

Minutes of the meeting of Hay Town Council held in the Pavilion at 6.00 pm on 6th December 2021

Present: Cllr S Morris (SM) Cllr D Landymore (DL) Cllr J Morgan (JM)
Cllr F Howard (FH) Cllr T Stedman (TS) Cllr J Prothero (JPr)
Cllr R Golesworthy (RWG)

Attended by Zoom: Cllr J Boyd Green (JBG)
Cllr G Ratcliffe (GR)
Ken Perry (Natural Resources Wales)

Apologies: Cllr A Powell (AP)

In Attendance: N Burdekin (NB)

2883. Declarations of Interest and Code of Conduct

SM – HADSCAL, Hay Post Office, Group Leader 1st Hay Scouts, Explorers, Summer Show, owner of business in Hay, Country Supplies

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

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

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

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

2884. Questions from Members of the Public

None

2885. Minutes of the meeting dated 1st November 2021

The minutes of the meeting dated 1st November 2021 were agreed as a true and accurate record.

2886. Matters arising

NB reported that he had contacted Clyro Community Council to say HTC would be interested in holding a meeting to discuss Active Travel/proposed cycle route from Clyro to Hay. Awaiting response from Clyro CC.

2887. Sub Committee Reports/Minutes:

(a) Estates & Premises

(i) Ken Perry, Natural Resources Wales (NRW) – Presentation by Zoom

Ken Perry joined the meeting via Zoom to inform HTC about how the increased levels of canoe traffic at the Gliss might affect wildlife and HTC's obligations in relation to the Site of Special Scientific Interest (SSSi) in relation to the *Wildlife and Countryside Act, 1981, s.28*.

A discussion took place, with some of the key points raised being:

- (i) KP said that HTC was notified of its obligations back in the 1990's. At that time, the volume of canoe traffic using the Gliss was not deemed high enough to confident that this would cause any significant damage to wildlife. Canoe traffic increased significantly in 2021, in large part due to the closure of the Bont for canoe launching;
- (ii) Under the Wildlife & Countryside Act, s.28 HTC has obligations for any works it undertakes itself at the Gliss, and for any actions it permits others to do e.g. canoe launching;
- (iii) KP said that most canoe companies don't apply to the NRW for advice as they often launch from 3rd party land;
- (iv) KP said that the consents NRW grants relate to the launching of canoes, not where they land;
- (v) KP admitted it is hard to police and enforce consents
- (vi) If HTC requests advice from NRW, it could lead to a cost to be incurred carrying out a Habitat Regulations Assessment

Two actions were identified:

- (i) HTC needs to request from NRW in writing if it would like advice on issues caused by canoe traffic at the Gliss. The NRW would respond within 28 days with advice *not conditions* **Action: NB to draft letter to NRW formally asking for advice**
- (ii) SM asked where HTC stands if canoes start launching again from the Bont? **Action: Ken Perry to investigate this and report back to the Clerk**

Ken Perry left the meeting at 6.40 pm

(ii) Land Registry – update from NB

NB has completed the paperwork for Land Registry for the Gliss, the Old Railway Line and Hay Picnic Site, and sent in HTC's application to register this land on a freehold basis.

Black Lion Green - NB needs more time to gather the evidence demonstrating that HTC has maintained this land for up to 12 years. NB will work on this application with CW.

(b) Finance

(i) Minutes of meeting dated 30th November 2021– 5 recommendations

FIN539. Recommendation (i)

"That HTC adopts a new Personnel Committee, subject to amendments made in Finance meeting"

In the Terms of Reference, FH suggested that where it says, 'Members: Councillors with HR experience', this be changed to 'preferably with HR experience'. Councillors accepted this amendment. **Action:** NB to make change. On this basis, JPr proposed accepting the recommendation, JBG seconded. *Unanimously approved*

FIN539. Recommendation (ii)

"That the Town Crier be asked to carry out 4 cries for the Town Council as part of the honorarium, and that any additional cries requested by HTC be carried out at £20.00 per cry"

JPr proposed, JM seconded. *Unanimously approved*

FIN541. Recommendation (i)

