

# **Minutes of the meeting of Hay Town Council held in the Pavilion at 6.00 pm on 1<sup>st</sup> November 2021**

**Present:** Cllr S Morris (SM)      Cllr J Morgan (JM)      Cllr F Howard (FH)  
Cllr A Powell (AP)      Cllr G Like (GL)      Cllr J Prothero (JPr)  
Cllr J Boyd Green (JBG)      Cllr R Golesworthy (RWG)

**Attended by Zoom:** Cllr T Stedman (TS)

**Apologies:** Cllr D Landymore (DL)      Cllr G Ratcliffe (Cllr GR)

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

## **2861. Declarations of Interest and Code of Conduct**

SM – HADSCAL, Hay Post Office, Cubs and Scouts Leader 1<sup>st</sup> Hay Scouts, Explorers, Summer Show, owner of business in Hay, Country Supplies

TS – HADSCAL, Hay Woodland Group, Hay in Bloom, Hay Primary School Community Governor, Hay Repair Café

AP - HADSCAL, The Warren, Hay Woodland Group

RWG – HADSCAL, The Warren, niece is working on the Kingdom Project, the Buttermarket, Llanigon Community Councillor

FH - HADSCAL, Cheesemarket Trustee, Castle Trust, The Warren & proposed cycleway

JPr – Hay in Bloom, Member of St Mary's Church

JM – Hay Woodland Group, Hay Warren Anglers

GL – Owner of a business in Hay, Gibbons Butchers

JBG – Owner of business in Hay, Green Ink Booksellers, Chamber of Commerce Board Member, Parish Hall & Friends of the Upper Wye

## **2862. Questions from Members of the Public**

None

## **2863. Minutes of the meeting dated 4<sup>th</sup> October 2021**

The minutes of the meeting dated 4<sup>th</sup> October 2021 were agreed as a true and accurate record.

## **2864. Matters arising from minutes not listed on the agenda**

**(a) Hay Cheesemarket Railings** – NB to upload additional sketches provided by AP onto the BBNP website a.s.a.p.

### **(b) Hay Bridge Parapets**

Alan Davies, Powys CC, was present and updated Cllrs as follows:

- Concrete repair works started but not yet completed
- Parapet works delayed from November to 2022, exact timeframe unknown as issues with supply chain

- Once works start, path underneath bridge will need to be closed, probably for approximately 2 weeks
- Possibilities of enhancing the parapets – AD reported that they are not strong enough to hold flower baskets and can't put in any columns adding height. However, AD left some designs for HTC to consider with slightly enhanced parapet designs. **Action:** HTC to let AD know of its preferred enhanced parapet design
- Possibility of solar lighting of the bridge was raised. AD said this might be feasible from either side of the bridge, not on the parapets themselves. **Action:** AD to look into this possibility

## **2865. Sub Committee Reports/Minutes:**

### **(a) Estates & Premises**

#### **(i) Minutes of meeting dated 19<sup>th</sup> October 2021**

RWG reported four recommendations:

E&P 039 (i) That HTC paints white lines on the Brecon Road Recreation Facilities car park using the correct minimum spacing and to include two disabled parking bays. *1 quote received for £800.00, JBG proposed, JPr seconded. Unanimously approved on the basis of NB securing more quotes*

E&P 039 (ii) That HTC trials an honesty box system at the Gliss car park – JBG proposed, JPr seconded. All Cllrs voted in favour, except AP who abstained. *Resolution passed*

E&P 041 (i) That the paddlegates payment at Oxford Road toilets method be changed to card payment only (no cash) on a trial basis.

RWG and SM explained that this is because of issues with coins getting stuck in payment slot and volume of cash – JBG proposed, JPr seconded - *Unanimously approved*

E&P 053 (i) Recommendation regarding Precept 2022/2023 – *Item deferred for Finance Sub Committee to consider*

#### **(ii) Ken Perry, Natural Resources Wales (NRW) – Tree Survey Results**

**update from JM** – JM said he had sent tree hazard survey results to Ken Perry and Ken had no concerns about the tree management works identified. JM had also contacted BBNP asking if any planning permission is needed. If the BBNP doesn't reply within 6 weeks, the works can go ahead.

#### **(iii) Ken Perry, NRW – Canoe Traffic at the Gliss**

Ken Perry had written to JM about the levels of canoe traffic at the Gliss and offered to meet HTC to discuss its duties under the Wildlife & Countryside Act (1981) s.28. It was clarified that above Hay Bridge is the responsibility of NRW, and below Hay Bridge it is the Environment Agency. **Action:** NB to invite Ken Perry to attend next Full Council meeting.

