

# **Minutes of the meeting of Hay Town Council held at 6.00 pm in the Pavilion on 7<sup>th</sup> February 2022**

**Present:** Cllr S Morris (SM) Cllr D Landymore (DL) Cllr F Howard (FH)  
Cllr A Powell (AP) Cllr J Prothero (JPr) Cllr J Morgan (JM)  
Cllr R Golesworthy (RWG)

**Apologies:** Cllr T Stedman (TS) Cllr J Boyd Green (JBG) Cllr J Hall (JH)

**In Attendance:** N Burdekin (NB) Cllr G Ratcliffe (Cllr GR) *arrived 7.10 pm*

## **2925. Declarations of Interest and Code of Conduct**

SM – HADSCAL, Hay Post Office, Group 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

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

AP - HADSCAL, The Warren, Hay Woodland Group

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

JM – Hay Woodland Group, Hay Warren Anglers

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

## **2926. Questions from Members of the Public**

None

## **2927. Minutes of the meeting dated 10th January 2022**

2909. b. i. - DL noted that the next Finance meeting date needs correcting to 18<sup>th</sup> January not 18<sup>th</sup> November. Otherwise, the minutes of the meeting dated 10<sup>th</sup> January 2022 were agreed as a true and accurate record.

## **2928. Matters arising from minutes not listed on the agenda**

2908. High Town Consultation – NB confirmed that Vincent Goodwin, Powys CC, had replied to say he was waiting for his managers to come back to him regarding HTC’s consultation responses on the traffic measures for High Town.

2909 a iii – Land Registry – AP asked if there was any update. NB replied that there had been no response to date.

2916 – NB said that all three consultation responses were submitted within deadline.

## **2929. Alan Davies, Powys CC – Update on Hay Bridge Parapets**

AD reported that the work to replace the old parapets was well underway and would be completed in approximately two weeks. The ends of the bridge still need to be manufactured as these can only be made once the parapets are in place. AD added that there had been good feedback on the quality of the parapets. RWG congratulated

AD and the workmen involved for carrying out the work in a timely manner and to a high standard to date.

The question of whether fleur de lys and English lion emblems could be added onto the bridge at intervals was raised. AD gave a price for doing this using the existing contractor that was a significant sum. However, other quotes from local companies could be sought.

**Action:** Cllrs asked NB to write to Powys CC on HTC's behalf and thank the workmen for the high quality of work they had done.

### **2930. Sub Committee Reports/Minutes:**

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

##### **(i) Draft minutes meeting dated 18<sup>th</sup> January 2022**

RWG reported (x4) recommendations:

##### **EP065. Recommendation (i)**

To sign a 12-month Service Level Agreement with Healthmatic (in view of the fact a new Council will be elected in May 2022) – DL proposed, JPr seconded. *Unanimously approved*

##### **EP068. Recommendation (i)**

To keep recommendation EP057 and ensure HTC does not commit its Reserves to carry out works relating to the Habitats Regulation Assessment at the Gliss – JPr proposed, DL seconded. *Unanimously approved*

##### **EP068. Recommendation (ii)**

To install drop-down bollard(s) between the wooden gateposts at the Gliss to keep non-canoe vehicles outside the designated area – DL proposed, JPr seconded. *Unanimously approved*

**Action:** AP/RWG to get quote(s) to carry out this work

##### **EP069. Recommendation (i)**

To install (x10) drop-down bollards along the concrete wall on the Bowls Green boundary for individual parking – DL proposed, JPr seconded. *Cllr FH declared a Personal and Prejudicial Interest and did not vote. Otherwise, unanimously approved*

**Action:** NB to progress this and put together an agreement for individuals to sign, including agreeing to pay a deposit of half the annual fee up front.

Financing the bollards was raised by DL. It was agreed to progress this works from 1<sup>st</sup> April 2022 and the new financial year.

