

Minutes of meeting of Hay Town Council held at The Swan Hotel, Church Street at 6.30pm on 3rd September 2018

Present: Cllr T Stedman (TS) Cllr J Pearson (JP) Cllr A Powell (AP)
Cllr J Prothero (JPr) Cllr J Gamon (JG) Cllr H Davies (HD)
Cllr H Sawyer (HS) Cllr R Golesworthy (RWG) Cllr D Price (DP)

Apologies: Cllr F Howard (FH) N Lewis (NL)

In Attendance: County Councillor G Ratcliffe (GR) N Burdekin (NB)

2068. Declarations of Interest & Code of Conduct.

FH – HADSCAL, Cheesemarket Trustee, The Warren, & Proposed Cycleway
RWG – HADSCAL, The Warren, niece is working on the Kingdom Project
AP – HADSCAL, The Warren, Hay Woodland Group
TS - Hay Woodland Group
HS – Booths Bookshop
JP – BBNP Local Access meeting, Herefordshire Local Access Forum, Powys Local Access Forum

2069. Questions from the public

Francoise Verger brought to the Council's attention the idea she and her husband have had to purchase a book case and install it within the boundaries of Gypsy Castle Play Area. The book case would then be filled with books for children to take, borrow and exchange for other books. The idea could also be repeated at Brecon Rd Play Area. Francoise also suggested she worked with pupils from Gwernyfed High School to design and make the bookcases. JG asked who the bookcases would belong to/be insured by if placed on HTC land. Francoise said that they would become HTC property. Francoise agreed that she would help with maintenance. RWG said that anything going into play areas would need to meet the relevant H&S standards and be RoSPA tested, but thought it was a good idea in principle. NB was asked to find the relevant standards and pass these onto Francoise. NL/NB also to look into the insurance implications. Francoise also mentioned putting a book case at Millbank Picnic site. All Cllrs agreed that this bookcase could be done without any issue, and no objections were raised.

2070. Police update

The monthly reported was circulated 2 weeks prior to the meeting electronically. AP added that in terms of the damage/vandalism caused beneath Hay Bridge by vandals, the police have confirmed that they are making enquiries with nearby residents and that the issue needs to be reported online.

2071. Minutes of the meeting dated 2nd July 2018

TS said that she had already raised an issue with item 2044, but that the amendment has now been made. No other comments. The minutes of the meeting dated 2nd July 2018 were agreed as a true and accurate record.

2072. Matters arising from minutes not listed on the agenda

(a) Barclays Bank

TS said that it has already been reported that Barclays Bank's position on retaining an ATM. However, following a meeting with Kirsty Williams, GR and TS, one option HTC is now exploring is working with CashZone. CashZone don't need buildings for ATM's, they

use stand alone machines. CashZone are due to contact HTC to explore this possibility. It would be free to use.

(b) Brian Wilding bench

NB reported that the bench will be delivered tomorrow, 4th September 2018, and that the plaque has also been ordered. NB to collect plaque when ready.

(c) Siting of plaques

Frank Davies has not yet installed the two slate plaques at the Buttermarket. NB to follow up.

(d) Hay Reserve held by Powys CC

No response as yet from Powys CC.

(e) School designs for bus shelters

JP said that the school has been closed for the Summer holidays, but she will follow up with the Headteacher once the school re-opens.

(f) Any other items from minutes not listed on the agenda

NB reported that FH has responded to the School/College transport policy consultation to say that she felt the proposed scheme did not give flexibility to parents, in particular to those on low incomes, and that may encourage children to leave school early. GR added that Powys CC has accepted that the policy is not fair to certain geographical areas, so might be disregarded completely.

2073. Sub Committee Reports/Minutes

(a) Finance

(i) Minutes of meeting dated 7th August 2018

JG read out the following recommendations from Finance:

FIN 311. Recommendation

That the tenant be advised of the amount outstanding and asked to pay by a certain date, otherwise the Council will have no alternative but to give the tenant notice to leave.

It was agreed that TS, JP and NL meet with the tenant to see if the matter can be resolved amicably. AP declared an interest and said he would be unable to take part in this meeting.

FIN314. Proposed restructuring of the Council's administrative support

NL had circulated a paper (copy attached to signed minutes) outlining a proposed restructuring whereby with effect from 1st October 2018, NL steps down from Town Clerk and becomes the Council's RFO on 12 hours per week and NB assumes the position of Town Clerk on 25 hours per week. The restructuring to have minimal impact on the budget.

Recommendation

That the proposal be implemented as outlined but NL to establish the cost of paying for NB to undertake the CILCA qualification.

There were no objections from Cllrs for this recommendation. *Unanimously approved.*

FIN315. Additional hours worked by NB

NB has worked 62 additional hours over the past 6 months. It was thought that trying to take time off in lieu would be self defeating at this time as it was important that NB spent as much time as possible with NL to learn more areas of the job.

Recommendation

That NB be paid for these hours but that he tries to keep to 15 hours per week for the next two months. Also that he identifies the time that he has spent on the Hay in Bloom project.

There were no objections from Cllrs for this recommendation. *Unanimously approved.*

FIN316. Claim for Travel expenses – RWG

RWG declared an interest, and left the room.

