

# Minutes of the remote meeting of Hay Town Council held at 6.30 pm on 5<sup>th</sup> July 2021

**Present:** Cllr T Stedman (TS)      Cllr S Morris (SM)      Cllr J Morgan (JM)  
Cllr G Like (GL)      Cllr D Landymore (DL)      Cllr A Powell (AP)  
Cllr J Boyd Green (JBG)      Cllr J Prothero (JPr)      Cllr I Keith (IK)  
Cllr R Golesworthy (RWG)

**Apologies:** Cllr F Howard (FH)

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

## **2790. Declarations of Interest and Code of Conduct**

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

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

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

DL – Owner of business in Hay, Charlotte's of Hay

JM – Hay Woodland Group, Hay Warren Anglers

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

IK – Bronllys Wellbeing Trust

GL – Owner of a business in Hay, Gibbons Butchers

## **2791. Questions from Members of the Public**

None

## **2792. Minutes of the meeting dated 7<sup>th</sup> June 2021**

The minutes of the meeting dated 7<sup>th</sup> June 2021 were agreed as a true and accurate record.

## **2793. Matters arising from minutes not listed on the agenda**

### **(a) Meeting with the Sports Clubs & other Stakeholders**

Covered under item 2794 below.

### **(b) 20 mph signs for distribution**

TS and GR agreed to have a sign

TS to ask Anita Wright if she would be prepared to have a sign

NB to ask Frank Davies for a quote for installing two signs, one at each of the play areas

SM suggested asking Want to Canoe? to see if they would site a sign too.

### **(c) Potential alternative car parking sites in Hay**

Sites discussed were:

PCI for weekends – **Action:** TS to follow up

HADSCAL land – RWG said HADSCAL had agreed that **the sports clubs** can use an area of their land if they agree to mow it, can raised funds etc.

Hay Festival land – **Action:** JBG to follow up

**(d) HTC letter of support to Hay Primary School**

NB has sent letter and the school has acknowledged receipt and thanked HTC for its support.

**(e) Any other items not on the agenda**

None

**2794. HTC and meeting with HADSCAL and other stakeholders**

*Tim Pugh and Mary Fellowes from HADSCAL were present*

DL said that there had been a meeting between HTC, HADSCAL and the sports clubs, Hay Dial-a-Ride and Hay Markets on 16 June 2021 to discuss possible plans for land owned/managed by HTC and HADSCAL. The meeting proposals were looking at the potential for developing new facilities across the two sites, including a community hall of some kind. Non-HADSCAL Trustee Councillors voted unanimously to work together with HADSCAL to progress this.

**Action:** RWG to ask HADSCAL if they would also commit to working together with HTC.

JBG asked if a community hall was still at the core of the project. SM replied yes. AP asked if the hall was still based on the original plans drawn up by HADSCAL. TS replied that this had now changed. TS will hold a follow-up meeting with BBNP to ask them what is feasible.

GL asked if all the activities proposed are indoors. TS replied that the proposals include outdoor activities including multi-use on the tennis courts, archery etc.

Tim Pugh said that from HADSCAL's point of view, as there are two areas of land, part-owned/managed by HADSCAL and HTC, HADSCAL would like to work together on a whole-site approach and a Village Hall was their over-riding aspiration. Mary Fellowes echoed this.

**Action:** If HADSCAL agree to working together with HTC, working group to meet again to take proposals forward with non-HADSCAL Cllrs on group.

**2795. Minutes of Special Council meeting dated 15<sup>th</sup> June 2021**

Agreed as a true and accurate record

**2796. Matters Arising**

None

**2797. Minutes of Special Council meeting dated 28<sup>th</sup> June 2021**

Agreed as a true and accurate record

**2798. Matters Arising**

None

**2799. Transforming Towns**

**(i) Grant claim submitted**

NB confirmed that the grant claim had been submitted and £10,697.72 had been reimbursed to HTC.

JM asked about the Cheesemarket Railings. NB said that Powys CC had confirmed that HTC can put in a second claim in October 2021 for the Cheesemarket Railings.

**(ii) Any outstanding issues**

None

**2800. Implementation of Social Distancing Measures in Hay**

**(i) Powys CC Consultation (deadline 18 July 2021)**

DL reported that there had been a meeting with HTC on 25 June following 2 smaller meetings between HTC and Powys CC to discuss the surveys. Powys CC had agreed to a pause to enable

HTC to print & distribute hard copies of the survey & to promote the survey. Possibility of deadline extension for completed surveys to end of July 2021.

