

Minutes of the remote meeting of Hay Town Council held at 6.30 pm on 7th June 2021

Present: Cllr T Stedman (TS) Cllr S Morris (SM) Cllr J Morgan (JM)
Cllr F Howard (FH) 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 G Like (GL)

In Attendance: N Burdekin (NB) Cllr G Ratcliffe

2762. 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

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

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

JPr – Hay in Bloom

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

GL – Owner of business in Hay, Gibbons Butchers

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

2763. Questions from Members of the Public

GR spoke as a member of the public on behalf of a resident who had asked
about the hedges at the Meadows needing cutting. **Action:** GR to contact RWG
to discuss and meet with residents.

2764. Minutes of the meeting dated 17th May 2021

The minutes of the meeting dated 17th May 2021 were agreed as a true and
accurate record.

2765. Matters arising from minutes not listed on the agenda

(a) 20 mph zone for Hay – update from Cllr GR

GR said that there had now been a response from Powys CC. In summary, Powys CC proposed Llandrindod Wells and Knighton based on collision rates. Unfortunately, Welsh Government rejected both towns although they will re-visit this on a basis of trialling processes, not necessarily giving the towns 20mph status. **Action:** GR forwarded e-mail to NB during the meeting. NB to circulate to Town Councillors for detailed information.

SM reported that he, DL and NB had met MS James Evans earlier in the day and JE has been asked to look into this issue in the Senedd if at all possible.

20 mph signs proposal

HTC has purchased 20mph signs which are currently stored in the office. FH proposed putting up some of these signs up, starting from Birch Close down. IK seconded. *Unanimously approved.*

(b) 'Paw Prints' campaign

SM said that GR had arranged a launch of the 'Paw Prints' anti dog-fouling campaign in Hay via Powys CC. The launch had taken place earlier in the day and SM, DL and JPr had attended, alongside GR and Powys CC. Stickers will go on some bins with a reminder message. GR added that Powys CC has stencils for floor markings which HTC could use if requested.

(c) Any other items not on the agenda

2743 – FH asked how HTC can help promote its meetings. NB said that Covid emergency legislation meant Town Councils only had to put agenda on the website. Ordinarily, agendas should also be put in a community noticeboard. NB added that the original noticeboard was still in the sports pavilion. TS said that Comms Sub Committee had agreed that this board should be installed at the Recreation Facilities. In the immediate future, NB to display agendas in the noticeboard outside the Buttermarket. Cllrs also suggested possibly new noticeboards at Gipsy Castle and the picnic area.

TS added that there is a calendar function on the website that could be used to fill in council meeting dates. IK suggested linking the website to the Facebook account.

Actions: NB to arrange for the existing noticeboard to be installed at the Recreation Facilities and to get quotes for new boards.

2745 – FH asked if Jo Lancey had replied about providing a sign for Belmont Road informing drivers that Castle Street is shut during road closure times. NB said JL had responded to say volunteers would have to put the sign out.

2765. Transforming Towns

(i) Outstanding items for grant claim to be made

NB reported he had asked Powys CC if the grant claim could be made by either 11th or 18th June and had received confirmation this was acceptable. NB said he has almost all the evidence he needs for the grant claim, he just needs some more photographs of items in situ. SM and NB will be finalising the photographs on Wednesday 9th June.

NB added that he had completed a planning permission application for the Cheesemarket railings but had been asked for further information from the BBNP.

Action: NB was asked to complete the TT Grant Claim by 11th June 2021

2766. Implementation of Social Distancing Measures in Hay

(i) Review of current measures

DL reported that she had visited every business within the road closure zone. DL will collect the surveys tomorrow and Wednesday and collate the results by Thursday which will then be circulated. At this point, a meeting would be needed in order to evaluate the results. DL, TS, IK, JPr and AP had also spoken to members of the public at the Thursday market (DL had prior to the meeting circulated the results to all Councillors).

FH asked why MSCP is now closed Thursday to Saturday inclusive. JBG said that an email had been sent round. When traders had been granted pavement licences, MSCP was going to be closed 7 days a week. This had subsequently changed. So as the traders were operating in the square Thursday to Saturday, a health and safety risk had been identified with pedestrians and vehicles were in dangerous proximity. JL had also agreed, so this is why MSCP has been closed Thursday to Saturday inclusive. FH understood this, but asked if it's not safe, why not remove the traders? AP said it would be more beneficial to remove the traders and restore its use as a car park. FH also raised the issue that JL had said a 4th business had applied to trade on MSCP and she didn't agree that another business should be located on MSCP.

