

Minutes of the meeting of Hay Town Council held at 6.00 pm at the Buttermarket on Monday 5th October 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 J Morgan (JM) Cllr R Goleworthy (RWG)

Apologies: Cllr D Landymore (DL) Cllr G Ratcliffe (GR)

In Attendance: N Burdekin (NB)

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.

2605. 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

JM – Hay Woodland Group, Hay Warren Anglers

2606. Minutes of the meeting dated 14 September 2020

The minutes of 14 September 2020 were agreed as true and accurate.

2607. Matters Arising

2597. TS said she hadn't written a letter to Powys CC requesting clarification on the social distancing measures because, subsequently, HTC had met remotely with Powys CC on 24 September 2020. However, TS has e-mailed Jo Lancey to ask why HTC is not able to have a say on Expression of Interests or, if not, at least to keep HTC informed. TS also suggested that HTC speaks with Emily Daw and John Evans, Hay Markets, to see about setting up a 'market' on Saturdays. If this is agreed, HTC could add this to its Covid-19 Recovery grant application, but Hay Markets would operate the Saturday 'market'. RWG added that Hay has a Market Charter and his understanding of this is that a market can be held any day of the week. SM agreed with TS and let Hay Markets run this on Saturdays. IK suggested that the Expression of Interest forms/ licences needed from businesses could be operated by Hay Markets.

Action: TS agreed to try and find the Market Charter.

2608. Implementation of Social Distancing Measures in Hay

Minutes of this meeting had been circulated by NB prior to the meeting.

(i) Meeting between HTC and Powys CC – 24th September 2020

TS said that the meeting had been a positive one, and that Vincent Goodwin had explained the process not as 'pedestrianisation' but as re-altering priorities to enable a shared space that still acknowledged vehicles.

NB reported that he has ordered (x11) small planters from the Old Railway Line and (x6) large planters from the company (based in Welshpool) that had installed planters in Crickhowell.

TS had raised with Jo Lancey the issue of the free 1-hr car park spaces at Oxford Road that have now been put in, but at the bottom of the car park. TS has asked JL to see if these can be moved to the top of the car park alongside the wall in order for those with mobility issues not to have to walk the full length of the car park.

RWG raised two issues: some Blue Badge Holders drive down Castle Street during road closure times far too quickly. The barriers are sometimes moved by motorists to enable access despite the 'Road Closed' signs.

(ii) Expression(s) of Interest for Memorial Square Car Park

TS had e-mailed JL asking for an update on whether she has received any EofI's, but JL is on annual leave. TS will update Councillors when JL responds if there have been any further EofI's.

(iii) Consultation surveys for residents and businesses

TS said that she had amended the survey as agreed to include post code and house number. TS had set up an on-line survey option also as agreed. A number of responses have already been received, both hard copy and on-line.

NB said that all residents' surveys had been delivered except for: Belmont Road/Broad Street/Newport Street (to English border), Wyeford Road, Lion Street, Brook Street and Chancery Lane, Heol-y-dwr, Booth Gardens and Chancery Court.

Action: Remaining surveys to be delivered as a matter of priority by NB/CW.

In terms of businesses, NB explained that the surveys have not gone out to businesses as it had been agreed that these would go out together with the Covid-19 Recovery Fund flyer. The flyers have been ordered and NB will collect them tomorrow.

Action: Once NB has collected the Covid-19 Recovery Fund flyers, TS, IK and NB to deliver them with surveys to all businesses in Hay. SM said that he would deliver to Back Fold Lane.

TS reported that three businesses within the road closure areas had requested a meeting with HTC on Thursday 8th October at 2.30pm to discuss the impact the measures are having on their businesses. TS requested another Councillor to be present. SM agreed to attend the meeting.

TS had also spoken with Origin Pizza who had said that they would be happy to help organise Food Festivals and so on at Memorial Square Car Park.

FH said she would be in favour of closing the roads to all vehicles during 11.00 am – 4.00pm. TS said that we need to wait until we get the survey results back. NB was asked to send the residents' surveys to all local town, community and parish councils.

Action: NB to send residents' survey to local councils.