DL has handed out hard copies of the survey to all businesses with the road closures zone and JP had set up a Facebook link to the survey. TS has done a supporting letter to promote completing the survey.

DL added that the meeting members of the public in Hay Markets on 1<sup>st</sup> July had been positive and that 400 hard copies have now been handed out with 100 completed and returned.

IK asked for clarification on what happens next. GR replied that the first round of surveys is to establish if there is any consensus moving forwards. Depending on the outcome, there may be a second or third round of consultations.

**Action:** Deliver hard copy surveys to Caepound. Almshouses and flats at Wyeside Gardens.

### **2801. Sub Committee Reports/Minutes:**

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

##### **(i) Manhole(s) Oxford Road – Potential Access for HTC**

HTC unanimously approved buying a set of keys for emergency-use only.

##### **(ii) The Meadows Hedges & Trees**

RWG and GR had been to see residents and they had asked that the hedge is cut more often.

**Action:** NB to get a quote for cutting the hedges at the Meadows twice a year rather than the current once a year. **Action:** NB to write to residents saying that they cannot cut the hedge until the end of bird-nesting season.

##### **(iii) Overgrown footpath Swans Well to Bailey Walk**

Job completed by HCWGG – SM & DL thanked AP and JM for carrying out this work.

##### **(iv) Hay picnic area – conveyance from Powys CC**

RWG informed Councillors that, having inspected the deeds, HTC does not own all the picnic site, and that an 'L' shaped part of it is still owned by Powys CC (although HTC maintains the whole site). Stephan Butcher (Powys CC) had previously written to HTC to see if they would like the conveyance for this piece of land.

*RWG proposed HTC asks for the conveyance of the 'L' shaped part of land at picnic site, JBG seconded. Unanimously agreed. Resolution passed.* **Action:** NB to contact SB.

RWG added that a local contractor had agreed to carry out two jobs at the Gliss:

- (i) To clear the disabled fishing platform and cut back overgrowth here
- (ii) To install the wooden posts/chain for canoe traffic access to the canoe ramp area

TS asked if residents of the Gliss had been informed about the proposed plan for the Gliss to assist the management of the canoe companies. NB said not yet. NB to write a letter to the residents of the Gliss explaining the plan to install wooden posts and a chain at the entrance to the canoe landing area for canoe traffic only.

SM asked NB if the canoe companies had provided copies of their Public Liability Insurance. NB said only SWOAPG so far.

RWG added:

- The toilets at the Sports Pavilion have been given a through cleaning
- The parachute regiment plaque has been installed at the picnic site - a tree will need to be planted as a tree is mentioned on the plaque
- The signs installed at the Gliss saying, "No overnight parking" have been well received by residents at the Gliss

- Residents at Black Lion Green had asked for the trees to be surveyed for safety reasons. RWG had asked a tree surgeon to inspect.

#### **(b) Finance**

No meeting – annual accounts covered under 2797 above.

#### **(c) Communications**

##### **(i) Updates on HTC website and Facebook**

No meeting – TS said JPr and IK had been nominated as representatives to update Facebook. TS added that Councillors who requested council e-mail addresses have now received them.

##### **(d) Events**

No meeting

#### **2802. Sports Clubs**

##### **(i) Hay Masons potential funding support (draft letter)**

Councillors agreed that the 4 sports clubs based at the Recreation Facilities should apply for funding directly to Hay Masons, rather than a submission from HTC. **Action:** NB to write to the clubs to explain and provide details for Hay Masons.

*TS proposed HTC writes to Hay Masons asking for funding towards a disability swing, JPr seconded. RWG voted against. AP abstained. All other Cllrs voted in favour. Resolution passed.*

##### **(ii) E-mail from David Evans, Bowls Club**

NB reported that DE had e-mailed HTC to ask about removing / reducing the current amount of furniture being stored in the sports pavilion and the arrival of a large fridge did not help.

**Action:** NB to write to all clubs reminding them it is a shared space and asking them to keep the pavilion in the condition that they find it. **Action:** NB also to write to the football club thanking them for the match with Cheltenham Town which was a great success.