RWG had made a request for reimbursement of travel expenses for travelling from and returning to Haverfordwest to attend the meeting with County Cllr Phyl Davies on 20th June 2018.

Recommendation

That the request for payment be declined as it was not considered to be a legitimate business travel expense.

AP has spoken to RWG about this issue, and RWG thought he was asked to return from Haverfordwest specifically for the above meeting, but he could not be 100% certain. TS agreed that she had called RWG to see if he was available, but did not tell RWG he had to attend.

There was a general discussion about the policy/rules on travel expenses. TS said that RWG's claim doesn't conform to HMRC's guidelines. TS also said that travel expenses can only be claimed when travelling from home for a work engagement. HS asked what 'home' meant, but was assured that in RWG's case, he was not coming from 'home'.

AP abstained from the vote. All other Cllrs agreed with the recommendation.

RWG rejoined the meeting.

FIN317. Emptying Dog Litter Bins

TS declared an interest, but remained in the room.

Recommendation

It was proposed by JG and seconded by HD that the Woodland Management Group be asked to continue emptying the bins and that they submit a grant application for financial assistance which would be favourably considered by the Council.

RWG abstained, AP and TS were unable to vote as they had declared an interest. No other objections from the remaining Cllrs – *Recommendation approved.*

FIN319. Mayor's Allowance

Recommendation

That the £1,000 allowance identified in the 2018/19 budget be split into two amounts of £500, the Mayor's fund and the Mayor's allowance.

RWG did not agree, and thought that the £1,000.00 should stay as one figure for which the Mayor would be responsible. TS was unable to vote as she had declared an interest, All other Cllrs voted in favour of the recommendation – *Recommendation approved.*

(b) Fishing and Estates

No meeting since the last Full Council meeting.

(c) Town Events

(i) Minutes of meetings dated 13th July 2018 and 22nd August 2018

TS reported that both meetings had predominantly discussed the "Meet the Council" event scheduled for Thursday 13th September 2018. In these meetings, the list of information to be provided to the public was discussed. Topics included: How the precept is allocated/spent; Community Asset Transfers with Powys CC; achievements of 2017/18; priorities for 2018/19; recycling grants. HTC will also play a rolling slideshow of photographs taken from various events throughout the year.

TS gave out a draft crib sheet for Cllrs. A few amendments were suggested, including that the 20% should read 25%. TS agreed to make these amendments to the crib sheet.

All residents have received the flyer promoting the event, with the exception of Wyese Gardens. RWG will deliver the remaining flyers.

(d) Council Premises

(i) Damage to Council Office Roof

NB explained that the scaffolding company had come to Council Offices the previous week ready to start erecting the scaffolding. However, the contractor Tony Price explained that since the quote was provided, there has been significant further deterioration. Tony will be providing an amended quote to Powys CC. The quote will then be considered by Premises.

(ii) Disabled toilet door Clock Tower

NB said that he has requested a quote from Healthmatic to either replace the door or the door mechanism to enable the disabled door at the Clock Tower to be less difficult to open by reducing the hinge pressure.

TS added that HTC has been sent a letter from a visitor to Hay saying how disappointed she was with the condition of the toilets at Oxford Road, and that one of the ladies' seats was missing. TS said that Stuart Powles has had a replacement toilet seat for months. NB to contact Stuart to ask him to complete the repair urgently.

(e) Communications

(i) Minutes of meeting dated 23rd July 2018

There were no recommendations from this meeting.

(ii) Website update

TS said that the website is now live. There are still a few items to be added, and some further updates to be completed, but it is now substantially complete. The next steps will be to get the new e-mail addresses activated for all Cllrs. There will be a new e-mail address for the Town Clerk as well.

(iii) Wye Local Article – October 2018 issue

TS will write the next Wye Local Article. The content will probably be on: Hay in Bloom, feedback from 'Meet the Council' event, and any progress or otherwise with Powys CC.

2074. TTWO Repayment

NB explained that the EU has requested 5,000 euros to be repaid. NL has gained agreement from the EU to respond directly after this meeting. NL has asked: Do Cllrs wish HTC to appeal the decision? Cllrs unanimously agreed that HTC should appeal. NL to send an appeal to the EU.

2075. Kingdom Project – Sponsorship

TS informed Cllrs that she had attended the launch of the Kingdom Project on 25th August 2018, along with JP, FH, RWG and JPr. As part of the launch, the Kingdom

Project asked for sponsors to sponsor large, commemorative stones at £1,000.00 per stone. TS spoke to JP, FH, RWG and JPr at the event, and they all collectively agreed to 'buy' the first stone at £1,000.00.

TS put the question to Full Council as to whether this could be agreed, or, if not, TS would put in £500.00 from the Mayor's Allowance and fund the remaining £500.00 from her own funds.

RWG supported TS, and said he thought it was a very worthwhile project that will be beneficial to Hay. JP seconded RWG.

HD said, had she been present at the launch event, she would have objected. HS, DP and AP all supported the purchase of the stone and RWG's proposal/JP's seconded. HD objected. JG said he didn't object in principle, but objected to the way the decision was taken. RWG's proposal was therefore accepted *-£1,000.00 contribution from HTC for Kingdom Project Sponsorship Stone approved.*

2076. 1st Hay Scouts requests

(i) Camping on Recreation Field – 15th September 2018

NB/JP to ask for clarification from 1st Hay Scouts as to the exact location.

