

Hay Town Council

Hay Town Council
Council Offices
Recreation Facilities
Brecon Road
Hay-on-Wye
HR3 5DY

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Agenda for the meeting of Hay Town Council on Monday 4th September at **6.00pm**
in the Council office, Brecon Road, Hay on Wye, HR3 5DY.

Please note, under the new Local Government and Elections (Wales) Act 2021, Councils are required to provide access to remote meetings for members of the public and the press. If you would like to access the meeting remotely, please see details at the bottom of the agenda on how to join via the Zoom platform

1. Apologies for absence
2. Carer Friendly Hay Presentation from Credu
3. Declarations of Interest & Code of Conduct
4. Questions from Members of the Public
5. Minutes of the meeting dated 3rd July 2023
6. Publishing of Minutes from Sub Committee Meetings
7. Phone box on Broad Street
8. Hay Summer Show donation
9. Healthmatic
10. Possible sale part of Railway line bank
11. Accessibility Walk Around
12. High Town One Way Access
13. Oxford Road Car Park
14. Powys Local Toilet Strategy
15. Sub Committee Terms of Reference

Recommendation: Chair, Vice Chair and Clerk to produce.

16. Subcommittee Reports / Minutes

a) Finance

I) Reserves Policy

Recommendation: To adopt theoretical Reserves Policy with figures to be agreed.

II) Date of next meeting

b) Estates

I) Cemetery

Recommendation: Grass is cut and composted on Eastern site in the corner.

II) Sports clubs parking area

Recommendation: Fence including vehicle and pedestrian gate to be installed as a starting point from the end of the Bowls Club fence to the cemetery wall.

III) Tennis Courts

IV) Ash Die Back Trial

V) Date and time of next meeting

c) Premises

I) Toilets

a) Door

b) Entry Charge

Recommendation: to increase entry charge to 50p

c) Sanitisers

Recommendation: to remove

d) **Recommendation:** Purchase a retractable hose that will reach all manholes from store room

II) Pavilion

a) **Recommendation:** Install Combi on demand boiler.

b) **Recommendation:** to install a stud wall and door on the beam.

c) **Recommendation:** Pavilion toilets to have mini toilet roll holders installed.

d) Pavilion Usage

III) Date and time of next meeting

d) Communications

I) Communications Guidance

Recommendation: To adopt Communications Policy

Recommendation: To adopt Social Media Policy

II) Date and time of next meeting

e) Events

I) Citizen of the Year

II) Remembrance

III) Xmas Lights

IV) Future Events

Recommendation: to hold Quarterly Events for the Town

V) Date and time of next meeting

17. Report of the Clerk / RFO

i) Bank Reconciliations

ii) Major Correspondence

iii) Playground Questionnaire Results

18. Report from County Councillor

19. Reports of HTC Representatives:

- a) Gwynne's Almshouses
- b) Dial a Ride
- c) Dyfed Powys Police
- d) Hay School Governors
- e) One Voice Wales
- f) Cheesemarket
- g) Hay2Timbuktu
- h) BBNP
- i) Chamber of Commerce
- j) Hay Summer Show
- k) Hay Markets
- o) Hay Sports Clubs
- p) Hay Youth Club

20. Date and time of next meeting:

Monday 2nd October at 6.00 pm – to be confirmed.

21. In-Camera

Clerk's Annual Appraisal.



Claire Bunton
Clerk to the Council

General Data Protection Regulations (GDPR) 2018

If you would like to attend the meeting virtually, please contact Hay Town Clerk at least one working day prior to the meeting on: townclerk@haytowncouncil.gov.uk or by calling 01497 808019. 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).

Disability Access walkabout 08-07-23 - notes



Hi Claire,

Just to update you, with my notes, on the Disability Access walkabout on Saturday, 8th July 2023.

James, Gareth, John Evans & I attended from Hay with the two ladies looking at disabled access.

There were a number of issues highlighted, the ladies said they would send a list of priorities.

Some of the issues in no particular order :-

1. Closed disabled toilet, Oxford Road.
2. Paddle gate toilet needs a crutches sticker on the ladies' sign to show there is an accessible toilet .
3. Disabled toilet, clock tower, door opens outward making it difficult for someone in a wheelchair to gain access.
4. Various other toilet related issues, radar keys needed, lack of grab rails inside & outside, alarm pull cord where is it monitored?
5. No signs to disabled toilets.
6. Around the town, various trip hazards, edges of some steps & pavements need painting/repainting with white or yellow edging.
7. Drop kerb near clock tower, should be one on the opposite pavement.
8. Lack of disabled parking spaces at clock tower.

Responsibilities:-

HTC, toilets & signage.

PCC, pavements, highways, disabled parking spaces.

Morelli Estates, mainly trip hazards in the area of the toilets.

I think that's a comprehensive list of what was discussed.

Best wishes

Jeff

Hay Town Council Reserves Policy

1. Purpose

Hay Town Council is required, under statute, to maintain adequate financial reserves in order to meet the needs of the organisation. Section 50 of the Local Government Finance Act 1992 requires that billing and precepting authorities in England and Wales have regard to the level of reserves needed to meet estimated future expenditure when calculating their budget requirement.

The Council's policy on the establishment, maintenance and adequacy of reserves and balances will be considered annually and will be consistent with meeting the Council's overall strategic objectives. The Council will hold reserves for three main purposes:

- A working balance to help cushion the impact of uneven cash flows and avoid unnecessary temporary borrowing – this forms part of the general reserves;
- A contingency to cushion the impact of unexpected events or emergencies – this also forms part of the general reserves;
- A means of building up funds, often referred to as earmarked reserves, to meet known or predicted requirements; earmarked reserves are accounted for separately but remain legally part of the general fund.

2. The Governance & Accountability for Local Councils in Wales Practitioners Guide 2019

6.15. Councils have no legal powers to hold revenue reserves other than those for reasonable working capital needs or for specifically earmarked purposes. Earmarked reserves, which are set aside for specific purposes and for savings for future projects, should be realistic and approved by the Council. It is generally accepted that general (un-earmarked) revenue reserves usually lie within a range of three to twelve months.

3. Types of Reserves

Reserves can be categorised as general (held to cushion the impact of uneven cash flows or unexpected events) or earmarked (held for a specific purpose). Specific Reserves: - as the name suggests these represent amounts which are “earmarked” for specific items of expenditure to meet known or predicted liabilities or projects. Specific Reserves are often used to “smooth” the effects of certain expenditure commitments over a period of time, thereby reducing the impact of significant expenditure in any one year. “Earmarked” reserves are typically held for five main reasons: Renewals: - to plan and finance an effective programme of equipment replacement and planned property repair/maintenance; and grounds maintenance. These reserves are a mechanism to smooth expenditure so that a sensible replacement programme can be achieved without the need to vary budgets. Carry forward of Underspend: - Some expenditure budgeted for projects in a given financial year cannot be spent in that year. Reserves are used as a mechanism to carry forward these resources. Trading accounts: - in some instances surpluses may be retained for future investment. Insurance Reserve: - to meet the estimate of future claims to enable the Council to meet the excesses not covered by insurance. Other earmarked reserves: - may be set up from time to time to meet known or predicted liabilities. General Revenue Balances: - this is often referred to as the “working balance”. This typically comprises of three elements. The first is a sum of money which is not earmarked for specific purposes but rather set aside to deal with unexpected events or emergencies. This “minimum working balance” needs to be regularly reviewed using a risk-based assessment. The second is money held in anticipation of uneven cash flow (for example the precept income received six monthly in advance and VAT reclaimed quarterly retrospectively), any amount held in excess of these make up the third sum of monies and is usually created through surpluses as a result of activities being postponed or cancelled. Reserves of this nature can be spent or earmarked at the discretion of members, subject to approval by Council.