#### **2803. Hay Cemetery**

##### **(i) Update on purchase of land**

NB informed Councillors that Jeffrey's & Powell, the vendors, had contacted him to discuss what format HTC needs for the legal documents e.g. signed and sealed. The vendors have also provided the final documents requested by Williams Beales & Co. Outstanding items to complete the purchase are:

- Completion Document from Williams Beales & Co.
- Completion date from Jeffrey's & Powell
- £90k to be transferred from Powys CC to HTC

#### **2804. Consultations**

##### **(i) General Power of Competence – Qualification(s) a Town Clerk should hold (deadline 24 September 2021)**

SM, DL and NB to complete.

#### **2805. Play Areas monthly inspections**

No issues reported. SM thanked AP and RWG for repairing the two benches at Brecon Road Play area.

#### **2806. Report of the Clerk/Responsible Financial Officer**

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

(a) E-mail from Jane Dodds re. Hay Festival

NB read out an e-mail from Jane Dodds who asked if Hay Festival could have more events in Hay town centre in 2022 as their use of the Cinema bookshop this year was very successful in drawing people into town. DL added that Jane is looking to form a working group to look at

engaging with the Festival to hold more events in Hay town centre next Summer. **Action:** SM suggested Events Sub Committee take this forward and invite Jane to attend.

(b) Late Correspondence

NB had circulated an e-mail from Mike Harris prior to the meeting. SM suggested that HTC take advice from One Voice Wales before responding to Mr Harris. **Action:** SM, DL and NB to draft response once advice had been received.

**(ii) Bank Balances**

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

Main Account	= £63,935.96
Council Premises	= £9,312.32
Project Account	= £7,896.21
Deposit	= £14,827.81

**(iii) Bank Reconciliations**

NB said that these would be done once the new Scribe Accounts software has been updated. Proposed new cost centres and cost codes will be circulated to Finance Sub Committee for approval before NB and CW begin inputting onto Scribe.

Schedule of Cheques Issued/to be Issued					
Period	7/06/2021 - 5/7/21				
Date	Cheque Number	Payee	Details	Sub-total £	Amount £
<b>Main Account - Cheques Issued</b>					
	103623		Cheque cancelled		
01/07/2021	103624	HMRC	April-June 2021		1609.13
01/07/2021	103625	G Tofarides	Town Crier Apr- June 21		50.10
01/07/2021	103626	D Brown	Clock winding Ap-June 21		100.00
<b>Main Account - Cheques to be Issued</b>					
<b>For information - Standing Orders/Direct Debits</b>					
07/06/2021	SO	M Eager	Tidy recycling area		50.00
07/06/2021	DD	Barclays	Bank charges 13/4/21 - 12/05/21		22.79
08/06/2021	DD	NEST	Pension May 2021		140.07
15/06/2021	DD	BT	Phone & Internet		45.47
22/06/2021	DD	British Gas	C. Tower toilets 02/05 – 01/06/21		46.49
30/06/2021	DD	Internet	Broadband		11.28
05/07/2021	DD	Barclays	Bank charges 13/5/21 - 12/06/21		22.07

<b>For information – Electronic payments</b>				
09/06/2021		One Voice Wales	Training (x3)	90.00
09/06/2021		BBNPA	BBNP Cheesemarket app fee	115.00
09/06/2021		Hafren Services	Deep clean Sports Pavilion after polling	204.00
09/06/2021		N C Kerner & Sons	Cheesemarket rails	2000.00

17/06/2021		BOSS	Stationery inv 194613	21.59
17/06/2021		BOSS	Stationery inv 194814	69.46
17/06/2021		OTM	Grass cutting May 2021	180.00
01/07/2021		BOSS	Stationery inv 196540	4.22
01/07/2021		BOSS	Stationery inv 196371	20.39
01/07/2021		BOSS	Stationery inv 196041	20.39
01/07/2021		BOSS	Stationery inv 196539	26.56
01/07/2021		Gloversure	Invoice 19270	36.00
01/07/2021		T Stedman	Expenses June	153.88
01/07/2021		N Burdekin	June expenses	71.99
01/07/2021		N Burdekin	June salary	1563.08
01/07/2021		C Watkins	June salary	431.80
01/07/2021		M Lally	Payroll support	150.00
			<b>TOTAL</b>	<b>7255.76</b>

