

# Hay Town Council

Hay Town Council  
Council Offices  
Recreation Facilities  
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Mayor - Cllr D Landymore

## Minutes of the Full Council Meeting on 7<sup>th</sup> November 2022

**Present:** Cllr F Howard (FH) Cllr J Prothero (JPr) Cllr J Morgan (JM)  
Cllr S Morris (SM) Cllr J Hall (JH) Cllr R Golesworthy (RG) Cllr P  
Jenkins (PJ) Cllr A Powell (AP) Cllr A Bielski (AB) Cllr R Jones (RJ)

**Also present :** C Bunton (CB) Cllr Gareth Ratcliffe (GR)

### **3034. Apologies for absence**

Cllr D Landymore (DL)

### **3035. Declarations of Interest & Code of Conduct**

AP – HADSCAL, The Warren, Hay Woodland Group

FH – HADSCAL, Cheesemarket Trustee, Castle Trust, The Warren & proposed cycleway, Christmas lights testing.

RG – The Warren, the Buttermarket

JPr – Hay Woodland Group, Member of St Mary's Church

SM – Hay Post Office, The Warren, Cubs and Scouts Leader 1<sup>st</sup> Hay Scouts, Explorers, Summer Show, owner of business in Hay, Country Supplies

DL – Owner of business in Hay, Charlotte's of Hay, Vice Chair of Brecon & Radnor Area Committee for OVW

JM – Hay Woodland Group, Hay Warren Anglers

PJ – Caretaker position

### **3036. Questions from Members of the Public**

None

### **3037. Minutes of the meeting dated 3<sup>rd</sup> October and 19<sup>th</sup> October 2022**

Amendment from previous minutes of 3<sup>rd</sup> October. Funding for Energy Efficiency Survey had been secured with the potential of up to £20,000

grant funding to complete works on receipt of successful grant application.

### **3038. Matters Arising**

Personnel Sub Committee to be arranged as and when needed. Minimum of 3 maximum of 5 people. FH, AB, PJ and SM agreed to meet. Time and date to be confirmed.

### **3039. Sub committee Reports / Minutes**

#### **a) Finance**

##### **i) Budgetary reporting**

Example budgetary report was circulated. It was suggested that this report would be emailed monthly with the supporting documents. It was noted that pence would not be included and figures would be rounded to the nearest whole pound.

Proposed FH, Seconded JH.

**Unanimously agreed.**

It was suggested that major projects have their own spreadsheet keeping a track of all relevant items for that project.

Proposed JM, Seconded RG

**Unanimously agreed.**

##### **ii) Gloversure Recommendation: to ensure that any requests for support from Gloversure is warranted.**

Proposed RG, Seconded FH

**Unanimously agreed.**

##### **iii) BT Recommendation: to move broadband provider to BT.**

Current office Wifi is done on EE mobile data. Contract expired in September.

CB to write to Communicate and cancel.

Discussion around Vodafone being a stronger stabler signal.

Suggestion to trail Vodafone for 3 months.

Proposed AB, Seconded RG

**Unanimously agreed.**

##### **iv) Recommendation: Any projects ideas and monies raised needs to be passed by Finance Sub Committee and agreed by full council before commencing.**

Proposed AP, Seconded SM

**Unanimously agreed.**

##### **v) Electrical usage review for user groups**

Estates & Premises and Finance Sub Committees to investigate.

##### **vi) Date and time of next meeting TBC**

#### **b) Estates and Premises**

##### **I) ATM**

The ATM has been working from 29<sup>th</sup> Oct – 6<sup>th</sup> Nov with a small time Saturday 5<sup>th</sup> November not working.

CB to request reports on number of daily transactions and log of breakdowns.

a) CCTV

New CCTV cameras are being installed around the craft centre. HTC have been asked to contribute towards the cost. HTC insurance does not require CCTV. It was suggested that at this time HTC do not have the spare finances to support this project.

Proposed FH, Seconded AB

**Unanimously agreed.**

II) Cemetery

Estates & Premises had a meeting with Brian Price, agreed the location of the new shed. Brian suggested having the doors opening facing onto the Cemetery and to be placed on the fence line.

Surplus soil should be being taken off site.