## **(b) Finance**

### **(i) Date and time of next meeting**

NB to re-arrange

## **(c) Communications**

### **(i) Minutes of meeting dated 12<sup>th</sup> October 2021**

TS reported two recommendations:

COM258 (i) Recommendation regarding Precept 2022/2023 – *Item deferred for Finance Sub Committee to consider*

COM260. (i) Defer any communications relating to the Town Plan until after the local elections in 2022 and then set up a steering group to progress – RWG proposed, FH seconded - *Unanimously approved*

## **(d) Events**

### **(i) Minutes of meeting dated 12<sup>th</sup> October 2021**

TS reported one recommendation:

E20. (i) Recommendation regarding Precept 2022/2023 – *Item deferred for Finance Sub Committee to consider*

Councillors agreed to focus the Christmas lights switch on (Friday 26<sup>th</sup> November) on the Friday night only, not expanding to the Saturday this year.

Councillors agreed to invite 4 or 5 food/drink providers for the lights switch on, and HTC to hold a mince pies/mulled wine stall if possible. Community Choir has confirmed its attendance. TS to ask Origin Pizza if available to attend. NB to cancel Talgarth Male Choir.

### **2866. Meeting with Bowls Club 14<sup>th</sup> October 2021**

TS reported one recommendation:

That the Bowls Club's water tank can remain in place – *Unanimously approved*

SM reported that the arisings from the Bowls Club which were situated along the cemetery wall had all been removed from site.

HTC to verify with Hay Cricket Club about how they water the cricket square.

HTC to write all clubs to ask them to stop driving vehicles over the sports fields and to instead park on the area to the rear of the Pavilion building.

### **2867. Meeting with Key Partners 21<sup>st</sup> October 2021**

HTC had met with Hay Festival, Hay Castle, Hay Chamber of Commerce and Hay Markets. TS fed back that the meeting had been very positive and partners had agreed to meet more frequently moving forwards. The Festival was happy to look at switching on the Christmas lights at a later time in 2022. Feedback is for information only, no recommendations.

### **2868. Grass Cutting Specification 2022**

NB had circulated the current grass cutting specification to Councillors prior to the meeting. One amendment was made - to include: removing grass cuttings from the 2 recreation facilities (as is already done for residential areas). Councillors also agreed to keep to a 2-year contract.

The issue of overgrown trees on Brecon Road Recreation Facilities Car Park was also raised. **Action:** NB to ask the Fire Service/other partner(s) to cut back vegetation and ask OTM to remove the arisings.

### **2869. Pavilion Room Hire / Improvements Needed for Pavilion and Toilets**

TS is putting together costed proposals. E&P had minuted asking for quotes for LED lighting in the Pavilion. TS said that she has a meeting coming up to discuss the possibility of applying to the Sustainable Development Fund, which funds up to £5k, so will raise this in the meeting. Heating and insulation could also potentially be funded through the SDF.

Cllrs considered room hire charges. *Cllr SM declared an interest as Hay Scouts might want to hire the room in the future and did not vote. Cllr JBG declared an interest because of his involvement with the Parish Hall and did not vote.*

FH proposed £30.00 for a day (9.00 am – 5.00 pm) and £10.00 per hour. AP seconded, all other Cllrs bar SM and JBG voted in favour. *Resolution passed*

### **2870. Councillor Vacancy Update from NB**

NB confirmed that HTC had not received a request for an election. NB to advertise the Co-option (for IK).

*Cllr GL left the meeting at 8.00 pm*

### **2871. Healthmatic – Maintenance issues on weekends**

SM reported that he had twice recently had to clear blocked drains at Oxford Road toilets. SM had spoken with Cllr GR who had said that the land surrounding the toilets belongs to Powys CC on freehold. Some Cllrs thought the land belonged to the Morelli Estates. NB reported that Cllr GR had e-mailed HTC, Morelli Estates and Powys CC suggesting a meeting on site to resolve ownership and how future sewage blockages can be dealt with for the longer-term. **Action:** NB to contact Cllr GR to arrange meeting.

### **2872. Hay Cemetery**

SM reported that several planning conditions still needed to be met as outlined in the original planning permission granted by BBNP in October 2019. **Action:** NB to pull together all information still outstanding for BBNP.

SM added that infrastructure works had now been completed apart from the boundary fence separating HTC's land and the leased land to Powys CC and the

replacement of the shed removed to protect tree roots on the new access road into the new cemetery. A quote for a replacement, concrete shed had been received for £2,800.00. **Action:** NB to get quote(s) for the boundary fence.

SM said that the new cemetery site had been added to HTC's insurance and a risk assessment had been done.

SM reported that the land had not been registered with Land Registry. HTC's solicitors are progressing this issue.

Launch of new cemetery was discussed and which partners to be invited, as well as if the ground will be consecrated and, if so, by whom. **Action:** NB to contact Powys CC for clarification on consecrating the ground.

