

# Minutes of meeting of Hay Town Council held at The Swan Hotel, Church Street at 6.30pm on 2<sup>nd</sup> July 2018

**Present:** Cllr T Stedman (TS)      Cllr A Powell (AP)      Cllr J Pearson (JP)  
Cllr F Howard (FH)      Cllr J Prothero (JPr)      Cllr J Gamon (JG)  
Cllr H Davies (HD)      Cllr H Sawyer (HS)      Cllr R Golesworthy (RWG)

**Apologies:** Cllr D Price (DP)      County Councillor G Ratcliffe (GR)

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

## **2042. Declarations of Interest & Code of Conduct.**

FH – HADSCAL, Cheesemarket Trustee, The Warren, & Proposed Cycleway

RWG – HADSCAL, The Warren

AP – HADSCAL, The Warren, Hay Woodland Group

TS – Hay Woodland Group

HS – Booths Bookshop

JG – President Black Mountain Lions & Director of Tourist Information

JP – BBNP Local Access meeting, Herefordshire Local Access Forum, Powys Local Access Forum. Also, Planning Application 12 High Town

## **2043. Kingdom Project**

Ami and Georgie introduced their colleague Lea to Cllrs. The launch events will take place on Saturday 25<sup>th</sup> August. It was explained that tickets for the events are about to go on sale. Posters will also be displayed. A discussion was held about where they could install a large poster, A0 in size. FH suggested asking the Hay Castle Trust if they would be prepared to site the sign on their land overlooking Memorial Square to give maximum exposure to residents and visitors. Georgie then asked for any further suggestions to be included on the invitation list. Lea agreed to send final designs to TS and JP so that they can add the poster to Hay Town Council's website and Facebook pages.

## **2044. Questions from the public**

None were raised.

## **2045. Barclays Bank**

Andrew Williams, Chair of the Chamber of Commerce, and Josh Green, Deputy Chair, introduced themselves to Cllrs. Andrew has had one or two representations from businesses in Hay regarding the closure of Barclays Bank in September 2018. Andrew said that the CofC will support Hay's businesses to do on-line banking. Andrew's overall view is that the bank closure is not a significant issue, giving his own business as an example and the fact that he very rarely visits a branch, but does all his banking on-line.

FH said that there is an issue that is raised frequently that businesses cannot access change. Andrew said that most banks have accounts with the Post Office to get cash, although currently Barclays doesn't have this account. JG added that currently businesses can draw £500 cash a day by arrangement, but for amounts more than £500, special dispensation is needed which may cause problems.

TS said that there had been a meeting earlier in the day with JP, Andrew and representatives from Hay Festival to discuss the issue of the bank closure. One proposal was to speak with the Yorkshire Building Society to see if they would be prepared to install a cash machine. A meeting with Barclays and Kirsty Williams AM will take place on 5<sup>th</sup> July and Barclays will be asked if they can replicate the Nat West idea of a weekly

mobile service or something similar. Andrew added that Barclays will put on the service of collecting cash by arrangement.

#### **2046. Christmas Lights**

TS said the Wales Audit Office could not foresee any issues HTC's transfer of the Christmas Lights from the council to the CofC. Andrew is happy for HTC to draw up a official legal transfer of assets including a clause to be inserted which allows for all lights to be returned to HTC should the CofC fall into difficulties.

#### **2047. Community Bank**

TS adjourned this to be discussed in CAMERA under item 2066.

#### **2048. Police Update**

AP said there was nothing to report at this stage. NB added that this month's Police report hasn't been sent through electronically. NB to circulate electronic report when he receives it.

#### **2049. Minutes of meetings dated 4<sup>th</sup> June and 21<sup>st</sup> June 2018**

TS explained that for future HTC meetings, Cllrs will be asked to read the minutes beforehand and e-mail any errors or omissions through to NL/NB prior to the meeting. This will enable NL/NB to provide minutes as accurately as possible. The minutes are very substantial which makes it very difficult to comment during the meeting. However, there will still be opportunities to raise issues on the minutes during the meeting. But the new approach is to keep this to a minimum.

The minutes of the meeting dated 4<sup>th</sup> June 2018 were agreed as a true and accurate record.

Minutes of meeting dated 21<sup>st</sup> June – JG raised a small amendment for item 2041. 2<sup>nd</sup> paragraph from the bottom, JG asked that the word 'represent' be changed to 'present'. NB to make alteration.

