

# Minutes of meeting of Hay Town Council held in the Registrar's Room, Council Offices at 6.30 pm on 24<sup>th</sup> June 2019

**Present:** Cllr T Stedman (TS)      Cllr J Pearson (JP)      Cllr J Prothero (JPr)  
Cllr S Morris (SM)      Cllr H Davies (HD)      Cllr I Keith (IK)  
Cllr F Howard (FH)      Cllr R Golesworthy (RWG)

**Apologies:** Cllr A Powell (AP)      Cllr J Hall (JH)      Cllr D Price (DP)

**In Attendance:** N Burdekin (NB)      N Lewis (NL)      Cty Cllr G Ratcliffe (GR)

## **2339. Declarations of Interest & Code of Conduct.**

TS - Hay Woodland Group, Hay in Bloom  
AP - HADSCAL, The Warren, Hay Woodland Group  
JP - BBNP Local Access meeting, Herefordshire Local Access Forum, Powys Local Access Forum  
RWG - HADSCAL, The Warren, niece is working on the Kingdom Project, Trustee of the British Legion, the Buttermarket  
FH - HADSCAL, Cheesemarket Trustee, The Warren, & Proposed Cycleway  
SM - The Warren, Cubs and Scouts Leader 1<sup>st</sup> Hay Scouts, Explorers  
JPr - Hay in Bloom

## **2340. Finance Sub Committee**

(i) Minutes of meeting dated 24<sup>th</sup> June 2019

In DP's absence, TS read through Finance's recommendations:

### **FIN396. 2018/19 Accounts – Post Internal Audit**

The internal audit report was considered and apart from an adjustment required to the debtor figure at 31/3/2019 the auditor was happy with the accounts. The debtors figure included the 2016/17 VAT, which had been reclaimed during the year.

As part of his report he highlighted concerns with regard to the collection and counting of the toilet money. He recommended that the collection and counting should be carried out by two individuals, one being a council member in order to safeguard the individuals in this process. There was no suggestion that the income recorded is not correct.

### **Recommendations**

(i) It was proposed by FH, seconded by TS and agreed that the accounts be recommended for approval by Full Council.

JP proposed, JPr seconded. *Unanimously approved*

(ii) That the councillor who assists with the collection of the money also assists with the counting and banking of the money.

JP proposed, SM seconded. *Unanimously approved.*

### **FIN397. Hay Summer Show Grant application**

An application for a recycling grant of £500 had been received from the organisers of the Hay Summer Show. This was considered at the Council meeting dated 3<sup>rd</sup> June but

further information was requested re anticipated income and expenditure prior to a decision being made. This has now been forwarded with identified income of approximately £425 and anticipated costings at this stage amounting to £2080.

### **Recommendation**

It was proposed by HD and seconded by TS and agreed to recommend that £1000 be granted to this project from the Town Plan account.

SM declared an interest as the main organiser for Hay Summer Show.

### **2341. Terms of Reference for Sub Committees – for amendment/approval for auditors**

NB had prior to the meeting circulated draft Terms of Reference for the each of HTC's Sub Committees (these being: Fishing & Estates; Communications; Premises; Town Events; and Finance). The Terms of Reference essentially show how each Sub Committee operates and is accountable. Cllrs were happy with all Terms of Reference. TS proposed accepting them, RWG seconded. *Unanimously approved*

### **2342. Ongoing issues with Warren Steps**

NB left the room. Cty Cllr GR also left the room so as not to prejudice the discussion in any way.

TS informed Cllrs that Mr Pratt has written another letter to HTC dated 14<sup>th</sup> June 2019, which has already been circulated to Cllrs. The draft response has also already been circulated to all Cllrs. TS explained that she has taken advice from One Voice Wales and has been assured that if HTC Cllrs have reviewed the evidence and come to a decision regarding the complaint against Hay Town Clerk, Nick Burdekin, then there is no need for any further action or to allow Mr Pratt to take part in a hearing.

Cllrs then made some amendments to the draft response letter, all of which will be highlighted, which included that there is no further action to be taken regarding the complaint against NB. The letter will be signed by Cllr JP in her capacity as Deputy Mayor as TS declared an interest in this issue as she is a member of Hay Community Woodland Group.

NB was called back into the meeting. Cty Cllr GR had to leave the meeting at this stage, so did not return to the meeting

There being no further business, the meeting closed at 7.45 pm.

Signed:  Date: 1<sup>st</sup> July 2019