2609. Council Premises Update – Office Move to Sports Pavilion

(i) Any progress with architect – RWG

RWG said that he had spoken with the architect and that due to an I.T. issue they had not been able to amend the plans.

Action: RWG/NB to contact the architects again for amended plan.

(ii) Maintenance issues with toilets – RWG

RWG said that the cleaner, Emma, had put together a list of maintenance issues that she has forwarded to Healthmatic and NB. RWG had also asked Jamie Howard for a quote to fix the double-strip lights in the ladies and gents at Oxford Road. *FH declared an interest as Jamie is her son.* RWG added that the disabled toilet light at Oxford Road is now fixed and had re-opened.

2610. Financial Update

(i) Latest bank statements – NB

NB reported that the current balances at 24th September 2020 were:

Main Account: £40,500

Council Offices Account: £43,700

Project Account: £11,800

Deposit: £14,800

FH asked if 'Council Offices' account could be re-named, 'Council Premises' account as HTC will shortly be moving out of Council Offices. NB said that there was no issue with this as the accounts are not named with Barclays, they are just different sort codes/account numbers.

Action: NB to rename 'Council Offices' account 'Council Premises' account.

(ii) Welsh Government Covid-19 Loss of Income Fund – application submitted

NB said that he had submitted HTC's claim to the Welsh Government on 15th September. HTC should receive a response within two weeks.

(iii) Finance Sub Committee meeting – confirm date for next meeting
TS said that Finance Sub Committee is currently one Councillor short of its allocation of 5 following Derek’s resignation. RWG agreed to join Finance. The next meeting was agreed as Friday 16 October, 10.00am at the Sports Pavilion.

FH raised the point that the Cheesemarket had purchased hand sanitisers and 2-metre distancing signs and has requested a possible contribution from HTC in return for being able to share the use of the signs. FH asked NB to add this to the Finance Sub Committee agenda.

2611. Communications Update

(i) Citizen of the Year Award – Will HTC hold the award for 2020?
Councillors agreed to hold the award for 2020. CW to arrange a meeting of Communications Sub Committee to finalise arrangements.

(ii) Annual Report – Will HTC have an Annual Report for 2020?
FH suggested deferring this year’s Annual Report with Covid-19, the office move, the new cemetery and other ongoing issues. Councillors agreed with FH. Annual Report to be deferred until 2021.

2612. Recreation Facilities

(i) Paid parking proposal for Sports Pavilion – FH
FH said that now that the Cattle Market has closed, the Swan Hotel has reported it is having a real impact on their business. TS said that some residents at Swan Bank had expressed an informal interest in paid parking at the Sports Pavilion. TS and JM had already put together a draft plan of potential car parking spaces. A number of issues need to be considered including: gauging levels of interest amongst residents; getting costings for purchasing and installing bollards; marking the car park with white lines; parking for the sports clubs.

Action: FH and NB to meet to draw up a draft proposal to present to Councillors at the next Finance Sub Committee meeting.

(ii) Attempted break-in at the Cricket Club
NB said that the damaged panels to the cricket club pavilion have been repaired free of charge. This work was arranged by Steve Jenkins.

(iii) Burglar alarm systems
Councillors agreed to defer this item until HTC has moved into the Saints Bar.

(iv) Storage room lock and external lighting – request from cleaner
NB is meeting Frank Davies tomorrow in order to sort out a lock on the cleaner’s store room. NB said that the cleaner had also requested external lighting. Councillors said that the cleaner should only be working at the Sports Pavilion during normal working hours. NB to contact the cleaner and ensure

that she will work during normal working hours from now on and to arrange a system to make sure he knows when the cleaner is at the Sports Pavilion and Council Offices. This is in line with HTC's Lone Working policy.

(v) Storage container for HCWGG – update

JM said that he had prepared 90% of the ground in preparation for the delivery of the storage container. JM is trying to ensure the ground is level. In the HTC meeting held on 28 August 2020, Councillors had asked JM to ask David Williams to provide an additional quote as David is local. JM explained he had tried to call David twice with no response. On this basis, JM will order the storage container from Eggerton's, as agreed on 28 August.