4. Legislative and Regulatory Framework

The Chartered Institute of Public Finance and Accountancy published guidance in 2003 in support of these matters and it is a requirement of the guidance, backed by legislation through the provisions contained in the Local Government Act 2003 that the Council's Responsible Financial Officer reports to members on the robustness and plans to utilise the Council's reserves and balances. The statement to all members should include: Financial Reserves Policy 2022/23

- The estimated opening and closing General Revenue Balances for the year;
- The estimated addition to and withdrawal from Balances; The Responsible Financial Officer is also required to provide a statement on the adequacy of the General Revenue Fund, reserves and provisions in relation to the forthcoming financial year and also over the medium term. In reporting generally on the reserves and balances, the Responsible Financial Officer is also required to report on the Specific Reserves of the Town Council, outlining the purpose for which each is held, establishing an appropriate level of reserve and highlighting any proposed changes during the forthcoming year.

Local Authorities (Capital Finance and Accounting) (Wales) Regulations 2003 and Accounts and Audit (Wales) Regulations 2014 recognise that accounting practices contained within “Governance and accountability for local councils: A Practitioners Guide 2008 (Wales) as may be amended or reissued from time to time are proper practices.

The Governance & Accountability for Local Councils in Wales Practitioners Guide 2019

“50 Calculation of budget requirement [by authorities in Wales]

- (1) In relation to each financial year a local precepting authority [in Wales] shall make the calculations required by this section.
- (2) The authority must calculate the aggregate of—
 - (a) the expenditure the authority estimates it will incur in the year in performing its functions and will charge to a revenue account for the year;
 - (b) such allowance as the authority estimates will be appropriate for contingencies in relation to expenditure to be charged to a revenue account for the year;
 - (c) the financial reserves which the authority estimates it will be appropriate to raise in the year for meeting its estimated future expenditure; and

(d) such financial reserves as are sufficient to meet so much of the amount estimated by the authority to be a revenue account deficit for any earlier financial year as has not already been provided for.

(3) The authority must calculate the aggregate of—

(a) the sums which it estimates will be payable to it for the year and in respect of which amounts will be credited to a revenue account for the year, other than sums which it estimates will be so payable in respect of any precept issued by it; and

(b) the amount of the financial reserves which the authority estimates that it will use in order to provide for the items mentioned in paragraphs (a) and (b) of subsection (2) above.”

5. Financial Risk Management

In order to assess the adequacy of the general fund when setting the annual budget, the RFO will take account of the strategic, operational and financial risks facing the Council. The requirement of the level of the general fund balance for the forthcoming year will therefore be based upon a risk assessment of the Council's main areas of income and expenditure and take into account any provisions and contingencies that may be required.

6. Reserves

The Council, when establishing a reserve as part of the annual budget setting process will set out:

- The reason / purpose of the reserve;
- How and when the reserve can be used;
- Procedures for the management and control of the reserve;
- A process and timescale for review of the reserve to ensure continuing relevance and adequacy.

The following reserves are currently planned to be held by the Council as at 31 March 2024:-

Type of reserve	Description/Use	Balance £	No of Years	Annual Contribution	Target Balance
Earmarked	Elections				
Earmarked	Pavilion Renovation				
Earmarked	Toilets Renovation				
Earmarked	Children's Play Equipment				
Earmarked	Ash Die Back				
Earmarked	Car Park Resurfacing				
Earmarked	Dog Poo Pins				
Earmarked	Website				
General	Legal Fees				
Protected	Contingency				
Total Reserves					

Reason/Purpose of the reserve - The earmarked reserves is for the specific purpose set out in the table above. General reserves will be used as a contingency to accommodate unexpected financial liabilities. Procedures for the management of the reserve – The Clerk/RFO will routinely manage the reserve in conjunction with the Finance Sub Committee reporting to the full Town Council as necessary but certainly as part of the formal budget setting process for 2023/24. Review process for the reserve – The Reserves policy will be subject to a full review by the Town Council on an annual basis.

7. Review of the adequacy of balances and reserves

In accessing the adequacy of reserves the strategic, operational and financial risks facing the Council will be taken into account. The level of all reserves will be reviewed as part of the annual budget preparation.

Subject: Ash Dieback Trials

Hi Jeff,

Apologies for not following up on the funding. Unfortunately, after trying and failing to acquire any grants, I had to focus my efforts elsewhere.

That being said, I've been considering other options and would be prepared to administer my treatments to the Ash tree by the bridge next to the Bean Box free of charge. I'll supply all the necessary materials and carry out the work myself, all I ask for in return is that a sign is erected near the tree to say I applied my treatments to it with the permission/authorisation of the town council.

If this is something you and the council would be prepared to go forward with, please let me know.

Much appreciated,
Thomas Ashton

Hay Town Council Communications Policy

Aims

To establish clear, easy to use, channels of communication in relation to members of the public, other agencies, fellow members, the press and town council staff.

Hay Town Council aims to provide information on important matters affecting the community and to encourage informed comment from interested individuals and groups.

Each Town councillor has a duty to represent, without bias, the interests of the whole community. He/she will always try to help with regard to matters relating to the Town. However, an individual councillor cannot respond to enquiries outside of Town Council meetings other than to acknowledge such an enquiry. Neither can an individual councillor, nor the chairman, make a decision or respond on behalf of the Town Council.

Means of Communication

Website

In the interests of transparency and to provide electors with a clear picture of its activities, the Town Council will publish information on the Town council website. This will include Full Town Council meeting agendas, the full minutes of Town council meetings and a publication scheme. Hard copies are available by request to the clerk.

Newsletter

The Town council publishes a bi-annual newsletter on social media and website, with 2 further publications in the Wye Local News.

Notice boards

The notice board at the Council Office, will display contact details for the Town clerk, the agenda for the next meeting, any statutory notices and other items of interest. Due to limited space, more comprehensive information is available on the Town council website.

Meetings

The Town Council meets on the First Monday of the month at 6.00pm at The Council Office. During every Town council meeting there is an opportunity for members of the public to raise a matter of concern or to comment on an item on the agenda. After the conclusion of the public speaking section however, members of the public are not permitted to contribute to further agenda items unless permission is granted by the Chairman. Further details can be found in the Town Council Meeting Protocol.

Annual Meeting of the Town Council

This meeting will be held in May. The meeting will deal with all of the annual items including 'The election of the Chairman'. Once the annual meeting is closed a normal meeting for the month of May will commence.

Correspondence

All correspondence to the Town council should be addressed to the Clerk. This will ensure that the matter is recorded and passed to the Town council for their attention at the next meeting.

If a resident wishes a subject to be raised, and it is appropriate for discussion at a Town council meeting, then the Clerk will have to be notified seven days before the publication of the agenda.

The Town council will determine the response, if any, to correspondence received. The Town council reserve the right to not respond to any correspondents that are taking up a disproportionate amount of the Clerk's time. Advice will be sought upon receipt of vexatious communications and acted upon accordingly.

