

Minutes of the meeting of Hay Town Council held at 6.00 pm in the Pavilion on 4th October 2021

Present: Cllr S Morris (SM) Cllr T Stedman (TS) Cllr J Morgan (JM)
Cllr A Powell (AP) Cllr J Prothero (JPr) Cllr F Howard (FH)
Cllr R Golesworthy (RWG)

Apologies: Cllr D Landymore (DL) Cllr J Boyd Green (JBG) Cllr G Like (GL)

In Attendance: N Burdekin (NB) Cllr G Ratcliffe (Cllr GR)

2839. Declarations of Interest and Code of Conduct

SM – HADSCAL, The Warren, Cubs and Scouts Leader 1st 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

2840. Questions from Members of the Public

None

2841. Minutes of the meeting dated 6th September 2021

The minutes of the meeting dated 6th September 2021 were agreed as a true and accurate record.

2842. Matters arising from minutes not listed on the agenda

(a) Gypsy Castle Play Area ownership

GR reported that he had not been able to locate the document relating to the land ownership. However, GR is waiting for a response from Powys CC regarding this issue and will report back to HTC once he has had the reply.

Action: GR to inform HTC

(b) Cheesemarket Railings Planning Permission – update NB

NB said that BBNP had not validated the planning permission because they have requested an elevation, to-scale drawing showing the proposed railings in situ. A sectional drawing of the railings is also required and details of any fixings. TS said that the railings will not be attached to the Cheesemarket so Listed Building Consent is not needed. **Action:** AP to sketch the required drawings.

(c) Hay Bridge Parapets

Alan Davies (Powys CC) attended the meeting in person at 6.40 pm. Cllrs made the following points/questions:

- RWG – his main concern was the fact that Powys CC may have determined that the parapets chosen by HTC were not suitable, but Powys CC did not inform HTC about this decision or offer alternatives. *AD apologised for this and said that the main problem was a lack of communication. AD explained that the parapets chosen by HTC in 2018 were not, in fact, compliant for pedestrian bridges. Due to a breakdown in communications, HTC was not informed that the railings chosen by HTC were not suitable, and there had been no consultation on the new parapets design. The choice of new parapets was approved by Powys CC on 18 August 2021;*
- There are going to be 120 new panels;
- Installation of parapets due to begin 1st November 2021;
- *AD – Informed Powys CC in February 2021 that the new railings were not compliant and approached several other suppliers to tender for alternative railings. Only one firm responded with the railings that have subsequently been chosen and shared with HTC. AD confirmed that the parapets are being manufactured at time of meeting;*
- TS – have the railings been approved by the Conservation Officer? *AD – the railings do not need to be approved by the Conservation Officer under the Planned Development Order;*
- FH – what is the cost of the new railings? *AD – approximately £80,000*
- FH – the bridge is an entranceway into Hay and HTC would like it be as welcoming as possible;
- GR asked if there was any way to enhance the look of the parapets?
- TS asked if they could take the weight of flower troughs?
- SM asked if posts could be installed at intervals on which could be installed solar-powered lights and floral baskets?

Action: AD to look into the feasibility of installing 10 or 12 posts at intervals along the bridge and to see if they could have solar-powered lights with wrap-around panels to mitigate wind resistance issues and/or floral baskets

Action: NB/HTC to provide AD with examples of posts, flower troughs/baskets.

(d) Any other items from minutes not listed

JM raised the issue of water bill(s) outstanding from Hay Bowls Club. **Action:** NB to arrange a meeting with Bowls Club to discuss the water bill(s) as well as other documents required from a Landlord e.g. Insurance

2843. Sub Committee Meetings

FH raised the issue of Sub Committee meetings and holding them in evenings to enable Cllrs to attend. The following was agreed:

- Events and Comms Sub Committee meetings would be held on the 2nd Tuesday of the month, starting at 6.00 pm
- Estates and Premises Sub Committee meetings would be held on the 3rd Tuesday of the month, starting at 6.00 pm
- Finance Sub Committee to be held as and when needed

2844. Sub Committee Reports/Minutes:

(a) Estates & Premises

(i) Update from meeting with residents of the Gliss 14 September 2021

SM, AP and JM met with three representatives of the Gliss on 14 September. It was a largely positive meeting. One of the biggest outstanding issues was residents' parking. HTC's deeds for the Gliss were also shown. SM read out an e-mail from a resident outlining various issues.

Action: NB to reply to resident explaining HTC is dealing with issues raised

Action: Meeting to be arranged between HTC, residents, and canoe companies

(ii) Planning for wooden post scheme at the Gliss

NB has asked BBNP if planning permission for this scheme is required. BBNP will let HTC know what, if any, planning is required by 14 October 2021.