#### **2050. Matters arising from minutes not listed on the agenda**

##### **(a) Defective play equipment Brecon Road**

AP explained that one piece of equipment at Brecon Road is defective, with a bolt head broken/unsafe. TS said that the first step is to take the equipment out of commission. NB to check Powys CC's grant funding to see if there is an opportunity to replace/repair this item of equipment. JG said that if money is needed, HTC could approach the Black Mountain Lions. A site visit to be arranged with NB, RWG and AP to see how to safely de-commission the piece of equipment.

FH said she felt strongly that if we remove this piece of equipment, we should replace it with like for like for like or a similar item. RWG said that Cusop has recently installed new play equipment. Item to be placed on F&E agenda to look at potential new play equipment.

##### **(b) Brian Wilding bench**

AP has been to see the local residents, and they are happy for the new bench to be installed at Gypsy Castle Recreation Area. NB said that Brian has provided HTC with the cheque, which covers the cost of purchase, installation and plaque. NL raised the issue of ongoing maintenance. There are two ways residents can contribute to benches in Hay. Either by 'adopting' a bench, or by buying a bench. However, those who purchase a bench are making a larger contribution and the ongoing maintenance should be met by HTC from the 'adopt a bench' scheme fund.

FH raised the issue of how many benches does HTC need and asked whether we could identify possible locations. HD asked if HTC takes over maintenance, would HTC ultimately be responsible for replacing it. JG suggested that benches bought by residents in the future belong to HTC and therefore become its property and its responsibility to maintain and replace.

**(c) Siting of plaques**

RWG and NB have met with Frank Davies who will install both plaques at the Buttermarket. Frank has provided a quote for the work for £40.00. The plaques have not been installed to date.

**(d) Hay Reserve held by Powys CC**

NL said he was promised a reply by 17<sup>th</sup> April in the initial response from Powys CC and has followed this up with the relevant officer, but as yet no reply. NL to try again to get a response.

**(e) Legionella Testing**

NB said that a consultant from Alcumus (based in Cardiff) is coming to Hay on 24<sup>th</sup> July to carry out Risk Assessments for: Council Offices; Sports Facilities; Oxford Rd toilets; and Broad St toilets. These Risk Assessments will enable HTC to understand what is needed to be done at each site on a weekly and annual basis. Alcumus will not carry out the actual water testing in the future.

**(f) Business Debit Card**

NL said nothing to update at this stage.

**(g) School designs for bus shelters**

JP said that the school is progressing on this issue.

**(h) Any other items from minutes not listed on the agenda**

FH raised the issue of issuing Powys CC for the work done to repair the fence behind St Mary's Church. NL said he didn't think it likely that they would pay HTC, but it would be more likely if we said the work was done by the Hay Community Woodland Group. NL to ask Powys CC to pay for the work on this basis.

NL asked Cllrs about the way forward for emptying the dog bins on the Old Railway Line as the current volunteer, Jeff Morgan, has said he no longer wishes to empty them on a voluntary basis. RWG and AP have been emptying the bins for the past fortnight, but don't want to continue doing it. FH said that someone should be paid to carry out this task.

At this stage, TS declared an interest as JM is her partner and took no further part in discussions.

JG proposed that HTC employs someone to remove the waste. FH seconded this proposal. FH also requested that HTC looks at the possibility of having one street lighting column powered by dog waste. RWG added that JM has done a sterling job.

NL made two suggestions. Firstly, to ask JM if he would be interested in continuing to empty the dog bins if he was paid. Secondly, if not, to ask Malcolm Eager to do the same. Either way, there could be payroll implications. The payments could be made from the Recycling Fund. NL to add this item to the Finance Sub Committee agenda.

FH proposed that the Finance Sub Committee can make the decision outside of Full Council. JG seconded this proposal.

AP added that he has requested additional dog fouling signs from GR and is still waiting to receive the signs. AP to ask GR again.

## **2051. Sub Committee Reports/Minutes**

### **(a) Finance**

NL updated Cllrs to say that all information relating to the 2017/18 accounts will be sent to the auditors by the deadline, 23<sup>rd</sup> July 2018

NL added that there has been a letter from Barclays Bank stating they have overcharged HTC on international payments between 2005 and 2015 of £453.72 and that they will be refunding this amount. NL advised that he has no idea what this related to, and it was not for charges incurred since he was appointed Clerk in 2009.

### **(b) Fishing and Estates**

#### **(i) Minutes of meeting dated 5<sup>th</sup> June 2018**

AP read out the following recommendations from F&E.