All official correspondence from the Town council should be sent by the Clerk in the name of the Town council. Correspondence from individual Town councillors should be avoided; however, there may be exceptional situations when it is appropriate for a Town councillor to issue correspondence in his/her own name. Such correspondence must be authorised by the Town council.

Communication with the Press and Public

The Clerk will clear all press reports, or comments to the media, in consultation with the Chairman. The Clerk will be the first point of contact for the media;

however, where it is appropriate for a councillor to represent the Town council, the Chairman or Vice-Chairman shall be authorised as the official spokesmen for the council.

Individual councillors will not be permitted to issue media releases on behalf of the Town council.

In the restricted period before an election, commonly known as “purdah” media releases will not include quotes from councillors who are due for re-election.

Press reports from the Town council, its committees or working groups shall be sent from the Clerk or via the reporter’s own attendance at a meeting.

Unless a Town councillor has been authorised by the council to speak to the media on a particular issue, Town councillors who are asked for comment by the press should make it clear that it is a personal view and ask that it be clearly reported as their personal view.

Elected members will be regularly approached by members of the community as this is part of their role. How enquiries from the public are dealt with by councillors will reflect on the council. At no time should councillors make any promises to the public about any matter raised with them other than to promise to investigate the matter. All manner of issues may be raised, many of which may not be relevant to the Town council. Depending on the issue raised it may be appropriate to deal with the matter in the following ways:

- refer the matter to the Clerk who will then deal with it as appropriate
- request an item on a relevant agenda
- investigate the matter personally, having sought the guidance of the Clerk

Unless a Town councillor is absolutely certain that he/she is reporting the view of the Council, they must make it clear to members of the public that they are expressing a personal view. The only clear way of being aware of the council’s view is if the matter has been discussed at a Town council meeting, and a decision made on that item.

Internal Communication

E-mails should be kept to a minimum and be appropriate to the work of the Town council.

Matters for information to the other councillors should be directed via the Clerk.

Instant replies should not be expected from the Clerk.

Telephone calls should be kept to a minimum and be appropriate to the work of the Town Council.

Hay Town Council SOCIAL MEDIA POLICY

Introduction A revolution is taking place in how we communicate. The world is experiencing the biggest ever change in how information is created and owned, as well as the speed in which it can be shared. This is changing the way we live, work and even how we speak and think. Social media is a blanket term applied to a range of online multimedia tools that are used for creating content and two-way communication. They can be accessed via your smartphone, PC, laptop, tablet or smart TV. All social media accounts are free of charge and can be set up quickly and easily from an Internet page.

1. Policy statement

- 1.1. This policy is intended to help employees and elected members make appropriate decisions about the use of social media such as social networking websites, forums, message boards, blogs or comments on web-articles, such as Twitter, Facebook and LinkedIn.
- 1.2. This policy outlines the standards the Council requires employees and elected members to observe when using social media, the circumstances in which your use of social media will be monitored and the action that will be taken in respect of breaches of this policy.

2. The scope of the policy

- 2.1. All employees and elected members are always expected to comply with this policy to protect the privacy, confidentiality, and interests of the Council.
- 2.2. Breach of this policy by employees may be dealt with under our Disciplinary Procedure and, in serious cases, may be treated as gross misconduct leading to summary dismissal.
- 2.3. Breach of this policy by elected members will be dealt with under the Code of Conduct.

3. Responsibility for implementation of the policy

- 3.1. The Council has overall responsibility for the effective operation of this policy.
- 3.2. The Clerk is responsible for monitoring and reviewing the operation of this policy and making recommendations for changes to minimise risks to our work.
- 3.3. All employees and elected members should ensure that they take the time to read and understand this policy. Any breach of this policy should be reported to the Clerk or Chair of the Council.
- 3.4. Questions regarding the content or application of this policy should be directed to the Clerk.

4. Using social media sites in the name of the council

- 4.1. All staff/the Clerk and elected members are permitted to post material on a social media website in the name of the Council and on its behalf in accordance with the rules and scope of this policy.
- 4.2. If you are not sure if your comments are appropriate do not post them until you have checked with the Clerk/Chair.

5. Using social media 5.1.

The Council recognises the importance of the internet in shaping public thinking about the Council and the support and services it provides to the community. It also recognises the importance of our employees and elected members joining in and helping shape community conversation and direction through interaction in social media.

a) Before using social media on any matter which might affect the interests of the Council you must have read and understood this policy and

b) Employees must have gained prior written approval to do so from the Clerk.

6. Rules for use of social media

Whenever you are permitted to use social media in accordance with this policy, you must adhere to the following general rules:

6.1. Do not upload, post or forward a link to any abusive, obscene, discriminatory, harassing, derogatory or defamatory content.

6.2. Any employee/elected member who feel that they have been harassed or bullied, or are offended by material posted or uploaded by a colleague onto a social media website should inform the Clerk/Chair.

6.3. Never disclose commercially sensitive, personal private or confidential information. If you are unsure whether the information you wish to share falls within one of these categories, you should discuss this with the Clerk/Chair.

6.4. Do not up load, post or forward any content belonging to a third party unless you have that third party's consent.

6.5. Before you include a link to a third-party website, check that any terms and conditions of that website permit you to link to it.

6.6. When making use of any social media platform, you must read and comply with its terms of use.

6.7. Be honest and open, but be mindful of the impact your contribution might make to people's perceptions of the Council.

6.8. You are personally responsible for content you publish into social media tools.

6.9. Don't escalate heated discussions, try to be conciliatory, respectful and quote facts to lower the temperature and correct misrepresentations.
Don't discuss colleagues without their prior approval.

6.10. Always consider others' privacy and avoid discussing topics that may be inflammatory e.g. politics and religion. Remember that although it is acceptable to make political points or canvass votes via your own social media accounts this will not be permissible if you are commenting on behalf of the Council.

6.11 Avoid publishing your contact details where they can be accessed and used widely by people you did not intend to see them, and never publish anyone else's contact details.

7. Monitoring use of social media websites

7.1. Employees and elected members should be aware that any use of social media websites (whether accessed for Council purposes) may be monitored and, where breaches of this policy are found, action may be taken against employees under our Disciplinary Procedure and councillors under the Code of Conduct.

7.2. Misuse of social media websites can, in certain circumstances, constitute a criminal offence or otherwise give rise to legal liability against you and the Council.

7.3. A serious case of uploading, posting forwarding or posting a link to any of the following types of material on a social media website, whether in a professional or personal capacity, will probably amount to gross misconduct/breach of the Code of Conduct (this list is not exhaustive):

a) pornographic material (that is, writing, pictures, films and video clips of a sexually explicit or arousing nature);

b) a false and defamatory statement about any person or organisation;

c) material which is offensive, obscene, criminal, discriminatory, derogatory or may cause embarrassment to the Council our councillors or our employees;

d) confidential information about the council or anyone else

e) any other statement which is likely to create any liability (whether criminal or civil, whether for you or the organisation); or

f) material in breach of copyright or other intellectual property rights, or which invades the privacy of any person.

Any such action will be addressed under the Disciplinary Procedure/Code of Conduct.

