

# **Minutes of the Estates & Premise sub-committee meeting of Hay Town Council on 3<sup>rd</sup> June 2021 held in the Sports Pavilion**

**Present:** Cllr A Powell (AP)      Cllr R Golesworthy (RWG)  
                 Cllr S Morris (SM)      Cllr J Morgan (JM)

**In Attendance:** N Burdekin (NB)

Apologies: Cllr F Howard (FH)      Cllr G Like (GL)

## **EP001. Election of Chairperson**

SM proposed RWG, JM seconded. *Unanimously approved*

## **EP002. Minutes of dated 24<sup>th</sup> November 2021**

AP proposed accepting the minutes as a true and accurate record, SM seconded. *Unanimously approved*

## **EP003. Matters arising from minutes not on agenda**

### **(i) 2 signs for the Gliss**

NB confirmed that the two signs for the Gliss saying "No overnight stays" in English and Welsh have arrived. RWG has visited the Gliss with Frank Davies. FD is going to purchase and install a 4x4 wooden post and attach the signs to the post as the signs won't fit correctly on the wall. **Action:** NB to contact FD to ensure work is completed

## **EP004. Land Registry**

### **(i) Register land at the Gliss and (ii) Register all HTC land with Land Registry**

The Gliss deeds have been returned to the office by TS. NB said he had e-mailed Kyle Robinson at Land Registry asking if Kyle can visit Hay to help HTC catalogue all deeds/parcels of land owned by HTC with Land Registry. **Action:** NB to pursue this as a priority and arrange a meeting with Kyle.

## **EP005. Disabled platform poor condition / not accessible currently**

JM said that the disabled platform at the Gliss is in very poor condition due to flooding and debris. Councillors agreed that the disabled platform needs to be cleared and the gravel removed could back-fill some of the potholes on the car park **Action:** NB to arrange for disabled platform to be cleared (unless the quote comes to more than £500.00).

## **EP006. Issues with canoes at the Gliss**

### **(i.) Canoe company (SWOAPG) request for a meeting**

NB had prior to the meeting circulated an e-mail from SWOAPG requesting a meeting with HTC. Two dates had been suggested: Friday 11<sup>th</sup> June or Monday 14<sup>th</sup> June anytime. Councillors agreed to meet with SWOAPG. **Action:** NB to finalise the meeting.

### **(ii) E-mail from Lynn Bulbeck, Environment Agency**

Prior to the meeting NB had circulated an e-mail from Lynn Bulbeck from the Environment Agency who had been in contact with Caroline Moscrop from

Natural Resources Wales. Lynn also attached photographs of the issues of canoes overloading in the Gliss and acknowledged the issue has been exacerbated by the closure to canoes launching from Glasbury Bont and that closing the Bont has simply moved the environmental issues down-river to Hay. JM suggested HTC writes to LB and ask what he would suggest HTC can do with the canoe companies as there are lots of complex, overlapping issues, including the environmental issues, noise and so on.

### **(iii) Update given by Caroline Moscrop (NRW)**

JM had spoken with Caroline prior to the meeting and so had NB. NB said that canoe companies should have a Notice of Consent with the NRW and she is aware of one company operating in Hay that has. NB had asked Caroline to see how many other canoe companies in the Hay area had a Notice of Consent and Caroline had said she would check this.

RWG said that the navigation rights downstream of Hay Bridge are regulated by the Environmental Agency, not the NRW. RWG added that HTC had previously looked at installing bollards with a gate and had received 3 quotes for this. This could be an option to re-consider, possibly without the gate.

JM asked if HTC as the landowner could stipulate how many canoes could launch per day per company. RWG said it was a good idea in principle, but almost impossible to police. RWG added that if HTC speaks to the canoe companies the question could be asked as to how many canoes they reasonably need a day to launch from the Gliss to see if the bollards option or any other option would be viable to help control the number and timings of canoe launchings. RWG also said that, if HTC bollards the canoe launching platform off, with a drop-down, coded bollard in the centre, if the canoe companies flagrantly abuse whatever agreement is proposed, HTC could simply change the security code and block access off. All Councillors agreed that this would be a case of last resort.

