

# Minutes of remote meeting of Hay Town Council held at 6.00 pm on 10 August 2020

**Present:** Cllr T Stedman (TS)                      Cllr J Prothero (JPr)                      Cllr D Price (DP)  
                  Cllr A Powell (AP)                      Cllr F Howard (FH)                      Cllr I Keith (IK)  
                  Cllr S Morris (SM)                      Cllr D Landymore (DL)

**Apologies:** Cllr R Golesworthy (RWG)                      Cllr G Ratcliffe (GR)

**In Attendance:** N Burdekin (NB)

## **2564. Declarations of Interest & Code of Conduct.**

TS - Hay Woodland Group, Hay in Bloom  
AP - HADSCAL, The Warren, Hay Woodland Group  
FH - HADSCAL, Cheesemarket Trustee, The Warren, & Proposed Cycleway  
JPr - Hay in Bloom  
SM - The Warren, Cubs and Scouts Leader 1<sup>st</sup> Hay Scouts, Explorers, Summer Show  
DL - Owner of business in Hay, Charlotte's of Hay

## **2565. Minutes of the meeting dated 3 August 2020**

The minutes of the meeting dated 3 August 2020 were agreed as a true and accurate record.

TS asked if all the leaflets for residents regarding social distancing measures. NB explained that all residents within the area of measures have received some, and that Councillors had delivered to other areas. However, some streets still need to be done, including Oxford Road, Wyeford Road and Newport Street. FH said she and RWG will do Brecon Road, Church Street and also St Marys Road. Remaining leaflets are in the Registrar's Room and can be collected in arrangement with NB.

DL agreed to take over from TS as a representative on the "Access to Cash" project.

## **2566. Finance Sub Committee**

### **(i) Meeting dated 24<sup>th</sup> June 2020**

There were two recommendations:

Account	Amount £	Notes
Bench fund	557.25	
Recycling Fund	9506.28	HTC gave out £1200 recycling grants in 2019/2020
Gliss Project	7627.70	
Play Areas	2439.66	This heading is an amalgamation of what used to be 'Play Areas' and 'Brecon Rd Play Area & Car Park'
Finger Sign Post Grant	0.00	HTC spent £2840 in this account 2019/2020
Estate Management	2182.46	This heading is an amalgamation of what used to be 'Land Maintenance' and 'Finger Sign Post'
Shared Spaces Project	0.00	Grant project now completed
Office Maintenance	0.00	To fund roof repairs – now paid
Election Reserves	397.21	
Town Plan Projects	27898.46	This heading is an amalgamation of what used to be 'Town Plan' and 'Town Plan Projects'
TTOW	0.00	To cover refund to EU – now paid
Fund Raising	700.52	
Sports Clubs	-4000.00	Sports Clubs owe HTC £4,000 for 2019/20 contributions
Building Maintenance	2690.50	
Grounds Maintenance	5400.00	
Water	4486.00	
Rates	569.99	
Gas/Electric	2181.50	
Insurance	588.00	
Contingency	3211.45	
Recreation Facilities – VAT	-121.28	

### Suggested Account Balances to be carried forward from 2019/2020 to 2020/2021

#### FIN428. Recommendation:

That the above accounts be ringfenced and carried forward to 2020/2021

SM proposed, JPr seconded. *Unanimously approved*

#### FIN429. Fixed Asset Register for 2020/2021

Hay-on-Wye Town Council - Fixed Asset Register 2020/2021				
		31st March 2019	Additional Purchases	31st March 2020
	Asset	Estimated Value		
		£		
1	Christmas Lights	29226		29226
2	Playground Equipment	9348		9348
3	Compaq Computer	100		100
4	Epson Printer	0		0
5	Toshiba Computer	100		100
6	Oki Printer	100		100
7	Screen	100		100
8	Town Criers Bell	200		200
9	Mayoral Chain	1000		1000