JM is working on the planning information requests.

The Council Thank Jeff Morgan for all his hard work on this.

Once the project is completed Comms sub committee will release some publicity.

It was noted that there is some grass coming up through the pathways. There is a new method of weedkilling that does not use any pesticides. The Council were asked if they were interested in being a pilot for the new methods which was unanimously agreed. JM to send clerk information.

III) Paid parking

All bar 3 bays have been sold. Comms sub committee to include remaining bays in next press release.

- a) White lines – with thanks to Lyn Parry for discussions with Powys CC regarding invoice for white line painting. Credit note has been issued and a new invoice in line with the quote received and paid.

b) Pay and display

On Brecon Road car park was suggested after receiving a number of comments from the public. Honesty Charity Car park and Pay and Display Car parks will need to be investigated. Powys CC had previously offered to run pay and display car parks. CB to investigate.

CB to investigate the land registry record for The Gliss Car Park.

IV) Healthmatic

Toilets by the Clock tower have been damaged and broken. AP attended and fixed it. Was reported to Healthmatic and told not to attend as had been repaired.

a) Meeting

JM, SM and CB attended a meeting with Healthmatic.

**Coin blockages in Validators** – Andy will have Graham Scheduled to have a look, clean them, and assess the equipment during his visit.

**Communication** – This is to be dealt with between Julie and Emma for more effective communication and streamline communication channels on reporting.

**Weekend Closures** – Julie to investigate and feedback to understand the cause and reasons.

**Quotation** – Booster Aerial to be provided – This will be latest COP Monday 17<sup>th</sup> October 2022 – sent by Andy

**Strike Locks** – Sent to Graham and will discuss with Julie on getting replaced asap

**Coinage counter portal** – I have discussed with Jacqueline and is looking into this and will feedback soon as possible.

**Nayax** – Discuss options of setting up alerts to be sent once a contactless unit goes down – Case No CS0072056 is opened.

CB to contact Healthmatic, concerns were raised that as the client we need to know of any issues and if we can deal with those issues ourselves. Concerns were also raised on issues between Emma and her line manager being resolved and Emma working happily.  
Meeting to be requested with Andy.

b) Wallgate/card machine at oxford road toilets  
Can be rebooted remotely and then works fine. JM has called in if he sees it not working.

c) Invoice  
While there has been some verbal communication regarding the card reader being free of charge there is no paper trail. It was suggested that the invoice is paid and unanimously agreed.

d) Ariel booster quote  
It is unclear as to whether an ariel booster would improve overall performance of the card reader. Healthmatic are not prepared to guarantee it will. It was suggested that this was left for now and unanimously agreed.

V) Energy saving Survey  
It was noted again that all projects should go through Finance sub committee before work commences on them.

After some discussion it was suggested that Pavilion development is to be put on hold for now.  
Proposed PJ, Seconded RG

**Unanimously agreed.**

VI) Keys & Alarm System  
Key 3 and 6 are missing from the master set. New keys to be ordered and fit.  
Proposed AB, Seconded FH

**Unanimously agreed.**

CB to investigate alarm systems and provide quotes to Finance.  
AP to find out who did the alarm system at the club.

VII) Date and time of next meeting to be confirmed.

c) Communications

- i) Minutes of meeting 17<sup>th</sup> October 2022  
JH is the new Comms Chair.  
If any Cllrs have anything they would like to get into news / website / social media please pass to JH.  
CB to write to Powys regarding staff members not paying to use the toilets.
- ii) Date and time of next meeting TBC

d) Events

- i) Remembrance  
SM attending a meeting Wednesday to clarify things. DL would like to attend whole parade. A wheelchair has been arranged. FH to do the reading in the church.
- ii) Christmas lights, Market, Winter weekend  
All in hand, A huge Thanks to Emily Daw who has done a fantastic job of organising everything.  
All stalls on Friday night will have Xmas lights on them, mostly food stalls.  
It was suggested that donation buckets were out on the night to help pay for the Christmas lights.
- iii) Senior Citizens Party  
Concerns were raised over the large number of covid cases in the area again. It was suggested that the senior citizens party was put on hold until covid cases were much lower.
- iv) Date of next meeting to be confirmed.

