powys CC	E-mail: potential legionella testing contractors
bt.	Barclays	Advanced notice of mixed payment plan & e-payment charges
bu.	One Voice Wales	E-mail: Summer 2017 newsletter
bv.	Powys CC	E-mail: RoSPA Hay Town Castle Play Area report
bw.	Lyn Parry Powys CC	E-mail: Hay Bridge update
bx.	Talgarth Town Council	E-mail: OVW ack. HTC to second TTC's motion re dog fouling
by.	Npower	Setting up direct debit confirmation
bz.	Powys CC	E-mail: RoSPA Hay Recreation Ground report
ca.	One Voice Wales	E-mail: OVW 2017 awards and AGM 30th Sep 2017
cb.	Powys CC	E-mail: business rates / credits for Room Q
cc.	Robert Williams	E-mail: reporting faulty fire alarm at tennis courts
cd.	Colin Davies Powys CC	E-mail: found railings on Hay bridge to be safe
ce.	Kate Stevens / Asbri Planning	E-mail: construction of Brecon High School opportunity to comment
cf.	Clare Fry	E-mail: request for ideas for 2018's Independence Celebrations
cg.	Dial-a-Ride	E-mail: request to book Chamber for interviews on Fri 4th Aug
ch.	BBNP	E-mail: Weekly List of Planning Applications 21st July 2017
ci.	BBNP	E-mail: Re-registration of application The Willows, Gypsy Castle Lane
cj.	John Price	E-mail: alerting HTC that the website had been hacked
ck.	Bronllys Wellbeing Park	Receipt of £16.50 membership fee ack.
cl.	Woodland Trust	Tree Charter Info Pack
cm.	British Gas	Reminder for renewal of energy plan for Sports Pavilion from Oct 2017
cn.	Land Registry	Return of documents sent in to support case at The Gliss
co.	BBNP	Planning application for 2-storey holiday home Wyeford Road
cp.	Family Place	Copy of lease for room hire 3rd floor Council Offices
cq.	BOSS	Invoice for paper

### **August 2017 Correspondence**

a.	British Gas	Reminder for renewal of energy plan for Brecon Rd Recreation Ground
b.	William & Beale & Co.	E-mail: licence for Recreation Ground and Sports Pavilion
c.	BBNP	E-mail: letters for planning apps 17/15021 & 1522
d.	Powys CC	E-mail: Planning decision notices 14 July to 28 July 2017
e.	Caepost	E-mail: Ready to supply bin for plastic recycling
f.	BIDS	E-mail: Info re. Business Improvement Districts (BIDS)
g.	PAVO	E-mail: E-newsletter
h.	Huws Gray	Invoice for toilet seat and downpipe brackets

