

Hay Town Council

Hay Town Council
Council Offices
Recreation Facilities
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Mayor - Cllr D Landymore

A Special Meeting of Hay Town Council will take place in the Council Offices, Brecon Road, Hay-on-Wye on Wednesday 19th October 2022 at 6.30pm

Present: Cllr F Howard (FH) Cllr S Morris (SM) Cllr J Morgan (JM)
Cllr J Prothero (JPr) Cllr R Golesworthy (RG) Cllr J Hall (JH) Cllr P
Jenkins (PJ) Cllr A Bielski (AB)

Apologies: Cllr D Landymore (DL); Cllr A Powell (AP) Cllr R Jones (RJ)

2. Declarations of Interest
None

3. Debbie
Debbie is really quite unwell at the moment she will be attending civic ceremonies but stepping back from day to day council business until January. Unanimously agreed to order Debbie flowers, CB to order, JP to deliver.

4. Remembrance
All Cllrs to be present on 13th please, 2.30pm Clock Tower. FH to do reading in the church. DL to lay the wreath.
There is also a short service at 11am on 11th everyone is welcome to at the Cenotaph.

5. Christmas Lights
FH and SM had a very positive meeting with John Evans and Emily Daw and everything is moving forward. Costs at maximum will be £7000. Friday night will consist of a mix of community group / charity stalls and food & drink stalls. Hay Primary school will be selling items in the Buttermarket.
Trish Kiddle and The Woodland Group are this years Citizens of the year.
FH to contact Kristina regarding certificates.
FH & PJ will be contacting local businesses asking them for a donation.
Next Meeting is 21/10/22 with Chamber of Commerce, Festival and Castle.

6. Responsibilities
Chairs of sub committees to take more responsibility on for their areas.

Estates and Premises to be split as per previous discussions. AB to join Premises.

Comms subcommittee JH is happy to chair.

Events subcommittee is on hold.

7. Ash Die Back
Awaiting report.

Re emergency work done. Quote £480 received was for 2 dead elms and a precarious fallen ash. This was agreed by Finance and work continued. While working another tree with 2/3's of trunk rubbed away was seen and removed.

8. Garage

Recent communication has suggested that the garage is collapsing. JM & SM have inspected and it is felt that it is not yet collapsing and can be made safe in the short term with supports and agro props to enable Council to have time to sort an alternative. JM and SM to prop.

RG to contact Brian Price to discuss placement for new shed.

CB to find previous quote for concrete base and block shed.

Some consideration was given to price increase as quote was received quite a while ago.

It was suggested that an allowance of 20% so an extra £600 on the original quote was allowed.

Proposed JM, Seconded SM

Unanimously agreed.

9. Healthmatic

A bill has been issued that includes the cost of a new card reader. Cllrs remember this being discussed as being free, FH to contact Healthmatic to discuss.

10. Damaged toilets

There has been some damage and mess left in the toilets. Contracts to be drawn up for regular users. CB to draft.

11. Key #3

Is missing from the master set. JM to ask Frank to quote for replacement lock in office and pavilion.

Proposed FH, Seconded SM

Unanimously agreed.

12. Communicate

Ongoing issues with internet. Clerk using personal mobile phone to hotspot internet in the office. Suggested that joint calls and broadband package is sorted with BT.

Proposed FH, Seconded RG

Unanimously agreed.

13. RFO emails / Bank Access / HMRC Access

RFO now has a designated email address; rfo@haytowncouncil.gov.uk
Has requested access to bank account and HMRC
Proposed FH, Seconded RG

Unanimously agreed.

It was suggested that additional signatories and Cllrs able to process online banking are needed. JM and SM volunteered.
Proposed FH, Seconded SM

Unanimously agreed.

14. Booking Form for Pavilion
CB to create.

15. Petty Cash

It was suggested that a base of £100 petty cash to be kept with lockable box and petty cash book.
RFO to include Petty cash report in monthly report.

16. Cheques to sign

Outstanding cheques signed at end of meeting.

17. Toilet money

Paying in at the post office card is now being kept by SM. RG can take toilet money straight to the post office to pay in.

18. Contract for Claire

OVW template contract and previous clerks contract to be sent to FH for comparison with a view to drawing up a contract for CB.