**3040. Mayor and Deputy Mayor priorities for the year**

- i) HADSAL/ HTC build  
HADSCAL had a meeting on 3<sup>rd</sup> November. A letter is being sent to organisations that are interested in the project.
- ii) Dementia friendly council  
Suggestion that this be reworded to Council accessible for all.  
Unanimously agreed.
- iii) Foodbank  
Brecon Foodbank have requested a contract for 6 months hire of the pavilion so they can find their volunteers. CB to draft contract and sent to Finance.
- iv) Funding for Pavilion / Community Focus  
As there is now a Zero Waste Hay being run the Community Fridge can be removed from the agenda.  
Estates and Premises to investigate division of the room and extra storage space.

**3041. Report of the Clerk/ Responsible Financial Officer**

RFO has stepped down with immediate effect.

- i) Bank Reconciliation.

Bank reconciliation circulated.

ii) Major Correspondence

Correspondence list provided to Cllrs. All Major correspondence has been circulated as received.

**3042. Report from County Councillor**

Questions raised at PCC this month:

**Question on Gwernyfed new build**

At the Powys County Council Budget Meeting on the 28th February 2020, the Council allocated £6.97m to Gwernyfed High School. Then on September 29th 2020, the then Cabinet revised the 21st Century Schools' Band B strategic outline programme, and then on the 6th October 2020, a press release was issued by the then Portfolio Holder headed: "New campus plans for Gwernyfed High School."

At the Budget Meeting the following year, the budget showed no line for the Gwernyfed HS development.

Despite numerous reassurances from the Portfolio Holder and Cabinet Members since 2020 to written questions to Council submitted by Cllr William Powell and myself.

Can the Portfolio Holder please confirm that Powys **is** committed to Gwernyfed High School, and can he furthermore confirm what has happened to the £6.97m that was allocated in the budget in 2020.

Finally, can he please clarify that the funding allocation was **not** removed to support other schools, given that it was originally provided by Welsh Government to meet the assessed needs of Gwernyfed?

If so, who made that decision and who were the members who supported the proposal and what consultation was undertaken with Local Members?

**Question on food ratings**

Following comments from local businesses that since the pandemic, there is a perception that PCC have changed the criteria of assessing food businesses and are scoring lower. This is despite the same processes as before the pandemic on logging data. Also, in some cases, businesses have invested heavily in to new equipment and improving processes to ensure they can get the maximum score of 5 when visited by EHO. Whilst I fully understand the need and total support the process to ensure food safety is kept to the highest standard. Following the comments, I reviewed Hay-on-Wye's scores, and since the pandemic, it does show a drop in scores that have been inspected compared to the ones before

Pre pandemic scores

1 to 3 = 8%

4 = 25%

5 = 67%

Post pandemic

1 to 3 = 35%

4 = 25%

5 = 41%

This shows a drop in the 5 scores of 26% and an increase in the lower scores 1 to 3 of 27%

Can the portfolio holder confirm if there have been any changes to the inspection criteria and system and what support are PCC offering to businesses to help them increase their scores. It would also be helpful for a briefing for members to understand the process around the scores on the doors and how we can support our businesses in our communities.

#### **Question on call answering times**

I have received numerous complaints and comments from residents trying to contact the council via phone and the amount of time it takes to get through. Whilst I understand the channel shift to digital channels of communications. There will always be times when residents of all ages need to speak to an operator to help resolve an issue, as it saves time for residents and businesses instead of multiple email exchanges. In one case, I was concerned to be informed that one resident was on the phone for 14 minutes despite being first in the queue.

Can the portfolio holder update members on the call response time for the council? Also, what is the council doing to ensure we are responding with quality outcomes and not just ticking a monitoring box, as this does not reflect the system some residents say they are facing? And finally, how many lost and cancelled calls does the council have and is this in line with the national average?

#### **3030. Report from Chairman**

None Provided.

#### **3031. Reports of HTC Representatives on other Bodies**

a) Gwynne's Almshouses

Currently 1 vacancies', meeting on 10<sup>th</sup> November

b) Dial a Ride

Our AGM went well, with our accounts finalised showing a very good surplus at year end of £30k. However a significant amount of reserves is required for our replacement minibus in 2023, estimated at £70,000 and capital fundraising will continue over the winter/spring months for the remaining money.

