

Hay Town Council

Hay Town Council
Council Offices
Recreation Facilities
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Minutes of the meeting of Hay Town Council on Monday 3rd July at **6.00pm**
in the Council office, Brecon Road, Hay on Wye, HR3 5DY.

1. Apologies for absence

Present: Cllr F Howard, Cllr R Golesworthy, Cllr S Morris, Cllr J Morgan, Cllr J Hall, Cllr P Jenkins, Cllr G Williams, Cllr J Prothero, Cllr A Bielski, Cllr W Bielska.

Also present: Clerk C Bunton. David Evans.

Apologies for absence: Cllr Alan Powell.

2. Declarations of Interest & Code of Conduct

AP – HADSCAL, The Warren, Hay Woodland Group

FH – HADSCAL, Cheesemarket, Castle Trust, The Warren & proposed cycleway, Christmas lights testing, North Wier Trust, Gwynne's Almshouses.

RG – The Warren.

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

SM – 1st Hay on Wye Scout Group, Radnor Explorers, Summer Show, owner of business in Hay, Country Supplies & Post Office, ATM.

JM – Hay Woodland Group, Hay Warren Anglers, Repair Café.

JH – Hay Pride.

PJ – Hay Primary School, North Wier Trust.

AB – Repair Café.

WB – Chemist.

GW – Hay & Brecon Farmers, Payroll.

3. Questions from Members of the Public

None

4. Minutes of the meeting dated 19th June

Agreed as a true and accurate record with one amendment to page 1299, Estates, section 6.
Should read arisings not horizons.

5. Subcommittee Reports / Minutes

a) Finance

I) Digital Places

Meeting with Chamber of Commerce, Festival and Castle. Powys CC would like to make Hay Town a digital place. There is a grant possible that would make Wi-Fi available through the town for 5 years.

HTC need to give the go ahead. Powys will apply for the grant and oversee the system. Should we wish to continue after 5 years HTC will need to fund that.

Is also an option for monitoring tourism / traffic.

Chamber to find businesses to host boxes at a cost of approx. £20 a year electricity.

Cllr A Bielski and Cllr W Bielska joined the meeting.

Resolved: to approve the Digital Places Scheme in Hay on Wye.

Proposed JM, seconded PJ

Unanimously agreed.

- II) Xmas Lights 23
Chamber of Commerce asked to check how much Hay Town Council are budgeting to help with Xmas Lights. £3,000 confirmed.
Meeting needed to organise asap. JH to contact Emily to arrange.
Cllrs GW & JH to attend meeting on 14th July.
- III) Date of next meeting: 6th July 2023. 6pm Council Offices.
- b) Estates
 - I) Cemetery
BBNP have approved the works to finish the cemetery. Bat, bird and owl boxes have been ordered and due in the next week.
Powys CC have been notified that BBNP have signed off. Powys are investigating contracts.
BBNP will need to confirm all works have been completed. Quotes for remaining work has been passed to Finance. Remaining land to be cut in September.
When finalised to ensure there is a press opportunity.
 - II) Budget
Cemetery costs will not be in next year's budget.
Next Tree survey is due 2025/2026
 - III) Cleaning Recycling area
Resolved: Person is retiring in November that cleans the recycling area. Council to discuss the cleaning of the recycling area beyond this date.
To investigate the legalities of the adoption of the site.
To be discussed with Finance and the County Councillor.
 - IV) Grass waste
It has been noted that people are fly tipping at the compost point. Letter has been sent to the sports clubs notifying them that they would need to find a place for their grass clippings within their curtilage or remove from site. Looking at potential compost bins near the cricket nets.
 - V) Sports clubs parking area
It has been noted that lots of cars are parking on the field, encroaching onto the Cricket / pitch. Cllrs have been asked by members of the Bowls Club regarding protecting vehicles from Cricket balls. It was noted that Cricket Club was in situ before the bowls Club.
Resolved: long term future development possibly fencing bottom part of field from Bowls Club to Cemetery wall, remove block work and grass, move gate to top of Pavilion to be investigated.
Proposed SM, Seconded PJ

Unanimously agreed.

- VI) Paid Parking
Resolved: With the proposed development of the cattle market, Estates would like parking controls to be put on hold.
 Proposed JH, Seconded PJ Unanimously agreed.
- VII) Date and time of next meeting – To be Confirmed.
- c) Premises
- I) Toilets
- a) Door at Broad Street has now been fixed. Timers are not currently working. They have tried to be disconnected. Healthmatic have been emailed regarding this.
- b) Validators are breaking due to coins being pushed in too many, should be one coin at a time.
 Finance and Prems to investigate. It was agreed that we can not keep relying on Cllrs to fixing them. The last 2 weeks has had a minimum of 1 Cllr every day at 1.5hrs per day.
 Currently have no disabled toilets working.
 There have been a number of incidents recently with people excreting on toilet seats in both male and female toilets.
 It was noted that other Councils have moved to card only.
 Also noted that other Councils have units that are designed not to have seats.
 Collection of sanitary waste needs to be increased.
 Prems and Finance to investigate modernising of toilets.
- II) Pavilion Bookings
 There has been an issue regarding the key code has been given out and not returned to the key safe.
 Key safe code can not be given out by a third party. Foodbank are requesting their own copy of the key as it was not in the safe.
 Key safe code to be changed weekly and emailed out appropriately.
 Booking form to state its leasers responsibilities to clean toilets. Some of the long standing bookings have not completed a booking form. It is leasers responsibility to check cleanliness before use and report it. Users will be charged if cleaning is required.
Resolved: to change the code weekly:
 Proposed PJ Seconded JH Unanimously agreed.
- a) Pavilion toilets
 Were left in a disgusting mess. Cllrs had to clean.
- III) Date and time of next meeting – 11th July 6pm
- d) Communications
- I) Communications Guidance social media, internal and external communication, clear set of guidelines to be researched and prepared. Communication should go through the clerk. If a Cllr is approached then while yes can sign post to different agencies, Cllrs as a Councillor can not commit without discussing with Council.
Resolved: PJ & JH to investigate
 Proposed FH Seconded GW Unanimously Agreed.
- II) Newsletter