#### **FE294. Recommendation:**

- (i) Approach residents in Warren Close and Birch Grove (alongside Warren Lane) to see if they would be interested in a growing space and/or community orchard.

HS proposed, FH seconded. *Unanimously approved.*

#### **FE300. Recommendations:**

- (i) To choose "Nature Signs Design" as the successful contractor to make the interpretation boards.

TS proposed, FH seconded. *Unanimously approved.*

- (ii) To purchase (x4) A1 oak lectern interpretation boards from "Nature Sign Design". (x2) of these signs to be bespoke boards which will be hand-drawn maps of the river and interesting features, and (x2) will be generic/informative signs showing flowers/trees; insects/birds; mammals; and fish. The cost of the bespoke A1 boards is £1,262.50 each. The cost of the generic A1 boards is £972.50 each. Total costs of (x4) boards, not including delivery or installation = £4,470.00.

TS proposed, FH seconded. *Unanimously approved.* TS added that there is funding left from the previous Finger Post scheme (approximately £2k) which can help fund these new interpretation boards.

#### **FE303. Recommendation:**

- (i) That HTC puts in an Asset Transfer request to Powys CC for Hay Common

FH said that she would like to add the caveat that HTC proceeds, but only for a Freehold Lease. On this basis, FH proposed, JP seconded. *Unanimously approved.*

#### **FE304. Recommendation:**

- (i) HTC installs two 'arms' onto the black and white marker post outside Council Offices, total costs = £638.00

*Unanimously approved.* RWG said that we need to add "Le Redu" on one arm, and "Timbuktu" on the other, complete with mileage to each location.

### **(c) Town Events**

#### **(i) Meeting with Chamber of Commerce re. Christmas lights**

NL explained that the legal agreement will need to be drawn up by Williams Beales & Co. NL to progress this.

### **(d) Council Premises**

#### **(i) Damage to Council Office Roof**

NL said that work has not yet started. Awaiting start date from Powys CC.

#### **(ii) Tenancy Agreement for vacant room – main building**

The new tenant, Sam Goddard (Forest Schools Programme) will take up his tenancy from 1<sup>st</sup> August 2018. Sam will be given all the relevant paperwork by mid-July.

#### **(iii) Toilet issues**

RWG said that various issues have been raised. For example, the weight of the disabled toilet on Broad Street has been raised again. NB has asked Healthmatic about this twice already, and will ask them again if something can be done to make this door less heavy to open.

### **(e) Communications**

#### **(i) Minutes of meeting dated 13<sup>th</sup> June 2018**

The main points from the meeting dated 13<sup>th</sup> June 2018 are covered by the following points:

#### **(ii) Proposed Standing Orders 2018**

NB to circulate suggestions made by Comms Sub Committee for comments by all Cllrs. This item was deferred until the next Full Council meeting on 3<sup>rd</sup> September 2018.

#### **(iii) GDPR update**

NB said that he has read the relevant guidelines, and it states that all Cllrs need to be made aware of the amended data protection responsibilities in the new GDPR regulations. NB to put together a summary sheet for all Cllrs.

#### **(iv) Website update**

JP informed Cllrs that the new website is imminent to go live. TS said that the main item outstanding is to get the new Cllr e-mail addresses from the website design company, GloverSure. NB has been asked to put together the relevant policies that apply to HTC and then add these to the new website, which is in line with other Town Councils.

#### **(v) Wye Local Article**

JP will write the next Wye Local Article, which has been deferred by a month so that the Kingdom Project launch can be promoted. Because the article has been delayed by a month, Wye Local articles will now be: Oct 2018, Dec 2018, Feb 2019, April 2019 and June 2019.

### **2052. Transfer of Assets update**

#### **(i) Meeting with Cllr Phyl Davies/HTC's response**

TS reported that there has been a meeting with Cllr Phyl Davies. Cllr Davies informed the Cllrs present that Powys CC will not be honouring its commitment to give HTC any of the car parking income. Cllr Davies continued that Powys CC will progress the toilets asset transfer, but not linked to car parking income. Powys CC will also progress the asset transfer of the Recreational Facilities. Cllr Davies was unaware of the Shire Reserves, and stated that if it does exist and is for Hay, HTC will receive it. TS added that Cllr Davies said that the £70k loan from Powys CC to HTC will be written off.

