

Minutes of the remote meeting of Hay Town Council held at 6.00 pm on Friday 14th September 2020

Present: Cllr Trudy Stedman (TS) Cllr J Prothero (JPr)
Cllr A Powell (AP) Cllr F Howard (FH) Cllr I Keith (IK)
Cllr S Morris (SM) Cllr D Landymore (DL) Cllr J Morgan (JM)
Cllr R Golesworthy (RWG)

Apologies: None

In Attendance: N Burdekin (NB) Cllr G Radcliffe (GR)

TS welcomed JM to Hay Town Council as a newly Co-opted Councillor. JM declared interests as a member of HCWGG and Hay Warren Anglers.

2594. Declarations of Interest and Code of Conduct

TS – Hay Woodland Group, Hay in Bloom

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, Trustee of the British Legion, the Buttermarket

JPr – Hay in Bloom

SM – The Warren, Cubs and Scouts Leader 1st Hay Scouts, Explorers, Summer Show

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

JM – Hay Woodland Group, Hay Warren Anglers

2595. Minutes of the meeting dated 4 September 2020

The minutes of 4 September 2020 were agreed as true and accurate.

2596. Matters Arising

2589 – Storage Container/Bowls Club waste materials. NB had sent the letter to the Bowls Club via e-mail and had also spoken to David Evans on site. David said that the Bowls Club will remove their waste and asked for a date for when this will be needed. JM said that the storage container can't be purchased until access can be gained to see what the land is like under the waste materials. Cllrs asked NB to write to the Bowls Club and ask them to remove the waste by the end of September, or within 3 weeks if the preferred timeframe is not possible.

2590 (vi) B&R request for a response from HTC – TS confirmed that she had sent the B&R a response emphasising that the measures are being led by Powys CC, not HTC.

2597. Implementation of Social Distancing Measures in Hay
i) Meeting with Jo Lancey, 10th September 2020 – SM/IK

IK said that she, SM and NB had met Jo Lancey on 10th September as scheduled. IK said that the main item discussed was the £10k grant available from Powys CC and option available. IK added that she had raised the possibility of having a zebra crossing outside the Blue Boar as raised by RWG, but that JL had said again that this is not possible due to not enough sight line coming up Belmont Road.

FH expressed her dissatisfaction with a response that JL had given to Hay Markets/John Evans who had asked to put on a market similar to the Thursday market, but on a Saturday. JL had refused to allow this on the grounds that Memorial Square should be prioritised for local companies in the first instance. FH said Powys CC should not be able to over-rule HTC in this manner. TS said that she will draft the letter to Powys CC as agreed in the previous meeting asking for clarification.

IK said that in the meeting, JL was happy with the idea of a market, and SM agreed with IK on this point. SM continued that JL said in the meeting that she was happy to go along with a Saturday market with individual businesses from the local area, but not in the manner of a Thursday market as it currently operates. FH said JL's e-mail to John Evans would seem to contradict this. FH also asked: where will the businesses come from in this case?

FH asked how many Councillors would like to see Memorial Square closed. TS said during tourist season she could see the benefit of closing the car park. DL added that she also could see the benefit if closing the car park during the Summer. However, DL made the point that towards the end of October, visitors/trade drop off dramatically and DL would like to close the car park from November to March to enable local people to park near the shops, particularly in poor weather. FH asked the question again. All Cllrs voted in favour of the car park being closed during tourist season, apart from AP who was present but unable to communicate at this stage of the meeting. IK added that she was in favour of keeping Memorial Square car park closed year-round.

FH asked IK why she would like to see the car park closed year-round when, during the off-peak season, Hay is very quiet. IK said she did not accept the premise that the town would necessarily be quiet if different events, theme days and so on were put on. IK

added that there are many reasons why she would like the car park to stay closed. These included: Reduction in air pollution, more child-friendly, if marquee(s) are set up then it would be good for businesses and provide a better environment for shoppers, and encourages active travel. SM made the point that the businesses that stay open during off-peak months are the local businesses. The hobbyist businesses tend to shut during the Winter months.

SM said that the timings of the road closures had been discussed with JL and JL had said that the timings could be changed, if not the days. However, from a Traffic Order and cost point of view, JL said it would be much better to have two Traffic Orders for on-peak and off-peak times of year. For example, April – September, 11.00 am – 4.00 pm; October – March, 11.00 am – 2.00 pm.

TS raised the point of free parking in Hay. Prior to Powys CC offering the first 2 hours parking on its car parks free, Powys CC had offered 1-hour free parking spaces for every 2 lost car parking spaces in town. Now that the 2-hour free parking has ended (as of 31st August 2020), TS wanted to ask Powys CC if the initial 1-hr free parking will now be offered to Hay as in other towns in Powys. ACTION: GR to raise this with Powys CC.