<b>Premises Account - Cheques Issued</b>				

<b>Premises Account – Cheques to be issued</b>				

<b>For information - Standing Orders/Direct Debits</b>				

07/06/2021	DD	Barclays	Bank charges 13/04/2021 – 12/05/2021	9.68
05/07/2021	DD	Barclays	Bank charges 13/05/2021 - 12/06/2021	6.80

<b>For information – Electronic payments</b>				

			<b>TOTAL</b>	<b>16.48</b>
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<b>Project Account - Cheques Issued</b>				

05/07/2021		Hay Cricket Club	Remainder fundraising money	250.00
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<b>Project Account – Cheques to be Issued</b>					
<b>For information - Standing Orders/Direct Debits</b>					
07/06/2021	DD	Barclays	Bank charges 13/04/2021 – 12/05/2021		7.36
17/06/2021	DD	Corona Energy	Gas May - July 2021		94.77
21/06/2021	DD	Powys CC	Business Rates		321.00
05/07/2021	DD	Barclays	Bank charges 13/05/2021 - 12/06/2021		6.84
<b>For information – Electronic payments</b>					
			<b>TOTAL</b>		<b>679.97</b>

## 2807. Report from County Councillor

GR reported:

- Latest Covid-19 data shows that although there is a significant increase in Covid cases in Powys, this is not, as yet, leading to a significant increase in hospitalisations. Most new cases relate to those 25 and under
- PCSO and Police will be in Hay on Thursday 8<sup>th</sup> July at either 2pm or 6pm and asked Cllrs if they would like to join them and if any issues needed to be raised. GR had also tried to contact Police & Crime Commissioner to arrange a meeting and will follow this up
- The Royal British Legion has already paid for a road closure for the WWII event in August. However, if the road closures are still in place then, GR asked Cllrs if HTC would support the RBL requesting that the fees are reimbursed to the RBL. Cllrs agreed to support this.

JPr asked GR how the phosphates legislation would impact Hay. GR said he would share a report on phosphates with HTC.

## 2808. Report from Chairman

SM said that BT had been to the office and that the new phone number for the office is: 01497 820 219. WiFi for the office had also been set up.

SM had been out with the Fire Service and re-planted most of the planters in town. Volunteers needed to water the planters near Pila Pala – to be determined. As some plants are left, HCGWW can use these to re-plant the train under Hay bridge and possibly the canoe planter outside Want to Canoe?

## 2809. Reports from representatives:

- a. Dyfed Powys Police** – Nothing to report
- b. Gwynne’s Almshouses** – Nothing to report
- c. Dial-a-Ride** – FH was absent
- d. Hay School Governors** – JM said a Covid case had been reported at school yesterday and some pupils are self-isolating, but the school remains

open. TS added that by the end of the week it will be known if the interim Post Office site for the Library has been successful.

**e. One Voice Wales** – Nothing to report

**f. Bronllys Wellbeing Trust** – IK had left the meeting

**g. Cheesemarket** – Nothing to report

**h. Hay 2 Timbuktu (H2T)** – Nothing to report

**i. BBNP** – Nothing to report

**j. Chamber of Commerce** – IK had left the meeting

**k. Hay Summer Show** – Nothing to report

**l. HADSCAL community centre** (deferred)

**m. Hay Markets** – Nothing to report

**n. Hay Castle Trust** – JBG left a note with NB having left the meeting. NB said that the Trust is currently working to an opening towards the end of November. Now actively recruiting for a new Managing Director which is being advertised nationally. Still shortlisting for the café and catering.

**o. Hay Sports Clubs** – Nothing further to report

**2810. Urgent Mayor and Deputy Mayor Authorisation** – None

**2811. Planning Applications for Comment** - None

**2812. Any Other Business**

SM said that there is a remote meeting with Healthmatic tomorrow at 10.30 am to discuss the poor service being delivered by Healthmatic since the previous cleaner left post at the end of April 2021. SM, RWG, AP and JPr all available to take part in the meeting.

**2813. Date and time of next meeting**

Monday 6<sup>th</sup> September 2021, 6.30 pm

There being no further business, the meeting closed at 8.55 pm.

Signed:

A rectangular box containing a handwritten signature in black ink, which appears to be 'J. Pringle'.

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