2613. Hay Cemetery

(i) Latest update re. legal situation with Powys CC and vendor's solicitor NB said that he had tried several times to arrange a meeting with Williams Beales & Co. and TS to discuss the possible lease and sub-lease from Powys CC. However, NB had not been able to arrange the meeting. NB asked Councillors if he should contact Vickie Julien (Powys CC) and ask her to draw up the legal documents on the terms previously outlined by Powys CC. This would at least give HTC the documents with which to approach Mike Harris with and hopefully speed up the process. Councillors unanimously agreed this.

NB added that he had drawn up a draft tender specification for the infrastructure works needed for the new cemetery.

Action: NB to contact Vickie Julien and ask her to draw up draft lease and sub lease for the new Hay cemetery.

Action: SM, RWG and JM to check the tender specification

2614. Active Travel update – IK

IK updated councillors by saying that on behalf of Hay she is trying to achieve Active Travel Locality Status which then enables HTC to apply for Active Travel funding. Lee Waters, Welsh Minister for Economy and Transport, had previously given his support for this. IK has already got letters of support from: Hay Primary School, Clyro Primary School, Drivers Cycles, the Globe at Hay, Kirsty Williams MS, Fay Jones MP, Hay Festival, Hay Castle Trust and Haygarth Surgery. IK said that a letter had been sent to Nigel Brinn, Powys CC, on 1st October and this had been acknowledged. Waiting for full response.

IK added that even if Hay is allocated Active Travel Locality Status, it is a very bureaucratic process going forwards. In the meantime, IK has spoken to Vincent Goodwin who has indicated that there might be funding available from a separate funding stream for road safety initiatives. IK said that the main priorities are zebra crossings for Brecon Road and in front of the Blue Boar. FH agreed that a zebra crossing for Brecon Road was the biggest priority. Councillors agreed that seeking a zebra crossing for Brecon Road should be the first action. IK was asked to draft a letter for Councillors to relevant portfolio

holders in Powys CC including Heulwen Hulme (Highways). FH suggested portfolio holders for education and adult services. SM suggested sending the letter to Hay Primary School's Board of Governors.

Action: IK to draft a letter to the relevant Portfolio Holders of Powys CC requesting funding for a zebra crossing on Brecon Road as a significant road safety issue. IK to circulate letter to councillors once drafted for comment.

2615. Date and time of AGM to be considered/agreed

NB reported that the AGM has to be held before the end of December 2020. Councillors agreed to defer the AGM until December.

2616. Sub Committees – Possibly re-start meetings?

Councillors agreed to defer sub committee meetings for the time being.

2617. Councillor Vacancies – Open to Co-option update from NB

NB explained that there had been no expressions of interest for the 2 Town Councillor roles to date. The current deadline is 30th October 2020.

2618. Correspondence

(i) High Sheriff of Powys request to visit Hay

TS said that the High Sheriff has e-mailed HTC asking to visit Hay for a tour. RWG suggested Hay Castle would be an excellent place to visit.

Action: TS will reply to the High Sheriff and suggest visiting Hay Castle.

(ii) Request from Hay School Governors to replace J Pearson

JM agreed to become a school governor at least on a provisional basis.

IK left the meeting at 7.25 pm

2619. Any Other Business

TS had two points to raise. Firstly, the British Legion in Hay has been sent a letter from national headquarters which prevents branches from issuing road closures from August 2020. This duty will be transferred to civic authorities such as Town Councils. TS asked NB to add this to the next council meeting agenda for discussion/decision.

Secondly, TS informed councillors that this year, the British Legion will not hold a parade or church service. This year's commemoration will take place on 8th November at 2.50 pm in Memorial Square Car Park

FH said that in terms of the CofC membership, they must know who their membership is. Perhaps people of Hay should set up an Independent Traders of Hay, which has been done previously. FH would like to know how the CofC is trying to increase its membership.

2620. Date and time of next meeting

Monday 2nd November 2020, 6.00 pm

There being no further business, the meeting closed at 7.50 pm.

Signed: *T. Shedman,*

Date: 2nd November 2020