## **(ii) Library Building**

Cllr Davies said that there will be no community asset transfer of the library. If HTC is interested in the library, or Council Offices on the same basis, then it will be available on a commercial-rent basis only or HTC could purchase the building at full market value.

This raised several questions. AP asked if Powys CC's position was legal. HD asked whether one Cabinet's decision can simply be overturned by a new one.

TS said that in the light of this meeting, HTC now needs to consider its next steps.

- Toilet provision – Do Cllrs still want to progress with the asset transfer of the toilets, or give them back to Powys CC? Cllr Davies said that if HTC hands them back, Powys CC will almost certainly close one the toilets either at Oxford Rd or Broad St.

TS added that all discussion with Cllr Davies were informal at this stage, and that Powys CC's Cabinet still needs to submit these to HTC formally. This makes it very difficult to act/respond at this stage as Powys CC's position has still not formally be made known.

It was suggested that the council gets a legal opinion, for example, from EverSheds. However, it was then suggested that firstly it may be better to contact One Voice Wales (OVW) and ask for advice to see if there are any causes for challenge.

TS said that GR has suggested asking Powys CC Scrutiny Panel to "Call in the Decision" made by the Cabinet.

TS proposed asking GR to progress and ask Scrutiny to "Call in the Decision". FH seconded this proposal. All Cllrs agreed, except RWG who abstained.

TS asked Cllrs how HTC could inform residents of this latest information from Powys CC. AP said that HTC needs advice from OVW first.

Further discussions were deferred until item 2066 below.

## **(iii) The Login Dingle Motte and Bailey**

Cllr Davies could see no issue with this particular asset transfer, but on a leasehold basis, not a freehold basis.

### **2053. Bell Bank Bench – ongoing maintenance**

This was covered under item 2050 (b) above. HTC to cover ongoing maintenance for any benches donated.

### **2054. The Gliss**

#### **(i) Land Registry**

TS has gained some free legal advice which was that HTC should submit additional information including minutes going back to 2008. The advisor also suggested looking again at the exact demarcation that the Midland Railway and Lord Glanusk signed over in the deeds. Also, include when HTC previously spoke with the Glanusk Estate in 2000 to see if the estate has details of the conveyance and deeds. HTC has maintained the land since 2000, so could claim adverse possession for the remaining strip of land in question.

Mr Grafton has put in a new fenceline on the concrete construction he has previously built. TS said HTC needs to write to Mr Grafton asking him to remove his fence within 28

days. NL to draft letter to Mr Grafton explaining that the land on which he has built his fence belongs to HTC and that he has 21 days in which to remove the fence.

#### **(ii) Welsh Water works at the Gliss**

NB read out to Cllrs the latest e-mail from William Beales & Co. dated 4<sup>th</sup> June 2018 relating to the proposed community asset transfer of land at the Gliss to HTC. The e-mail said that Welsh Water solicitors have agreed to consider draft wording for the indemnity of costs against future works. NB to continue to progress.

#### **2055. Hay in Bloom – update**

NB informed Cllrs that Hay Primary School has agreed to design the Hay in Bloom logo, NB added that Hay in Bloom will be looking to put in a funding bid to the Cheesemarket, and that there will be funding available for various elements including trees, plants and wildflowers, through the Natural Resources Wales grant. RWG asked what progress had been made for in Bloom. TS replied by saying that Hay in Bloom is a 3-year plan, with the aim to enter Wales in Bloom in Summer 2020 and that the in Bloom steering group was currently putting in preparations and establishing work programmes. NB added that the business competition for “Best Dressed Window” will be judged in the last week of July 2018.

#### **2056. Meet the Council event at the Swan**

Dates suggested for this event were either 18<sup>th</sup>/19<sup>th</sup> or 25<sup>th</sup>/26<sup>th</sup> July. It was agreed that a small flyer advertising the event needs to be devised. FH said that perhaps a slightly longer run-in would be beneficial as it seems slightly rushed. This was unanimously approved. FH suggested 13<sup>th</sup> September. TS will ask the Swan Hotel if it is able to host the event on this date. Town Events Sub Committee will finalise the details.

#### **2057. Sports Management Committee**

##### **(i) Possible lease arrangements with HADSCAL**

The most recent draft lease which, although had been discussed with HADSCAL had not been finalised. It was agreed that this was an issue to be taken up outside of Full Council by NL and Cllrs not on the Sports Management Committee. TS, HS, JPr, HD and DP are the only Cllrs who can, therefore, participate in agreeing the proposed new lease. NL will circulate the current lease and arrange a meeting with these Cllrs.