That HTC amends its Standing Orders. 3 changes were recommended, and with some alterations agreed, FH proposed accepting the recommendation, RWG seconded. *Unanimously approved*

FIN543: Recommendation (i)

"To set the Precept for 2022/2023 at a 10% increase, which would increase the Precept from £60,000 to £66,000 – and lead to a shortfall in projected overall budget of £9,000 to be met by HTC's Reserves"

Or

FIN543. Recommendation (ii)

"To set the Precept for 2022/2023 at a 5% increase, which would increase the Precept from £60,000 to £63,000 – and lead to a shortfall in projected overall budget of £12,000 to be met by HTC's Reserves"

JM proposed a 10% increase, JPr seconded. All Cllrs voted in favour of the recommendation except RWG who voted against. There was no counter proposal. Resolution passed

FIN546. Recommendation (i)

That HTC asks for a £500.00 credit from Healthmatic for invoice 10904, period April – June 2021 for toilet cleaning/maintenance due to a lack of service provision over the weekend of May Bank Holiday 2021
Unanimously approved

Cllr GR left meeting at 7.00 pm

(c) Communications

(i) Community Christmas Lunch invites to distribute

TS had sent the Christmas invites through to NB. NB said that they had been printed and were ready for collection. **Action:** NB to collect a.s.a.p.

(d) Events

TS said that the Christmas Lights Switch On had gone well and was well attended. SM raised the issue that the lights on the Chemist were not illuminating very well and only working intermittently. **Action:** JGB to follow up. SM said that the Citizen of the Year awards had also gone well.

2888. Councillor Protocols

DL took Councillors through the protocols. Some amendments were agreed and, on the basis of these amendments, FH proposed accepting the protocols, JPr seconded. *Unanimously approved*

2889. Scheme of Delegation to the Clerk

Item deferred

2890. High Town Consultation – Survey Results DL

DL presented the results of surveys carried out regarding the current road restrictions for High Town. The surveys were clearly in favour of keeping the one-way and no-parking. FH raised the issue of the 'left-hand turn only' at the end of High Town. Cllrs unanimously agreed that this should be changed to being able to turn left or right. On this basis, DL proposed to keep the one-way and no parking in place, but to enable drivers to turn left or right leaving High Town. TS seconded. *JBG declared a Personal & Prejudicial interest and did not vote. All other Councillors voted in favour. Resolution passed.* **Action:** NB to inform Jo Lancey, Powys CC, of HTC's decision.

2891. Youth Provision

TS and DL had met with interested parties to discuss the possibility of starting a Youth Provision/Service and 10 volunteers have signed up to the idea so far. The service would need a venue one night a week. *Cllrs agreed that the Pavilion could be used for the venue in principle, pending a Business Plan from the Youth Provision group. Cllrs agreed that DL could be HTC's representative on this steering group*

2892. Refurbishment of Pavilion Costings

TS, DL and JM had met with the Cricket Club and the Football Clubs separately to ask them what their needs are for the Pavilion to see what can be accommodated. TS reported that there is a deadline of 5th January 2022 to send in a grant application to the Sustainable Development Fund. TS had also received some quotes to re-decorate the Pavilion and the toilets for approximately £1,000.00. FH proposed, RWG seconded that the works can be carried out up to £1,000.00 - *unanimously approved*

TS added that DL, TS, JM and AP had met with GR, Black Mountain Lions, and Brecon Food Bank on 25th November to discuss the possibility of a satellite food bank in Hay. The Pavilion had been mentioned as a possible location for the food bank. Brecon Food Bank does have funding for room hire, although Hay Library might prove to be a better location.

2893. Councillor Co-option – Update from NB

Cllr DL declared a Personal and Prejudicial Interest and did not vote

3 candidates had applied for Councillor Co-option. NB undertook the vote. Jade Hall won the vote by a majority. Jade Hall duly elected as Town Councillor.

Action: NB to inform Jade and arrange for Cllr Declaration form to be signed.

NB explained that there is still one Councillor Vacancy (following the resignation of GL). This needs to go through the Casual Vacancy process.

Action: NB to put the Casual Vacancy Notice on HTC's website.