An influx of new volunteers at last - 8 at differing stages of the induction. This is a great number but we probably need another 4 minibus drivers so I will continue to advertise.

We carried out 1667 journeys from April to October 2022.

Our new website enables members to book journeys online and it's good to see this facility being used.

We await news of potential accommodation at HTC, re: planners being in support of replacing the garage with an office and swinging it round by 90 degrees.

DaR has applied for grant funding to provide "Winter Hardship" packs for its members and we're keeping our fingers crossed!

c) Dyfed Powys Police  
Hay Station covering : Felinfach, Bronllys, Talgarth, Gwernyfed, Llanigon, Glasbury, Hay, Clyro and Painscastle

Crime and Incident Report for 29 September to 28 October 2022

There have been 211 calls received that required attendance from Police.

<b>Burglary (non-dwelling) x 1</b>	<b>Fraud x 6</b>
<b>Assaults x 17</b> (mainly recorded at Bronllys Hospital)	<b>Safety Welfare x 28</b>
<b>Criminal Damage x 7</b>	<b>Domestics - 9</b>
<b>Theft x 11</b>	<b>Suspicious Activity x 18</b>
<b>Harassment x 17</b>	<b>Traffic related x 22</b>
<b>ASB x 6</b>	<b>RTC x 16</b>
<b>Disorder x 3</b>	<b>Sudden Death - 4</b>
<b>Missing Persons – 5</b>	<b>Sexual crimes x 3</b>
<b>Crime Other - 4</b>	<b>Alarm – 2</b>
	<b>Drugs – 1</b>

The burglary was at an outbuilding in Tyleglas where power tools were taken.  
Theft report of 100 sheep from Painscastle that were kept up on the Begwyns.  
Theft of parts from a vehicle at the roadside in Erwood.  
Spate of theft of cooking oil from various public houses.  
Tractor batteries stolen from Glasbury.  
Male tried to take lead from windows at a property in Bear Street, Hay but was disturbed.  
Attempted break-in of a van in Bronllys.

Trudy Davies PCSO 8014 is an adviser for Crime Prevention being home and personal security, if you would like her to attend and give advice, please let us know.

Telephone/cyber scams are progressing all the time. If you would like further information on scams and fraud or are aware of any groups that would benefit from this advice, please let us know.

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- d) Hay School Governors  
None however it was noted the school will be singing a carol in Ukrainian.
- e) One Voice Wales  
Nothing to report
- f) Bronllys Wellbeing Trust  
Nothing to report
- g) Cheesemarket  
JH has offered to stand as Council Representative.
- h) Hay2Timbuktu  
Nothing to report – Meeting is in December.
- i) BBNP  
JM has offered to stand as Council Representative.
- j) Chamber of Commerce  
Is not going back into slumber mode. Hoping that the Christmas lights will raise morale. Are on monthly meetings.
- k) Hay Summer Show  
Nothing to report
- l) HADSCAL Community Centre  
Meeting to be arranged for all interested parties.
- m) Hay Markets  
Have a full winter market and winter weekend booked.
- n) Hay Castle Trust  
Nothing to report – to be removed as an agenda item.
- o) Hay Sports Clubs  
Nothing to report
- o) Hay Youth Club  
Nothing to report.

### **3032. Any Other Business**

CLRs are to be reimbursed for their costs as per legislation.

Concerns were raised over the projected shortfall of the Christmas lights and HTC would have to pay it. It was confirmed that HTC would.

- 13. Motion to Exclude Members of the Public and Press To approve a motion under Section1(2) Public Bodies (Admission to Meetings) Act 1960:
  - i) Clerks Contract

“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”.

**14. Date and time of next meeting:**

Monday 5<sup>th</sup> December 2022 at 6.00 pm – to be confirmed

The meeting closed at 8.46 pm.

**General Data Protection Regulations (GDPR) 2018**

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Please note, any e-mail addresses given by the press or members of the public for the purposes of joining the meeting remotely will be deleted from all Hay Town Council's records directly after the meeting has occurred in order to fulfil Hay Town Council's duty under the GDPR Regulations (2018).