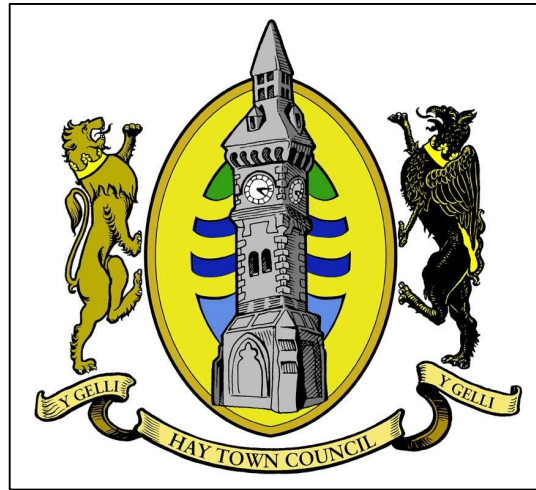


Hay Town Council

Hay Town Council
Council Offices
Recreation Facilities
Brecon Road
Hay-on-Wye
HR3 5DY

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Draft Minutes for the meeting of Hay Town Council on Monday 2nd February 2026 at 6.00pm in the Council office, Brecon Road, Hay on Wye, HR3 5DY.

Cllr Simon Morris' resignation was read out with effect from 28th February 2026.

RESOLVED: To thank Cllr Morris for his time as a Town Councillor and to commence the process for the filling of the vacancy after 28th February 2026.

Notification of Cllr Morris resignation will be sent to Powys Electoral Services and we will await notification from them if an election is called or if the position can be advertised for co-option.

1. Apologies for absence.

Present: Cllr F Howard, (Chair) Cllr S Morris, (Vice Chair) Cllr J Morgan, Cllr A Powell, Cllr G Williams, Cllr A Bielski, Cllr W Bielska, Cllr B Paul, Cllr K Elleson.

Also present: Clerk C Bunton,

Apologies for absence: Cllr T Owen.

Apologies for absence were received from Cllr P Jenkins (approved leave under Section 85, LGA 1972)

2. Declarations of Interest & Code of Conduct.

SM – Access for Cash.

3. Questions from Members of the Public.

None.

4. Minutes of the meeting dated 5th January 2026.

RESOLVED: Unanimously agreed that the minutes previously circulated of the Town Council meeting held on the 5th January 2026 be accepted as a true and accurate record.

5. Report from County Cllr.

Will re visit agenda item when Cllr Ratcliffe arrives.

6. 50 years Independence of Hay.

JM has written to World Heritage status, awaiting a reply. There are lots of different organisations within Hay that are keen to celebrate 50 years of Independence and remember Richard Booth. This project needs someone to take on a liaison position with other organisations to ensure that people are not clashing or overlapping. No Cllrs offered. It was noted that Cllrs Howard and Morgan are already working on Town of Culture bid and Town Plan which are both large projects.

7. Town of Culture.

JM & FH have had a meeting with various possible partners, and an online workshop. Hay was mentioned twice during the workshop, perception nationally is that we are already a town of culture. Unique selling point with the town of books, however it is not just about that, also about the community, there are 2 walking festivals and many other events. Hay fits in the small category, under 20,000. Needs to be done by the community rather than for the Community. If anyone thinks of anyone else, please add them to JM. Could do with a calendar / timetable of events. Telling the story of the community. FH & JM have another meeting this week.

8. Social Media and Engagement plan.

Thank you to everyone for the feedback, it was suggested that a separate event for just going through this. Engagement needs to be included in the Town Plan.

9. Safety.

Nothing has been received from Cllr Ratcliffe or the Police. To remain an agenda item.

10. Cllr Lanyards.

Resolved: Distributed.

11. Christmas Lights.

FH, SM & CB had a meeting with Bob and Emily, Bob provided a breakdown of costs. Lights do need to be PAT Tested as do the connection points.

Resolved: AB proposes that a new organization is formed, separate from HTC or the Chamber to take on the Christmas lights.

BP seconded. 3 abstain remainder agreed.

12. Access for Cash.

SM has been meeting with NoteMachine and Adam Wilkinson, Public Affairs Manager, Link. Adam was going to give us another company we can approach. We don't have anywhere to put another ATM.

Clerk has not received any communication from NoteMachine regarding fixing the wall after the attempted break in of the ATM. Wall is still unsafe. Email from Cllr Ratcliffe forwarded to all Cllrs.

CB to contact NoteMachine & Check on our insurance on where HTC stands.