(ii) 5km 'paint runner' fundraising event

NB read out an e-mail from 1st Hay Scouts which explained their intention sometime during the next 12 months to hold a 5km 'paint runner' event. This will involve runners being pelted with paint at 3 or so locations on the 5km run. The scouts provided details of the type of paint which is environmentally-friendly and confirmed that they would remove the paint afterwards and carry out a clean up. NB was asked to inform the scouts that it depends whose land the paint will be used on/the location(s) and so on. NB to ask the scouts for their proposed paint sites.

2077. Transfer of Christmas Lights

NB has asked Andrew Williams (CoC) and his assistant to carry out the inventory of the lights, which is needed before any lease can be drawn up legally. Andrew has agreed to do this at the same time as the lights are PAT tested.

2078. Transfer of Assets update

(i) Log-in Dingle Motte and Bailey

TS handed out a map of the site with a shaded area of where Powys CC has drawn the line for the proposed asset transfer. TS thinks the line is in the wrong place. NB said that NL has suggested inviting Powys CC to a meeting on site to agree the exact area in question. NB/NL to arrange a site visit.

(ii) Hay Common

NL has been informed by Powys CC that in order to put in a formal Asset Transfer request, a rationale for doing so needs to be provided. RWG and HD said that they would like Hay Common back under the control of HTC simply because historically it belongs to the people of Hay. DP added that the Welsh Government is putting an emphasis on devolving land and powers back to a more local level wherever possible. AP proposed HTC putting in a CAT for Hay Common. RWG seconded. JP abstained. TS objected. All other Cllrs supported the proposal.

2079. Council Offices Boundary Wall

A resident whose wall adjoins land to the rear of Council Offices wants to establish whose responsibility it is to repair her retaining wall which is in a state of disrepair. RWG explained that there is a grey area as to whose responsibility it is between adjoining

owners in this situation. After a discussion, it was unanimously agreed that if the resident is willing to repair the wall, HTC has no objection.

2080. Bench Request

HTC has been asked to provide either a location suitable for a new bench by a lady to commemorate her late father, or to suggest an existing bench for adoption. NB to contact lady to suggest a site visit to determine which would suit her best.

NB was asked to add condition of benches overall across Hay to the next F&E agenda.

2081. The Gliss

(i) Land Registry

TS said that Land Registry is still consulting interested parties. NB also raised the issue of the letter sent to Mr Grafton, dated 26th July 2018. The letter gave Mr Grafton a 28-day deadline to remove any obstructions on HTC land. This deadline has now expired. NB was asked to send Mr Grafton a follow-up letter saying that the deadline has expired with no action taken and that, as a result, HTC will take action to remove these obstructions.

(ii) Welsh Water works at the Gliss

TS said that untreated sewage water has been discharged straight into the River Wye following a period of heavy rain. TS and Jeff Morgan have reported this issue to Welsh Water in a private capacity, so hopefully there will be some mitigation works carried out to minimise or prevent this happening in the future.

2082. Hay in Bloom

(i) General update

NB reported that since the previous Full Council meeting, Hay in Bloom has:

- Judged the winning business 'Best Dressed Window' competition;
- Judged the residents' best planter competition;
- Had a miniature wooden train planter constructed and installed under Hay Bridge and entered the train into 'Cultivation Street's' national competition and been shortlisted for a prize;
- Tidied up the old library site;
- Had an article published in the B&R

(ii) HTC's Commitment

TS raised the issue of NB's time commitment in his role with HTC to co-ordinate in Bloom activities. TS suggested that within NB's newly agreed 25 hours a week, that 1 hour a week (on average) be allocated to in Bloom. Naturally, there would be times when NB does more than 1 hour a week, such as in the Summer months, but equally times, such as the Winter, when there is much less commitment needed. It was proposed that this 5-hr per year commitment be tried for 12-months. NB to note in his timesheets any work done as part of Hay in Bloom. These 50 hours are for admin support. Any practical work NB does for Hay in Bloom, NB agreed to do as a volunteer. On this basis, JG proposed the 50-hr commitment, DP seconded – *unanimously approved*.

2083. "Meet the Council" event at the Swan Hotel Thursday 13th Sept 2018

Covered under Item 2073 c. i. above.

2084. Hay Bridge

(i) Railings beneath Hay Bridge

JG said he was not happy with the new line proposed by Powys CC, which doesn't match the existing line of the railings. JP and TS agreed. AP said it was dangerous. RWG asked

NL/NB to respond to Powys CC and inform them that HTC wants the new railings to be placed in exactly the same place as the existing ones.

2085. Powys CC toilet strategy survey

NB explained that at the bottom of the survey, there is the chance to make comments. NB asked Cllrs if they would like it noting that if Powys CC refuses to honour their commitment to pay the car parking money, then HTC may have to give the toilets back to Powys CC, which could result in one of the toilets being closed.

2086. Sports Management Committee

(i) Possible lease arrangements with HADSCAL

A small group of Cllrs needs to meet to discuss. RWG reported that Alan Jenkins has now completed plans for the proposed new community building, but wishes to issue the plans for comments to all associated partners before the new lease is discussed/finalised. TS will read the minutes from HADSCAL's last meeting which NL has. This issue was deferred until Cllrs meet to discuss the lease's content.