DL said that in the meeting with Cllr James Evans, the issue of road closures was brought up and there is strong possibility that Mark Drakeford will continue the measures for another 12 months.

The issue of providing the code to Dial-a-Ride to be able to enter the road closures was raised. JL had sent an e-mail on the day of the meeting to say that, if the Mayor and Deputy Mayor agreed, the code could be provided to D-a-R.

RWG added that the road closures seemed to have worked very well last week during half-term. JBG added that they hinted at what may occur in the Summer holidays.

TS said that one of the issues raised by Shepherd's is that their licence is for 7 days. GR replied that it's a 7-day licence only when MSCP is closed, so if MSCP is closed for 3 days, they are the only days Shepherd's can use MSCP.

FH said that HTC cannot put the bollards up and down as it is not insured. FH asked NB if JL had responded in terms of providing a sign for Belmont Road saying, "No turning Castle Street road closure times". NB said JL had said that volunteers would need to put the sign out.

Councillors agreed to wait until the business results had all been collected and collated by DL before making a decision on whether to make any and alterations to the road closures moving forwards.

A Special Council meeting to discuss the results of the consultations was set for Tuesday 15th June, 6.00 pm. **Action:** NB to arrange meeting.

(ii) Any further issues

FH said that one of the main, wider problems was a lack of parking in Hay. The following sites were suggested:

- IK said one obvious solution would be the Cattle Market. GR said that no development will take place at the Cattle Market for 12-months because of new legislation regarding phosphates and the River Wye and Russell Baldwin won't open the car park because of health & safety. SM asked if this could be pushed with Powys CC. **Action:** GR to ask Powys CC re. Cattle Market and possibility of using it as a car park
- AP suggested using HADSCAL land. **Action:** RWG to add to next HADSCAL agenda for discussion
- TS suggested PCI as they don't use their car park on weekends. Security is needed, but the sports clubs or other voluntary groups could steward the car park and take a percentage of takings
- JBG added that Hay Festival has overflow fields and could also be asked if their fields can be used during peak times

2767. Hay Post Office Closure – update from JBG/DL/'Access to Cash' *SM declared a personal and prejudicial interest and left the room*

DL chaired the meeting in SM's absence. DL/TS said that the group had continued to work on the business plan and is ready to take the proposal further if necessary once the result of the current application(s) and onboarding process to the Post Office have been concluded.

JBG said that Access to Cash is due to receive an update from the Post Office later in the week and will share this information with Councillors.

FH said that HTC had received the group's initial Business Plan, but not the wider plan, and added that she understands that the group is in a difficult position as it doesn't know what will happen next.

TS asked about the Post Office's Consultation and NB said that their notice is on HTC's website. TS said that this could be pushed further. **Action:** JPr to send a link to the consultation on HTC's Facebook.

SM returned to the meeting and Chaired the remainder of the meeting.

2768. Sub Committee Reports/Minutes:

(a) Estates & Premises

(i) Minutes of meeting dated 3rd June 2021

SM said that he thinks HTC should look to set the purpose of all Sub Committees. TS said that there are some already. NB said that there are some, but that they could do with updating. For example, Fishing and Estates and Council Premises have merged. **Action:** Sub Committees to look at their Terms of References/Purposes.

RWG took Councillors through the minutes.

EP007 – the background to the recommendation as below was that Nick Kerner, as part of the Transforming Towns project, had submitted his invoice electronically for the Cheesemarket Railings and as a result had paid almost £1,500 VAT from his account from his original invoice. Because of this, E&P thought it not unreasonable that Nick Kerner be paid at least a deposit towards the works.

EP007. Recommendation (i)

That HTC, as part of the Transforming Towns grant, pays Nick Kerner a 25% deposit for the railings at the Cheesemarket, and that if the Granary railings go ahead, the full invoice be paid upon completion (but start with the Cheesemarket railings as a priority). And if the Granary railings are not carried out, NK to be asked to credit HTC with the balance.

RWG proposed. AP seconded. Unanimously approved.

JPr proposed accepting, AP seconded. *Unanimously approved.* **Action:** NB to arrange payment as a priority.

EP007. Recommendation (ii)

That HTC defers giving 2 of the 2-person picnic seats to the Bridge Café due to a complaint about the condition of existing seating.

RWG proposed. SM seconded. *Unanimously approved*

RWG said that the next recommendation related to giving two of the 2-person picnic seats to the café under Hay Bridge as agreed at last Full Council on 17th May. However, there had been a verbal complaint that some of the furniture under the bridge wasn't been properly sanitised, so the recommendation

agreed to defer this. FH said that the seats were for the garden area, not under the bridge. On this basis, Councillors unanimously agreed to give the 2 seats to the café.