##### **(ii) Gas Boiler update**

NL reported that the boiler has been repaired and HTC has received the invoice.

##### **(iii) Fundraising update**

JP said that the Fundraising Sub Committee has currently raised approximately £750. JP added that there are two bingo event coming up on Thursday 26<sup>th</sup> July and Thursday 23<sup>rd</sup> August (both at the Bowls Pavilion). JP reported that GR has proposed a sponsored 24-hour sports challenge to take place on Friday 7<sup>th</sup> and Saturday 8<sup>th</sup> September, undertaking a variety of local sports. All proceeds will go to the Sports Clubs.

##### **(iv) Outstanding contribution from 2017/2018**

NL said that the Senior Football Club’s contribution of £1,500 has still not been received. JP to ask GR about this payment.

##### **(v) Date of next meeting**

It was agreed to wait for HADSCAL to hold its next meeting before arranging the next meeting of the Sports Management Committee.

## **2058. Consultations**

### **(i) Revised Home to School/College Transport Policy – Powys CC**

TS declared an interest as it affects her daughter. The consultation is suggesting charging 16-18 yr olds who stay on in education and taking into consideration the length of journey deemed reasonable for a child to travel. FH agreed to make a comment on HTC's behalf.

### **(ii) Draft Supplementary Planning Guidance (SPG) to support LDP – Powys CC**

TS agreed to send in a comment on HTC's behalf.

## **2059. Town Plan Update**

### **(i) NRW Grant – Successful application/next steps**

TS explained that although HTC has had an e-mail to say our application, 'Shared Spaces' has been successful, as yet the official Grant Acceptance Letter has not been received. As soon as this comes through, the project can start. JG said that the £1,000 already offered by the Black Mountain Lions as match funding can be obtained by contacting the Lions' secretary, David James. NB to contact David James for the money to be transferred at the appropriate time.

### **(ii) Miles Without Stiles/accessibility**

JP said that some more kissing gates have been installed since the last meeting. More significant works will be completed once the NRW grant project begins.

## **2060. Play Areas**

### **(a) Monthly Inspections**

Brecon Road play area – Ian Davies has the materials to repair the damaged part of a playing surface. NB to ask Ian to carry out the repairs. AP said that there were no other major items to report, except for the damaged piece of play equipment already covered under item 2050 (a).

### **(b) Gypsy Castle play area – electricity pole/tree cutting**

It was reported that the tree that was growing adjacent to the electricity pole that children have been seen playing has now been cut back. However, this has led to a significant gap in the hedge which needs plugging. AP and RWG will investigate options for this. The tree was cut back by Marcus Jenkins.

## **2061. Report of the Clerk/Responsible Financial Officer**

### **(i) Correspondence**

#### **July 2018 Correspondence**

a.	Marian Lally	Payroll
b.	BOSS	Invoice for ink cartridge
c.	Neil Clutton	E-mail: Justification of costings re. C. Offices roof
d.	Scottish Power	E-mail: Termination of supply
e.	Sean O'Donoghue	E-mail: Recycling Grant app for Walking Festival
f.	Adele Hill	E-mail: Complaint about Let the Light In festival
g.	Npower	E-mail: Confirming contracts have now been agreed
h.	BT	Invoice
i.	Cllr JP	Report of graffiti
j.	British Gas	Electricity bills for Clock Tower & Sports Pavilion
k.	Barclays	Notification of slight changes to paying in cash
l.	BBNP	E-mail: Permission granted for app. 18/15948/FUL
m.	BBNP	E-mail: Wkly list of planning apps 25th May 2018
n.	WilliamsBeales&Co.	E-mail: Update on Welsh Water asset transfer the Gliss

