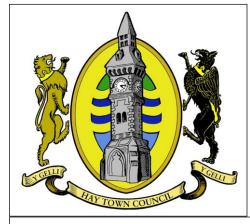
Hay Town Council

Hay Town Clerk: *Mr Nicholas Burdekin*Hay Town Council Offices
Brecon Road Recreation Facilities
Brecon Road
Hay-on-Wye
HR3 5DY

01497 820296

townclerk@haytowncouncil.gov.uk www.haytowncouncil.gov.uk



Mayor - Cllr S Morris

Minutes of the Communications Sub-Committee Thursday 20th May 2021 at 6.00 pm Zoom meeting

Present: Cllr T Stedman (TS) Cllr James Prothero (JPr) Cllr Isobelle Keith (IK)

Cllr Deb Landymore (DL) Cllr Jeff Morgan (JM) Cllr Josh Boyd Green (JBG)

Apologies

There were no apologies.

COM241. Election of Chair

TS elected as Chair. JM proposed and DL seconded. Unanimously approved

COM242. Minutes of meeting dated 8th April 2021

The Minutes of 8th April were agreed as a true record.

COM243. Matters arising

- (i) Andrew Meredith artwork for sign decision needed as to whether to use Andrew's artwork
 - There is no need for the map at the moment.

(ii) Current times on signs to be altered - completed by Andrew Meredith

• These have been completed.

(iii) Town Plan Review

- TS suggested that Councillors should work through the Plan, update actions and bring to the next Comms meeting
- Wide range of stakeholders to be consulted e.g. schools
- Software called Citizen Lab could be used to promote engagement.

(iv) Miles Without Stiles booklet

• Amendments will be sent through to the office.

(v) Engine Idling - any update

Hay School will produce posters to promote.

(vi) All Wales Play Equipment - photograph and article to be done

• To be promoted to the public via photos and in Annual Report.

(vii) Any other items not on the agenda

• To look into the website being searchable.

<u>COM244. Road Closures - Possible Criteria to Measure Effectiveness / If closure times need increasing or decreasing</u>

- DL will draw up a survey to get feedback from businesses most affected
- To be sent to committee members for comments.

COM245. Annual Report

(i) Current situation (reports received from DL for Finance; JPr for Comms; and RWG for Estates and Premises)

- Please send reports to TS
- DL to send Finance report to members

(ii) Reports still needed from: Mayor, Deputy Mayor and Events

Ideas for Events report:

- Remembrance Sunday
- The Christmas market
- Christmas hampers.

(iii) Timeframe for report (deadline for Wye Local July edition 10th June 2021)

Insert deadline 20th June for July edition

(iv) Wye Local article or insert?

Insert

(v) Any topics to include alongside reports from Chairs?

- Cemetery
- Transforming Towns
- The new play equipment
- Access to cash.

COM246. Draft policies including Social Media

- Working party was suggested, to include NB,DL & CW.
- TS & DL have professional knowledge to help.
- TS believes Social Media Policy should be driven by Comms
- Facebook should be used to share useful content
- Residents and businesses should contact HTC via Clerk's email
- Councillors' surgery was suggested
- Thursday 3rd June JPr, TS, IK & DL would be in the market for monitoring on the road closures
- Gloversure (email addresses and website training) will be chased up for training via zoom
- JPr will take responsibility for website
- JPr & IK will work on Facebook.

COM247. Any Other Business

- A new printer will be costed
- An IT contract was possible, including a set amount of printed pages
- Tim Pugh could be consulted

- Road closures amended by Powys, now starting 27th May 2021 ie Thursday am to Saturday night
- Some cars are parked in Memorial Square car park when they should not be
- Mick Evans could be approached to see if he would close off the car park
- The trading situation will revert to normal if social distancing ends
- Any change will take place following public consultation.

| COM248. | Date | and | Time | of | Next | Meeting |
|---------|------|-----|------|----|------|---------|
|---------|------|-----|------|----|------|---------|

| To be arranged | | |
|----------------|------|--|
| | | |
| Signed | Date | |