

# Hay Town Council

Clerk & Financial Officer: Nigel Lewis  
Hay Town Council  
Council Offices  
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www.hay-on-wye.co.uk/htc  
Tuesdays to Thursdays till 3pm



Mayor - Cllr T Stedman

The next meeting of Hay Town Council will take place on Monday 5<sup>th</sup> November 2018 at **6.30pm** at the Swan Hotel, Brecon Rd, Hay-on-Wye

Planning applications and correspondence will be available from 6.00pm.

**Nick Burdekin**  
Clerk to the Council

## AGENDA

### Target Time

1. Apologies for absence
2. Declarations of Interest & Code of Conduct
3. Questions from the Public (5 mins allowed)
4. Police update
5. Minutes of the meeting dated 1<sup>st</sup> October 2018
6. Matters arising from minutes not listed on the agenda: (a) Barclays Bank (b) Hay Reserve held by Powys CC (c) School designs for bus shelter (d) Transfer of Christmas lights (e) Safety concerns Blue Boar junction (f) Hay & District Show (g) Salem Chapel (h) Any other items from minutes not listed
7. Sub Committee Reports/Minutes:
  - (a) Finance
    - i. Minutes of meeting dated 29<sup>th</sup> October 2018
    - (b) Fishing & Estates
      - i. Minutes of meeting dated 5<sup>th</sup> October 2018

(c) Town Events

- i. Walking Festival feedback
- ii. Senior Citizens' Party January 2019

(d) Council Premises

- i. Minutes of meeting dated 29<sup>th</sup> October 2019
- ii. Outstanding rent
- iii. Legionella / statutory testing
- iv. Damage to Council Office Roof
- v. Disabled toilet door Clock Tower

(e) Communications

- i. Minutes of the meeting dated 3<sup>rd</sup> October 2018
- ii. Website e-mail addresses
- iii. Wye Local Article - December 2018 issue (JPr) Deadline 14<sup>th</sup> Nov 2018
- iv. Newsletter - December 2018 issue (JP)

8. Transfer of Assets update

- i. The Login Dingle Motte and Bailey
- ii. Hay Common

9. Filming in Hay - Request for Permission

10. The Gliss

- i Land Registry
- ii Welsh Water works at the Gliss

11. 'Shared Spaces' update (to include 'Miles Without Stiles', Hay in Bloom and Hay Town Plan)

7.45 pm

12. Sports Management Committee

- (i) Possible lease arrangements with HADSCAL
- (ii) Bowls Club new pavilion - update
- (iii) Fundraising update
- (iv) Date of next meeting - 11<sup>th</sup> February 2019

13. Town Councillor - vacancy

14. Community Noticeboard - Offer from the Warren Trust

15. Consultations

- (i) Third Sector Annual Plan, PAVO - Deadline 19<sup>th</sup> November 2018 (All Cllrs)
- (ii) Independent Remuneration Panel, OVW - Deadline 27<sup>th</sup> Nov 2018 - (no-one allocated)
- (iii) Draft Corporate Plan 2019-2024, Mid and West Wales Fire and Rescue Service - Deadline 7<sup>th</sup> December 2018 (AP)

16. Play Areas

- (a) Monthly Inspection

## 17. Report of the Clerk/Responsible Financial Officer

(i)