**2873. Electric Car Charging Points – Item deferred from 4<sup>th</sup> October 2021**  
JBG informed Councillors that there is an organisation called "Charge My Street" that work to help install electric car charging points and that perhaps Brecon Road Recreation Facilities car park might be a suitable place to install community-based ev charging points. Cllrs agreed it was worth meeting them to discuss possibilities. **Action:** JBG/NB to invite "Charge My Street" to meet with HTC.

#### **2874. Consultation – None**

#### **2875. Play Areas**

(i) Monthly reports – AP said nothing to report. RWG said that two swing seats at Brecon Road Play Area had become damaged. NB said he had ordered two replacements and these had arrived.

#### **2876. Report of the Clerk/Responsible Financial Officer**

##### **(i) Correspondence**

##### **(a) Hay & District Lunch Club**

NB explained that Hay & District Lunch Club had asked for a donation to their Christmas Lunch. TS proposed a contribution of £250.00, RWG seconded (pending agreement from DL for a previous contribution to HTC for Christmas hampers) - *unanimously approved*

##### **(b) BBNP Chief Executive – Invite to Meet**

NB to circulate invite to meet new Chief Exec by Zoom

##### **(c) President Black Mountain Lions**

Request to meet with HTC to discuss a potential voucher scheme to help those most vulnerable and facing financial difficulties – Cllrs agreed to meet with BML

##### **(d) Clyro Community Council**

Request to meet with HTC to discuss possible cycle path between Hay and Clyro – Cllrs agreed to meet with Clyro CC

##### **(e) Cusop Parish Council**

Update on speeding traffic on Newport Street coming into Hay

**(f) E-mail re. disabled toilet at Clock Tower**

HTC had received an e-mail outlining the difficulty someone had experienced using the disabled toilet. Opening the door is very heavy.

**Action:** NB to ask Healthmatic to investigate the issue and try to resolve

**(g) Resident – Net Zero Hay**

A local resident who specialises in reducing the carbon emissions of buildings has offered to help HTC. **Action:** NB to invite resident to meet Councillors to explore this offer and any opportunities that might arise

**(h) Late Correspondence - none**

**(ii) Bank Balances**

NB reported that the bank balances at 24 October 2021 were:

Main Account	= £53,715.28
Council Premises	= £9,285.52
Project Account	= £6,214.64
Deposit	= £14,828.18

**(iii) Bank Reconciliations**

NB will take these to the next Finance Sub Committee meeting.

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

Period	05/10/2021 to 01/11/2021				
Date	Cheque Number	Payee	Details	Sub-total £	Amount £
<b>Main Account - Cheques Issued</b>					
05/10/2021	103633	D Brown	Clock Winding - July to Sept 2021		100.00
01/11/2021	103634	Land Registry	Land search charges site 1		3.00
01/11/2021	103635	Land Registry	Land search charges site 2		3.00
<b>Main Account - Cheques to be Issued</b>					
<b>For information - Standing Orders/Direct Debits</b>					
06/10/2021	SO	MJ Eager	Tidy recycling area		50.00
15/10/2021	DD	NEST	Pension		140.07
18/10/2021	DD	British Gas	Electric Clock Tower toilets Sept 21		35.54
19/10/2021	DD	Eon	Electric Ox Rd toilets Jul-Sept 21		231.84
<b>For information – Electronic payments</b>					
07/10/2021		BOSS	Inv 201394		19.43
07/10/2021		BT	July 2021 phone bill		19.77

07/10/2021		BOSS	inv 201392		21.59
07/10/2021		BOSS	inv 201393		42.05
07/10/2021		Cariad Local	inv 10354		72.00
07/10/2021		Sign Design	Banners		120.00
07/10/2021		OTM	Grass cutting Sept 2021		180.00
07/10/2021		RS Signs	inv 10646		221.86
07/10/2021		Healthmatic	Inv 1119 July- Sept 2021		6164.40
				<b>TOTAL</b>	<b>7424.55</b>
<b>Premises Account - Cheques Issued</b>					
<b>Premises Account – Cheques to be issued</b>					
<b>For information - Standing Orders/Direct Debits</b>					
<b>For information – Electronic payments</b>					
				<b>TOTAL</b>	<b>0.00</b>
<b>Project Account - Cheques Issued</b>					
<b>Project Account – Cheques to be Issued</b>					
<b>For information - Standing Orders/Direct Debits</b>					
04/10/2021	DD	Barclays	Bank charges 13/08 to 12/09		9.08
18/10/2021	DD	Corona Energy	Gas Council Offices		16.57
21/10/2021	DD	Powys CC	Rates		321.00
22/10/2021	DD	E.On	Pavilion electric supply no 200		119.87
22/10/2021	DD	E.On	Pavilion electric supply no 195		155.64
<b>For information – Electronic payments</b>					
				<b>TOTAL</b>	<b>622.16</b>

**2877. Report from County Councillor** - GR was absent. RWG raised the issue of the belisha beacon at the top of Oxford Road car park not working. FH added that there are currently no lights working on Oxford Road car park. Issues to be raised with Cllr GR.