o.	Colin Davies Powys CC	E-mail: Confirming Hay Bridge is on Capital List but no timescale
p.	BBNP	E-mail: Decision for planning app. 18/15948/FUL
q.	Shane Thomas Powys CC	E-mail: Request for Hay grass gutting for GR
r.	Philippa Morrell	E-mail: Concerns re. Ox. Rd car park entrance/drivers
s.	Mary Fellowes	E-mail: Want to stay on newsletter mailing list GDPR
t.	OVW	E-mail: N'letter on Sust. drainage for new develop's
u.	Sunderlands	Land valuation
v.	Dial-a-Ride	Invoice for BT broadband share 2016/17
w.	BBNP	E-mail: Planning app 18/16162/FUL
x.	Wye Local	E-mail: Deadline for July article
y.	Shelley	E-mail: Quote for interpretation boards
z.	Woolmer Fitzpatrick	E-mail: Quote for interpretation boards
aa.	Jon Pimm BBNP	E-mail: Update on PRow works in Hay
ab.	Mary Morgan/Cllr Price	E-mail: Complaint/response re. Light Gets in Festival
ac.	Sam Goddard	E-mail: Confirm taking room in C. Off's 1st Aug '18
ad.	SWOAPG	E-mail: Update re. Mr Maynard/payment demands on River Wye
ae.	Hay Walking Festival	E-mail: Recycling Grant
af.	JRB Enterprise Ltd	Dog fouling bin handle and (x2) screws
ag.	Barclays	Refund for overcharges
ah.	British Gas	Electricity bill
ai.	CoC	E-mail: Update from Hay Castle Trust
aj.	TS/FH	Cemetery updates
ak.	Dyfed Police	E-mail: May 2018 Police report
al.	Cultivation Street	E-mail: Info on entering floral competition
am.	Barclays	E-mail: Closure of Hay branch 28th Sept 2018
an.	NALC	E-mail: Chief Exec's Bulletin
ao.	BBNP	E-mail: Wkly list of planning apps 1st June 2018
ap.	Npower	Acceptance of contract & other info
aq.	Barclays	Current account statement/new cheque book
ar.	Barclays	Letter announcing closure of Hay branch on 28th Sept 2018
as.	Wye Solar	E-mail: Invoice for boiler repairs Sports Pavilion
at.	Cllr GR	E-mail: Powys CC grant for play equip.
au.	PAVO	E-mail: E-bulletin for June 2018
av.	Barclays	E-mail: Request for feedback
aw.	Hay to Brecon Cycle Gp	E-mail: Request for grant
ax.	Gareth Ellis: Green Valleys	E-mail: Re. electric car charging/comm. energy
ay.	Npower	Further correspondence for new contract
az.	Powys CC	Rates for Room A, H & L
ba.	OVW	E-mail: Innovative Practice Conference 4th July 2018
bb.	Powys CC	E-mail: Consultation for draft SPG for LDP
bc.	Powys CC	E-mail: Remittance
bd.	Opus	E-mail: Invoice for electricity for C. Offices
be.	BOSS	E-mail: Invoice for toner/ink
bf.	BOSS	E-mail: Invoice for ink
bg.	Alcumus	E-mail: Quote for legionella risk ass. Sports Pav.
bh.	Welsh Water	E-mail: Update re. Gliss re-surfacing to same condition
bi.	BBNP	E-mail: Wkly list of planning apps 8th June 2018
bj.	Frank Davies	Quotes for: installing plaques, varnishing benches & removing graffiti
bk.	Powys CC	Amended invoice for empty premise, the Annexe
bl.	Npower	Energy statement and invoice

bm.	Npower	Acceptance of contract for the Annexe
bn.	TS	E-mail: NRW Grant Acceptance letter
bo.	Hay Dial-a-Ride	E-mail: Ack of room hire invoice for 2017/18
bp.	Zurich Insurance	E-mail: Insurance renewal reminder
bq.	Neil Clutton	E-mail: Ack. HTC's instruction to proceed with roof repair
br.	Electoral Register	E-mail: Ack. Cllr Notice of Vacancy (RGr resignation)
bs.	OVW	E-mail: Cllr expenses payment generic form
bt.	Claire Bunton1stHay Scouts	E-mail: Invite to AGM Mon 16th July 2018
bu.	Claire Bunton1stHay Scouts	E-mail: Enquiry re, storage in the Annexe
bv.	Chris Lewis	E-mail: Draft accounts
bw.	Alexine Bartholomew	Hay Primary School agree to design Hay in Bloom logo
bx.	Alcumus	E-mail: Confirming Legionella Risk Ass. Order placed
by.	BBNP	E-mail: Planning app. 18/16154/TPO
bz.	Jones'	Invoice for cable ties
ca.	ICO	E-mail: Receipt/confirm payment re GDPR
cb.	BBNP	E-mail: Planning app. 18/15948/FUL granted
cc.	Suzannah Burrage	E-mail: Trees/electricity pole at Gypsy Castle
cd.	Chris Lewis	E-mail: Revised figures for accounts
ce.	OTM	E-mail: Invoice for April/May 2018 grass cutting
cf.	Gareth Ellis: Green Valleys	E-mail: Wishes to support green energy schemes in Hay
cg.	Barry Watson	E-mail: Very disappointed Barclays is closing in Hay
ch.	Nic Jones	E-mail: Enquiry re. room rental at C. Offices
ci.	Powys CC	E-mail: Reminder to pay rates
cj.	Corona	E-mail: Invoice gas for sports pavilion
ck.	BOSS	E-mail: Invoice wallets and dividers
cl.	BBNP	E-mail: Planning app. 18/16234/TRCA
cm.	BBNP	E-mail: Wkly planning list 15th June 2018
cn.	Powys Archives	E-mail: E-newsletter Summer 2018
	<b>Powys Teaching Health</b>	
co.	<b>Board</b>	E-mail: Invite to AGM Wed 18th July 2018
cp.	<b>Local Wellbeing Plan</b>	E-mail; Workshop 17th July re. Wellbeing Plans
cq.	Alcumus	E-mail: Confirmation of order
cr.	<b>Late Correspondence</b>	