(iii) Date and time of next meeting – Tuesday 19th October, 6.00 pm

(b) Finance

(i) Date and time of next meeting – To be determined

(c) Communications

(i) Date and time of next meeting – Tuesday 12th October, 7.00 pm

(d) Events

(i) Minutes of meeting dated 30 September 2021

TS reported:

- Hay Festival in town – HTC to arrange a meeting with Hay Festival, Hay Chamber of Commerce, the Globe and Hay Castle with Jane Dodds to ensure a town-wide response
- VAGA Festival – Walking and Food Festival scheduled for 1st weekend in October 2022
- Community Christmas Party – provisionally booked for Tuesday 11th Jan 2022
- Christmas lights switch on – aiming to hold the Citizen of the Year award ceremony for 2020 winners prior to lights switch on. Lights switch on to be followed by community choir and potentially food and drink stalls in

Memorial Square Car Park. Saturday evening – potentially more food and drink stalls and a band.

(ii) Date and time of next meeting – Tuesday 12th October, 6.00 pm

2845. HTC Policy Review & Cllr Representation to Review

- (i) Scheme of Delegation to the Clerk
- (ii) Proposed Cllr Protocols
- (iii) Cllr on Sub Committees (maximum 5 per Sub Committee)

All items deferred due to illness of Chair of Finance

2846. Pavilion and Landlord/ operational responsibilities

If HTC is to hire out the Pavilion there are a number of issues that need resolving, including:

- Condition of toilets e.g. needs cleaning, to be adequately provisioned
- Condition of Pavilion e.g. needs painting, room hire guidelines etc.

FH proposed TS to put together a costed plan to bring the standard of the Pavilion and toilets to an acceptable standard. RWG seconded. *Unanimously approved*

2847. One Voice Wales Conference

Attended by DL and NB. NB pointed out one of the main items raised was s6 Environment (Wales) Act 2016 – duty to biodiversity. Cllrs agreed that HTC is already working towards this via the Warren Nature Recovery Management Plan.

2848. Electric Car Charging Points

Item requested by JBG who was not present. *Item deferred until next meeting*

2849. Meeting with Stage Coach

JPr said he and NB had met two representatives from Stage Coach via Zoom, along with Anna Heywood from Drovers Cycle Hire. The main outcomes of the meeting were:

- Stagecoach is currently negotiating with Hereford County Council regarding funding of the T14 service and will inform HTC once the outcome is known
- The T14 is currently operating at around 50/60% of pre-Covid passenger numbers
- Joint awareness raising between HTC and Drovers was suggested to encourage as many people as possible to make use of the bus services including Hay Ho!

2850. Hay Cemetery

(i) Update on infrastructure

SM reported that the work had now started. The shed had been demolished. The contractor will lay a base for a new shed.

Access issue – the contractor had been given access alongside the side of the sports pitches as the roadway through the cemetery is too narrow for the vehicles. As part of this, a small section of fence had been removed. Cllrs unanimously agreed that a gate be installed where this section of fence had been removed. This will allow access for mowing etc in the future.

Action: Inform contractor that the gate has been approved.

2851. Consultation – None

2852. Play Areas

(i) Monthly reports – Nothing to report

RWG said that there is a bench in the garage that needs restoring. Cllrs unanimously agreed that the bench can be restored.

2853. Report of the Clerk/Responsible Financial Officer

(i) Correspondence

(a) CAT for public conveniences

NB reported that Powys CC had sent HTC a draft Heads of Terms to transfer both public conveniences on freehold. NB to add to next E&P agenda for recommendation

(b) Audit Wales

NB said that Audit Wales had requested some additional information that he had provided. External Audit had not yet been concluded – statement on HTC’s website to this effect

(c) Late Correspondence

Email 30 September 2021 - Cllr IK’s resignation from HTC
 Email – Planning Application 21/20385/FUL – Request to alter property to holiday let. Cllrs unanimously approved objecting to this planning application using same objections to previous applications relating to creating holiday accommodation. NB to send HTC’s objections to BBNP

(ii) Bank Balances

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

Main Account	= £63,995.10
Council Premises	= £9,293.52
Project Account	= £6,836.80
Deposit	= £14,828.18

(iii) Bank Reconciliations

NB will take these to next Finance Sub Committee meeting.

