

# **Minutes of the meeting of Hay Town Council held at 6.00 pm on the 6<sup>th</sup> September 2021**

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

**Apologies:** Cllr D Landymore (DL) Cllr I Keith (IK) Cllr J Boyd Green (JBG)

**In Attendance:** N Burdekin (NB) Cllr G Ratcliffe (Cllr GR) *arrived 6.50pm*

## **2817. 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

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

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

JM – Hay Woodland Group, Hay Warren Anglers

GL – Owner of a business in Hay, Gibbons Butchers

## **2818. Questions from Members of the Public**

None

## **2819. Minutes of the meeting dated 5<sup>th</sup> July 2021**

Two corrections were made:

- JPr Declaration of Interests should read: St Mary’s Church not St James’  
Church
- 2793 (c) should read “sports clubs” not “football club”
- Otherwise, the minutes of the meeting dated 5<sup>th</sup> July 2021 were agreed  
as a true and accurate record.

## **2820. Matters arising from minutes not listed on the agenda**

### **(a) Hay Picnic Area Conveyance from Powys CC**

HTC still waiting to hear from Powys CC.

## **2821. Minutes of the Special Council meeting dated 15<sup>th</sup> July 2021**

One correction was made:

- JPr Declaration of Interests should read: St Mary's Church not St James' Church
- Otherwise, the minutes of the meeting dated 15<sup>th</sup> July 2021 were agreed as a true and accurate record.

## **2822. Sub Committee Reports/Minutes:**

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

#### **(i) Minutes of meeting dated 27<sup>th</sup> July 2021**

RWG reported two recommendations:

E&P 026 (i) That Hay Town Council trials Pay & Display car parking at Brecon Road Play Area, with an area given over to bollarded, individual parking, on a 12-month period. *Item deferred pending more information to be gathered by the Clerk*

E&P 026 (ii) If the scheme proves successful at Brecon Road after 12-months, install Pay & Display car parking at the Gliss. *Item deferred pending more information to be gathered by the Clerk*

#### **(ii) Kyle Robinson, Land Registry – meeting scheduled for 9 Sept 2021**

NB reported that this meeting had now been cancelled as KR unable to attend. NB to re-arrange as a matter of priority.

#### **(iii) Meeting with canoe companies/letter to residents at the Gliss update**

SM, RWG and FH met with representatives from canoe companies and they are happy with the proposals that have been put forward. The next step is to arrange a meeting with the residents of the Gliss. GR to meet residents on 7<sup>th</sup> September separately, then follow-up meeting with HTC, residents and GR to be arranged.

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

NB to arrange

### **(b) Finance**

#### **(i) Minutes of meeting dated 3 September 2021**

Meeting cancelled due to illness. NB to re-arrange

### **(c) Communications**

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

TS to arrange

### **(d) Events**

#### **Date and time of next meeting**

NB/CW to arrange

### **2823. 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*

### **2824. HTC/HADSCAL meeting(s) – feedback from TS/DL**

TS reported that a meeting had been held in the Sports Pavilion between HTC and HADSCAL. HADSCAL is looking at the option of leasing their land to HTC. Cllrs who attended the meeting who weren't HADSCAL Trustees voted in favour of this proposal. Legal issues on this are being looked into e.g. covenants etc. Next step is for the Steering Group to meet again and look into possibility of paying someone to draw up the plans. One issue that was raised is that the area of land that HTC manages at the Recreation Facilities is on a 99-year lease from Powys CC.

### **2825. WWII Event – Thank You**

SM reported that HTC had drafted several thank you letters for those who organised and participated in the WWII Commemoration event. NB to ask Kelvyn Jenkins if there are any other individuals or groups that HTC has missed from its initial list of thank yous.

### **2826. Hay Cemetery**

#### **(i) Land Purchased 30 July 2021**

HTC purchased the new cemetery site on 30 July 2021 and has the legal documents for this purchase

#### **(ii) Update on infrastructure works**

HTC met with the contractor who will put in the access, road way and pathways to the new Cemetery site. The contractor will start infrastructure works approximately mid-September. There is a 3-months' deadline from completion of purchase (30 July) to completion of infrastructure works which the contractor is aware of and the contractor explained the works will probably take around 2 weeks to complete. Another contractor, who will install a fence to prevent livestock from entering the site, had also met with HTC on site and had agreed to purchase the materials and install the fence as soon as possible.