**aw** – Hay to Brecon Cycle Path – FH declared an interest. NB said that the Hay to Brecon Cycle Group has submitted a request for £500.00 to the general grant fund. JP proposed supporting the group. AP asked where the funding from the general grant comes from. NL said that there is approximately £1,000 - £1,500 available in an allocated grant funding stream within HTC's overall funds. HS proposed asking the Finance Sub Committee to deal with this with devolved authority to make a decision outside of Full Council. RWG seconded this proposal.

**co** – Powys Teaching Health Board – invite to HTC to attend AGM on 18<sup>th</sup> July 2018. No decision made.

**cp** – Welsh Government – invite to HTC to attend a workshop on Local Wellbeing Plans on 17<sup>th</sup> July 2018. HS to attend if available.

**ae** – Hay Walking Festival – JP asked when their grant application to the Recycling Grant Fund will be considered. NL said it will be on the next Financial Sub Committee agenda.

**(ii) Balance and issues of cheques**

Main account £55,598.16  
 Project account £9,921.21

Council Offices £48,800.67  
 Deposit £14,769.81

**(iii) Bank account reconciliations**

**NL advised bank reconciliations not yet done for the current financial year**

**Schedule of Cheques Issued/to be Issued**

Period		5/6/2018 -2/7/2018			
Date	Cheque	Payee	Details	Sub-total	Amount
	Number			£	£
<b>Main Account - Cheques Issued</b>					
21/06/2018	103066	R Golesworthy	Reimbursement of new sledgehammer		24.83
<b>Main Account - Cheques to be Issued</b>					
02/07/2018	103067	CANCELLED			
02/07/2018	103068	Loyal Hay Lodge	Donation for use of Masonic hall for Snr Citizens party		30.00
02/07/2018	103069	Jones Home Hardware	Inv 207027 - Cable Ties		22.50
02/07/2018	103070	R Golesworthy	Expenses - wire brush and tape		7.49
02/07/2018	103071	David Brown	Clock Winding - Apr - June 2018		100.00
02/07/2018		BOSS	Inv 130881 - Stationery	22.55	
02/07/2018		BOSS	Inv 130505 - Ink	237.59	
02/07/2018	103072	BOSS	Inv 130506 - Ink	21.13	281.27
02/07/2018		M Budd	June salary	177.34	
02/07/2018	103073	M Budd	June expenses - Toilet tissue & clening materials	10.53	187.87
02/07/2018		N Lewis	June salary	977.34	
02/07/2018	103074	N Lewis	June expenses - stamps	7.50	984.84
02/07/2018	103075	N Burdekin	June salary		597.33
02/07/2018	103076	HMRC	PAYE - Apr - June 2018		1093.36
<b>For information - Standing Orders/Direct Debits</b>					
05/06/2018	DD	Barclays	Charges 13/4/18 - 13/5/18		19.05
06/06/2018	SO	M Eager	Tidy Recycling Area		50.00
15/06/2018	DD	BT	Telephone rental - 1/6 - 31/8/18 + calls		55.07
16/06/2018	DD	Br Gas	Electricity - Pavement toilets - 29/1/18 - 28/5/18		134.49
26/06/2018	DD	Npower	Electricity - Oxford Road - 21/2/18 - 11/6/18		144.10
30/06/2018	SO	OTM	Grasscutting April & May 2018		180.00
			<b>TOTAL</b>		<b>3887.37</b>
<b>Council Offices Account - Cheques Issued</b>					
14/05/2018	100131	Scottish Power	Electricity - The Annexe - 19/1/18 - 20/4/18		29.02
<b>Council Offices Account - to be Issued</b>					
<b>For information - Standing Orders/Direct Debits</b>					
05/06/2018	DD	Barclays	Charges 13/4/18 - 13/5/18		6.40
21/06/2018	SO	Powys CC	Council Offices - Business Rates		364.00
			<b>TOTAL</b>		<b>399.42</b>
<b>Project Account - Cheques Issued</b>					
21/06/2018	100091	Br Gas	Electricity Pavilion 29/1/18 - 29/5/18 - Meter ID 1196		489.76