10	10 benches	3798		3798
11	Bus Shelter	1		1
12	15 Litter Bins	15		15
13	Town Criers Outfits	150		150
14	1 mace	50		50
15	Mayors Consorts chain	50		50
16	6 tables	300		300
17	Canon Printer	124		124
18	Coin Sorter	145		145
19	Citizen of the Year Board	200		200
20	Tools(wheelbarrow and shovel)	74		74
21	4 dog fouling bins	997		997
22	2 Nayax card payment machines toilets	N/A	1300	1300
23	7 Wooden Sculptures Old Railway Line	N/A	4200	4200
24	1 metal Miles Without Stiles sign	N/A	1000	1000
Land				
L1	Land at Warren Close	1		1
L2	Picnic Area by Bridge	1		1
L3	Railway Line	1		1
L4	Black Lion Green	1		1
L5	Land at Bottom of Wyeford Road	1		1
L6	Fishing Warren Cottage to Dulas Brook	1		1
L7	Land at The Meadows	1		1
	TOTAL	46085		52585

**FIN429. Recommendation:**

That the above Fixed Asset Register be approved by Hay Town Council  
TS noted that the new computers had not been added on. Item deferred until next Finance Sub Committee meeting. NB to make the amendment.

**(ii) Meeting dated 10<sup>th</sup> August 2020**

There were two recommendations from this meeting.

**FIN439. Recommendation:**

It was proposed by FH, seconded by DL and agreed that the accounts be recommended for approval by Full Council.

SM proposed accepting the recommendation, JPr seconded. *Unanimously approved*

**FIN442. Recommendation:**

AP proposed awarding 1<sup>st</sup> Hay Scouts the full £500.00, FH seconded.

*SM declared an interest (and had previously at the start of the meeting) and did not vote.*

JPr proposed accepting the recommendation, IK seconded. *All Cllrs other than SM voted in favour. Resolution passed.*

### **2567. Certify Accounts for year ending 31 March 2020 (Cllr TS/NB)**

NB explained that the Annual Return can now be certified now that Full Council has accepted the accounts. Chris Lewis will now complete the Annual Return and sign the relevant section for the Internal Auditor. Chris will return this to NB who will then arrange for TS and NB to sign the Annual Return. NB will then send the Annual Return to the External Auditor.

### **2568. Social Distancing Measures – Update from Cllrs IK and SM following meeting with Jo Lancey, Powys CC 4th August 2020**

(i) Overview of outcomes of meeting – IK had prior to the meeting circulated to all Councillors the outcome of the meeting with Jo Lancey on 4<sup>th</sup> August. Some issues had now been resolved. The correct place for where barriers should be located should be marked on the ground. *This has now been done.* Chicane effect on Castle Street. *Jo said that the barriers need to stay where they are because if the chicane is spread out further down Castle Street, if a vehicle was to park near the chicane barrier, that would effectively block the entire street.* Back Fold Lane – mirrors not in place. However, RWG has put up some distancing reminder (A4) signs, and Healthmatic has a floor stencil with “Stay apart” messaging. NB said that the stencil costs £30.00. TS said that the stencil can then be used anywhere, not just Back Fold Lane. NB was asked to purchase one stencil.

However, the following issues still need discussion by Councillors.

(ii) 5mph signs – HTC agreed to display some 5 mph signs along Castle Street. IK/SM will raise this with Jo Lancey at the meeting to be held tomorrow. AP suggested attaching a 5mph to each barrier. Councillors agreed in principle that 5 mph signs are acquired as long as Powys CC pays for them.

(iii) Bear Street – IK reported that one resident had e-mailed Jo Lancey, and another resident had spoken to the group meeting with Jo and walking round Hay on 4<sup>th</sup> August, both to complain about the levels of traffic going down Bear Street and having to mount pavements. FH added that some vehicles are coming down to Kilvert’s and not being able to turn around and so are using Bear Street instead, increasing traffic flows.