GL asked if the wider community were aware that HTC had completed the purchase of land. Not yet, but Cllrs agreed to wait to publicise this until the infrastructure had been completed.

### **2827. Consultation**

#### **(i) EA Boat Registration Charges Proposal**

RWG had read through the consultation and explained that currently the EA has no legal ability to charge boat owners. Councillors felt that a charge should be levied on commercial boat owners for using the Wye at Hay, but

because the EA has no legal powers to do so, Councillors agreed not to put a response in.

**(ii) Local Elections (Communities) (Wales) (Rules) 2021**

Given DL's experience in local elections, Cllrs asked NB to ask DL if she would complete the consultation.

**2828. Play Areas**

- (i) Monthly reports – AP said nothing to report
  - (ii) Gipsy Castle Play Area – Lease with Powys CC/Renewal
- Prior to the meeting NB circulated a lease from Powys CC to HTC for Gipsy Castle Play Area and an e-mail asking if HTC wanted to renew the lease. Some Cllrs thought that the land belonged to HTC.

**Action:** NB & GR to check to see if the land belongs to HTC from documents relating to a grant for play areas from around 2010/2011. If the land does not belong to HTC, another possibility would be to ask Powys CC for the land on a freehold via a Community Asset Transfer.

**2829. Report of the Clerk/Responsible Financial Officer**

**(i) Correspondence**

**(a) Mike Harris e-mail (19 July 2021) – HTC's response**

NB said HTC had received legal advice from OVW and the advice was that as HTC had made its mistake in publicly available minutes it should be publicly corrected in the next available minutes. OVW also advised that a separate note of HTC's error should also be made. Both of these should be made available via HTC's website so the public can access them. NB showed Cllrs a proposed response to Mr Harris based on this advice. HTC Cllrs unanimously approved the text shown. NB to write a letter to Mr Harris using the text shown in the meeting in line with OVW's legal advice.

**(b) Community Ownership Fund, OVW**

NB explained that there is a Community Ownership Fund for projects up to £250k. However, the fund is for assets at risk of loss, rather than new projects. Cllrs said that it might be useful for Gipsy Castle Play Area.

**(c) Innovative Practice Conference, OVW – 22 September 2021**

NB said that he and DL were attending a virtual conference with OVW on 22 September 2021 and asked if any other Cllr would like to attend. Cllrs were happy for DL and NB to attend and report back.

**(d) Late Correspondence**

- E-mail from resident of the Gliss regarding ongoing issues – GR reiterated that he will be meeting with residents from the Gliss on 7<sup>th</sup> September, and then there will be a follow-up meeting with HTC;
- E-mail from Senior Football Club – stating that the Sports Pavilion will be available for use from 1 September and requesting use of room on 15 September. SM to speak to Bowls Club about completion of moving

out from Sports Pavilion. Following this, HTC to meet with Sports Clubs to discuss rules, booking Sports Pavilion/room hire and so on moving forwards. Cllrs agreed that the Football Club can use the room on 15 September;

- E-mail from Mad Hatters requesting HTC shares their craft dates to HTC's facebook page. Cllrs agreed that Mad Hatters could add their own link to HTC's facebook page.

## (ii) Bank Balances

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

Main Account	= £42,148.59
Council Premises	= £9,299.52
Project Account	= £7,181.41
Deposit	= £14,827.81

NB added that these accounts included all monies in and out for the purchase of Hay Cemetery with the exception of the infrastructure works and that, although not on the bank statement at 24 August, on 31 August the second of three Precept payments of £20k had been made. This will be accounted for in the next set of bank statements.

