

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 6th November 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. Wildlife presentation Dave Pope
3. Declarations of Interest & Code of Conduct
4. Questions from Members of the Public
5. Minutes of the meeting dated 2nd October 2023
6. Henallt Exhibition – Cabinet of Curiosities
7. Hay Town Plan
8. Office
9. Thank you presentation
10. Car parking by Pavilion
11. Sub Committee TORs
12. Subcommittee Reports / Minutes
 - a) Finance
 - I) Draft Precept 24/25
 - II) GDPR
 - III) Date of next meeting
 - b) Estates
 - I) Cemetery
 - II) Estates survey
 - III) Date and time of next meeting

- c) Premises
 - I) Oxford Road Toilets
 - II) Date and time of next meeting
- d) Communications
 - I) Date and time of next meeting
- e) Events
 - I) Citizen of the Year
 - II) Remembrance
 - III) Xmas Lights
 - IV) Date and time of next meeting

13. Report of the Clerk / RFO

- i) Bank Reconciliations
- ii) Major Correspondence
- iii) Annual Leave

14. Report from County Councillor

15. 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
- l) Hay Youth Club

16. Date and time of next meeting:

Monday 4th December at 6.00 pm – to be confirmed.



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).

7. Hay Town Development Plan is a working document and distributed separately

8. Quote for heaters for Office distributed separately

11. Sub Committee TOR's distributed separately

12 a I – Draft Precept

Suggested Precept 2024 - 25 after expected Income

Sub Committee	Resource	Sum of Precept Budget
Finance	Admin	21204.80
	Reserves	9000.00
	Professional	
	Fees	7030.00
Finance Total		37234.80
Premises	Toilets	12740.00
	Pavilion	10430.00
	Admin	3000.00
Premises Total		26170.00
Estates	Car Park	6000.00
	General	4750.00
	River Path	3000.00
	Play Park	1500.00
Estates Total		15250.00
Events	Lights	3000.00
	Summer Show	3000.00
	Other Events	150.00
Events Total		6150.00
Communications	Communications	900.00
Communications Total		900.00
Grand Total		85704.80

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Do we need to include benches, litter bins, planters, signage and anything else HTC has positioned around town?

Warren Close & The Meadows

Visual inspection of trees, report any damage and/or safety issues.

Ensure grass has been cut.

Report any litter and/or invasive species.

Frequency monthly.

Old Railway & Bailey Walk Footpaths - Jeff

Visual inspection of trees, former railway bridge and surface of the footpaths, report any damage and/or safety issues.

Report any vegetation starting to encroach on the footpaths.

Visual inspection former railway bridge.

Report any litter, fly-tipping, invasive species etc..

Frequency weekly.

The Gliss

Visual inspection of trees, former railway bridge and surface of the area (especially potholes), report any damage and/or safety issues. Visual inspection of the inclusive fishing platform & canoe launch site, paying attention to debris and mud build-up after flooding.
Report any litter, fly-tipping, invasive species etc..
Frequency monthly.

Black Lion Green

Visual inspection of trees, report any damage and/or safety issues. Ensure grass has been cut.
Report any litter, fly-tipping, invasive species etc..
Frequency monthly.

Gypsy Castle Playground

Visual inspection of play equipment, paying attention to wear on chains, shackles and surface under and/or around each piece, report any damage and/or safety issues.
Ensure grass has been cut, hedges are in good order and nettles, brambles etc are not present.
Report any litter and/or vandalism.
Frequency monthly.

Brecon Road Playground & Tennis Courts

Visual inspection of play equipment, paying attention to wear on chains, shackles and surface under and/or around each piece, report any damage and/or safety issues.
Ensure grass has been cut, hedges are in good order and nettles, brambles etc are not present.
Check surface and nets of tennis courts for any wear and/or damage, ensure trees do not get established around the perimeter.
Report any litter and/or vandalism.
Frequency monthly.

Cricket/football field & Carpark

Walk through, visual inspection of ground surfaces, checking for litter, fly-tipping & vandalism.
Ensure tree and hedges are in good order.
Report any litter, fly-tipping, invasive species etc..
Frequency monthly.