##### **(ii) Update from site visit with residents from Mill Bank 18 Jan 2022**

RWG, SM, FH, JPr and NB met with residents from Mill Bank on 18 January, as well as an ecologist, to discuss maintenance on the site. Residents asked HTC to consider agreeing granting a one-year renewable licence to residents to carry out work on the steep bank below the housing development only (specifically not to include vegetation between the Old Railway path and the Bailey Walk) if they provided an ecologist's report. Cllrs on site said that this decision would need to be taken by Full Council.

Although the ecologist's report had not been received by HTC in time for today's meeting, the residents had asked for a decision in principle. Although Cllrs did not agree to this, DL proposed, JPr seconded that the decision to grant a one-year

renewable licence be delegated to Estates & Premises once the report had been received. *Unanimously approved – decision delegated to E&P Sub Committee*

**(iii) Update from meeting with residents and canoe companies regarding the Gliss on 31<sup>st</sup> Jan 2022**

RWG said that the meeting had been very productive. HTC had received a positive e-mail from one of the residents following the meeting. The meeting had focussed on the draft Code of Conduct and the main issue that had been picked up by residents was the launching and finishing timings (8.30 am – 8.30 pm). E&P will consider this further.

**Action:** NB to amend Code of Conduct from comments made in meeting 31<sup>st</sup> Jan

**Action:** Once Code agreed with E&P, NB to arrange meetings with canoe companies and residents prior to the canoe companies signing the Code

**(iv) Quote for works to cut back buddleia and willow trees at the Gliss**

JM and AP had received a quote for the above works to be carried out. *Cllrs unanimously approved this work be carried out.*

**Action:** NB to inform contractor

**(v) Cattle Market – potential request from HTC to lease – discussion**

Councillors discussed the Cattle Market and whether Powys CC might be prepared to grant a freehold or a lease on this land to HTC. DL proposed, FH seconded that HTC asks Powys CC if they would grant the Cattle Market to HTC on a freehold basis, or, failing that, a 3 or 5-year lease. *Unanimously approved*

**Action:** NB to put HTC's request to Powys CC

**(vi) Date and time of next meeting**

Tuesday 15<sup>th</sup> February 2022, 6.00 pm – to be confirmed

**(b) Finance**

**(i) Draft minutes meeting dated 25<sup>th</sup> January 2022**

DL reported (x2) recommendations:

**FIN554. Recommendation (i)**

That HTC adopts the revised Terms of Reference for Finance Sub Committee  
*AP proposed, JM seconded – Unanimously approved*

**FIN555. Recommendation (i)**

That HTC adopts the revised Scheme of Delegation to the Town Clerk  
*JPr proposed, JM seconded – Unanimously approved*

**(ii) Date and time of next meeting** – Tuesday 22<sup>nd</sup> February tbc

**(c) Communications**

**(i) Draft minutes dated meeting 11<sup>th</sup> January 2022**

No recommendations

**(ii) Draft minutes dated meeting 3<sup>rd</sup> February 2022** - cancelled

**(iii) Date and time of next meeting** – to be agreed

## **(d) Events**

### **(i) Draft minutes dated 11<sup>th</sup> January 2022**

Minutes had been circulated to all Cllrs prior to the meeting. No recommendations.

### **(ii) Draft minutes dated 1<sup>st</sup> February 2022**

Minutes not completed. However, NB had circulated to all Cllrs prior to the meeting a proposal for the Queen's Platinum Jubilee that was drawn up from the Events Sub Committee meeting.

Cllrs went through the plan, a 4-day programme from 2<sup>nd</sup> to 5<sup>th</sup> June 2022.

### **Thursday 2<sup>nd</sup> June**

Lighting the Beacon. RWG proposed, FH seconded that the Mayor of Hay plus civic guest be invited to light the beacon. *Unanimously approved*

#### **Actions:**

1. Song of Commonwealth – JH to contact local choir(s) to see if can take part. FH suggested local choirs attend from 7.00 pm
2. Food and drink for the evening – FH suggested food and drink stalls be invited to attend around the perimeter of Memorial Square Car Park (MSCP) from approximately 8.00 pm.
3. GR asked if HTC would like him to attend as a Standard Bearer at any of the events. HTC to decide which event(s) to invite the Standard Bearer
4. GR asked Cllrs if they would like the sound system for MSCP to provide background music, particularly if no choirs are able to attend. Cllrs agreed to this.