7.4. Where evidence of misuse is found the Council may undertake a more detailed investigation involving the examination and disclosure of monitoring records to those nominated to undertake the investigation and any witnesses or managers involved in the investigation. If necessary, such information may be handed to the police in connection with a criminal investigation

7.5. If you notice any use of social media by other employees/elected members in breach of this policy, please report it to the Clerk/Chair *in accordance with the Council's Whistle Blower Policy*.

8. Monitoring and review of this policy

8.1. The Council shall be responsible for reviewing this policy annually to ensure that it meets legal requirements and reflects best practice.

Further information for elected members, published by the Welsh Local Government Association, on the use of social media can be viewed on the One Voice Wales website: - http://www.onevoicewales.org.uk/OVWeb/good_practicegeneral-8204.aspx

Comparison

HAY TOWN COUNCIL - Comparison Actual Vs BUDGET/ PRECEPT						
Division	Detail	Acc Expend	Est Expend.		Act. Expend	Act. Income
		2022 / 23	2023/24		30/08/2023	30/08/2023
Income						
	Income Bank Interest	86.7				23.88
	Income from Precept & Powys	66290.27				26057.89
	VAT refund	11569.39				0
	Income from Entry Charge - Cash	15694.19				5878.8
	Income from Entry Charge - Nayax	5962.65				4912.87

	Paid Parking - income	1358.35				404.15
	Christmas Lights	2421.4				0
	Training Donation	0				300
	Fishing	400				0
	Pavilion Room Hire	420				50
	Land Rental	0				20
	Refund	20				90
	Grant	10103.69				500
Finance: General						
	Clerk/RFO salary	21812.89	23000		10384.27	
	Mayor's allowance	0	350		0	
	Stationery/Office costs	1378.5	1200		239.59	
	Telephone/internet	0	500		167.04	
	Accountant/Audit Fees / Payroll	1665	2000		1290	
	Town Crier	125	250		100	
	Town Clock	500	400		200	
	Election costs (Reserve)	664.59	250		0	
	Insurance	2174.71	1700		1760.41	
	Subscriptions	772	400		65	
	Bank Charges	535.36	400		201.82	
	Contingencies	0	750		250	
	Training	525	560		488	
	Expenses (£156 Cllr expenses)	1975	1716		0	
	Petty Cash	215.47	0		0	
	Legal & Other up front costs	40	2000		0	
Estates						
	Grass Cutting	3456	3000		1290	
	Maintenance - General	1012	500		63	
	Tree Management	1476	10500		8904	
	Cemetery (Agreed from Reserves)	3024	3600		327.86	
	Car Park/Play area Maintenance	0	1000		0	
	Grant to WMG re Dog litter bins	1500	1500		0	
	Cleaning Recycling Area	550	600		250	
	Paid Parking - Costs to set up	4326.37	2000		236.54	
Premises						
Toilets	Cleaning	26460.51	15192		4711.82	
	Toilets Maintenance		6540	**	4919.76	
	Water Rates - Oxford Rd	2895.58	3000		848.95	
	Water Rates - Broad Street	641.77	1000		258.21	
	Electricity - The Pavement	796.14	1200		653.74	
	Electricity = Oxford Rd	1936.98	3000		1450.69	
	Rates	3210	3300		1496	
	Water Pavillion	1020.16	800		0	
	Gas Pavilion	1220.76	600		818.84	
	Electricity Council Offices	2768.84	1600		799.09	
	Electricity Pavilion	421.1	500		0	
	Buildings Maintenance	4326.37	5000		919.04	
	Statutory Testing	984	1000		0	
Events						

	Christmas Lights	3000	3000	**	4000	
	Citizens award	189	250		0	
Communications						
	Communications & Advertising	908.84	600		183.6	
	Website	723.04	500		486.52	
			Budget		Expenditure	Income
	Totals		105258		47763.79	38237.59

Main Account

27/07/2023	-48	Estates	Bill Payment	OTM GROUNDSCARE LT INV.5056 BBP	34753.72	
27/07/2023	-1760.41	Finance	Bill Payment	ZURICH TOWN AND PA INV. 525244486 BBP	32993.31	
01/08/2023	-11.28	Finance	Direct Debit	INTERNET FOR EVERY M58720210413130831 DD	32982.03	32982.03
04/08/2023	-16.6	Finance	Credit Payment	CHARGES COMMISSION FOR PERIOD	32965.43	
04/08/2023	-116.51	Finance	Direct Debit	NEST IT000003841532 DDR	32848.92	
04/08/2023	-882	Premis	Bill Payment	SHARON STALEY JULY 23 BBP	31966.92	
04/08/2023	1.72	Income	Credit Payment	Loyalty Reward 13 JUN - 12 JUL	31968.64	
04/08/2023	-176.64	Premis	Bill Payment	PHS GROUP 69906353 BBP	31792	
04/08/2023	-175.19	Premis	Bill Payment	PHS GROUP 69943774 BBP	31616.81	
04/08/2023	-32.16	Premis	Bill Payment	HUWS GRAY LTD INV.IE786979 BBP	31584.65	
04/08/2023	-258.21	Premis	Bill Payment	WELSH WATER 843903920018 BBP	31326.44	
04/08/2023	-848.95	Premis	Bill Payment	WELSH WATER 832511310018 BBP	30477.49	
04/08/2023	-258	Estates	Bill Payment	OTM GROUNDSCARE LT 5066 JULY GRASS BBP	30219.49	
04/08/2023	-175.19	Premis	Bill Payment	PHS GROUP 69943774 BBP	30044.3	
07/08/2023	-50	Estates	Standing Order	M J EAGER STO M J EAGER STO	29994.3	29994.3
15/08/2023	1575.87	Income	Counter Credit	Nayax Europe UAB 2000796706 Payment BG	31570.17	
15/08/2023	-180.55	Premis	Direct Debit	BRITISH GAS BUSINE 602197451090916000 DD	31389.62	
16/08/2023	-66.32	Premis	Bill Payment	PHS GROUP 69983798 BBP	31323.3	
16/08/2023	-4857	Estates	Bill Payment	OTM GROUNDSCARE LT 4795 BBP	26466.3	
17/08/2023	-8.99	Premis	Cheque	103806 103806 Robert Golesworthy	26457.31	
21/08/2023	-100	Finance	Cheque	103808 103808 Clock Winding David Brown	26357.31	
21/08/2023	20.83	Income	Standing Order	HOWARD FG PTE PARKING STO	26378.14	
23/08/2023	-34.8	Finance	Direct Debit	VODAFONE LTD 7078015488-1001 DDR	26343.34	
24/08/2023	-100	Finance	Cheque	103807 103807 Town Crier	26243.34	
30/08/2023	-1451.48	Finance	Bill Payment	CLAIRE BUNTON CB AUG 23 BBP	24791.86	
30/08/2023	-680.78	Finance	Bill Payment	HMRC PAYE/NIC CUMB 948PW001873052308 BBP	24111.08	
30/08/2023	-258	Estates	Bill Payment	OTM GROUNDSCARE LT INV.5172 AUG GRASS BB	23853.08	
30/08/2023	-394.8	Comms	Bill Payment	GLOVERSURE LTD INV-25643 BBP	23458.28	
30/08/2023	-87.6	Premis	Bill Payment	SHEPPARDS PLUMBING 24764 BBP	23370.68	
30/08/2023	-78.25	Premis	Bill Payment	PHS GROUP 69996806 BBP	23292.43	23292.43