Premises to arrange a meeting to discuss options on where to put the door.

13. Toilets Cleaning Tender.

Cleaning regime needs to be changed from an evening to a morning. It is time to tender again. Premis meeting to arrange tender documents.

14. CAT's

Community Asset Transfer's from Powys to HTC have been prepared and shared with Cllrs. During the process we have been notified that Powys CC have had a policy change and now only offer 25 years lease hold asset transfers.

a) Public Toilets

The Public Toilets are currently run on a licence from Powys. A 25 year leasehold would enable HTC to apply for grants to update the toilets.

Resolved: JM Proposed to submit the CAT application to Powys CC. AB seconded and unanimously agreed.

b) Hay Common

Resolved: Was discussed WB proposed that the CAT not be submitted at this time. KE seconded and unanimously agreed.

c) Recreation Facilities

Resolved: HTC already have a 99 year leasehold on the Recreation Facilities. SM proposed not changing that, seconded by JM and unanimously agreed.

15. Emergency Plan.

Resolved: Cllr Ratcliffe confirmed that Powys CC have an emergency plan in place and would let HTC know if anything was needed.

16. Place Plan.

FH, JM, GR and CB have had 2 meetings so far, another meeting arranged for 3rd Feb, meeting with BBNP arranged for 11th March. The first public consultation 12th Feb at Hay Market.

Consultation plan:

a) Map-based comments ("Put a dot on Hay")

Purpose: Location-specific insight, How: Big printed map of Hay, red, green & yellow stickers on Market day.

b) Market Day pop-up stall

Purpose: Reach residents who won't attend meetings

"If you could change ONE thing about Hay..." • Sticky notes or postcards

Hay's Thursday market is the town's natural civic forum.

c) Targeted conversations

i) Young people & families

ii) Hay Primary School (simple classroom activity: "My Hay in 10 years")

iii) Local youth group / Scouts

“What would make you want to stay in Hay?”

“What’s missing?”

iv) Older residents

- Coffee morning discussion at:
 - o RBL? Tea and Chat would they let us come in?
 - o Cartref

v) Businesses & traders

d. “Future Hay” workshop

Purpose: Shape priorities, not just collect opinions 2 hours max

17. Cllr Projects:

a) Play Area Team

Met 29th Jan. Looked at the play area and tennis courts. Probably do the MUGA as a separate project. There has been lots of positive comments verbally for Gipsy Castle. Picked Proludic, Kompan, Wicksted, Also looked at some adult gym equipment. Meeting with Proludic booked. Talked about how to consultation methods and will make a plan. Suggestion to consider Beta Parkour, trek around town and put different equipment around.

b) Allotments.

2 containers have been delivered. Still waiting on Powys to finish the work. Contracts have been exchanged. 9 or 10 people waiting for the new allotments. When SM leaves the Council will need to appoint a HTC representative.

c) Town Enhancements.

Banner application have been sent in.

Looked at the QR code stories. Haydn Jones has agreed to translate. The Museum walk of Hay. AB to do RBL Hub, Brian as back up for Parish Hall, Pig Lane Micheal John Barrell to be asked if he would do.

18. Subcommittee Reports / Minutes:

a) Finance.

- i) Precept.
Has been submitted to Powys CC.
- ii) VAT Q3.
Reclaimed 11725, not back yet.

b) Estates

l) Estates & Premises survey.

Individual surveys now sent out. 4 surveys completed.

Brecon Road Play & Tennis Courts:

Most of the problems are weather related but the mud under the play equipment and next to the milk bar could cause accidents. Already reported cracks in tennis courts. Need to let them dry out before tackling. There are also a lot of plants including a buddleia bush starting to grow on the edge of the tennis court.

Gipsy Castle Playground:

Checked, no issues to report.

Warren Close & The Meadows:

Minor litter in grass. Some household waste including Christmas trees and a tall fridge freezer outside gate of house opposite entrance to new allotments in Warren Close.

Old Railway Line & Bailey Walk:

9-01-26 Storm Gorette - Tree down blocking gate to The Warren on Bailey Walk, cleared by me & Gareth Ratcliffe. Three trees fallen out of the bank, along the Bailey Walk, into the river, let nature take its course.

11-01-26 Hay Community Woodland Group start three year project to remove ivy from the base of trees as recommended in the Duty of Care Tree Survey.

12-01-26 Children seen climbing on top of gravediggers container as their parents stood and watched.

