

**Minutes of the
Communications Sub-committee meeting
of Hay Town Council held by Zoom on 8th April 2021 at 6.30pm**

Present: Cllr James Prothero (JPr) Cllr Trudy Stedman (TS)

Cllr Isobelle Keith (IK) Cllr Jeff Morgan (JM) Cllr Deb Landymore (DL)

In attendance: Chris Watkins (CW)

Apologies: Cllr Josh Boyd Green (JBG)

COMMS 232- Minutes of the Meeting dated 10th March 2021

These were agreed as a correct record once a mistake in COMMS 230 has been corrected regarding a trail cam which is there to monitor wildlife.

COMMS 233 - Matters Arising from minutes of the last meeting 10th March 2021

There are no matters arising which do not appear on the Agenda.

COMMS 234 - Road Closures for Hay in 2021

The Councillors agreed the importance of all the Councillors stressing the same message to the people of Hay i.e. once the Covid restrictions go, so will the need for road restrictions in Hay. Powys is driving forward the restrictions so the best person to approach may be Heulwen Hulme the Portfolio Holder for the Environment in Powys County Council. Other towns in Powys are also affected including Brecon and Crickhowell.

Hay residents and business owners are rightly concerned about the impact of covid on Hay and several have expressed their misgivings over the restrictions due to come into place. The Council is working to find solutions for problems brought to their attention. One such issue is the suggestion that people will find it difficult to collect their prescriptions in the afternoons with the road restrictions in place.

i) HTC 's communications already done - Wye Local, B&R response, Business leaflets

Hay Town Council's letter has been printed in the B & R. The business leaflets went out weeks ago. Next time it might be better to get Hay's communications out before the Powys notice goes out so people have as much notice as possible. With many of the businesses closed, it proved difficult to reach some people.

The Wye Local is available with the Hay information in it.

ii) HTC communications still to be completed - website, FB, Leaflet for TIC

A statement is needed for the website to show, for example, where the pop and collect points are. The table of hours can be taken from communications already sent out. It may be a good idea to mention the Public Health Act which is driving the covid restrictions. The statement will also stress that once the covid restrictions are no longer necessary, the road restrictions will not be in place. The statement for the website will need to be agreed at Monday's Full Council meeting. DL suggested that a link could be added to the website to the relevant Public Health Act.

IK will circulate information regarding Brecon that she has seen which could be useful in writing Hay's statement.

iii) Hand drawn map

Andrew Meredith is drawing up a proof map and will provide a quote for the work. The lady who drew the Mile Without Stiles map was not able to undertake the work.

iv) Times on signs of road closures to be changed

The current signs have the wrong times in place for the coming year and will need to be changed from 11 to 4 to 12 to 5.

TS suggested that councillors undertake an audit of signs to rationalise them. Too many signs can be unsightly and make the information harder to understand.

The Councillors need to consider where the signs will provide the greatest impact. Among the suggested sites are the Main car park and the Butter Market.

v) Video - once road closure measures in place

A video had been considered but after discussion, it was agreed that still photographs might be better. These could be uploaded to the council website and Visit Hay website. This is an item to be discussed in the Full Council on Monday.

COMMS 235 Town Plan Review

This Plan is dated 2015 but was looked at in 2019. It is usual for the Town Plan to be reviewed between 5 and 10 years so there is some leeway but should be updated in the near future. This would involve a public consultation which is currently difficult. This will be taken to the Full Council and DL suggested a small working group could be established which she was happy to be a part of.

COMMS 236 All Wales Play equipment - PR opportunities

There is currently an issue with the contractor over the Brecon Road playground. A new installation has been put into the playground but the contractor did not take out the ground surface but put a new surface over the old one. The cost is being queried. Once the issue has been resolved, photos can be taken for Facebook. The playground is fully open and children are already enjoying the new equipment. IK will take photos for an article. It needs to be mentioned in the article that HTC had a grant towards the cost.

COMMS 237 Miles without Stiles booklet- councillors' comments

TS and JM mentioned several things which need to be changed and they will forward these to the office.

TS mentioned she was being consulted about a possible Food and Walking Festival in October and that this could be a good time to publicise the Miles Without Stiles booklet.

TS asked that Nick be asked about the timescale for producing the leaflets.

COMMS 238 Action Plan (Including Annual Report timescales)

The Annual Report usually goes out in June. The Mayor writes a report as do the chairs of

the committees. The Report includes a list of councillors and their contact details. It also includes the Council's plans for the coming year and explains what has happened in the past year.

A list of Councillors who liaise with different groups could also be included.

JPr will write to the chairs of the subcommittees and ask them to write reports to start off the process.

The Annual Report could either be printed in the Wye Local or as an insert in the magazine. Last year it was a 12 page booklet but it probably will not be as long this year. The Wye Local is placed in local sites such as the library and the school and businesses get copies.

The article is always uploaded to the website.

COMMS 239 AOB

Several signs by playgrounds are severely damaged and these will be replaced as there are some Social Distancing signs in the office.

TS is waiting for Gloversure to get back to her regarding the new email addresses. It has been suggested that a reporter could attend meetings and this has happened in the past. It was agreed that it is useful to build up such relationships.

Perhaps the zoom meetings could be recorded and uploaded to the website.

Where the full Council minutes refer to the minutes of a subcommittee, would it be useful to have a link to those minutes?

JM asked if the minutes are searchable. TS will look into that.

At Full Council on Monday, an item on the Agenda is the return of the testing centre.

JM asked if the same banners can be reused with the dates changed?

Portaloos will be provided this time.

DL mentioned an email from OVW and has asked Nick to book her on a course about local elections which is her area of interest.

Regarding engine idling- IK spoke to the head of Hay School and they are interested in a poster competition in the new term. IK will liaise and follow up.

COMMS 240 Time and date of next meeting

Tuesday 11th May at 6.30 pm via zoom.

