

# Hay Town Council

Hay Town Clerk: *Mr Nicholas Burdekin*  
Hay Town Council Offices  
Brecon Road Recreation Facilities  
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Mayor - Cllr S Morris

## Minutes of the Communications Sub-Committee Thursday 20th May 2021 at 6.00 pm Zoom meeting

**Present:** Cllr T Stedman (TS) Cllr James Prothero (JPr) Cllr Isobelle Keith (IK)

Cllr Deb Landymore (DL) Cllr Jeff Morgan (JM) Cllr Josh Boyd Green (JBG)

### Apologies

There were no apologies.

### COM241. Election of Chair

TS elected as Chair. JM proposed and DL seconded. *Unanimously approved*

### COM242. Minutes of meeting dated 8th April 2021

The Minutes of 8th April were agreed as a true record.

### COM243. Matters arising

(i) Andrew Meredith artwork for sign - decision needed as to whether to use Andrew's artwork

- There is no need for the map at the moment.

(ii) Current times on signs to be altered - completed by Andrew Meredith

- These have been completed.

(iii) Town Plan Review

- TS suggested that Councillors should work through the Plan, update actions and bring to the next Comms meeting
- Wide range of stakeholders to be consulted e.g. schools
- Software called Citizen Lab could be used to promote engagement.

(iv) Miles Without Stiles booklet

- Amendments will be sent through to the office.

(v) Engine Idling - any update

- Hay School will produce posters to promote.

(vi) All Wales Play Equipment - photograph and article to be done

- To be promoted to the public via photos and in Annual Report.

**(vii) Any other items not on the agenda**

- To look into the website being searchable.

**COM244. Road Closures - Possible Criteria to Measure Effectiveness / If closure times need increasing or decreasing**

- DL will draw up a survey to get feedback from businesses most affected
- To be sent to committee members for comments.

**COM245. Annual Report**

**(i) Current situation (reports received from DL for Finance; JPr for Comms; and RWG for Estates and Premises)**

- Please send reports to TS
- DL to send Finance report to members

**(ii) Reports still needed from: Mayor, Deputy Mayor and Events**

Ideas for Events report:

- Remembrance Sunday
- The Christmas market
- Christmas hampers.

**(iii) Timeframe for report (deadline for Wye Local July edition 10th June 2021)**

- Insert deadline 20<sup>th</sup> June for July edition

**(iv) Wye Local article or insert?**

- Insert

**(v) Any topics to include alongside reports from Chairs?**

- Cemetery
- Transforming Towns
- The new play equipment
- Access to cash.

**COM246. Draft policies including Social Media**

- Working party was suggested, to include NB,DL & CW.
- TS & DL have professional knowledge to help.
- TS believes Social Media Policy should be driven by Comms
- Facebook should be used to share useful content
- Residents and businesses should contact HTC via Clerk's email
- Councillors' surgery was suggested
- Thursday 3<sup>rd</sup> June - JPr, TS, IK & DL would be in the market for monitoring on the road closures
- Gloversure (email addresses and website training) will be chased up for training via zoom
- JPr will take responsibility for website
- JPr & IK will work on Facebook.

**COM247. Any Other Business**

- A new printer will be costed
- An IT contract was possible, including a set amount of printed pages
- Tim Pugh could be consulted

- Road closures amended by Powys, now starting 27<sup>th</sup> May 2021 ie Thursday am to Saturday night
- Some cars are parked in Memorial Square car park when they should not be
- Mick Evans could be approached to see if he would close off the car park
- The trading situation will revert to normal if social distancing ends
- Any change will take place following public consultation.

**COM248. Date and Time of Next Meeting**

To be arranged

Signed.....

Date.....