Projects Account

01/08/2023	230	Cash Withdrawal	POST OFFICE 4928-3228-3315-601 01A	13231.27	
04/08/2023	-23.28	Credit Payment	CHARGES COMMISSION FOR PERIOD	13207.99	
04/08/2023	2.96	Credit Payment	Loyalty Reward 13 JUN - 12 JUL	13210.95	
07/08/2023	195	Cash Withdrawal	POST OFFICE 4928-3228-3315-601 07A	13405.95	
14/08/2023	174.9	Cash Withdrawal	POST OFFICE 4928-3228-3315-601 14A	13580.85	
21/08/2023	-300	Direct Debit	POWYS CC CTAX 6000582287 DDR	13280.85	
22/08/2023	399.9	Cash Withdrawal	POST OFFICE 4928-3228-3315-601 22A	13680.75	
25/08/2023	-142.01	Direct Debit	CORONA ENERGY RETA 20428025 DDR	13538.74	

29/08/2023	125	Cash Withdrawal	POST OFFICE	4928-3228-3315-601 26A	13663.74	
29/08/2023	75	Cash Withdrawal	POST OFFICE	4928-3228-3315-601 28A	13738.74	
30/08/2023	75	Cash Withdrawal	POST OFFICE	4928-3228-3315-601 30A	13813.74	13813.74

Business Saver – Deposit Account.

		Credit				
05/06/2023	30.98	Payment	INTEREST PAID GROSS	FOR PERIOD 6MAR/ 4JUN	14892.28	
28/06/2023	500	Counter Credit	GROUNDWORK UK - TE	GWUK BGC	15392.28	15392.28
25/07/2023	-250	Funds Transfer	203964 80471380	TABLES FT	15142.28	15142.28

Pending Transactions & Total in all accounts after pending reconciled £

					balances
				Main	23292.43
				Projects	13813.74
				Reserves	15142.28
				Total	52248.45
Pending:					
Cemetery	1032				
Container	2800				
Total	3832				
			Reserves total		48416.45

Communications

Communication July 2023			
When	What	Who	How
Numerous	Planning Registers	BBNP	Email
Numerous	Planning decisions	Powys CC	Email
Numerous	Sanitary waste & products	PHS	Email
Numerous	Toilet Maintenance	Mal Holt / Tony Purbeck	Email
Numerous	Temporary Road Closures	Ian Mills	Email
Numerous	Town & Community Council	Monika Rogowska	Email
03/07/2023	Appointment to Standards	Powys CC	Email
Numerous	Festival, Castle, Markets etc	Various	Email
03/07/2023	Tables request	Josh Boyd Green	Email
03/07/2023	at the Coop	PAVO	Email
04/07/2023	Volunteers Network	PAVO	Email
04/07/2023	Sustainable Drainage Grant	OVW	Email
04/07/2023	Toilets Complaint	C Hart	Email
04/07/2023	Meet the Funder	PAVO	Email
04/07/2023	Powys Leisure Review	Powys CC	Email

04/07/2023	Informal volunteering need	PAVO	Email
05/07/2023	Alcohol Awareness Week	Addition Advocates	Email
05/07/2023	Keep Wales Tidy	OVW	Email
06/07/2023	Police & Crime	Police	Email
06/07/2023	Pavilion Hire	Melody Harper	Email
06/07/2023	Invoice	Barriers Direct	Email
06/07/2023	Clock tower ad	Cumbria Clock Company	Email
07/07/2023	Bronllys Well Being Park	AGM	Email
07/07/2023	Citizen of the Year	Jane Bateman	Email
09/07/2023	Toilets Complaint	Rod Hazelton	Website
09/07/2023	Climate Chaos	OVW	Email
10/07/2023	Eviction complaint	Andy Beck	Website
11/07/2023	Insurance renewal	Zurich	Email
11/07/2023	Police leaflets	PCSO Trudy Davies	Email
12/07/2023	Hay & Talgarth Locality minutes	Julie King	Email
12/07/2023	Newsletter	PCSO Emma Jackson	Email
13/07/2023	British Gas ad	British Gas	Email
14/07/2023	Eisteddfod	Owain ap Myrddin	Email
14/07/2023	Invoice	Vodafone	Email
14/07/2023	Birth Certificate	Powys CC	Email
14/07/2023	St Mary's Church	Terry Watson	Email
15/07/2023	Signs on Oxford Road	Satori Designs	Email
15/07/2023	Complaint re Russell Brand Festival	Prof B Henderson & S Henderson	Email
16/07/2023	Complaint re Russell Brand Festival	John Stark	Email
16/07/2023	Complaint re Russell Brand Festival	Dr Vivien Law	Website
16/07/2023	Complaint re Russell Brand Festival	Donald York	Website
17/07/2023	Advert	Zurich	Email
17/07/2023	Complaint re Russell Brand Festival	Dr Vivien Law	Email
18/07/2023	Phone lines	OVW	Email
18/07/2023	Complaint re Russell Brand Festival	Clyro Council	Email
18/07/2023	Canoe Launching report	Sian Barnes	Email
19/07/2023	Dyslexia support	Powys Support Group	Email
19/07/2023	Sharps	PHS	Email
19/07/2023	Senedd ad	Senedd	Email
20/07/2023	Bank Mandate change form	Barclays	Email
20/07/2023	Electoral Services	Sian Lewis	Email
20/07/2023	Community Buildings	PAVO	Email
20/07/2023	Code of Conduct Training	Paul Egan OVW	Email
20/07/2023	Pontypridd Development Plan	OVW	Email
20/07/2023	Gazebos	Hay Markets	Email
21/07/2023	Audit	PHS	Email
21/07/2023	Working Hrs Changed	Gloversure	Email
21/07/2023	Duplicate Birth Certificate	Hfd Council	Email
21/07/2023	Aims for next year	Brecon & Radnor Area Committee	Email
22/07/2023	Healthmatic	OVW	Email
22/07/2023	Missing Boards	Emma Beavan Henderson	Email
24/07/2023	Stagecoach Bus Tickets	Foodbank	Email
24/07/2023	Laptops	Powys Libraries	Email
24/07/2023	Invoice	OTM	Email