(ii) Fundraising update

JP said that the Fundraising Sub Committee has currently raised approximately £1,213.00 . JP added that there are two events coming up:

- Fri 7th/Sat 8th September: 24-hr sponsored sports challenge.
- Monthly bingos

(iii) Date of next meeting

NB to arrange toward the end of September 2018.

2087. Legionella testing

NB said the site visit with Alcumus took place on 24th July 2018 and that, subsequently, Alcumus has sent HTC (x4) completed Risk Assessments. NB now needs to complete Action Plans for all 4 sites (these being; Sports Pavilion, Council Offices and two sets of toilets). The Risk Assessments essentially inform HTC of what needs to be done, when e.g. water temperature testing, flushing of systems etc. The Action Plans determine who will carry out the actions.

2088. Safety Concerns Blue Boar junction

RWG has e-mailed Rosemarie Harris and she has responded to say this issue will be looked at again. RWG added that former Cllr David Gittins has been into the office and explained that he himself has been clipped by a vehicle at this junction which, though causing no serious injury on this occasion, did knock him to the ground. RWG asked David to report this incident so that it is logged. HTC to await a response from Highways, but if none is forthcoming, HTC to contact Powys CC.

2089. Wellbeing Seminar 17th July - Feedback HS

HS attended the seminar but explained that the legislation shows that HTC does not cross the threshold in needing to deliver Wellbeing Plans.

2090. Co-option of Town Councillor

There was only one application, Simon Morris, who was present. Simon's appointment as Town Councillor was unanimously approved. NL will contact Simon to go the necessary paperwork, Code of Conduct and so on.

2091. Consultations

(i) Thoracic Surgery: deadline 25th August – Powys Teaching Health Board – feedback JP – JP said that although she hasn't responded, she did read the documents and was happy that this was a good idea and similar in many ways to an earlier consultation looking at the major trauma network, which HTC also supported.

(ii) Low Carbon Pathway: deadline 4th October – OVW – feedback HS

HS said he hadn't had time to respond, but there is still time to do so.

2092. Town Plan Update

(i) 'Shared Spaces' update

NB had circulated an update to Cllrs prior to the meeting. The main details of the update were as follows:

- 22nd August 2018 – First meeting of 'Shared Spaces' The following NRW priorities were discussed:
- Purchase of (x8) portable ramps for town centre businesses to increase accessibility to our shops by 01/10/18
- Purchase of all kissing gates by 01/11/18 for the 'Miles Without Stiles' scheme
- Quote needed for further footpath improvements at the Warren. Footpath improvements need to be completed by 01/11/18
- Distributing 'Volunteer Timesheets' to Hay Community Woodland Group, BBNP and Hay in Bloom. The target number of volunteer hours over the length of the 'Shared Spaces' project is 525 hours.

The Black Mountain Lions has sponsored this project with £1,000. JP/NB to provide JG with locations of 5 of the new gates on which BML sponsorship plaques will be installed.

2093. Play Areas

(a) Monthly Inspections

RWG has read both RoSPA reports. Issues as below.

(b) Gypsy Castle play area – defective fencing

A quote has been received in order to repair this fencing. NB to action.

(c) Gypsy Castle play area – defective pole

A quote has been received in order to repair this fencing. NB to action.

(d) Brecon Road play area – defective play equipment

NB is waiting for a quote from Miracle Play to remove and replace the damaged piece of equipment, a 'swinging' pole.

2094. Report of the Clerk/Responsible Financial Officer

(i) Correspondence

September 2018 Correspondence

a.	Npower	Confirmation of elec. start 16th June Sports Pavilion
b.	Brian Wilding	Cheque for memorial bench inc. installation/plaque
c.	Barclays	Latest statements
d.	Barry Watson	E-mail: Letter/response from Barclays re. closing Hay branch
e.	BBNP	E-mail: Wkly register of planning apps 22nd June 2018
f.	CoC	E-mail: June 2018 update
g.	Powys CC	E-mail: Remittance
h.	Marian Lally	Payroll
i.	David Brown	Invoice: Clock Winding
j.	OVW	E-mail: Invite to AGM 29th Sept 2018
k.	Simon Morris	E-mail: Ask to be considered as Cllr by co-option
l.	Gareth Ratcliffe	E-mail: Confirmation £1.5k senior football payment to HTC
m.	Dianne Williams	E-mail: Holding reply re. asset transfer of the Gliss Welsh Water