### **Friday 3<sup>rd</sup> June**

No plan within the proposal. Cllrs discussed and agreed to hold a Family Fun Day at the Recreation Facilities/Sports Pavilion on Fri 3<sup>rd</sup> June from 1.00 pm.

#### **Action:**

1. NB to contact sports clubs & scouts to see if they would like to take part

### **Saturday 4<sup>th</sup> June**

A float competition was proposed in the plan. However, Cllrs agreed to change this to a "Queen's Jubilee Carnival Walk" themed on historic events between 1952 and 2022 starting at the Sports Pavilion and ending in MSCP Park – walk to start at 1.00 pm.

### **Sunday 5<sup>th</sup> June**

To hold a "Big Community Jubilee Lunch" in Hay town centre, 2.00 pm start. Community to be invited to bring their own picnics.

A possible alternative venue of using the Recreation Facilities / Sports Pavilion was suggested, but a majority of Cllrs wished to keep the event in town as a 'street party'.

On this basis, Cllrs agreed to look into hiring marquees for Castle Street and MSCP. NB had arranged a site visit in MSCP with a marquee company on 9<sup>th</sup> Feb.

#### **Additional information:**

Funding Bid - HTC will be submitting a funding bid to cover the costs of the 4-days of activities. DL suggested including medals and mugs in the bid.

Road closures – proposed in the plan as: Saturday 4<sup>th</sup> June, 12pm – 6pm for Castle Street, Castle Lane and Lion Street. Sunday 5<sup>th</sup> June, 8.00 am to 6pm for Castle Street, Castle Lane and Lion Street.

### **Key Decisions:**

1. Cllrs agreed to the 4-day plan outlined in the proposal circulated prior to the meeting, taking into account the amendments above
2. SM proposed HTC sets up a Working Group to move the QPJ forwards with the ability to co-opt onto the group additional partners from outside HTC. FH seconded – *Unanimously approved*

### **Follow up actions:**

1. DL to attend a meeting on Wednesday 9<sup>th</sup> Feb with the RBL
2. RWG said that there is a meeting to discuss the QPJ with Talgarth, Bronllys, Glasbury and Llanigon. **Action:** RWG to forward meeting details to NB

### **2931. Remote meeting with Clyro Council re proposed cycle path between Hay and Clyro on 26 January 2022 – update**

JPr and NB attended the remote meeting. The key points were:

- Several potential routes were discussed
- Maps of routes will be provided
- Landowners will be approached to see if their land could be used
- A survey will be put together for people in Clyro and Hay to gather evidence of need for a cycle way, which would help funding bid(s)
- Time and date of next meeting: Wednesday 16<sup>th</sup> Feb, 6.00pm via Zoom

### **2932. Councillor Co-option**

NB said that Powys CC had informed him that there had been no call for an election for the Cllr vacancy. However, the co-option can now be deferred until the May 2022 elections. *Cllrs unanimously agreed to defer the Co-option until the May elections*

### **2933. Consultations**

#### **(i) Future Beacons: The Management Plan for BBNP 2022 – 2027 (deadline 24<sup>th</sup> February 2022)**

TS to complete.

#### **(ii) Local Government & Elections(Wales)Act 2021 (deadline 17 March 2022)**

DL agreed to complete.

### **2934. Play Areas**

#### **(i) Monthly inspections.**

AP said that there is a split in the timber on one of the play area equipment items which will need to be looked at. Otherwise, no issues were reported.