JM raised two issues. 1. Who will indemnify the planters in case of accidents. Another issue to be raised with Powys CC. 2. There are specialist planters designed for the highway. JM sited a wooden barrel split into two as a better option than the ones suggested by Powys CC. IK asked if there are any local suppliers of these types of planters. JM to look into.

NB added that the “Keep Your Distance” floor stencil had arrived from Healthmatic, although it was not in good condition. This can be used across Hay in the most optimum locations.

ii) Powys CC grant to help towns re-open – deadline 30th November 2020

TS said she had spoken to SM about the possibility of having a series of smaller marquees throughout Hay along the lines of Kington Food Festival. TS said that the main issue is who is going to manage the process because there is a lot of work involved.

IK said that she thinks HTC should challenge JL on the local-only stalls idea. FH added that previously Welsh-only businesses had been allowed to trade in Hay through Welsh-Government funding.

SM asked whether the £10k available from Powys CC includes the £2k from HTC i.e. £8k funding from Powys CC, or is on top of i.e.

total spend £12k. SM added that the guidelines say all ideas are subject to planning. TS added that everything also will need to be approved by the BBNP Conservation Area Officer.

TS said that the deadline is 30th November, so suggested a meeting with Powys CC to discuss this would be very helpful, ideally with a wider representation.

ACTION: NB to arrange a meeting with Powys CC, including inviting Tony Caine, the relevant Portfolio Holder and GR. Within the meeting, HTC to challenge JL's assertion that new market stalls are for local businesses only.

iii) Consultation questions for members of the public – IK/DL

Prior to the meeting, IK had circulated 4 questions via NB. TS had also drafted a leaflet for residents which included slightly amended/additional questions and supporting text. TS asked Cllrs if they had read the text and they confirmed that they had and were happy with the content.

IK asked if the questionnaire could also be completed online. FH and SM said that they were concerned that online surveys could be completed by anyone, not just people living in Hay. TS said she would add a postcode and house number to the form to prevent this from happening. On this basis, Councillors agreed to carry out the survey online as well.

FH asked that Hay is divided up between the 9 Councillors so that delivering the questionnaires is done equally.

ACTION: TS to amend the residents' questionnaire to include house number and post code

ACTION: NB to get quote for printing questionnaire/supporting text

ACTION: NB to divide Hay into 9 delivery 'areas' for Cllrs

ACTION: TS to complete letter to Powys CC requesting clarification on communications and whether the measures are now about social distancing or promoting a café culture.

2598. Hay Town Council – Office Move to Sports Pavilion

(i) Update on site visit with architect – RWG

RWG reported that he and AP had met the architect at the Sports Pavilion and the architect will now provide amended plans for the Saints Bar to be split into 2 offices (not 3 as shown on the initial plans). RWG added that he had asked to raise the outdoor pathway using decking is added to ensure that the building meets disability access requirements. All other facilities will have to meet disability access, so the architect is also going to include in the plans an accessibility toilet. RWG said he is still waiting for the amended

plans. RWG added that the architect wasn't certain that HTC would need change of use. The architect will check this.

TS added that she had asked JM to seal off the men's urinals and signs direct people to use the ladies' toilets, which have now become unisex.

2599. Hay Cemetery

(i) Latest update re. legal situation with Powys CC and vendor's solicitor

TS acknowledged that HTC has received information from the vendor's solicitors via HTC's solicitors, Williams Beales & Co. (from 24th September) and that there now seems to be considerable progress. NB added that the documents do include a Contract for Sale.

NB said that Mike Harris has said his secretary will contact HTC in order to arrange a meeting to go through Powys CC's draft legal documents in relation to the purchase and lease of the new cemetery site.

ACTION: NB will arrange the meeting with Mike Harris and TS.

2600. Financial Update

(i) Latest bank statements – NB

NB explained that he was currently unable to see the latest bank statements as he is not in Hay at the moment. However, from recollection, the latest bank account statements as of 31 August 2020 were:

Main Account £27k

Council Offices Account £44k

Project Account £11k

Deposit £14,700

NB added that the 2nd of 3 precept payments of £17.5k should have been transferred into HTC's Main Account on 31 August and the £10k VAT claim for 2019/2020 has not yet been sent in. Neither of these figures are included in the above bank statements.

(ii) Welsh Government Covid-19 Loss of Income Fund – First Draft

NB had prior to the meeting circulated a draft claim on behalf of HTC. The claim refers to loss of income from:

- Toilet income and maintenance
- Sports Clubs' contributions to the Recreation Facilities
- Loss of rental income for Council Offices

The claim also acknowledged savings made to utility bills.