## (iii) Bank Reconciliations

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

## Schedule of Cheques Issued/to be Issued

Period		6/7/2021 - 6/9/21			
Date	Cheque Number	Payee	Details	Sub-total	Amount
				£	£
<b>Main Account - Cheques Issued</b>					
14/07/2021	103624	HMRC	April- June 2021		1609.13
15/07/2021	103626	David Brown	Clockwinding Apr- June 2021		100.00
20/07/2021	103625	George Tofarides	Town Crier Apr- June 2021		50.10
04/08/2021	103627	Welsh Water	Broad St toilets Jan- July 2021		308.20
04/08/2021	103628	Welsh Water	Ox Rd toilets - Jan- July 2021		475.06
<b>Main Account - Cheques to be Issued</b>					
<b>For information - Standing Orders/Direct Debits</b>					
06/07/2021	SO	M Eager	Tidy recycling area		50.00
06/07/2021	DD	NEST	Pension		140.07
13/07/2021	DD	E.on Next	Electricity Oxford Rd toilets		170.69
22/07/2021	DD	BG	Electricity Clock Tower toilets		41.35

30/07/2021	DD	MS Word Licence	Internet charge		11.28
04/08/2021	DD	Barclays	Bank charges		34.70
06/08/2021	DD	NEST	Pension		140.07
06/08/2021	DD	M Eager	Tidy recycling area		50.00
20/08/2021	DD	British Gas	Clock Tower toilets electricity		43.81
02/09/2021	DD	MS Word Licence	Internet charge		11.28
06/09/2021	DD	M Eager	Tidy recycling area		50.00
<b>For information – Electronic payments</b>					
08/07/2021		Stuart Shepherd	Blocked drains inv. 22206		72.00
08/07/2021		Deb Landymore	Expenses June 2021		85.96
08/07/2021		OTM	Grass cutting June 2021		180.00
08/07/2021		Alan Davies	Install signs at the Gliss		212.00
08/07/2021		Alan Davies	Plinth work		302.50
08/07/2021		Ligtas Consultancy	Training re Legionella		540.00
08/07/2021		David M Jones	Internal audit		960.00
15/07/2021		Ligtas Consultancy	Risk ass inv 30673- Oxford Rd		180.00
15/07/2021		Ligtas Consultancy	Risk ass inv 30674- C. Tower		180.00
15/07/2021		Ligtas Consultancy	Risk ass inv 30675 – S. Pavilion		480.00
28/07/2021		Williams Beales	Re. Hay Cemetery		36370.40
03/08/2021		N Burdekin	July 2021 expenses- postage		3.23
03/08/2021		BOSS	Stationery invoice 197748		15.89
03/08/2021		Gloversure	Inv. 19593 – email addresses		18.24
03/08/2021		C Watkins	Expenses July 2021		19.58
03/08/2021		EM Davies	Inv. 14682- Citizen of Yr Board		36.00
03/08/2021		BOSS	Stationery – Inv. 197749		42.05
03/08/2021		Huws Gray	Benches repairs Inv. 478615		82.02
03/08/2021		C Watkins	July salary		431.80
03/08/2021		N Burdekin	July salary		1563.08
03/08/2021		Williams Beales	Solicitors' fees re. cemetery		3182.90
04/08/2021		Zurich	Insurance		1640.00
04/08/2021		Furnitureatwork	Cupboard invoice 465247		273.60
02/09/2021		C Watkins	Salary August		431.80
02/09/2021		N Burdekin	Salary August		1563.08
03/09/2021		BBNPA	Planning re Buttermarket rails		115.00
			<b>TOTAL</b>		<b>52274.05</b>
<b>Premises Account - Cheques Issued</b>					
<b>Premises Account – Cheques to be issued</b>					
<b>For information - Standing Orders/Direct Debits</b>					
04/08/2021	DD	Barclays	Bank charges		6.00

07/09/2021	DD	Barclays	Bank charges		6.00
<b>For information – Electronic payments</b>					
			<b>TOTAL</b>		<b>12.00</b>
<b>Project Account - Cheques Issued</b>					
04/08/2021	100115	Welsh Water	Sports Pav -Jan to July 2021		519.59
<b>Project Account – Cheques to be Issued</b>					
<b>For information - Standing Orders/Direct Debits</b>					
14/07/2021	DD	E.on Next	Electricity Council Offices		111.30
14/07/2021	DD	E.on Next	Electricity Council offices		146.48
19/07/2021	DD	Corona Energy	Gas Council Offices		15.54
21/07/2021	DD	Powys CC	Rates		321.00
04/08/2021	DD	Barclays Bank	Commission		7.08
16/08/2021	DD	Corona Energy	Gas Council Offices		15.97
23/08/2021	DD	Powys CC	Rates		321.00
<b>For information – Electronic payments</b>					
			<b>TOTAL</b>		<b>1457.96</b>