**2878. Report from Chairman**

SM explained he had spoken with the President of the Black Mountain Lions on the issue raised above and that he had attended a meeting with the Royal British Legion. The RBL will be holding an AGM shortly.

## **2879. Reports from representatives:**

**a. Dyfed Powys Police** – AP said nothing to report. SM said that the Police and Crime Commissioner is scheduled to come to Hay on the morning of Tuesday 23<sup>rd</sup> November. Cllrs suggested the meeting should be held in the Pavilion.

**b. Gwynne's Almshouses** – FH said that there had been a meeting. No issues reported.

**c. Dial-a-Ride** – FH said that there were no issues.

**d. Hay School Governors** – JM said nothing to report.

**e. One Voice Wales** – JPr said that the next meeting will be in Builth Wells and will be attended by the Leader and Chief Exec of Powys CC

**Action:** JPr and NB to attend meeting if possible.

**f. Bronllys Wellbeing Trust** – No representative currently.

**g. Cheesemarket** – RWG said the Cheesemarket had given out some grants recently.

**h. Hay 2 Timbuktu (H2T)** – JPr reported that the situation in Timbuktu continues to deteriorate and the French troops are withdrawing. Trustees have invited HTC to attend their next meeting. FH agreed to attend if available.

**i. BBNP** – TS said nothing further to report aside from the invitation to meet the Chief Executive as raised earlier in the meeting.

**j. Chamber of Commerce** – IK was not present.

**k. Hay Summer Show** – SM confirmed that there will be a Winter Wonderland on 4<sup>th</sup> and 5<sup>th</sup> December in the Walled Garden, and a quiz night in the Three Tuns on 21<sup>st</sup> November. Also, the Summer Show might be attending the Christmas Lights Switch on to raise funds.

**l. Hay Markets** – FH said that there will be a Christmas Market on Saturday 11<sup>th</sup> December and that the Markets are looking at the possibility of holding monthly food markets on Saturdays.

**m. Hay Castle Trust** – JBG said there is a proposed 'soft' launch in March 2022 and a formal launch on 1<sup>st</sup> April 2022 to coincide with Hay Independence Celebrations. FH added that HTC had been invited to attend a tour of the castle. **Action:** JBG to arrange a tour for HTC

**n. Hay Sports Clubs** – FH and TS said that they wished to hold meetings separately with the football and cricket clubs to determine what the needs are of each club, particularly relating to the Pavilion and wider use of the facilities. The issue persists of clubs needing to be reminded that HTC is the leaseholder of the site, and the clubs are HTC's tenants.

## **2880. Planning**

### **(a) Urgent Mayor and Deputy Mayor Authorisation**

**(i) Application Reference 21/20444/FUL** – Extension of Hay Medical Centre to create 3 new consulting rooms – RWG declared an interest and did not vote – *No objections* otherwise



**(b) Planning Applications for Comment**

**(i) Application Reference: 21/20479/TRCA** – The Council Offices, Belmont Road, Hay-on-Wye - Reduce the height, lift the canopy and reduce the length of the branches – *Cllrs had no objections, provided a formal tree survey had been carried out*

**(ii) Application Reference: 21/20456/FUL** – Former Library, Chancery Lane, Hay-on-Wye, Hereford HR3 5BL – Conversion of former library into 4 holiday accommodation units – *Cllrs objected to this planning application and asked NB to send the same HTC’s objections as were submitted when the planning application first came before HTC in June 2021.*

**2881. Any Other Business**

JBG asked what HTC had done to address the Climate Change Emergency HTC declared on 1 April 2019. Cllrs responded by giving many examples, including:

- Low Carbon Hay was formed and a Green Festival had been arranged, but had to be cancelled because of Covid;
- Energy efficiency training had been carried out by Gareth Ellis;
- IK had done considerable work seeking Active Travel Status for Hay working with the wider geographical area;
- HTC was supportive of the solar canopy to be installed in Oxford Rd car park which would provide hot water for the swimming pool;
- HTC and HADSCAL are looking at a major re-development at the Recreation Facilities with eco friendly/sustainable development at the heart of the project.

SM suggested the possibility of installing a wooden sculpture of a book of condolence at the new Hay Cemetery site, together with a bench. Cllrs agreed this was a good idea and to explore possible funding opportunities once the cemetery is finalised.

**2882. CAMERA session**

Topic:

- i. Possible Special Council Awards

**Date and time of next meeting** - Monday 6<sup>th</sup> December 2021, 6.00pm

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

Signed:



Date: 6<sup>th</sup> December 2021