Schedule of Cheques Issued/to be Issued

Period	7/9 to 4/10/2021		
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Date	Cheque Number	Payee	Details	Sub-total £	Amount £
Main Account - Cheques Issued					
14/09/2021	103629	R Golesworthy	Expenses		3.49
04/10/2021	103630	Woodland Group	Grant dog fouling bins		1500.00
04/10/2021	103631	G Tofarides	Town crier, July-Sept		49.90
04/10/2021	103632	HMRC	July- Sept 21		1609.53
Main Account - Cheques to be Issued					
For information - Standing Orders/Direct Debits					
07/09/2021	DD	Barclays	Bank charges 13/07 to 12/08/21		31.20
09/09/2021	DD	NEST	Pension		140.07
21/09/2021	DD	British Gas	Electric Clock Tower toilets		48.60
30/09/2021	DD	Internet for Everyone	MS Word Licence		11.28
04/10/2021	DD	Barclays	Bank charges 13/08 to 12/09/21		32.71
For information – Electronic payments					
09/09/2021		BOSS	Stationery - inv. 200902		9.50
09/09/2021		EL Pugh	Inv. 15315		24.00
09/09/2021		BOSS	Stationery inv. 200901		27.04
09/09/2021		Stuart Sheppard	Inv. 22322		69.93
09/09/2021		Powys CC	RoSPA play area inspections		144.00
09/09/2021		OTM Groundscare	Grass cutting July 21		180.00
09/09/2021		OTM Groundscare	Grass cutting August 21		180.00
09/09/2021		Powerprint	Inv. 5198		185.00
09/09/2021		Huws Gray	Inv. IB577925		188.99
09/09/2021		Gloversure	Inv. 19944 – annual website host		298.80
09/09/2021		OVW	Annual subscription		349.00
04/10/2021		C Watkins	Expenses		6.85
04/10/2021		N Burdekin	Expenses		62.79
04/10/2021		C Watkins	Salary September		431.80
04/10/2021		N Burdekin	Salary September		1563.08
				TOTAL	7147.56
Premises Account - Cheques Issued					
Premises Account – Cheques to be issued					
For information - Standing Orders/Direct Debits					
07/09/2021		Barclays Bank	Bank charges 13/07 to 12/08/21		6.00
04/10/2021		Barclays Bank	Bank charges 13/08 to 12/09/21		8.00

For information – Electronic payments					
				TOTAL	14.00
Project Account - Cheques Issued					
Project Account – Cheques to be Issued					
For information - Standing Orders/Direct Debits					
07/09/2021	DD	Bank charges			7.64
20/09/2021	DD	Corona Energy	Gas Council Offices		15.97
21/09/2021	DD	Powys CC	Rates		321.00
For information – Electronic payments					
				TOTAL	344.61

2854. Report from County Councillor

GR said nothing further to report

2855. Report from Chairman

SM said nothing further to report

2856. Reports from representatives:

- a. Dyfed Powys Police** – Nothing to report. GR – awaiting a date from Police Crime Commissioner to meet HTC end of October/early Nov
- b. Gwynne’s Almshouses** – FH said there is a meeting coming up
- c. Dial-a-Ride** – FH said D-a-R had held a successful fundraiser
- d. Hay School Governors** – JM reported had a meeting but mostly procedural with new headteacher
- e. One Voice Wales** – JPr said nothing to report
- f. Bronllys Wellbeing Trust** – IK had resigned – replacement needed. TS to provide a statement of support as requested from BWT
- g. Cheesemarket** – RWG not able to attend – FH added nothing to report
- h. Hay 2 Timbuktu (H2T)** – JPr said nothing to report
- i. BBNP** – TS said nothing to report
- j. Chamber of Commerce** – IK had resigned – replacement needed
- k. Hay Summer Show** – SM said that there will be a quiz night fundraiser in the Three Tuns on 21st November (time to be determined, free pint and pizza included in entry price) and Winter Wonderland at the Walled Garden on 4th and 5th December (jointly run by Scouts and Hay Summer Show)
- l. HADSCAL community centre** – NB to remove from next agenda
- m. Hay Markets** – FH said that Hay Markets will be holding a Christmas Market on 11th December

- n. **Hay Castle Trust** – JBG was not present
- o. **Hay Sports Clubs** – NB to arrange a meeting with the sports clubs – provisionally Monday 18th October

2857. Planning

(a) Urgent Mayor and Deputy Mayor Authorisation – None

(b) Planning Applications for Comment – Application Ref. 21/20299/FUL – No objections

2858. Any Other Business

RWG raised the possibility of changing the use of the existing toilets into an office with toilets. **Action:** NB to add to next E&P agenda. RWG to put together a proposal.

2859. CAMERA session

Topic: Operation London Bridge

2860. Date and time of next meeting

Monday 1st November 2021, 6.00pm

There being no further business, the meeting closed at 8.45 pm

Signed:

A rectangular box containing a handwritten signature in blue ink.

Date: 1st November 2021