### **2935. Report of the Clerk/Responsible Financial Officer**

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

- (a) Powys Action on Climate Emergency (PACE)** – NB said that there was an opportunity to apply for funding to carry out a Carbon Audit of Hay. FH proposed, JM seconded asking Net Zero Hay to submit an application – *Unanimously approved*

- (b) **Clyro Passive Housing Visit** – A reminder that there is a site visit scheduled for 15<sup>th</sup> March. **Action:** JPr to let organiser (C Easton) know that HTC will be sending representative(s) to the tour.
- (c) **HT2 Public Meeting 16<sup>th</sup> March invite to HTC to attend** – Reminder of the meeting. **Action:** NB to inform H2T that HTC will attend the meeting.
- (d) **Late Correspondence**  
**BBNP Planning Application: 22/20769/TRCA** – Prior to the meeting, NB had circulated this planning application, which refers to the former Council Offices and proposed tree works outside the protection of Tree Protection Order 55 (which related to works to trees other than the Cedar Tree T1, the felling of which had been refused). NB explained that there was only an either or option available:
- i. To approve the works as applied for; or
  - ii. To TPO the tree/s in question – therefore requiring a further application
- FH proposed HTC writes to BBNP and ask them to apply a TPO –  
*Unanimously approved*

- (ii) **Bank Balances**  
 NB reported that the bank balances at 24 January 2022 were:
- |                  |              |
|------------------|--------------|
| Main Account     | = £44,116.55 |
| Council Premises | = £8,334.28  |
| Project Account  | = £4,687.07  |
| Deposit          | = £14,828.55 |

- (iii) **Bank Reconciliations**  
 DL had signed off bank reconciliations for Nov and December 2021

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

Period	11/01/2022 to 07/02/2022				
Date	Cheque Number	Payee	Details	Sub-total	Amount
				£	£
<b>Main Account - Cheques Issued</b>					
31/01/2022	103644	Welsh Water	Clock Tower toilets July 21 to Jan 22		364.47
07/02/2022	103645	Cllr S Morris	Mayor's Allowance 2021/2022		500.00
<b>Main Account - Cheques to be Issued</b>					
<b>For information - Standing Orders/Direct Debits</b>					
14/01/2022	DD	NEST	Pension		140.07
18/01/2022	DD	British Gas	Electric C. Tower toilets Nov-Dec 21		43.09
20/01/2022	DD	E-on	Electric Ox. Rd toilets Oct-Dec 21		194.36
01/02/2022	DD	Internet for Everyone	MS Word Licence		11.28
04/02/2022	DD	Barclays	Bank Charges		17.08

04/02/2022	DD	NEST	Pension		140.07
07/02/2022	SO	MJ Eager	Tidy Recycling area		50.00
					<b>595.95</b>
<b>For information – Electronic payments</b>					
26/01/2022		N Burdekin	Expenses Dec 2021		7.65
26/01/2022		C Watkins	Expenses Dec 2021		20.70
26/01/2022		BOSS	Inv 208571		31.20
26/01/2022		Bartrums	Inv 2709		69.99
26/01/2022		Cariads	Inv 2209 Wye Local Article Feb 2022		79.80
26/01/2022		HCI Data	2-year domain name renewal		102.00
26/01/2022		PowerPrint	Inv 5387		120.00
26/01/2022		OTM	Grass cutting Dec 2021		180.00
26/01/2022		OTM	Hedge cutting		1032.00
26/01/2022		Healthmatic	Toilet maintenance Oct - Dec 2021		6164.40
02/02/2022		N Burdekin	Expenses Jan 2022		5.10
02/02/2022		BOSS	Inv 209648		20.46
02/02/2022		Tindle Newspapers	B&R advert grass cutting tender		136.80
02/02/2022		OTM	Grass cutting Jan 2021		180.00
02/02/2022		N Burdekin	Jan Salary		1563.08
02/02/2022		C Watkins	Jan Salary		431.80
				<b>TOTAL</b>	<b>12,201.35</b>
<b>Premises Account - Cheques Issued</b>					
<b>Premises Account – Cheques to be issued</b>					
<b>For information - Standing Orders/Direct Debits</b>					
04/02/2022		Barclays	Bank Charges		8.00
<b>For information – Electronic payments</b>					
				<b>TOTAL</b>	<b>8.00</b>
<b>Project Account - Cheques Issued</b>					
07/02/2022	100116	Welsh Water			268.69
<b>Project Account – Cheques to be Issued</b>					
<b>For information - Standing Orders/Direct Debits</b>					
20/01/2022	DD	Corona Energy	Gas Council Offices Dec 21 - Jan 22		35.75
21/01/2022	DD	E-on	Electric Oct - Dec 2021		142.22
21/01/2022	DD	E-on	Electric Oct - Dec 2021		186.53
21/01/2022	DD	Powys CC	Rates		321.00
<b>For information – Electronic payments</b>					
				<b>TOTAL</b>	<b>954.19</b>