### November 2018 Correspondence

a	Nia Hughes Powys CC	E-mail: Holding response for meeting re. cemetery
b	Melanie Hardwick Powys CC	E-mail: Meeting times for cemetery meeting
c	Kathie Hughes Powys CC	E-mail: Confirming payment of rates in rooms in C. Offices
d	Opus	E-mail: Status of accounts
e	Cllr TS	E-mail: Re. Samba band playing in Hay (request)
f	Machynlleth Council	E-mail: Sale of surplus play equipment
g	OVW	E-mail: Launch of assets & services toolkit
h	Carl Mortlock	E-mail: Order form for (x2) jobs at Gypsy Castle play area
i	OVW	E-mail: E-bulletin for September 2018
j	BBNP	E-mail: Planning apps 18/16432 & 18/16433 both permitted
k	Cllr RWG	E-mail: Confirming no response from Powys CC
l	Colin Davies Powys CC	E-mail: Cannot replace Children Playing sign lighting column Heol-y-Dwr
m	PAVO	E-mail: Invite to AGM /Conference 13th Nov 2018
n	Tenant	E-mail: Confirmation of meeting with Cllrs
o	NALC	E-mail; Chief Executive report
p	Cllr GR	E-mail: Re. road closure complaints from resident Castle Street
q	Tom Mills Heart of Wales	E-mail: Confirming site visit re. C. Offices roof repairs
r	Barclays Bank	E-mail: Follow up response - can't operate in Hay C. Offices/P. Office
s	Barclays Bank	Latest statements
t	Colin Davies Powys CC	E-mail: Confirmation will put up pedestrian sign at Heol-y-Dwr
u	Gale Frewin Powys CC	E-mail: Comm. Council Decision Notices
v	Jane Pashley Powys CC	E-mail: Wkly planning apps. 21st Sept 2018
w	Mid & West Wales Fire & Rescue	E-mail: Draft Corporate Plan Consultation
x	Michael Smith NRW	E-mail: Clarifying spend/templates/Welsh Language etc
y	David Pritchard	E-mail: Update re. Log in Dingle
z	Grant Thornton	Audited accounts 2017/2018
aa	Opus	Start of new 24-month contract for C. Offices 2nd Nov 2018
ab	The Swan Hotel	Invoices for room hire
ac	Npower	Update re. meter readings date
ad	Scottish Power	Statement re. Annexe
ae	Jane Ashley BBNP	E-mail: Planning and Public RofW. meeting 23rd Oct
af	Tom Mills Heat of Wales	E-mail: To Neil Clutton re. extra costs clarification for Powys CC re roof
ag	OVW	E-mail: Consultation on draft Annual Report
ah	Powys Health Board	Leaflets/posters re. new 111 out of hours GP number
ai	Phil Powell Gwent Energy	E-mail: List of electric car points in Monmouthshire
aj	BBNP	Planning app 18/16745 permission granted
ak	Healthmatic	E-mail; Invoice July - Sept 2018
al	Melanie Hardwick Powys CC	E-mail: Confirmation of cemetery meeting 8th Oct 2018
am	BBNP	E-mail: Permission granted for planning app. 18/1675/FUL
an	Welsh Government Lisa Aspinnall	E-mail: Link to report on review of Comm. & Town Councils
ao	Woolmer Fitzpatrick	E-mail: Quote for finger post arms for b/white marker post
ap	Resident	E-mail: Complaint about road closure affecting Bear St
aq	Tenant	E-mail: Response re. tenants' issues
ar	Annie Watkins PAVO	E-mail: Request to take part in 3rd Sector Annual Plan

as.	Opus	Statement of Account
at.	Huws Gray	Invoice
au.	Hay Castle Trust	E-mail: Response re. Bear St resident complaint
av.	Cultivation Street	E-mail: Link to newsletter/list of winners
aw.	Healthmatic	Invoice for toilet door hinge replacement
ax.	Marian Lally	Payslips
ay.	Broxap	Outdoor gym equipment
az.	NALC	E-mail: Chief Executive's bulletin
ba.	Cllr TS	E-mail: H2T assessors visiting Hay on 23rd Oct
bb.	Jo Lancey Powys CC	E-mail: Able to meet re. Blue Boar
bc.	RS Engravings	Invoice: Plaque for Brian Wilding bench
bd.	Canoe Club	E-mail: Invite to photo opp. Re. Recycling Grant completion
be.	Cllr TS/Nia Hughes	E-mail: Groundwater Assessments for cemetery site
bf.	BBNP Jane Pashley	E-mail Wkly list of planning apps 28th Sept 2018
bg.	Cllr TS/BBNP	E-mail: Pre planning app guidance
bh.	Sian Lewis-Davies Powys CC	E-mail: Confirming Cllr Vacancy Notice deadline 29th Oct 2018
bi.	Gareth Ellis Green Valleys	E-mail: Report showing Hay's general energy usage
bj.	Chris Kemp, Tenant	E-mail: Request to be infomed re.future of C.Offices
bk.	Chris Kemp, Tenant	E-mail : Reporting leaking town on outside of C.Offices
bl.	Carly McEniff Fitzpatrick signs	E-mail: Proof of finger post 'arms'
bm.	Powys CC	Rates for Council Offices
bn.	Ruth Middleton PAVO	E-mail: Remidner re. PAVO conference 13th Nov 2018
bo.	Nature Signs Design	E-mail: Requesting further info for interpretation boards
bp.	Sian Lewis-Davies Powys CC	E-mail: Ack Declaration of Acceptance for Cllr Simon Morris
bq.	BBNP	E-mail: Permission granted for planning app. 18/16524/FUL
br.	Corona	E-mail: Invoice for gas at Sports Pavilion
bs.	Powys CC	E-mail: Planning decisions 1st to 12th Oct 2018
bt.	Jane Pashley Powys CC	E-mail: Wkly planning apps. 5th Oct 2018
bu.	OVW	Invoice for R Greatrex attendance at conf. March 2018
bv.	BBNP	E-mail: Permission
bw.	Barclays	Current account statement
bx.	HFAS	Invocie for testing fire extinguishers in C.Offices
by,	BBNP	E-mail: Plann app 18/16485/LBC Spar sign permission given
bz.	BBNP	E-mail: Permission granted for 18/16447/ADV
ca.	Sophie Rees Fire Service	E-mail: Roadshows 2019 poster
cb.	PlayQuest	Invoice for works at Gypsy Castle Play Area
cc.	Marion Bufton Powys CC	E-mail: Copy invoice for play area works
cd.	Jane Pashley Powys CC	E-mail: Agenda for Planning, Access and RoW 2rd Oct 2018
ce.	BBNP	E-mail: Agenda for BBNP meeting 23rd Oct 2018
cf.	BBNP	E-mail: Planning App. 18/16691/LBC for 14 Castle St
cg.	Adam Parry Powys CC	E-mail: Response for street lighting column on Hay Bridge
ch.	The Ramp People	E-mail:Invoice for (x7) portable ramps NRW
ci.	BBNP	E-mail: Permission granted for 18/16464/TPO
cj.	Dial-a-Ride	E-mail: Request for room bookings in 2019
ck.	HFAS	E-mail: (x4) invoices
cl.	Cllr JPr	E-mail: Condition of fence behind Hay Craft Centre
cm.	Joshua Burrows BBNP	E-mail: Planning app. 18/16720/FUL