24/07/2023	Carer Friendly Hay	Jen Credu	Email
25/07/2023	Nominations for CLAS	OVW	Email
25/07/2023	Overhanging Trees	Powys	Email
25/07/2023	Parking Bollard	Fiona Evans	Email
25/07/2023	Security System	Luke Williams	Email
25/07/2023	Lost phone	Janet Robinson	Website
28/07/2023	Invoice	SMS	Email
28/07/2023	Invoice	OTM	Email
28/07/2023	Noise complaint Racquerty Farm	Public	Email
28/07/2023	Payment received	Zurich	Email
30/07/2023	Complaint re Parking	Huw Thomas	Email
31/07/2023	Bill	Welsh Water	Email
31/07/2023	Bill	British Gas	Email
01/08/2023	Community Ownership Fund	OVW	Email
01/08/2023	Thanks for 20	Rod King	Email
01/08/2023	Nature Networks Map	OVW	Email
02/08/2023	Japanese Knotweed	Louis Macdonald Ames	Email
01/08/2023	Missing Boards	Emma Bevan Henderson	Email
02/08/2023	HEP	BBNP	Email
02/08/2023	20mph speed limits	Paul Trees	Email
03/08/2023	Land Registry	Land Registry	Letter
04/08/2023	Consultation	Wye Valley AONB	Email
04/08/2023	Volunteer with us	OVW	Email
06/08/2023	Halloween and New Harry Potter	Historical Promotions	Email
07/08/2023	Bollarded Parking	Fiona Evans	Email
07/08/2023	Annual Report	Community Foundation Wales	Email
07/08/2023	Name and address update	Powys Website	Email
08/08/2023	Taps	Sheppards	Email
08/08/2023	Ambulance Service	Stephen Harrhy	Email
08/08/2023	Hay Park Run	Heather Bovill	Email
09/08/2023	Perthyn Monday Meets	Helen Quinn	Email
10/08/2023	New documents	PHS	Email
10/08/2023	Hay Talgarth Locality Agenda	Julie King	Email
10/08/2023	Derelict Properties	Rachael Darbishire	Email
11/08/2023	Remembrance	Dave Pope	Email
13/08/2023	Oxford Road Toilets	Pauline Wadsworth	Email
14/08/2023	Ombudsman Annual Report	OVW	Email
14/08/2023	Extension of deadline	Sian Barnes	Email
14/08/2023	Eating Establishments	Catherine Dellow	Email
15/08/2023	Town Wall	Geoff Myles	Website
15/08/2023	Community Green Spaces	OVW	Email
16/08/2023	Advice request	Sally Ashton	Website
16/08/2023	Carer Friendly Hay	Jenny O'Hara	Email
16/08/2023	Community Council Digital Equipment	Powys	Email
17/08/2023	Age Cymru Powys Newsletter	OVW	Email
17/08/2023	Sustainable Food Partnership	Chloe Masefield	Website
17/08/2023	Filming Permission Request	Shona Galloway	Website
18/08/2023	Receipt of Email	Trudy Sredman	Email

21/08/2023	Healthmatic Invoice	Andy Flemming	Email
22/08/2023	Filming Permission Request	Shona Galloway	Email
22/08/2023	Dwr Cymru	Sophie Pulman	Email
23/08/2023	No Changes to account	HCI Data Ltd	Email
23/08/2023	Meet the funder	Julie King	Email
23/08/2023	Pay slips	Marion Lally	Email
24/08/2023	High Town	Cllr G Ratcliffe	Email
24/08/2023	Xmas Entertainment	Robert Butler	Email
24/08/2023	Local Nature Partnership grant	Julie King	Email
25/08/2023	Invoice	Gloversure	Email
25/08/2023	High Town	Jo Lancey	Email
25/08/2023	OVW Training Dates	OVW	Email
25/08/2023	Training Certs	OVW	Email
25/08/2023	Support	Nayax	Email
25/08/2023	Climate Hub	Powys	Email
26/08/2023	Tennis Courts	Ros Garratt	Email
27/08/2023	Oxford Street Car Park	Dillan Patel	Website
28/08/2023	Invoice	OTM	Email
28/08/2023	Why has the river Wye turned brown?	Tracy Jesson	Email
29/08/2023	Tables in roadway	Cath Hurwood	Email
29/08/2023	High Town	Ian Mills	Email
29/08/2023	Alarm	AKS Systems Ltd	Email
29/08/2023	Family Information Service	PFIS	Email
30/08/2023	Invoice	British Gas	Email
30/08/2023	Making space for nature in our burial grounds	OVW	Email
30/08/2023	Sustainable Food Partnership	Chloe Masefield	Email



Dear Hay Town Council,

Hay Scout Group would like to ask permission to site a 20 foot storage container (in green) at the end of the Pavilion next to the existing containers.

To enable this we would contract a company of HTC choosing to move the existing containers to straighten them and align them with the concrete and tidy the area.

Best wishes

Adrian Bunton

Adrian Bunton

Group Scout Leader

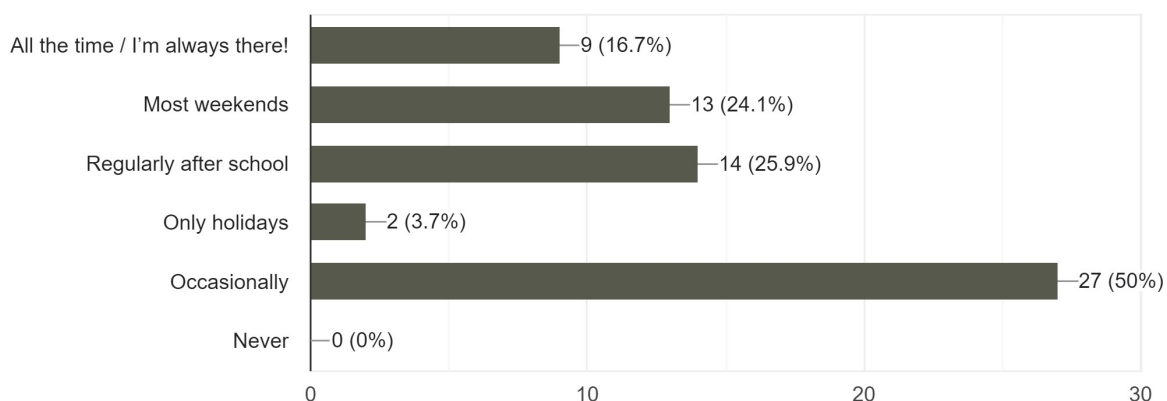
1st Hay on Wye Scout Group

PlayGround Questionnaire Results.

55 families responded with a population of 255 under 18 year old's in Hay means that we had a return of 21.5% which is classed as a good return with reliable results.

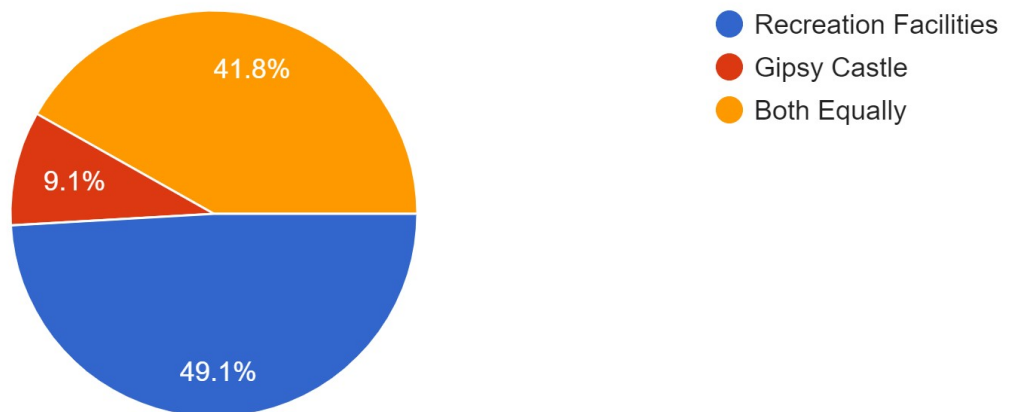
How often do you (or your children) use the play equipment?