<b>Project Account - to be Issued</b>					
<b>For information - Standing Orders/Direct Debits</b>					
05/06/2018	DD	Barclays	Charges 13/4/18 - 13/5/18		5.88
21/06/2018	DD	Powys CC	Pavilion Rates		308.00
25/06/2018	DD	Corona Energy	Gas May 2018 - June 2018		26.89
			<b>TOTAL</b>		<b>830.53</b>

## 2062. Report from the County Councillor

GR was not present.

## 2063. Report from Chairperson

TS said that the main updates were from the meeting with Cllr Phyl Davies as discussed under item 2052 above. TS also reported that she will be meeting with trustees from BBNP on Monday 9<sup>th</sup> July regarding Hay Town Plan and Hay Community Woodland Group.

## 2064. Reports from representatives

**a. Dyfed Powys Police** – Nothing to report.

**b. Gwynne's Almshouses** – FH said that there will be a meeting on 17<sup>th</sup> July.

**c. Dial-a-Ride** – FH said that there will be a fundraising Tea Party at Penymaes Garden on 5<sup>th</sup> July.

**d. Hay School Governors** – JP reported that the school has now employed a new member of staff. There has been some confusion as to who is responsible for maintaining the hedgerow to the rear of the school leading from the main car park to Forest Rd. The footpath here will be added to Powys CC's regular maintenance regime. However, Powys CC and the school are disputing who is responsible for maintaining the hedgerow.

**e. One Voice Wales** – HTC doesn't have a representative currently.

**f. Bronllys Wellbeing Trust** – HS said that the current focus is that affordable housing will be for key workers.

**g. Cheesemarket** – FH attended the last meeting and have distributed some grants. One of their potential next projects is Salem Church.

**h. Hay to Timbuktu (H2T)** – TS informed Cllrs that there has been no meeting, although Chris Armstrong has said that some artisans from Timbuktu are coming to visit Hay. TS to speak with Chris about this.

**i. BBNP** – TS will be meeting with Trustees in July as reported under item 2063.

**j. Affordable Housing Group** – Nothing to report.

**k. Chamber of Commerce** – Covered under item 2045 and 2046 above.

**l. HOWLS** – Peter Florence has committed money to extend opening hours, but Powys CC won't accept this proposal at this stage as there is a question over the hours/timetabling of librarian.

**m. HADSCAL Community Centre** – JP said that the last meeting was cancelled. RWG added that there is a meeting with HADSCAL trustees on 9<sup>th</sup> July, which will then be followed by a full HADSCAL meeting.

## 2065. Planning

(a) Urgent Mayor and Deputy Mayor Authorisations

(i) Application Ref: **18/16162/FUL** – 12 High Town, Hay-on-Wye–*No objection*

(b) Planning Applications for Comment

(i) Application Ref: **18/16154/TPO** – Hay Castle, Oxford Road, Hay-on-Wye  
HR3 5DG: Works to TPO's within conservation area – *No objection*

(ii) Application Ref: **18/16234/TRCA** – Baptist Chapel, Bell Bank, Hay-on-Wye: Felling as close to ground as is practicable of (x1) Salix Caprea located to the SE corner of the Baptist Church on Bell Bank. Removal of arisings – *No objection*

**2066. Motion to Exclude Members of the Public and Press**

It was proposed by FH and seconded by JP and agreed 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 at this stage".

JP proposed backing the motion, AP seconded.

Topic: Cemetery.

**2067. Date and time of next meeting**

Monday 3<sup>rd</sup> September, 6.30 p.m.

There being no further business, the meeting closed at 9.30pm.

Signed:

*T. Shedman,*

Date: 3<sup>rd</sup> September 2018