Another option discussed was to install a manual-arm barrier similar to that at the Toll Bridge. The barrier would have to go beyond the entrance to the car park through the railway walls in order to enable pedestrian access. If this was to be put in place, a better car park surfacing would be needed (concrete) and signage would be needed

**Action:** NB to contact Lynn Bulbeck and ask for advice

**Action:** NB to finalise a meeting with Steve Rayner (SWOAPG)

**Action:** NB to chase Caroline Moscrop for a response

**Action:** SM to try and meet with canoe companies when they have arranged their own meeting

**Action:** NB to get quote(s) for manual-arm barriers for the Gliss car park (try Toll Bridge)

## **EP007. Transforming Towns**

### **(i) ISIS Parklet to be finalise/photos taken**

RWG and AP agreed to move the one existing planter further along Castle Street. The other existing planter is at the start of ISIS' parklet. It was reported that ISIS has started to use its gazebo and has its own 'café barriers' so Councillors considered that the parklet would be completed once the planter had been moved. **Action:** RWG and AP to re-position planter on Castle Street.

**Action:** NB to take a photo of parklet with gazebo in place

**(ii) Steel bow railings for Nick Kerner – recommendation for Full Council**

Firstly, NB was asked to put in a full Planning Permission application before Monday 7<sup>th</sup> June 2021. **Action:** NB to complete Planning Permission a.s.a.p.

Secondly, RWG explained that Nick Kerner had given HTC an invoice in February 2021 and that he had inputted his invoice electronically and the VAT on the invoice (£1,454.80) had gone out of his account and he would not be able to claim this back until September. RWG said that this was unacceptable in his view as the invoice supplied was effectively a contract with HTC.

**EP007. Recommendation (i)**

That HTC, as part of the Transforming Towns grant, pays Nick Kerner a 25% deposit for the railings at the Cheesemarket, and that if the Granary railings go ahead, the full invoice be paid upon completion (but start with the Cheesemarket railings as a priority). And if the Granary railings are not carried out, NK to be asked to credit HTC with the balance.

RWG proposed. AP seconded. Unanimously approved.

**(iii) 12 planters from the Old Railway Line**

NB said that he had spoken to the Old Railway Line Garden Centre that day, and that the wood for the original planters was still held up in the EU. However, they had another source of wood and could make slightly different sized planters which would normally cost a little more for the same price as the original order. The Old Railway Line had also said that they could arrange for plants to be delivered to Hay to re-plant the existing 6 large planters in Hay (two of which's plants have died) with Summer bedding/perennials. The Fire Service had previously offered to carry out the planting.

Councillors discussed the proposed 12 new planters and said that, as High Town parklet is now no longer happening, the original purpose for these planters was now invalid. Councillors did not know where to locate the planters, who would water them, and were concerned with re-planting them every 6 months. As such, RWG proposed that HTC cancels the order for the 12 planters and gets a refund. AP seconded. *Unanimously approved*

In terms of re-planting the existing 6 planters, RWG said that the UK Government will be making an announcement on 21<sup>st</sup> June and this may render all road closures null and void. On this basis, RWG proposed deferring re-planting the 6 existing planters until the announcement by the UK Government on 21<sup>st</sup> June, JM seconded. *Unanimously approved*

**(iv) (x4) 2-person picnic seats**

It had been agreed at the previous Full Council meeting on 17<sup>th</sup> May that 2 of the seats be given to the café under Hay Bridge. However, given the complaint against the seating already under the bridge (seats not being sanitised) – see item EP008 below – that HTC defers giving 2 of the picnic seats to the Bridge Café.

**EP007. Recommendation (ii)**

That HTC defers giving 2 of the 2-person picnic seats to the Bridget Café due to a complaint about the condition of existing seating.

RWG proposed. SM seconded. *Unanimously approved*

The remaining two picnic seats to be installed at the Cheesemarket/rear of Green Ink Books a.s.a.p. and a photograph for the grant claim to be taken.

**Action:** SM and NB to get the 2 picnic seats installed at the Cheesemarket asap.

**(v) Photos needed of gazebos (ISIS and Hay Markets)**

NB to take photos of the gazebos being used by the community.

**(vi) Photos needed of the Buttermarket's storage trolley, benches, tables**

NB to take photos of these items being used by the community.

**(vii) Photo needed of Shepherd's Parasol**

NB to ask Shepherd's to provide a photograph of the parasol being used by the community.

**(viii) Photo needed of wicker chairs and tables/location to be agreed**

NB to take photos of these items being used by the community.

**(ix) Hand sanitising stations – need to be given out**

NB had prior to the meeting e-mailed Cllr JBG to see if the Parish Hall would take one of the hand sanitiser stations. If affirmative, NB to give sanitiser station to JBG and arrange for a photograph to be taken.