TS asked if there were any other areas of losses. RWG asked TS what the cost was for hosting the Zoom meetings. TS said that she is currently paying for Zoom hosting which enables meetings to last longer than 40 minutes. All Councillors agreed that TS should not need to bear these costs. NB to add the costs incurred by TS to the grant claim.

On this basis, Councillors unanimously approved the grant claim.
ACTION: NB to make the above amendment and to send HTC's grant claim to the Welsh Government as a matter of priority.

Cllr GR left the meeting at 7.30 pm.

(iii) Nayax Card Payments for toilets

NB said that the Nayax card payments have now started to be paid into HTC's bank account. NB explained that he had completed the anti-money laundering forms which has enabled the first payment to be made. Payments will be made monthly. NB added that for the month of August, the latest billing report showed that there were 5306 card transactions giving a total profit (taking out Nayax's costs) of £1,500. This is three times the £500 from card payments in July and there is also the cash collected from toilets to be added for August. NB to add the figures together and report to Finance.

(iv) Next Finance Sub Committee meeting

NB asked Councillors if the next Finance Sub Committee meeting could be agreed for the end of September / early October to consider HTC's half-yearly budgets and also to appoint a new Chair of Finance following the resignation of Derek Price.

ACTION: NB to arrange the next Finance Sub Committee meeting.

2601. Correspondence – any urgent items August and September 2020

(i) Letter from Steve Jenkins / Football Clubs

TS read out a letter from Steve Jenkins (not previously circulated) which explained that Steve has taken over the management of all the football clubs, although he is not able at this stage to officially merge them for various financial reasons. Steve has twinned the clubs with Cheltenham Town Football Club.

Steve requested funding from HTC to help the football clubs. FH asked if the Recycling Grant scheme was still operating. TS said it had been put on hold whilst the criteria is considered and updated. On this basis, FH proposed granting the football clubs £500 from the general grant fund. AP seconded. *Cllr RWG declared an interest as HADSCAL Chair and did not vote. Otherwise, proposal unanimously approved.*

ACTION: NB to inform Steve Jenkins that HTC has awarded Hay Football Clubs a general grant of £500.

(ii) E-mail from Jude Cooper – access to Gipsy Castle Play Area
AP and RWG have contacted Jude, who has requested access to Gipsy Castle Play Area so that machinery can access the rear of her hedge at the allotments to cut it back. RWG has asked Jude to contact HTC a week before any works are scheduled so that access can be arranged. RWG said that Jude has assured him that the contractor has the relevant insurance cover. SM added that all allotment holders are supposed to maintain their sections of hedges. NB was asked to contact Stephen Butcher, Powys CC, to see who owns the hedges.

2602. Councillor Vacancies

(i) Councillor Co-option – Jeff Morgan

NB confirmed that JM had completed the Councillor Declaration Form on Monday 7th September and NB had sent the signed declaration electronically to Powys CC, so JM is now officially a Hay Town Councillor.

(ii) 2 Councillor Vacancies – deadline for election 22nd September 2020

NB has informed Powys CC of the two councillor vacancies and the 22nd September 2020 was set as the deadline for calling an election (minimum 10 local electors need to call an election).

2603. Any Other Business – for information purposes only

Access for Cash project – DL reported that she had attended a meeting where various ideas were discussed. These included:

- Installing a cash deposit machine in Hay;
- Trying to incentivise businesses to give cash back by giving organisations £50.00 for giving this service;
- An idea to bring in an app that would preclude the need for cash has been put aside for at least 3 years as many elderly and low income people still rely on cash;
- Looking for suitable premises which would then be able to incorporate 3 banks who could then share occupancy/costs with the community potentially able to use the building on space capacity days. DL asked Councillors if they were happy for her to look for appropriate buildings. *Cllrs unanimously agreed to this.*
- Setting up a Community Interest Company (CIC) which will need 3 signatories. Currently two of the volunteers to be signatories are both from the Chamber of Commerce. DL raised a query about this and asked Councillors if they thought a Town Councillor should be one of the signatories.

TS proposed DI to be 1 of the 3 signatories. *Unanimously approved;*


- There is a budget available from the project of £50k.

2604. Grievance Panel to appoint 3 Cllrs – confidential session

A confidential matter was then discussed with members of the public excluded.

The next meeting will take place at the Sports Pavilion on Monday 5th October at 6.30 pm. SM and NB to do a risk assessment but the meeting will be limited to Councillors.

The meeting closed at 8.00 pm

Signed: 

Date: 5th October 2020