### **2936. Report from County Councillor**

GR reported:

- The Police and Crime Commissioner is visiting Hay on 21<sup>st</sup> March, 12.00pm – GR to confirm meeting location
- A police inspector is coming to Hay on Friday 11<sup>th</sup> Feb. AP & GR to meet the inspector. **Actions:** Cllrs to e-mail any questions to the Clerk
- AP asked when the manhole cover at Union Mews will be done. GR said this week
- RWG said that earlier in the meeting, AD had raised the issue of traffic speeding over Hay bridge. GR to bring this to the attention of the inspector

### **2937. Report from Chairman**

SM said he had been invited to attend the opening of a new branch of scouting, "The Squirrels" on 1<sup>st</sup> April. The new branch is for 4-6 yr olds.

### **2938. Reports from representatives:**

**a. Dyfed Powys Police** – AP said that Hay had a new PSCO called Trudy Davies

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

**c. Dial-a-Ride** – FH said nothing to report

**d. Hay School Governors** – JM said currently 161 on the pupils' roll, which is a healthy number, and that the school is looking to offer flexi schooling for Reception and Foundation year groups

**e. One Voice Wales** – JPr said the next meeting is Wed 9<sup>th</sup> Feb

**f. Bronllys Wellbeing Trust** – DL said nothing to report

**g. Cheesemarket** – RWG reported a video of Hay has been made using a drone and asked if HTC would like to pay for either a short or long clip to add to HTC's website. **Action:** RWG to forward clips to HTC

**h. Hay 2 Timbuktu (H2T)** – JPr said that the next Trustees meeting was tomorrow evening

**i. BBNP** – TS not present

**j. Chamber of Commerce** – JH not present

**k. Hay Summer Show** – SM reported that there would be a quiz night at the Three Tuns on 20<sup>th</sup> February, 7.30 pm, to raise funds

**l. Hay Markets** – FH said nothing to report

**m. Hay Castle Trust** – JBG not present. FH said she is now giving 1-hr tours of the Castle, anyone welcome. RWG said that there is a lot of litter on site. RWG and GR to remove

**n. Hay Sports Clubs** – FH noted that there had been a meeting with HADSCAL and HTC and the sports clubs have been invited to add a representative as a trustee.

### **2939. Urgent Mayor and Deputy Mayor Authorisation – None**

### **2940. Planning Applications for Comment - None**

### **2941. Any Other Business**

FH raised two issues relating to the police. 1. The Police had previously informed HTC that the closure of the path off Newport Street past the cottage to the Old Railway Line was a civil matter. The recent issue of the homeless person 'living' in Oxford Rd disabled toilet was also described as a civil matter. FH wanted clarification as to what



was a civil matter and what was a criminal matter. GR suggested this be added to the list of questions to be asked of the police inspector on Friday.

SM suggested re-visiting the possibility of a pedestrian crossing at the Blue Boar now the Highways Code had been amended. **Action:** NB to invite Vincent Goodwin to attend a meeting with HTC to discuss this and for a progress report on Hay's 5-Year Active Travel Plan.

JM said that the tree works to be carried out on the Old Railway Line were due to start later this week.

**2942. Date and time of next meeting**

Monday 7<sup>th</sup> March 2022, 6.00pm

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

Signed:

A rectangular box containing a handwritten signature in dark ink, which appears to be 'JM'.

Dated: 7<sup>th</sup> March 2022