2894. Hay Cemetery – Update from NB

NB reported that he had sent all relevant documents relating to planning conditions to the BBNP and was waiting for comment. NB added that he had met the contractor on site to ask for a quote for installing a 'separation' fence between HTC land and the area that will be leased to Powys CC. Still awaiting quote. NB also reported that the gap in the hedge will need to be planted with trees in line with planning conditions, but thought it best to wait for BBNP to discharge planning before planting the trees.

2895. Consultation – Herefordshire Council Motion to enforce Bathing Waters Standard on the River Wye

Hereford Council has put in a motion to enforce Bathing Water Standards on the River Wye and has asked other Town and Community Councils, where the River Wye runs through their areas, to do the same. TS proposed accepting this request for support, FH seconded. *RWG and SM abstained. All other Cllrs voted in favour. Resolution passed*

2896. Play Areas

(i) Monthly reports – AP was not present. RWG reported no issues.

2897. Report of the Clerk/Responsible Financial Officer

(i) Correspondence

- (a) FAW** – Grant available for grass roots football facilities – TS said that the group is not ready to put an application in for Phase One, but will look to put an Expression of Interest in as soon as possible
- (b) Resident Net Zero Hay** – NB said that a meeting had been scheduled for Thursday 9th December, 6.00pm, open to all
- (c) Sian Barnes Zoom meeting invite re. Habitat Regulations** – meeting to be finalised
- (d) Charge My Street (electric car charging)** – HTC's e-mail expressing an interest for Brecon Road Play Area car park had been

acknowledged. Could be at least 4 months until a site visit is arranged due to significant demand

- (e) Late Correspondence** – Resident query regarding leaving cut down trees in situ on Old Railway Line. Cllrs agreed that this query had already been answered by HTC and that no further response was needed

(ii) Bank Balances

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

Main Account	= £35,411.96
Council Premises	= £8,351.12
Project Account	= £5,885.08
Deposit	= £14,828.18

(iii) Bank Reconciliations

NB reported that DL had signed off bank reconciliations from April to October 2021 in the Finance Sub Committee meeting on 30th November.

Schedule of Cheques Issued/to be Issued

Period	02/11/21 to 6/12/21				
Date	Cheque Number	Payee	Details	Sub-total	Amount
				£	£
Main Account - Cheques Issued					
06/12/2021	103638	Land Registry	Fee for Gliss, Railway Line etc		30.00
Main Account - Cheques to be Issued					
For information - Standing Orders/Direct Debits					
04/11/2021	DD	Barclays	Bank charges		29.43
08/11/2021	SO	M Eager	Tidy Recycling Area		50.00
17/11/2021	DD	British Gas	Electric Clock Tower toilets		39.27
19/11/2021	DD	NEST	Pension		140.07
01/12/2021	DD	Internet for Everyone	MS Word Licence		11.28
06/12/2021	SO	M Eager	Tidy Recycling Area		50.00
06/12/2021	DD	Barclays	Bank charges		21.71
For information – Electronic payments					
02/11/2021		NB	Expenses		20.10
02/11/2021		CW	Expenses		26.70
02/11/2021		BBNPA	Planning Cheesemarket Railings		115.00
02/11/2021		CW	Salary		431.80

02/11/2021		NB	Salary		1563.08
09/11/2021		Hay Lunch Club	Christmas lunch Dec 2021		250.00
18/11/2021		BOSS	Inv 204772		28.18
18/11/2021		OVW	Inv 5893		30.00
18/11/2021		BOSS	Inv 203724		43.18
18/11/2021		BOSS	Inv 203976		43.68
18/11/2021		Hereford Fire	Inv 34620		105.00
18/11/2021		Hereford Fire	Inv 34539		111.00
18/11/2021		Royal Images	Inv 38227		114.00
18/11/2021		GB Sport & Leisure	Inv 8668		126.00
18/11/2021		JPL Groundwork	Inv 2263		16987.50
03/12/2021		NB	Expenses		38.97
03/12/2021		CW	Salary		431.80
03/12/2021		NB	Salary		1563.08
			TOTAL		22400.83
Premises Account - Cheques Issued					
Premises Account – Cheques to be issues					
For information - Standing Orders/Direct Debits					
04/11/2021	DD	Barclays	Bank Charges		8.00
06/12/2021	DD	Barclays	Bank Charges		8.00
For information – Electronic payments					
18/11/2021		Cariads	Wye Local inv 11339		139.20
18/11/2021		Birch Electrical	Inv 121134		240.00
18/11/2021		Furniture at Work	Inv 483613		547.20
			TOTAL		942.40
Project Account - Cheques Issued					
Project Account – Cheques to be Issued					
For information - Standing Orders/Direct Debits					
04/11/2021	DD	Barclays	Bank Charges		8.56
22/11/2021	DD	Powys	Rates		321.00
29/11/2021	DD	Corona	Gas Council Offices		22.76
For information – Electronic payment					
			TOTAL		352.32