n.	Shane Thomas Powys CC	E-mail: Invite to Open Day 8th July 2018
o.	David Micah Powys CC	E-mail: Offer to reimburse repairing fence behind St Mary's Church
p.	B&R Area Committee	AGM Fri 13th July 2018
q.	Npower	Annexe start date for elec. 22nd June 2018
r.	Neil Clutton	E-mail: Est start date for roof repairs
s.	Healthmatic	E-mail: Quarterly invoice
t.	BBNP/Dani French	E-mail: LDP Supp. Guidance Note update
u.	OVW	E-mail: Supporting Social Services study
v.	OVW	E-mail: Summer 2018 newsletter
w.	Helen Lucocq BBNP	E-mail: Update on LDP review
x.	Opus	E-mail: Meter readings needed
y.	Clyro Clerk	E-mail: Any maintenance on AED's
z.	BBNO	E-mail: Planning App. 17/15013/FUL - withdrawn
aa.	NALC	E-mail: Chief Executive's Bulletin
ab.	Jess Shaw	E-mail: Potential art classes in C. Offices/Old Library
ac.	Kate Noakes	E-mail: Request for interview with Mayor of Hay
ad.	BBNP	E-mail: Permission for plann app 18/16601/ADV
ae.	BBNP	E-mail: Wkly register of planning apps 29th June 2018
af.	BBNP	E-mail: Permission for plann app 18/16000/FUL
ag.	Barclays	Latest bank statement
ah.	BBNP	Request to remain on consultation s'sheet
ai.	Sian Lewis-Davies Powys CC	E-mail: No requests for an election re. R. Greatrex resignation
aj.	David Pritchard Powys CC	E-mail: Further info request re. CAT Login Dingle
ak.	Clyro Clerk	E-mail: Re. AED de-fib
al.	CoC	E-mail: Updates
am.	Npower	E-mail: Query re. closing invoices
an.	Sam Goddard	E-mail: Re. starting contract 26th July 2018
ao.	Powys CC	Rates for the Annexe
ap.	Savills	Inspection of Council Offices to value it 17th July 2018
aq.	Howard Taylor Powys CC	E-mail: Abandoned vehicles at the Gliss
ar.	Cllr JP	E-mail: Newsletter amends to R Greatrex
as.	Barclays Bank Adrian Davies	E-mail: Confirming Barclays will not keep an ATM after bank closure
at.	Cllr HS	E-mail: Can attend workshop on 17th Aug re. TC's Wellbeing
au.	OVW	E-mail: Low-Carbon pathway by 2030 newsletter
av.	Barclays Bank/Cllr TS	E-mail: TS' & Adrian Davies' responses
aw.	Powys Health Board	E-mail: Confirm HS attendee at workshop
ax.	HOWLS	E-mail: HOWLS update inc. Friday opening hours suggestion
ay.	Kingdom Project	E-mail: Invite to Cllrs re. launch events
az.	Haroon Ikram Alcumus	E-mail: Confirmation of site visits re. Legionella Risk Ass.
ba.	HFAS	E-mail: Invoice for Sports Pavilion fire alarm tests
bb.	HFAS	E-mail: Certificates for Sports Pavilion
bc.	Corona	E-mail: Invoice for electric at Sports Pavilion
bd.	Healthmatic	E-mail: Confirmation Ox Rd paddle gate fixed
be.	Michelle Dawes Alcumus	E-mail: Legionella Sports Pavilion Report/Risk Ass.
bf.	BBNP	E-mail: wkly list of planning apps 6th July 2018
bg.	Cllr TS	E-mail: Update from Kirsty Williams re Powys CC
bh.	Opus	E-mail: Invoice for Council Offices
bi.	BBNP	E-mail: Permission granted for 18/16154/TPO
bj.	Ted Jefferey	E-mail: Re. issues at Heinault Common
bk.	Joan Lockett	E-mail: Re. role of Town Councils in Wellbeing

bl.	David Pritchard Powys CC	E-mail: Requesting clarification CAT Login Brook/Motte & Bailey
bm.	Cllr G Ratcliffe	E-mail: Re. possible rate relief for sports clubs
bn.	Powerprint	E-mail: Quote for HTC newsletter
bo.	Sarah Powell	E-mail: Request to be considered for land sale in the future
bp.	BBNP	E-mail: Permission granted for 18/16162/FUL
bq.	BBNP	E-mail: Wkly planning apps 13th July 2018
br	Fluid Branding	Catalogue and free Bags for Life
bs.	Welsh Water	Invoice for Oxford Rd toilets
bt.	Welsh Water	Invoice for Sports Pavilion
bu.	Welsh Water	Invoice for Clock Tower toilets
bv.	Barclays	New cheque book
bw.	British Gas	Electricity bill for Sports Pavilion
bx.	British Gas	Invoice
by,	Jones Hardware	Invoice for gloves/graffiti remover
bz.	Powys CC	E-mail: Planning decisions 11.05.18 to 13.07.18
ca	Zurich Insurance	E-mail: Reminder HTC insurance to be renewed
cb	Barclays	Telephone banking passcode
cc	Cllrs	E-mail: Responses to Warrren Steps issue
cd	Healthmatic/Janine Richards	E-mail: Access code for Ox Rd store room
ce	Matt Lewis/Railway Line. Centre	E-mail: Confirming will be a Hay in Bloom judge
cf	Neil Clutton	E-mail: Proposed start date for scaffolding C. Offices roof
cg	Cariads	E-mail: Copy invoice for July 2018
ch	Cllr TS	E-mail: Message to Kirsty Williams re. Powys CC Cabinet decision
ci	Alcumus	E-mail: Set HTC up on PropertyPlus database
cj	BBNP	E-mail: Permission granted Planning App 18/16162/FUL
ck	Alcumus	E-mail: Legionella Risk Ass. Report post consultation
cl	Cllr G Ratcliffe	E-mail: Re. Free water & step-by-step schemes
cm	David Pritchard Powys CC	E-mail: Update on Holy Wells scheme
cn	RS Signs & Engraving	E-mail: Invoice for vinyls for wooden Hay in Bloom train
co	Gloversure Ltd	E-mail: Invoice for website set to live status
cp	Sonia Pearson	E-mail: Stepped down from Junior Football club
cq	Kingdom Project	Invite to launch event Aug 2018 for Mayor and D. Mayor
cr	BOSS	E-mail: Invoice for ink
cs	Cllr TS/Michael Smith NRW	E-mail: Requesting clarification for NRW grant
ct	PAVO	E-mail: E-bulletin for Aug. 2018
cu	Old Railway Line Garden Centre	E-mail: Offering £20 vouchers for in Bloom business winners
cv	Bronllys W. Park	E-mail: Invite to Board Meeting 20th Aug 2018
cw	Michael Smith NRW	E-mail: Ack. All info now received, official grant letter to be sent
cx	Cultivation Street	E-mail: Ack. Receipt of Hay in Bloom entry
cy	Hay Dial-a-Ride	Invoice for broadband usage
cz	Scottish Power	Invoice for the Annexe electricity
da	Huws Gray	Invoice for wood for Hay in Bloom train
db	Welsh Water	Invoice for Council Offices
dc	Powys Health Board	Reports for consultation due 27th August
dd	Opus	E-mail: Request for meter readings
de	Michelle Dawes Alcumus	E-mail: Legionella Risk Ass. for (x4) sites
df	OTM	E-mail: PAID invoices for June & July 2018
dg	Powys CC	Rates for 1st quarter for 3 rooms in C. Offices
dh	Dial-a-Ride	E-mail: Request for key to safe
di	Claire Bunton 1st Hay Scouts	E-mail: Request for camping on Rec. field