Draft newsletter sent out a few weeks ago. Cllrs approved it. Printed copies available if requested.

Resolved: Wye Local Spring & Autumn, HTC produced Summer & Winter Spring edition to include part of Annual report and link to the website for the full report.
Proposed FH Seconded RG Unanimously Agreed.

III) Alternative social media

Wondered if there would be any interest in HTC having a Twitter account.
To be considered after Social Media policy in place.

IV) Concerns were raised over facebook posts taking extra time if being checked. Posts to be checked by the clerk. Live posts will not be possible. PJ to draft posts.

V) Calendar of Hay events

At the beginning of every month list of events to be published on facebook and HTC website.

VI) Year to view calendar in the office.

SM to provide a wall calendar for in the office to list meetings and events.
Cllrs to contribute events. Start from September. Month to view.

VII) Cllr Contact details on website

Query was raised if Cllrs numbers are legally required on website. Clerk to investigate if it is law that Cllrs contact details are placed on the website.

VIII) Powys Communication website

AB & WB attended a meeting at Talgarth. They are wanting to set up an events, workshops, local businesses and clubs website for the whole of Powys.

e) Events

I) Xmas Lights 2023

£3,000 confirmed as HTC contribution towards Xmas Lights 2023. Meeting is needed with Emily. JH & GW invited to working group meeting 14th July.

II) Remembrance Parade 2023

AB will be taking the lead on it. Meeting needed with Kelvyn.

IV) Hay Summer Show. Cllrs to share the stall between 11am – 5pm.

JH to arrange a rota. Launching Citizen of the year & playground consultation.

V) Date of next meeting: 20th July after Comms.

6. Report of the Clerk / Responsible Finance Officer.

I) Bank Reconciliations

Previously circulated. No questions were raised.

II) Major Correspondence

Previously circulated. No questions were raised.

a) Fire station book recycling

Has been passed to senior officers within Fire Department.

b) Oxford Road Toilets

Invoice received for painting of Oxford Road. Council established who it was sent from.

c) Thanks from Alison Joyce

Thanks to Alan for attending and starting the Offa's Dyke race.

d) Hay Town Plan

Communication has been received from the supporting consultation company. Separate evening to be scheduled to create the Town plan. Plan for September.

III) Awards for All – Wales Grant process. Consultation to be done at Hay Summer Show.

7. Report from County Councillor

There is a grant regarding flood defence support from Powys. GR has been and visited the house that is eligible.

Nothing further on the cattle market.

Login Brooke – GR awaiting for the plan of who owns it.

Working on lots of individual things at the moment.

Disability access will be visiting on Saturday to see how they can support the town. FH to also attend with GR, what are the issues that people are facing.

Portfolio holder and housing officer are hopefully attending in August to start discussing housing needs in Hay.

8. HADSCAL

Are currently not ready to meet, tweaking the overall plan. They will contact HTC when they are ready.

9. BBNP / Powys

Concerns raised over BBNP not following rules eg planning applications seen within 28 days.

Powys not working within relevant timescales.

GR to invite Head of Planning or Chief Executive in the autumn.

10. Clermont Creans

FH has written to the Mayor. They are very keen, children are going to write letters, businesses to form links. Closed during the summer. They would also like to visit. Concerns were raised over cost and needing a reason to twin. Was noted that Hay is already twinned with 2 others.

11.

a) Gwynne's Almshouses – None.

b) Dial a Ride – Previously circulated. JH has dropped in and had a meeting, going to go out on the bus and see how it works. JH will have monthly meetings. Plant Sale on 29th July in Buttermarket, looking for plant donations.

c) Dyfed Powys Police – None.

d) Hay School Governors – None.

e) One Voice Wales – None.

f) Cheesemarket – None.

g) Hay2Timbuktu – None.

h) BBNP – None.

i) Chamber of Commerce – covered under digital places and Xmas lights, another meeting next Tuesday. FH will attend the next meeting with GW.

- j) Hay Summer Show – Running Sunday 23rd July, Playing Fields. Everything is coming together. Show starts at 11am stalls till approx. 5pm Bands till 8pm
- k) Hay Markets – None, but was noted that last Saturday was very successful.
- o) Hay Sports Clubs – None.
- p) Hay Youth Club – AGM will be the end of July. Taster sessions are running for year 6 over the next 2 sessions. Numbers stable around 40.

12. Date and time of next meeting:

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

13. Roles and remit of a Councillor.

Clerk to follow up request for face to face whole Council Code of Conduct and New Councillor Induction Training.

14. Any Other Business.

Lease for whole site to be found.

A handwritten signature in black ink, appearing to read 'Jane Howard'. The signature is written in a cursive, flowing style.

04/09/2023