JBG raised the issue of EP007 (iii) and asked if the 12 planters had now been cancelled. TS said she thought this decision should have been for Full Council. NB said he had suggested to Councillors that this should have been a recommendation, but that Councillors had unanimously agreed that it was a decision E&P could make.

TS asked why a decision had been made to defer re-planting the 6 existing planters. RWG said that the Sub Committee had thought it should wait until the UK Government announcement on 21st June. TS said that the decision by the UK Government was not necessarily one that would be followed by Wales and that she could not see why the re-planting should be deferred. RWG resigned as Chair of E&P.

NB explained that he had contacted the Old Railway Line Garden Centre and that they were keen that HTC still takes the plants they have been looking after for the proposed 12 planters for several months.

FH suggested the 6 existing planters should be re-planted, but with herbs. AP said some advice for the correct types of herbs would be needed, and so it was agreed that the Old Railway Line be asked which types of herbs would be suitable.

FH proposed that HTC takes the plants from the Old Railway Line, but asks for herbs as well for the planters in MSCP. IK seconded. All Councillors voted in favour, except RWG who abstained. *Resolution passed.*

(b) Finance

(i) Special Council meeting to be agreed to consider Annual Return 2020/2021

DL said that HTC is waiting for the Internal Auditor's report and once this has been received a Special Council meeting will be held, prior to the deadline of 30th June. **Action:** NB to contact Internal Auditor to ascertain when the report will be ready.

(c) Communications

(i) Minutes of meeting dated 20th May 2021

TS said that there should have been two recommendations, these being:

1. Andrew Meredith map artwork – Cllrs agreed in the meeting that the artwork was not needed. FH proposed accepting this, SM seconded. *Unanimously approved*
2. Annual Report – rather than put an article directly into the Wye Local magazine, Cllrs agreed it would be better to have an insert. FH proposed

accepting this, AP seconded. All Cllrs voted in favour except RWG who abstained. *Resolution passed.*

Engine idling – IK reported that Hay Primary School had sent out a message to all parents about engine idling and also has a poster on the issue. JBG added that businesses could also be involved in this campaign and knew at least one that would be keen to support it.

TS added that she now has Council e-mail addresses for all Councillors who would like one. TS also reported that JPr and IK will act as Facebook representatives and JPr will help update the website and will receive some training to assist him.

FH asked about Miles Without Stiles. TS said that the booklet was now complete and ready to be printed.

RWG asked if comments on Facebook will be turned off, and was of the view that this could lead to an issue of a lack of transparency/censorship. JBG said it's not about censoring people's ability to comment, it's about directing comments via the Clerk. SM agreed. DL added that Facebook is a 24-hr medium which is impossible to monitor, so if all posts/comments are directed to the Clerk's e-mail, these can be responded to. JM added Facebook is for information, not discussion. TS said that HTC needs to draw up and approve a Social Media Policy

Cllr IK left the meeting at approximately 8.25 pm

(d) Events

(i) Minutes of meeting dated 27th May 2021

JBG said that there had been a presentation by Helen Campbell about the proposed Pride event in Hay in 2022. Helen asked if HTC would support the Pride event. The event is currently being planned to take place at Hay Castle on a Sunday. They have budgeted £10k for the event. AP asked where the funding was coming from. JBG said Helen will be exploring various funding opportunities. DL added that Helen is in the process of setting up a constituted group. **Action:** Group to present their idea more formally once the new group has been set up.

2769. Sports Clubs

NB said that he had sent a letter to the Bowls Club issuing a Notice to Vacate the existing Sports Pavilion by 1st September 2021.

NB reported that the Bowls Club and the Football Clubs have sent through their fixture lists, but the Cricket Club has not.

SM reported that he had spoken to the Bowls Club about the trench they had dug and reminded them that they need to inform HTC as the Landlord in

writing of the works they have scheduled and that they need to ensure after any works are carried out, they need to put the land back to the same condition it was prior to works being done. SM said that apparently the Bowls Club has a new water mains connection, but is still using the water which HTC is responsible for.

SM also reported that the Bowls Club will be putting in a fence behind their new pavilion, not to the Cemetery wall. TS said that HTC might do this section, depending on the paid parking scheme which had been deferred.