cn	Rob Williams	E-mail: Reporting a fault in referee's room
co	BOSS	E-mail: (x2) invoices for ink
cp	NRW 'Shared Spaces'	E-mail: Confirming can delay part of the claim
cq	LCAS	E-mail: Tree management risks
cr	John Winter	E-mail: Request to put H2T registered office sign up in C. Offices
cs	Steve Jenkins	E-mail: Ack. Receipt of recycling grant for Junior Football club
ct	Ken Yorston Powys CC	E-mail; Scaled map of cemetery
cu	BBNP	E-mail: Permission granted for 18/16552/LBC & 16551/FUL
cv	Jane Pashley Powys CC	E-mail: Wkly list of planning apps 12th Oct 2018
cw	Chris Kemp, Tenant	E-mail: Re. trade waste disposal/recycling at C. Offices
cx	Royal British Legion	Invite to Mayor of Hay to attend Remembrance Sunday 11th Nov 2018
cy	Tree Charter	E-mail: Reminder of tree charter day on 24th Nov 2018
cz	OVW	E-mail: Training opportunities in Nov 2018
da	NALC	E-mail: Chief Executive's bulletin
db	BBNP	E-mail: Agenda for meeting on 2nd Nov 2018
dc	Sue Ward Pembroke T. Council	E-mail: Thanks to Deputy Mayor Cllr JP for meeting Samba Band in Hay
dd	Kittie Powell BBNP	E-mail: Wkly list of planning apps 19th Oct 2018
de	Gayle Frewin Powys CC	E-mail: Council decision notices 15th - 26th Oct 2018
df	Barclays Bank	Mixed payment plan charges
dg	NRW 'Shared Spaces'	E-mail: Acknowledging receipt of Initial Grant Claim
dh	The Ramp People	E-mail: Invoice for (x7) portable ramps for 'Shared Spaces' project
di	Marian Lally	Payroll
dj	OTM	E-mail: invoice for grass cutting Oct 2018
dk	Kate Lawrence Powys CC	E-mail: No election has been called for Cllr vacancy
dl	The Swan Hotel	E-mail: Invoice for room hire 5th Nov 2018
dm	Hardey Speight	E-mail: Requesting permission to film/drones in Hay
dn	Isobelle Keith	E-mail: Any help from HTC re. pedestrian crossing on Brecon Road
do	BBNP	E-mail: Resident at Millbank Cottage has closed a path- not a PRoW
dp	Powys CC Recycling	Recycling Agreement
dq	Ken Blake Brisco	E-mail: Quote for waymarkers for Mile Without Stiles 'Shared Spaces'
dr	BOSS	E-mail: Invoice for ink
ds	Wild Flower Shop	E-mail: Invoice for wildflowers for 'Shared Spaces'
dt	Fitzpatrick Woolmer	E-mail: Final proof for 'arms' for b/white marker o/side C.Offices
du	Barclays	Account statements
dv	Anita Wright	E-mail: Response and requests re. Comm. Speedwatch Team
dw	<b>Late Correspondence</b>	

- ii. Balances & issue of cheques
- iii. Bank account reconciliations

18. Report from County Councillor

8.45 pm

19. Report from the Chairman

20. Reports from representatives: (a) Dyfed Powys Police; (b) Gwynne's Almshouses; (c) Dial-a- Ride; (d) Hay School Governors; (e) One Voice Wales; (f) Bronllys Wellbeing Trust; (g) Cheesemarket; (h) Hay to Timbuktu (H2T);

(i) BBNP; (j) Affordable Housing Group; (k) Chamber of Commerce (l) HOWLS  
(m) HADSCAL community centre

21. Planning

(a) Urgent Mayor and Deputy Mayor Authorisation  
None

(b) Planning Applications for Comment

(i) Application Ref: **18/16691/LBC** - 14 Castle Street, Hay-on-Wye HR3 5DF -  
To repair a bay window and adjacent building fabric damaged when a car  
crashed into the building

(ii) Application Ref: **18/16720/FUL** - 16 Heol Y Dwr, Hay-on-Wye HR3 5AZ -  
Erection of a single storey garden room and a garden shed adjacent the rear  
garden entrance

22. Motion to Exclude Members of the Public and Press

To approve a motion under Section 1(2) Public Bodies (Admission to  
Meetings) Act 1960: "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."

23. Date of December meeting - Monday 3<sup>rd</sup> December 2018