54 responses



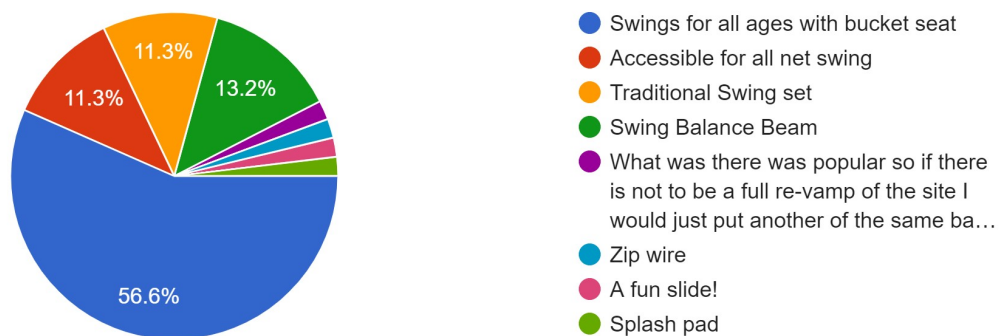
Which playground do you use the most?

55 responses



Hay Town Council have recently had to remove a swing set from Gipsy Castle as it became unsafe. What would you like to see it replaced with?

53 responses



What do you especially like and dislike at The Recreation Facilities?

Variety of answers compiled by appeared most often including

Lack of play for younger ones

Not inspiring

No slide

Not enough seating or covered area

Zip line & assault course

What do you especially like and dislike at Gipsy Castle?

Variety of answers compiled by appeared most often including

Designed for under 7's so older ones find it boring

Needs a refurb

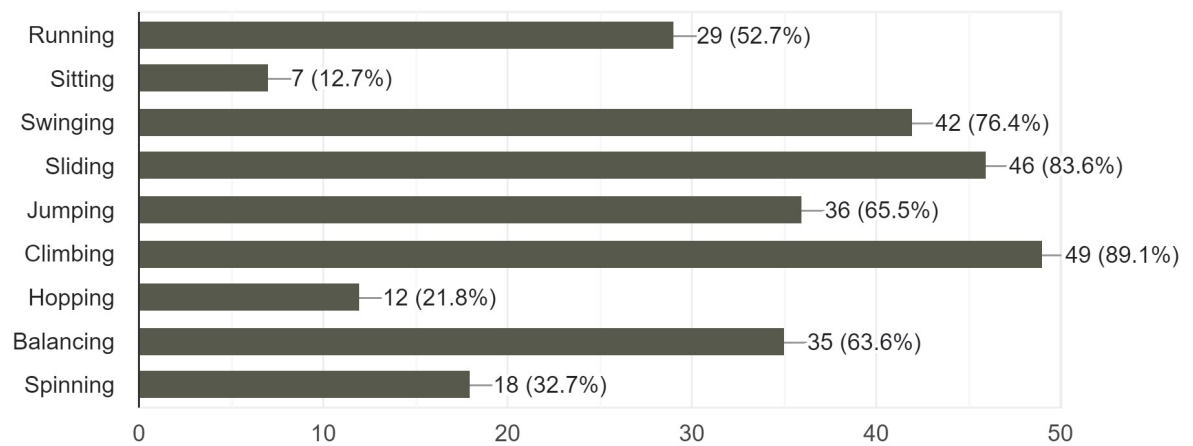
Children like "pretend play". Would you want to see additional play equipment that encourages imaginative play?

53 responses



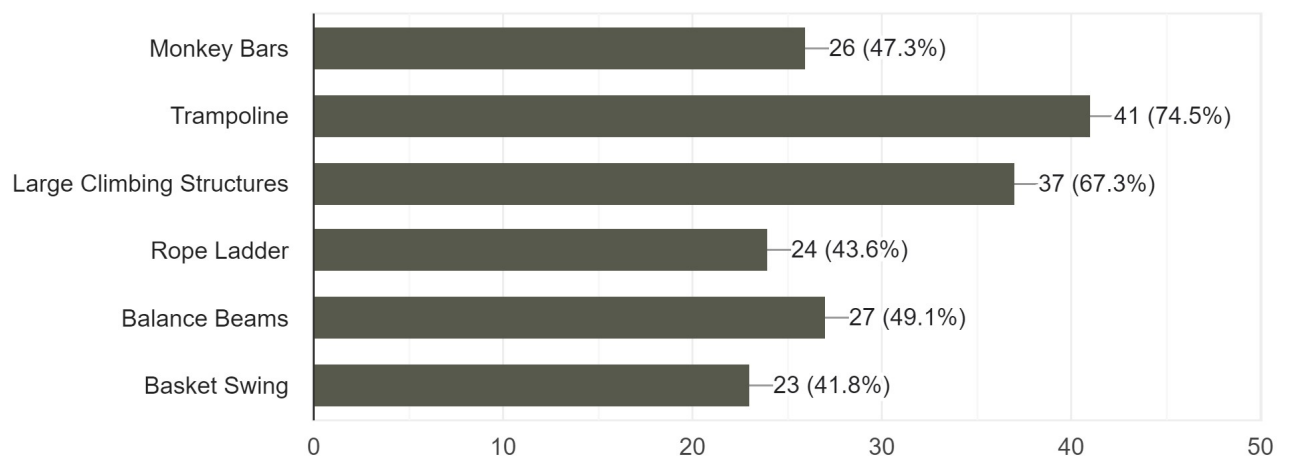
What sort of activities does your young person enjoy the most?

55 responses



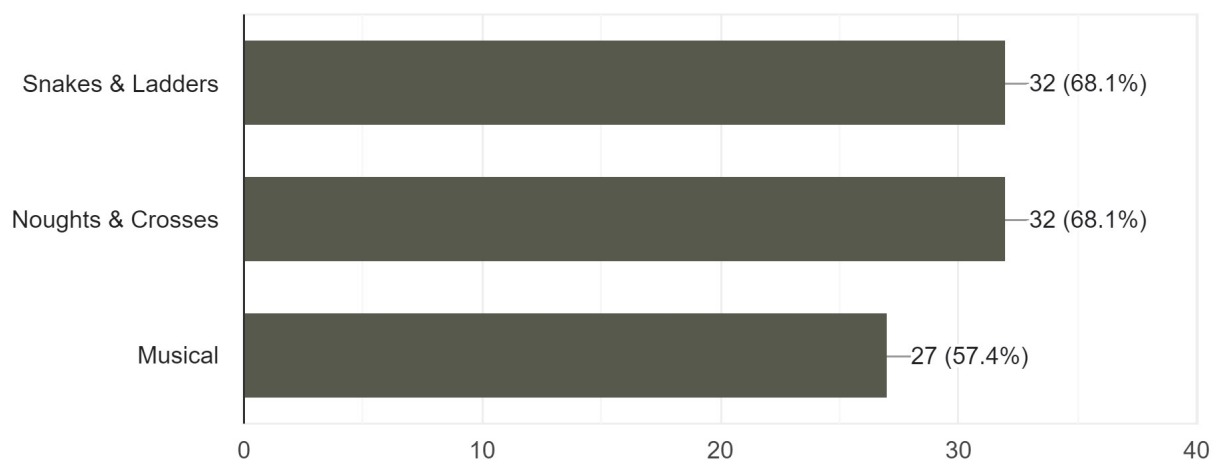
Thinking of Climbing / Scrambling items would you like to see any of the following:

55 responses



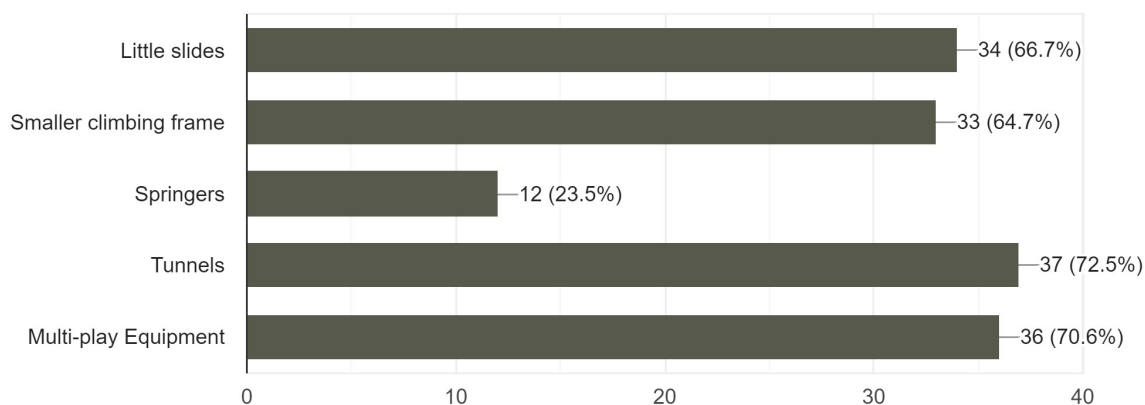
Thinking Games, would you like to see any of the following:

47 responses



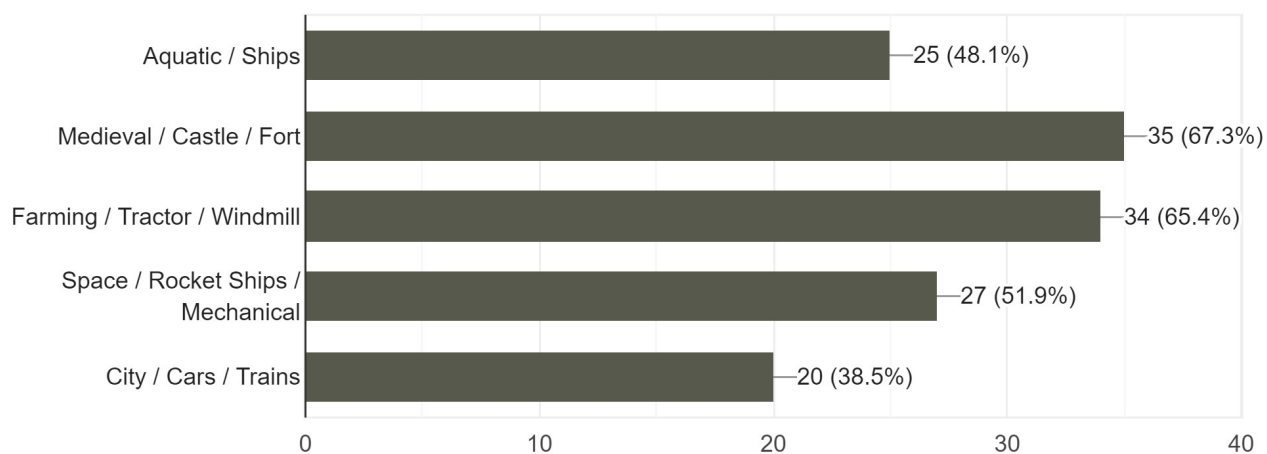
Thinking smaller children, would you like to see any of the following:

51 responses



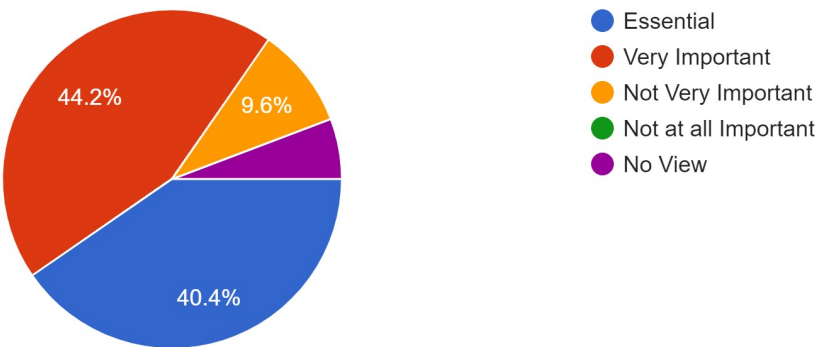
Themed Imaginative

52 responses



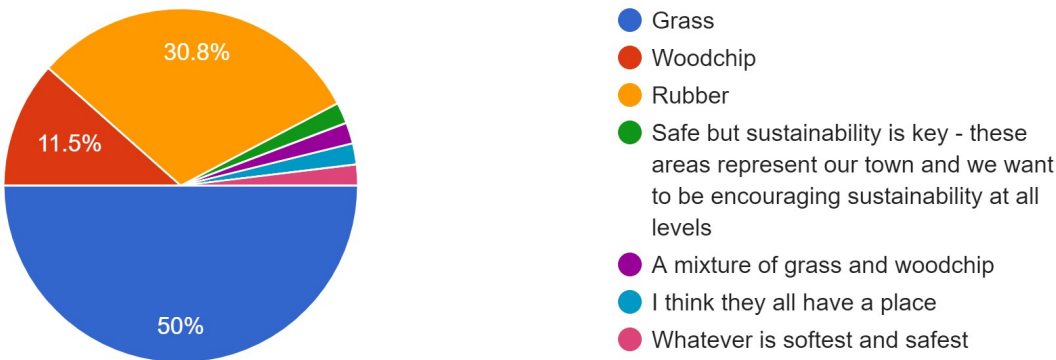
Thinking about the play areas, is it important that children of different ages can play together

52 responses

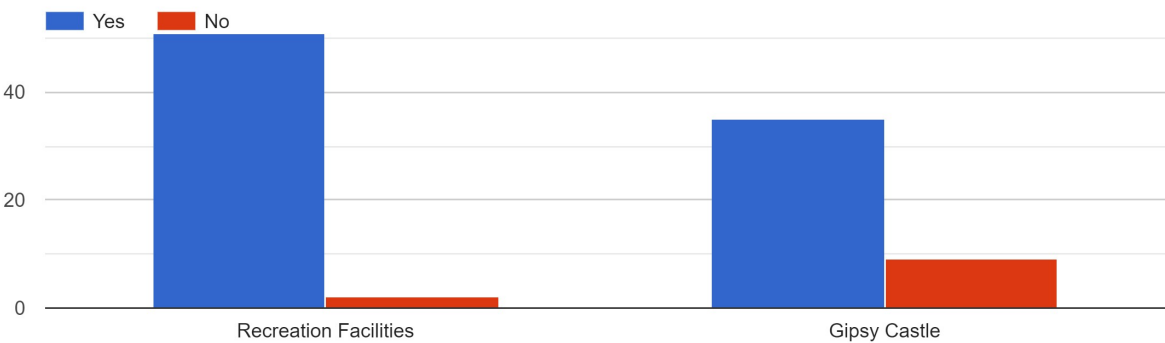


Which type of playground surface would you prefer?

52 responses



Would the play areas benefit from additional seating?



What is your young persons age?

54 responses