FH proposed that the barriers at Kilvert’s are removed opening up vehicle access through St John’s Place to Lion Street and to put the barriers instead at the end of High Town. DL seconded. *TS, DP, JPr, AP, SM and DL voted in favour. IK voted against. Resolution passed.*

If Jo Lancey says this is not possible, a second option was given. FH proposed that if Jo says no, close off Bear Street to all parking. IK said that one criticism of HTC from residents is that there hasn’t been enough consultation. FH amended her proposal to say, if Jo says no to Option One above, give the residents’ two options: the measures stay as they are, or that no vehicles are allowed to park on Bear Street. *Unanimously approved.*

(iv) Planters – IK explained that Powys CC has money for planters to be used in place of barriers. Jo has asked HTC to put together a proposal for what type of planters and location of planters. AP is in favour of the idea in principle, but asked who would be responsible for maintaining/watering them. FH suggested 1<sup>st</sup> Hay Scouts. SM said that there is no face to face scouting at the moment, but it is possible scout leaders might do this. Businesses could also be asked.

FH proposed putting planters at the top of Castle Street in place of barriers and to leave in place permanently during the measures (not just 11.00 am – 4.00 pm). *Unanimously approved.*

(v) Weekly review: process of decision-making to be approved

FH raised a couple of issues. Bikes are going the wrong way down one way streets, and cafes don't seem to be doing track or tracing. FH also commented on the business evaluation feedback from the Chamber of Commerce and that there were only 17 respondents. SM added that he would like to see a list of respondents.

In terms of moving forwards, IK suggested that minor details to the plan, for example extra signs, the working group (led by IK and SM) meeting with Jo and so on could agree this without coming back to Full Council. If any more far-reaching decisions need to be made, the working group would bring these back to Full Council for discussion/decision. *Councillors unanimously approved this approach.*

Jo Lancey will be in Council Offices tomorrow, Tuesday 11<sup>th</sup> August, 11.00am. All Councillors were invited to attend if they wished to do so. IK and SM will attend.

### **2569. Active Travel Status for Hay – Proposed Next Steps (Cllr IK)**

Prior to the meeting, IK had circulated via the Clerk an Active Travel Briefing Note. IK discussed the background to her proposal. IK reiterated that the Active Travel funding pot available for 2020/2021 is £30 million. HTC, with support from other local Councils, wrote to Minister Lee Waters in December 2019. Lee Water responded positively in February 2020. A subsequent discussion with Powys CC Active Travel officers agreed that, if HTC could provide evidence of demand for Active Travel schemes, then Powys CC would provide Hay and District with Active Travel status.

On this basis, IK suggested writing to the relevant Portfolio Holder in Powys CC signed by various supporting partners, such as local schools, councils and so on. SM asked if the fund was for things like new or improved cycle paths. IK confirmed that this was the case and that, in the first instance, she would like to prioritise any funding to Safe Routes to School, including a zebra crossing at Brecon Road, which Powys CC had already agreed to in principle, but they don't have enough funding to pay for it.

FH proposed supporting IK's letter demonstrating evidence of demand. *Unanimously approved.*

*DP left the meeting at approximately 7.15 pm*

### **2570. Consultation – Draft Local Housing Market Assessment BBNP: Deadline for response 11<sup>th</sup> August 2020**

NB said that the deadline for responses has been extended to 25<sup>th</sup> August 2020. RWG and DP are the nominated Councillors for housing responses. NB to ask RWG and DP to provide a response for Councillors before 25<sup>th</sup> August 2020.

### **2571. Correspondence**

#### **(i) Request via Chamber of Commerce to support a 'sticker' scheme for Hay**

NB explained that the Chamber of Commerce has asked HTC to support a 'sticker' scheme for Hay. TS said that there is a link to the Black Lives Matter agenda and that HTC cannot support political messages. *DL declared an interest as a local business owner* and then said that local businesses should not be bringing political messages to Hay. Hay is already an inclusive place which is shown through its actions. TS asked NB to reply to the CofC to say HTC is a non-political organisation and cannot support this scheme.

### **2572. Date and time of next meeting**

To be determined.

There being no further business, the meeting closed at 7.35 pm.

Signed: *T. Shedman,*

Date: 18<sup>th</sup> August 2020