**EP008. Complaint regarding seating under Hay Bridge**

SM said that he had received a complaint about the condition of the seating under Hay Bridge that is being put out by the café. Apparently the seating is not being cleaned and sanitised by the owner of the café. The owner said that the seats are for all the public, not just his customers, so he is not responsible for cleaning and maintaining the seats. Councillors did not agree with this, particularly with the relevant H&S / environmental health legislation relating to Covid-19

**Action:** NB to forward complaint on to Powys CC as the landowner of the land directly under Hay Bridge.

**EP009. Fencing for Bailey Walk near the waterfall**

Councillors discussed the possibility of putting in fencing near the waterfall raised by Cllr FH at Full Council on 17<sup>th</sup> May 2021. Councillors discussed the issue, but unanimously agreed that it is not possible to sanitise every area and that any previous fences put in have been vandalised. Councillors agreed not to pursue this further.

**EP010. Mill Bank / Sally**

AP and JM had spoken to Sally at Mill Bank and Sally had asked if the brambles could be cut back as they are 6 feet high. JM said that HCWGG could do this work. The buddleia had also grown out of control. RWG was against any

significant cutting back of vegetation. However, Councillors unanimously agreed that the vegetation could be cut back moderately outside of the bird-nesting season.

**EP011. Mobility Play Provision for Hay's Play Area(s)**

SM reported that Cllr DL is looking at possible grants for mobility play provision in Hay, and that as items are so expensive, it might need to be done incrementally.

**EP012. Bench at Recreation Facilities – update from AP/RWG**

AP had inspected both benches in the play area at Brecon Road prior to the meeting. AP and RWG agreed to repair both benches. SM to supply an angle grinder.

**EP013. Ty Tan Art – request for signage on 6 planters in Hay**

Prior to the meeting, NB had circulated an e-mail from Ty Tan Art requesting signage to be put on the 'town' side of the existing 6 wooden planters in town saying "More businesses this way"-type message. Councillors agreed that if Ty Tan Art would like to supply their own sign(s) and pay for them, then they had no objections. **Action:** NB to inform Ty Tan Art of this decision.

**EP014. Plants for 6 remaining**

Item covered under EP007 iii above (item deferred).

**EP015. Hay in Bloom**

**(i) Possible planting scheme Forest Road grass verges**

Cllrs discussed this and agreed that Hay in Bloom should put together a plan for any proposed planting schemes and then bring the plans back to HTC for comment. RWG was against any formal beds on Forest Road,

**Action:** NB to arrange the next meeting of Hay in Bloom to look at possible planting schemes and to re-visit the possible scheme at Hay Craft Centre.

**EP016. Hay Plastic Recycling Scheme – Community noticeboard enquiry**

SM said that there had been a request on the community noticeboard asking where plastic can be recycled in Hay. Councillors agreed that this was a request that could be passed to Low Carbon Hay.

**EP017. Legionella Risk Assessments and Training**

NB reported that he and CW had taken part in Legionella testing training with Ligtas on 24<sup>th</sup> May 2021. Ligtas also completed risk assessments for the two sets of public conveniences and the sports pavilion. The assessor made some recommendations that NB will share before NB and CW begin weekly Legionella testing at the Sports Facilities. Healthmatic should be carrying out the Legionella testing at both sets of toilets.

**EP018. Community Asset Transfer**

**(i) Hay Common and (ii) Login Dingle - deferred**

**(iii) Hay Public Conveniences**

NB said that David Pritchard had requested information relating to the income and general expenditure/costs for each toilet site as part of the information he needs to complete his report for HTC's request to take the public conveniences on a Freehold basis. Councillors asked NB to provide DP with the information requested and to make sure DP is aware of the fact that HTC is running the toilets at a significant loss on an annual basis.

**EP019. Action Plan 2021/2022**

NB said that as this was the first meeting of E&P there was no up-to-date Action Plan. NB/CW will draw up a new Action Plan for 2021/2022 for E&P and will look at the old Fishing & Estates Action Plan to see if any items need to be included in the new action plan.

**EP020. Any Other Business**

NB said that Powys CC had been informed of the ash tree under Hay Bridge and asked to deal with the fact that the tree appears to be dead or dying from ash die back disease. Powys CC had acknowledged receipt of the request.

NB added that Powys CC had confirmed that when works to Hay Bridge parapets takes place, Hay Bridge will not be completely closed, only one carriageway will be closed and it will be controlled by two traffic lights.

JM said would HTC consider CCTV as there had been a marked increase in vandalism. This idea was deferred for now, although Councillors did discuss a variety of CCTV companies.

**EP021. Time and date of next meeting**

To be arranged by NB.

Signed.....

Date.....