dj	Sophie Bailey/Miracle Play	E-mail: Info needed for damaged play eq. Brecon Rd.
dk	Cultivation Street	E-mail: Train planter shortlisted for prize
dl	BBNP	E-mail. Plann. App. 18/16447/ADV
dm	1st Hay Scouts	E-mail: Request for 5-km 'paint runner' fundraiser
dn	Linda Allport Zurich Insurance	E-mail: Quote for X mas lights insurance
do	NRW	Formal Grant Acceptance letter for 'Shared Spaces' project
dp	Powys CC	Rates for 1 room in C. Offices
dq	Barclays	Latest statement current account
dr	Dyfed Police	E-mail: Monthly Police Report
ds	BOSS	E-mail: (x3) invoices for ink/name badges
dt	Brecon Beacons Tourism	E-mail: Invite to meeting on 11th Sept 2018
du	BBNP	E-mail: wkly list of planning apps 3rd Aug 2018
dv	EU	Letter confirming ineligible spend - TTOW project of 5,462.00 euros
dw	Zurich Insurance	E-mail: Renewal of policy docs
dx	Kittie Powell BBNP	E-mail: Planning app, 18/16464/TPO
dy	Eve Corbett	E-mail: Welsh Water asset transfer at the Gliss update
dz	Corona Energy	E-mail: Invoice electricity Sports Pavilion
ea	NRW	E-mail: Grant Acceptance Letter/conf. 'Shared Spaces' can start
eb	Alcumus	E-mail: User guide/password for PropertyPlus
ec	Alcumus	E-mail: (x4) invoices for legionella testing
ed	BBNP	E-mail: Wkly planning apps 10th Aug 2018
ee	CAB	E-mail: Newsletter inc. Universal Credit update
ef	Lisa Williams BBNP	E-mail: Planning app 18/16524/FUL
eg	Shane Thomas Powys CC	E-mail: Guidance on Council Tax reductions
eh	Steve Jenkins Junior Football	E-mail: Recycling Grant app.
ei	Joanna Hughes BBNP	E-mail: Planning app. 18/16432/FUL
ej	RS Signs & Engraving	E-mail: Invoice for additional vinyls
ek	Alun Davies AC/AM	E-mail: Copy of letter sent to Kirsty Williams re. Powys CC/CAT
el	David McKirdy Black M. Lions	E-mail; Request for £1k invoice for NRW 'Shared Spaces'
em	Caerfagu	E-mail: Invoice for Brian Wilding bench
en	Lisa Williams BBNP	E-mail: Planning app. 18/16482/LBC
eo	Scottish Power	E-mail: Reminder re final bill for the Annexe
ep	Barclays	Mixed payment charges
eq	Pest Control D Brown	E-mail: Invoice to remove wasp nest Warren Cottage
er	Dave McKirdy Black M. Lions	E-mail: Confirming £1k transfer to HTC for 'Shared Spaces'
es	BBNP	E-mail: wkly list of planning apps 17th Aug 2018
et	Colin Davies Powys CC	E-mail: Permissions needed for in Bloom on highways
ev	Late Correspondence	

cl - Free Water & step-by-step schemes – GR explained that a free water scheme has been trialled in towns like Brecon. Businesses need to sign up to the scheme, which then allows cyclists/walkers to top up their bottles with water. GR added that the step-by-step scheme is whereby doctors prescribe walking to patients and giving them sliding-scale targets.

dv – Letter from EU asking for 5,482 euros to be returned – DP asked why the figures given by the EU are different. NL has said that the latest figure includes a contribution already made by HTC. The latest figure is, then, the difference owed.