Please report any issues to the Clerk.

Implementing these regular inspections will allow HTC to meet its obligations, regarding safety of the public using our sites, under the Occupiers Liability Act 1957.

As well as these regular inspections by HTC councillors perhaps we should encourage residents and visitors to be more proactive in reporting any issues they encounter.

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Quotes for Oxford Road Toilets distributed separately

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Bank Reconciliation as at 31 st October 2023.			
Current account balance	£35,349.74		
Projects account balance	£13,773.21		
Savings account balance	£15,182.89		
Less unrepresented transactions			
Estates	£1,266.00		

Transactions 1 st October – 31 st October by Sub Committee and Resource.			
Income Administration			£747.96
Income Pavilion			£245.00
Income Toilets			£1,749.55
Expenditure	Finance	Administration	£2,358.36
Expenditure	Finance	Professional Fees	£0
Expenditure	Finance	Reserves	£0
Expenditure	Estates	General	£50.00
Expenditure	Estates	River Path	£1,500.00
Expenditure	Estates	Cemetery	£3,015.09
Expenditure	Estates	Car Park	£0
Expenditure	Estates	Play Area	£144.00
Expenditure	Premises	Toilets	£1,969.24
Expenditure	Premises	Pavilion	£1,065.46
Expenditure	Premises	Administration	£300
Expenditure	Events	Lights	£0
Expenditure	Events	Other Events	£0
Expenditure	Events	Hay Summer Show	£0
Expenditure Communications			£0

13 ii Major Correspondence

Communication October 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
Numerous	Welsh Water Meeting	Various	Email
01/10/2023	Nomination	Beverley Holmes	Email
02/10/2023	IRP acknowledgment	Welsh Government	Email
03/10/2023	Transforming Towns	Powys CC	Email
03/10/2023	Electric Bill	British Gas	Email
03/10/2023	Electric Bill	British Gas	Email
04/10/2023	D Day Celebrations	OVW	Email
04/10/2023	Powys Public Services Board	OVW	Email
04/10/2023	CLlr visit request	Cartref	Email
05/10/2023	Oxford Rd Toilets	Sheppards	Email
05/10/2023	Thank you	Fishing Disabled ramp	Email
05/10/2023	Pavilion Booking	Football Club	Email
09/10/2023	10ft container	Monnow Site Services	Email
09/10/2023	Powys Green Guide	PACE	Email
09/10/2023	Objection letters	Various	Email
10/10/2023	Former Barclays Bank	James Faulks	Website
10/10/2023	Training	OVW	Email

10/10/2023	Hiking event	Stephen Davis	Email
11/10/2023	Local places for Nature Grants	Powys Nature Partnership	Email
11/10/2023	Hay & District Luncheon Club	Alan Nicholls	Email
12/10/2023	Section 6 Query	OVW	Email
12/10/2023	Accessibility, sustainability	PAVO	Email
13/10/2023	Cemetery	Powys	Email
14/10/2023	Bill	Vodafone	Email
16/10/2023	Problem with playground	Powys	Email
16/10/2023	RoSPA Invoice	Powys	Email
17/10/2023	Healthmatic	Andy Flemming	Email
18/10/2023	Concerns about Speedy	Dyfed police	Email
18/10/2023	Complaint Oxford Rd Car park	Patsy Marson	Email
19/10/2023	Energy Efficiency Community Buildings	BBNP	Email
19/10/2023	Canoe Launching upper bont	Sian Barnes	Email
23/10/2023	SLCC OVW Joint Event	OVW	Email
23/10/2023	Xmas Gift Bags	Foodbank	Email
24/10/2023	Section 6 presentation	Talgarth	Email
25/10/2023	Certificate	ICO	Email
28/10/2023	Invoice	OTM	Email
29/10/2023	Quote	Jack Biggs	Email
30/10/2023	Ownership of Land Query	BBNP	Email
30/10/2023	Sales Query	Soverien Play	Email
31/10/2023	Thank you	By the Wye	Email
31/10/2023	Invoice	OTM	Email
31/10/2023	Insurance	Zurich	Email