### **2830. The Warren Nature Recovery Management Plan – Update & Request for HTC contribution from JM**

NB had circulated an e-mail containing the Warren Nature Recovery Management Plan from JM prior to the meeting. JM gave Cllrs the background to the plan and listed some of the main objectives of the plan. Part of the proposal is to restore a 200-year old dry-stone wall, total length 130 metres (funding is in place for the first 20 metres). The outstanding funding needed is approximately £17,000.00. JM asked if HTC could make a financial contribution to the project. Cllrs asked JM to get agreement in writing from the landowner(s) before any decision to fund could be made. NB showed Cllrs the Code of Conduct which states that any request for funding below £500.00 does not need Cllrs to declare a prejudicial interest. *Item deferred until JM has permission from land owner(s) in writing.*

### **2831. Report from County Councillor**

GR reported:

- He had met with police for a walk around Hay and is looking to book a meeting between HTC and the Police Crime Commissioner;

- He had put in a question to Powys CC about the purported 5% number of second homes in Powys. GR to meet Powys CC Cabinet Member to discuss further;
- Hay bridge parapets – belong to Powys CC not HTC. GR to forward e-mail from several years ago from Powys CC asking HTC what type of new parapets Cllrs would like. GR had also e-mailed Gareth Price, Powys CC, for a progress report on when the new parapets will be installed on Hay Bridge and if the parapets will be the ones as agreed with HTC several years ago;
- There have been issues with the recycling lorries.

### **2832. Report from Chairman**

SM thanked all those who took part in the WWII Commemoration weekend. SM and JPr had also visited Cartref and there had been a concert at Cartref.

### **2833. Reports from representatives:**

- a. Dyfed Powys Police** – Nothing to report
- b. Gwynne's Almshouses** – Nothing to report
- c. Dial-a-Ride** – FH said that there will be a meeting in 2 weeks
- d. Hay School Governors** – JM said that Richard Morris had now started as Headteacher at Hay Primary School. There will be a Governors' meeting this month. Danny Thomas had carved a wooden totem pole for the school
- 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
- f. Bronllys Wellbeing Trust** – IK was not present
- g. Cheesemarket** – RWG said there had been no meeting
- h. Hay 2 Timbuktu (H2T)** – JPr said that H2T is looking for more Friends of and Trustees
- i. BBNP** – TS said that there is a meeting coming up
- j. Chamber of Commerce** – IK was not present
- k. Hay Summer Show** – Nothing to report
- l. HADSCAL community centre** (deferred)
- m. Hay Markets** – FH said that Hay Markets was voted in the top 10 markets in Britain
- n. Hay Castle Trust** – JBG was not present
- o. Hay Sports Clubs** – NB to arrange a meeting with the sports clubs

### **2834. Urgent Mayor and Deputy Mayor Authorisation – None**

### **2835. Planning Applications for Comment - None**

### **2836. Any Other Business**

FH raised the issue of Hay Bridge new parapets and that HTC had chosen them, which was incorrect. GR circulated original e-mails relating to HTC choosing the parapets back in 2018 and asked Powys CC for an update.



*Cllr FH left the meeting at 8.05 pm*

TS and DL will be hosting a MacMillan Coffee morning at the Sports Pavilion on Saturday 25 September, 10am – 1.00pm approx.

GL asked about the planters in town and if there was a plan to re-plant them for Autumn. **Action:** NB to add to Estates & Premises agenda.

GL asked about the proposed Cheesemarket railings opposite Shepherd's Ice Cream. NB read out the latest e-mail from the blacksmith who had asked to alter the coating finish to the railings. **Action:** Cllrs asked NB to check with the blacksmith if this can be done within the agreed budget.

**2837. CAMERA session**

Topic: Operation London Bridge

**2838. Date and time of next meeting**

Monday 4<sup>th</sup> October 2021, 6.00pm

There being no further business, the meeting closed at 8.30 pm.

Signed:

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

Date: 4<sup>th</sup> October 2021