(ii) Balance and issues of cheques

Main account £46195.10
 Project account £7939.65

Council Offices £51437.78
 Deposit £14769.81

(iii) Bank account reconciliations

NL has advised JG that these will be done next month.

Schedule of Cheques Issued/to be Issued

Period		3/7/2018 - 3/9/2018			
Date	Cheque Number	Payee	Details	Sub-total £	Amount £
Correction to July Cheque Schedule(Cheque Numbers & omission)					
02/07/2018	103075	G Tofarides	Town Crier - April - June 2018		50.10
02/07/2018	103076	N Burdekin	June salary		597.33
02/07/2018	103077	HMRC	PAYE - Apr - June 2018		1093.36
Main Account - Cheques Issued					
25/07/2018	103078	Dwr Cymru Cyf	Water - Broad St Toilets 18/1/18 - 12/7/18		321.26
25/07/2018	103079	Dwr Cymru Cyf	Water - Oxford Rd Toilets 19/1/18 - 17/7/18		591.74
25/07/2018	103080	Jones Home Hardware	Inv 9865 - Graffiti remover etc		23.76
25/07/2018	103081	Healthmatic	Inv 8373 - Toilet cleaning 1/4/18 - 30/6/18		6164.40
30/07/2018	103082	Gloversure Ltd	Inv 12780 - Balance of website development fee		1604.88
08/08/2018	103083	Golesworthys	Tape		3.49
08/08/2018	103084	Brecon to Hay Cycle path	Grant towards Feasibility study		100.00
08/08/2018	103085	CANCELLED			
08/08/2018	103086	Cariads Local Ltd	Inv 5221 - Replacement Cheque - 103054 lost		64.80
08/08/2018	103087	Hay & dist Dial-a-Ride	Internet 1/2 share for 2017/18		234.60
08/08/2018	103088	Huws Gray	Inv 10401405 - timber & materials Hay in Bloom		39.80
08/08/2018	103089	BOSS	Inv 132942 - Ink		47.99
08/08/2018	103090	RS Signs & Engraving	Vinyl Stickers - Hay in Bloom		42.00
08/08/2018		<i>M Budd</i>	<i>July salary</i>	<i>177.14</i>	
08/08/2018	103091	<i>M Budd</i>	<i>July expenses - Toilet tissue</i>	<i>5.98</i>	<i>183.12</i>
08/08/2018	103092	N Lewis	<i>July salary</i>		977.54
08/08/2018		<i>N Burdekin</i>	<i>July salary</i>	<i>597.33</i>	
08/08/2018	103093	<i>N Burdekin</i>	<i>July expenses - stamps, key ring, magnet</i>	<i>10.48</i>	<i>607.81</i>
08/08/2018	103094	Hay Tourism Grp	Recycling Grant - Walking Festival		500.00
15/08/2018	103095	Zurich Municipal	Insurance 14/8/18 - 13/8/19		1374.46
20/08/2018	103096	Powerprint	Inv 14050 - newsletters		98.50
22/08/2018	103097	CommunityEnterpriseCIC	Recycling Grant Fair on Square replace ch 103046		250.00
Main Account - Cheques to be Issued					
03/09/2018	103098	CANCELLED			
03/09/2018	103099	Caerfagu Products Ltd	Inv 413719 - Bench - B Wilding		684.00
03/09/2018		<i>BOSS</i>	<i>Inv 134019 - Ink</i>		47.99
03/09/2018		<i>BOSS</i>	<i>Inv 134018 - Name Badges</i>		23.76
03/09/2018	103100	<i>BOSS</i>	<i>Inv 134017 - Ink & Stationery</i>		29.70
03/09/2018	103101	D Wynn Brown	Inv 618 - Wasps Nest		72.00