2898. Report from County Councillor - GR had left the meeting

2899. Report from Chairman - Nothing further to report

Cllr JBG left the meeting at 8.30 pm

2900. Reports from representatives:

a. Dyfed Powys Police – AP was not present. No issues reported

b. Gwynne's Almshouses – FH said nothing to report

c. Dial-a-Ride – FH said D-a-R's newsletter had been sent out

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

e. One Voice Wales – JPr said he and NB had attended a meeting in Builth Wells with the Leader and Chief Executive of Powys CC. Several issues raised were the responsibility of Welsh Government, not Powys CC

f. Bronllys Wellbeing Trust – No representative currently. TS said that there were some ongoing issues with Powys Teaching Health Board

g. Cheesemarket – No meeting

h. Hay 2 Timbuktu (H2T) – JPr said nothing to report

i. BBNP – TS will be taking part in a remote meeting with the new Chief Executive

j. Chamber of Commerce – JBG had left the meeting

k. Hay Summer Show – SM said that the quiz night had gone well, as had the Christmas Lights Switch On, to raise funds for the Summer Show

l. Hay Markets – FH said that there will be a Christmas Fair on Saturday 11th December

m. Hay Castle Trust – NB said that two tours of the Castle had been arranged for Thursday 9th December, 10.00 am and 11.15 am.

n. Hay Sports Clubs – TS had already reported on this item

2901. Planning

(a) Urgent Mayor and Deputy Mayor Authorisation

(i) Application Reference 21/20296/LBC – 1 Union Mews, Hay-on-Wye – Replacement of 4 ground level windows with sustainable wooden frames – *No objections*

(b) Planning Applications for Comment

(i) Application Reference (BBNP): 21/20515/FUL – Golden Oak House, 18 Brecon Road, Hay-on-Wye – Proposed shed for garden storage, renewal of loft window, draught proofing – *No objections*

(ii) Application Reference (BBNP): 21/20553/LBC – Barclays Bank, Broad Street, Hay-on-Wye – Change of use of former Bank with independent flat above to a single dwelling house – *Cllr RWG declared a Personal and Prejudicial interest and did not vote. Cllrs had no objections to a residential dwelling, but would object to it being let for holiday accommodation*

(iii) Application Reference (BBNP): 21/20444/FUL (amended) – Hay Medical Centre, Forest Road, Hay-on-Wye – Create 3 new consulting rooms and new storage room – *Cllr RWG declared a Personal and Prejudicial interest and did not vote. Otherwise, no objections.*

(iv) Application Reference (Powys CC): 21/2066/HH – 1 The Burlands, Gypsy Castle Lane - Construction of additional storey to dwelling, construction of porch and formation of new openings - *Cllr FH declared a Personal and Prejudicial interest and did not vote. Otherwise, no objections.*

2902. Any Other Business

JM informed Cllrs that a resident had put their property up for sale and included access to the Gliss as part of the property advertisement. HTC had never formally agreed to allow access over its property from the resident's garden. **Action:** NB to write to the estate agent to say that the details given by the owner are wrong and need to be changed.

2903. CAMERA session

Topics:

- i. Citizen of the Year nominations
- ii. Quotes for Tree Work on Old Railway Line

2904. Date and time of next meeting - Monday 10th January 2022, 6.00pm

There being no further business, the meeting closed at 9.10 pm.

Signed:



Date: 06/12/2021