FH declared a personal interest and proposed that she looks into the paid parking proposal in more detail. SM said that E&P had considered the possibility of an automatic barrier arm as part of the paid parking idea. TS said that it was agreed at the last meeting that TS would look into a funding bid around the proposed office accommodation for Dial-a-Ride and the Recreation Facilities. TS suggested a meeting with the sports clubs, Dial-a-Ride and other stakeholders might be the best way forward. Councillors agreed with this proposal. **Action:** TS to arrange meeting.

2770.

2749. Office/home working arrangements

SM said he would like someone to be in the office 5-days a week. TS said that the guidance is still to work at home where possible. **Action:** SM, DL and NB to agree a rota and share with all Councillors.

2750. Hay Cemetery

(i) Update on purchase of the land

TS had sent Councillors a photo prior to the meeting of TS and NB completing all the legal documents from Powys CC relating to the purchase of the Cemetery. The final document, the Memorandum of Understanding, arrived on Friday 21st May. TS signed the documents and NB applied HTC's seal. All the paperwork had now been given back to Williams Beales & Co.

The Memorandum of Understanding is the document which enables Powys CC to transfer £90k to HTC for the purchase of the land and the infrastructure works. Once the £90k has been transferred, Williams Beales & Co. will release the Contract of Sale to Jeffries & Powell and the land will be purchased.

Councillors were very pleased the legal documents were all completed. RWG asked NB to ensure that he kept pressing the solicitors and Powys CC until the deal is concluded.

2751. One Voice Training 13th May 2021

SM and DL were unable to attend, but NB was able to be present. NB explained that some of the training related to the new "Local Government & Elections (Wales) Act 2021 as described under item 2743 above. The General Power of

Competence (GPOC) is a new power available to Town Councils in Wales from May 2022 provided the following 3 criteria are met:

- 2/3 of Councillors must be elected, not co-opted;
- The Clerk needs to be qualified to a certain level (CiLCA);
- The Council needs to have had unqualified audits for the previous two years.

TS said that GPOC gives Councils powers similar to an individual. NB added GPOC can give Councils, for example, the power to trade and to give grants to individuals. But as HTC had a qualified audit for 2019/2020, HTC won't be in a position to apply for GPOC for at least another year.

NB said that the main other item of interest is that Land Registry has officials whose job it is to help Town Councils register all their land. Kyle Robinson will help in this task. NB said that any piece of land valued at £80k or less would have a cost of £30.00 to Kyle's team. HTC could, therefore, give Kyle a list of sites that need registering with Land Registry and receive a quote for the work.
Action: NB to add Land Registry to the next Estates & Premises agenda.

2752. Consultations – none

2753. Play Area inspections

(i) Monthly inspections

AP said that a bench at Brecon Road Recreation Facilities needs some slats replacing. **Action:** AP and RWG to repair the bench.

TS said she had spoken to the new owner of the old Council Offices about a bench that remains there and the owner has no issue with the bench being used for the community. TS asked Councillors if HCWGG could have the bench.
Unanimously approved.

2754. Powys CC RoSPA inspections

NB reported that Powys CC had sent through the form for the RoSPA inspections of the two playgrounds with a deadline of 11th June 2021. **Action:** NB to complete form.

2755. Report of the Clerk/RFO

(i) Correspondence

(a) Naheeda Portocarero – Letter on behalf of businesses re. latest road closures. TS said she had completed a draft response and will respond to businesses and circulate letter to Councillors.

(b) One Voice Wales / Improvement Cymru Webinar: Covid Recovery

NB said that this webinar will be held on 19th May, 3.00 – 4.30 pm and is based on recovering from Covid-19 moving forwards. SM, TS and JPr to attend.

(c) Letter from Hay Dial-a-Ride requesting exemptions to road closures

TS had already responded to this letter.

(d) Late Correspondence

Hay Fair – NB said he had received an e-mail from Hay Fair on the day of the meeting which explained that the latest Government regulations stipulated only 50 people could attend the fair at any one time and that Environmental Health officers had been present and were counting numbers. GL added that Hay Fair had called her today and explained that because of this, they would like to defer the proposed visit to Hay in July for the time being. They are also considering coming to Hay in September 2021.

(ii) Bank Balances

NB said that the bank balances at 24 April 2021 were as follows:

Main Account	= £48797.95
Council Premises Account	= £8760.77
Project Account	= £8832.60
Deposit	= £14827.44

(iii) Bank Reconciliations

NB had completed all reconciliations for 2020/2021. NB to begin reconciliations for 2021/2022 once the new Scribe Accounts system was operating.