03/09/2018	103102	Alcumus	Inv15322 &15323 - Legionella Risk Ass's - toilets		360.00
03/09/2018	103103	M Budd	August salary		177.34
03/09/2018		N Lewis	August salary	977.34	
03/09/2018	103104	N Lewis	August Exp	0.86	978.20
03/09/2018	103105	N Burdekin	August salary & extra hours		1101.49
03/09/2018	103106	J Morgan	Reimbursement of products from Railway LineGC		47.75
For information - Standing Orders/Direct Debits					
05/07/2018	DD	Barclays	Charges 14/5/18 - 12/6/18		33.92
06/07/2018	SO	M Eager	Tidy Recycling Area		50.00
31/07/2018	SO	OTM	Grasscutting July 2018		180.00
06/08/2018	SO	M Eager	Tidy Recycling Area		50.00
06/08/2018	DD	Barclays	Charges 13/6/18 - 12/7/18		22.84
31/08/2018	SO	OTM	Grasscutting Aug 2018		180.00
TOTAL					4038.99
Council Offices Account - Cheques Issued					
08/08/2018	100132	Dwr Cymru Cyf	Water - Jan - July 2018		143.76
Council Offices Account - to be Issued					
03/09/2018	100133	Alcumus	Inv15324 - Legionella Risk Ass. - Council Offices		480.00
For information - Standing Orders/Direct Debits					
02/07/2018	DD	Opus Energy	Electricity - mpan 435 May - June 2018	407.02	
02/07/2018	DD	Opus Energy	Electricity - mpan 426 May - June 2018	494.94	901.96
05/07/2018	DD	Barclays	Charges 14/5/18 - 12/6/18		6.40
23/07/2018	SO	Powys CC	Council Offices - Business Rates		364.00
02/08/2018	DD	Opus Energy	Electricity - mpan 435 - June 2018 - July 2018	152.11	
02/08/2018	DD	Opus Energy	Electricity - mpan 426 - June 2018 - July 2018	329.89	482.00
06/08/2018	DD	Barclays	Charges 13/6/18 - 12/7/18		5.20
21/08/2018	SO	Powys CC	Council Offices - Business Rates		364.00
TOTAL					1896.12
Project Account - Cheques Issued					
02/07/2018	100092	Wye Solar	Repairs to water heater flue pipes		365.00
25/07/2018	100093	Br Gas	Electricity a/c end 428 - 30/5 - 15/6/18		77.10
25/07/2018	100094	Br Gas	Electricity a/c end 425 - 29/5 - 15/6/18		46.24
25/07/2018	100095	Dwr Cymru Cyf	Water - Jan - July 2018		586.19
25/07/2018	100096	Hereford Fire Alarm serv	Annual service		102.00
Project Account - to be Issued					
03/09/2018	100097	Alcumus	Inv15325 - Legionella Risk assessment - Pavilion		480.00
For information - Standing Orders/Direct Debits					
05/07/2018	DD	Barclays	Charges 14/5/18 - 12/6/18		9.45
23/07/2018	DD	Powys CC	Pavilion Rates		308.00
26/07/2018	DD	Corona Energy	Gas - June 2018 - July 2018		23.96
06/08/2018	DD	Barclays	Charges 13/6/18 - 12/7/18		7.47
21/08/2018	DD	Powys CC	Pavilion Rates		308.00
28/08/2018	DD	Corona Energy	Gas - July 2018 - Aug 2018		23.96
TOTAL					2337.37

2095. Report from the County Councillor

GR mentioned the meeting he and TS had held with HOWLS and Hay Festival, school governors and KW. Powys CC did not attend. Following discussions, Powys CC has now

changed its mind and reverted to the original design, and will put the partition wall in between the library and community space. GR has also attended a meeting to discuss the step-by-step scheme covered above under item 2092.

2096. Report from Chairperson

TS shared GR's comments regarding the HOWLS meeting, and also raised the WWI Commemorations and the great feedback she has received for these events. TS asked NB to write a letter to Kelvin Jenkins thanking him for his efforts.

2097. Reports from representatives

a. Dyfed Powys Police – Nothing further to report

b. Gwynne's Almshouses – GR attended their AGM. A number of things have been carried out to improve the access to one property. Financially they are doing reasonably well thanks to income from their trust.

c. Dial-a-Ride – FH not present

d. Hay School Governors – School closed for Summer holidays

e. One Voice Wales – Simon Morris to become representative.

f. Bronllys Wellbeing Trust – HS not attended meetings lately due to time commitments.

g. Cheesemarket – JP reported that there will be a meeting soon

h. Hay to Timbuktu (H2T) – TS was unable to attend the meeting, but will meet Sandra Skinner for an update

i. BBNP – Nothing to report

j. Affordable Housing Group – Nothing to report.

k. Chamber of Commerce – JP said that on Saturday 15th September CoC will be holding an auction at the Globe.

l. HOWLS – TS said that HOWLS has requested use of the Registrar's Room for an evening meeting. NB to provide the keys to TS.

m. HADSCAL Community Centre – Nothing further to report.

2098. Planning

(a) Urgent Mayor and Deputy Mayor Authorisation

(i) Application Ref: **18/16447/ADV** - 26 Castle Street, Hay-on-Wye HR3 5DF - Spar Excellence Fascia; Blackboard; Other signs - *No objection*

(b) Planning Applications for Comment

(i) Application Ref: **18/16464/TPO** - Afon View, Gipsy Castle Estate, Hay-on-Wye - Silver maples (x3) removal of 3 trees Sweet Chestnut (x1) dead branches removed and prune back lower branches to make safe - *No objection*

(ii) Application Ref: **18/16432/FUL** - Brookfield House, Brook Street, Hay-on-Wye - Insertion of conservation roof light into existing Victorian kitchen - *No objection*

(iii) Application Ref: **18/16524/FUL** - 7 De Breos Court, Hay-on-Wye HR3 5DL - Removal of window, modification of window opening and fitting of pair of inward opening French doors. Fitting of Juliet balcony - *no objection*

2099. Motion to Exclude Members of the Public and Press

It was proposed by FH and seconded by JP and agreed 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 at this stage".

RWG proposed backing the motion, JP seconded.

Topic: Cemetery.

TS suggested a Special Council meeting to be held to discuss in more detail. Meeting agreed for Monday 17th September 2018, 6.00 pm.

2100. Date and time of next meeting

Monday 1st October, 6.30 p.m.

There being no further business, the meeting closed at 9.30pm.

Signed: *T. Shedman*

Date: 1st October 2018