i.	BBNP	Planning application for minor alterations Hay Castle
j.	Planning Aid Wales	E-mail: possible training on planning applications
k.	Powys CC	E-mail: ack. of letter sent by HTC and conf of a meeting in Sept 2017
l.	One Voice Wales	E-mail: training available for councillors
m.	BBNP	E-mail: Weekly List of Planning Applications 28th July 2017
n.	BBNP	E-mail: decision notice for De Breos Court permission granted
o.	Dyfed Police	E-mail: report of a stolen trailer from Wyeside Gardens
p.	Powys CC	E-mail: Hay Bridge - Powys CC confirming Hay Bridge railings safe
q.	Newtown Town Council	E-mail: request for info re. charging for toilets
r.	Dial-a-Ride	Reference request for Nick Burdekin for part-time role with Dial-a-Ride
s.	Brecon Advice Centre	Annual Accounts
t.	British Gas	Final electricity bill for Oxford Road toilets
u.	British Gas	Current account statement
v.	Hay & Brecon Farmers	Invoice for rat poison
w.	Powys CC	Rates for 2nd floor Room Q
x.	<b>Cllr Gareth Ratcliffe</b>	<b>E-mail: Consultation link to Powys' Well-being Act</b>
z.	Clyro Council	E-mail: costings for traffic signs
aa.	One Voice Wales	E-mail: list of Good Practice Seminars
ab.	Powys CC	E-mail: re. PRoW issues on Hay Bluff
ac.	Opus Energy	E-mail: quotation for Sports Ground Pavilion
ad.	Zurich Insurance	E-mail: updated policy
ae.	Bronllys Wellbeing Park	E-mail: newsletter
af.	BBNP	E-mail: notice and decision on ATM at Post Office - permission given
ag.	BBNP	E-mail: Weekly List of Planning Applications 4th August 2017
ah.	<b>Michael Dempsey/Wufoo</b>	<b>E-mail: requesting more electricity charging points</b>
ai.	Welsh Water	Disconnection for toilets at the pavilion
aj.	Powys CC	Rates for the basement
ak.	Powys CC	Rates for F/F Room O
al.	Powys CC	Rates for F/F Room
am.	One Voice Wales	Invoice for Code of Conduct training
an.	Huws Gray	Collection note for clamps
ao.	Samantha Reid-Lindsell	E-mail follow up request to clear trees/brambles
ap.	Llangors CC	E-mail: possible legacy project
aq.	Persimmon	E-mail: ack. out of hours complaint passed on to construction dept
ar.	Powys CC	E-mail: detailing seminars on LDP
as.	Npower	E-mail: quotation for electricity
at.	<b>Llangors CC</b>	<b>E-mail: Wilmott Dixon legacy project</b>
au.	EU Audit	E-mail: ack NL's e-mail and say they are ready to start audit soon
av.	Powys CC	E-mail: confirmation of meeting between HTC & Powys CC on
aw.	Hazel Smith	E-mail: hedge cutting issues
ax.	Opus	E-mail: invoice for electricity July - Aug 2018
ay.	Nat West	E-mail: confirmation of Nat West closing in Hay Oct 2017
az.	Welsh Water	Copy bill for Pavilion
ba.	BBNP	E-mail: Weekly List of Planning Applications 11th August 2017
bb.	Powys CC	E-mail: request for business links
bc.	Corona Energy	Statement
bd.	NPower	E-mail: confirmation as chosen supplier
be.	BBNP	E-mail: community update
bf.	Family Place	E-mail: confirmation leaving annexe on 25/08/17
bg.	Powys CC	E-mail: potential ground water testing re new cemetery

bh.	William & Beale & Co.	E-mail: receipt of letter from HTC - Welsh Water asset transfer
bi.	Barclays	Notification of mixed payments
bj.	Barclays	Notification of mixed payments
bk.	Barclays	Notification of e-payment charges
bl.	Powys CC	Councillor appointment notifications
bm.	BBNP	E-mail: Weekly List of Planning Applications 18th August 2017
bn.	Powys CC	E-mail: Confirmation of business rates refund to be paid to HTC
bo.	Barclays	Business account balances
bp.	Residents of The Gliss	Letter requesting a meeting between HTC and residents of The Gliss
bq.	Grant Thornton Auditors	Annual audit certificate for 2016/2017
br.	Urgent correspondence received after agenda circulated	

ii. Balances & issue of cheques.

28. Report from County Councillor

29. Report from the Chairman

9.30pm

30. 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) Hay Together (m) HOWLS.

31. Planning

(a) Urgent Mayor and Deputy Mayor Authorisations

(i) 17/15157/FUL - Erection of detached two storey home at Nyport Gate opposite Lamb House *the following concerns were forwarded -*

*(1) Visibility onto the B4350. This is a difficult junction with limited visibility. This application including the proposed addition of hedging will add to the visibility issue.*

*(2) It is critical that the development and proposed hedge between the property and Wyeford Road does not impact on the width of the road. This road leads to the canoe landing stage and is therefore regularly used by vehicles towing trailers carrying canoes. It is imperative that there is a sufficient verge so that the width of the road is n't compromised which could result in safety issues for pedestrians.*

*(3) 12% of available housing in Hay is being used as holiday/second homes. This is above the national average of 6%(empty dwelling rate). There has been a 30% increase in the number of dwellings with no permanent residents over the last ten years.*

*(4) the statement by the agent suggesting that the building already has a residential use by way of a previous application in 2014 does not appear to be the case as it would seem that the 2014 application refers to changes to Lamb House.*

(ii) 17/15013/FUL - The Willows, Gipsy Castle Lane, Hay-on-Wye - *no objections*

(iii) 17/15022/LBC & 17/15021/FUL - 15 Castle Street, Hay-on-Wye - *no objections*

(iv) 17/15115/CON - Hay Castle, Hay-on-Wye - *no objections*

(v) 17/15117/LBC- Hay Castle, Hay-on-Wye - *no objections*

(b) Planning Applications for Comment - none

32. Date of next meeting - Monday 2<sup>nd</sup> October 2017 - 7pm - venue to be decided