2756. Report from County Councillor

GR reported the following:

- He had sent a letter to Powys CC regarding lockdown regulations, but to date had not received a response;
- RWG had raised the issue of the parapets on Hay bridge. Powys CC will present options to the Town Council of different types of parapets once the samples of the concrete have been analysed;
- RWG had also raised the issue of the bench on Hay Bridge that is close enough to the railings that a child could possibly climb onto the railings and fall down into the river/banking. **Action:** GR/NB to look into moving the bench;
- Powys CC has asked the Chamber of Commerce for a meeting to discuss business regeneration (hopefully Thursday 20th May);
- Vehicles coming into Hay from Cusop and the requested 20mph zone. GR asked NB if Powys CC had explained to the Welsh Government why they had not put Hay forward as requesting to be one of the pilot areas. NB said that Powys CC had not yet told HTC why they hadn't. **Action:** GR to follow this up with Powys CC;

- T4 & T14 buses would like to hold a meeting. JPr had volunteered to lead on this and arrange a remote meeting;
- Hay Cenotaph. RWG said that Memorial Square Car Park is registered under Highways, but it appears no-one has registered the Cenotaph. RWG. SM said he would like the Cenotaph to be registered either to HTC or Royal British Legion. GR added that a discussion is needed between HTC and RBL. If the Cenotaph is registered to the RBL and the RBL folds, what would happen then? GL asked who is responsible at the moment for the Cenotaph. SM said Hay Castle Trust as it falls within their curtelage. If HTC doesn't meet with RBL, then Powys CC will need to be asked to carry out maintenance work;
- Dog fouling 'Paw Prints' project. GR said Powys CC is willing to put some resources into Hay to help reduce dog fouling. Councillors unanimously agreed that HTC would take part. **Action:** NB to follow this up.

2757. Report from Mayor

TS as outgoing Mayor reported that the main item was the work on the Post Office business plan. TS also raised the issue of some defamatory remarks being made about HTC from its own solicitors. Councillors had previously voted to leave Williams Beales & Co. once the Cemetery purchase is completed.

2758. Reports from representatives

a. Dyfed Powys Police – AP voiced his concern at the lack of police presence in Hay. GR said that the Police Crime Commissioner is asking to meet local councils. **Action:** GR to ask the Police CC to meet HTC

b. Gwynne's Almshouses – Nothing to report

c. Dial-a-Ride – FH will speak with Lesley Moore about the office accommodation

d. Hay School Governors – JM said that the previous issues with blocked drains are being resolved. The new Headteacher will be spending two days with the current Headteacher as part of the handover

e. One Voice Wales – JPr reported that the next meeting will be on 25th May

f. Bronllys Wellbeing Trust – IK had left the meeting

g. Cheesemarket – RWG said nothing to report

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

i. BBNP – TS said nothing to report

j. Chamber of Commerce – IK had left the meeting

k. Hay Summer Show – SM said is not looking likely that the show will go ahead this year

l. HADSCAL community centre (deferred)

m. Hay Markets – FH said the biggest issue remained storing the stalls in Clyro. TS suggested possibly storing some of the stalls at the old Council Offices. JBG said that this could work for the Clock Tower stalls.

n. Hay Castle Trust – JBG reported that the opening date appears more likely to be at the end of October.

(o) Hay Sports Clubs – Covered under item 2748 above

2759. Planning

(a) Urgent Mayor and Deputy Mayor Authorisation - none

(b) Planning Applications for Comment

(i) Application Reference: 21/19911/FUL – 37 Gipsy Castle Estate - Removal of existing single storey flat roof Utility and replacing with new pitched roof single storey, utility, W.C. and spare bedroom – *no objections*

(ii) Application Reference: 21/19763/LBC - Barclays Bank, Broad Street, Hay-on-Wye – Application for change of use of a bank (currently A2) into a new restaurant (A3) incorporating cold food sales and food related retail (A1). The application includes for the hanging of signs and fabric – *Cllr RWG declared a prejudicial interest and did not vote.* This related to a previous planning application. *No objections.*

(iii) Application Reference: 21/19775/CON – 4 High Town, Hay-on-Wye – Variation of Condition 3 of planning permission 15/11947/FUL – change of hours – This related to a previous planning application with a minor adjustment of opening hours. *No objections*

2760. Any Other Business

FH raised the issue of the Bailey Walk near the waterfall and putting in a fence as the drop is very steep. TS said that the Bailey Walk belongs to HTC. SM said fences have been put in place here in the past but they don't last. **Action:** NB to add this item to the next Estates & Premises.

2761. Date and time of next meeting – Monday 7th June 2021, 6.00 pm

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

Signed:



Date: 7th June 2021