14-01-26 Old Railway Footpath swept clear of mud by OTM, many positive comments from those that use it.

20-01-26 Fence above Login Brook tunnel made safe in an act of good will by National Park wardens, they do not take any responsibility for future replacement, this was purely a one off.

24-01-26 Tree down on footpath between market & Victorian railings, cleared by National Park wardens.

- II) Fence above login brook.
BBNP completed out of good will but take no future responsibility. At some point we may need to precept for replacing the wooden fence posts.
- III) Footpath.
Lots of positive comments. All done, very positive.
- IV) Trough.
Done, all completed.
- V) Duty of Care.
Tree Survey, 5 requested to tender went out, 1 refused. 4 received.
BP proposed to chose the Hay based cheapest quote WB seconded, unanimously agreed.
- VI) Bowls Fence.
Bowls would like to get on and sort the fence, CB to contact and say yes carry on, also ask when are they doing the drain covers. Request assurance its covered within their liability.

C) Premises.

- I) Clock Tower Toilets.
Cleaning regime to change to mornings cleaning as open 24hrs, CB to message to cleaner and explain.
- II) Oxford Road Toilets.
 - a) Development.
There are ongoing issues, the wall is still not safe, see above re Access to Cash.
Answerphone message played to full council. With SM resigning HTC need a new delivery place 600 x 1200 x 1m box to deliver toilet rolls etc into.
HTC requested that the Post Office still hold keys for engineers to be able to access the toilets.
- III) Pavilion.
 - a) Development.
FH left

Ongoing issues with lights and heaters being left on in the Away team changing room.

SM proposed a new lock for the door and a named key holder from each group AP seconded and unanimously agreed.

2 quotes received for push switches to be installed.

AP proposed the quote that best met our needs, BP seconded, Unanimously agreed.

WB proposed to change to LED lights, FH seconded, unanimously agreed.

AB to fit LED lights.

FH rejoined the meeting.

19. Report of the Clerk / RFO

a) Cllrs Training Plan.

Was previously circulated with a list of potential training modules, this is usually agreed at the Annual Meeting, however in an attempt to get ahead of it can all Cllrs consider training for a full discussion at the next meeting.

b) Annual Leave.

I will be on annual leave from Friday 13th February for 1 week.

c) My Training.

Currently 4 modules of the PIALC completed and passed.

d) Approve - Schedule of monthly accounts since 5th January 2026.

Expenditure:

06/01/2026	-144	Debit	SLCC ENTERPRISES L ON 05 JAN BDC
06/01/2026	-70.48	Direct Debit	E.ON NEXT LTD A-43FC1DAA-001 DDR
08/01/2026	-100	Bill Payment	DAVID BROWN CLOCK WINDING BBP
08/01/2026	-310	Bill Payment	OTM GROUNDSCARE LT INV 7838 BBP
08/01/2026	-868	Bill Payment	Salaries
08/01/2026	-28.97	Debit	AMAZON* ZC2KC4PV4 ON 07 JAN BDC
08/01/2026	-8.5	Credit Payment	CHARGES COMMISSION FOR PERIOD
08/01/2026	-14.08	Credit Payment	CHARGES COMMISSION FOR PERIOD
09/01/2026	-31.48	Debit	PRESTIG*EFLOWERS ON 08 JAN BDC
14/01/2026	-98.58	Direct Debit	BRITISH GAS BUSINE 602197451090916000 DD
19/01/2026	-124.63	Bill Payment	PHS GROUP 71887644 BBP
19/01/2026	-1854	Bill Payment	TALGARTH BUILDING HTC 10193099 BBP
20/01/2026	-586.34	Direct Debit	E.ON NEXT LTD A-4402D8A9-001 DDR
21/01/2026	-165.88	Direct Debit	E.ON NEXT LTD A-43FC1DAA-001 DDR
22/01/2026	-21.23	Debit	AMAZON UK* X54889Z ON 20 JAN BDC
23/01/2026	-35.88	Bill Payment	PHS GROUP 71900421 BBP
23/01/2026	-732	Bill Payment	OTM GROUNDSCARE LT INV 7887 BBP
23/01/2026	-540	Bill Payment	DAVID L DAVIES 73 BBP
23/01/2026	-19.99	Debit	AMZNMktplace*0X6T4 ON 22 JAN BDC
23/01/2026	-39.95	Direct Debit	VODAFONE LTD 7078015488-1001 DDR
26/01/2026	-11.52	Direct Debit	INTERNET FOR EVERY M58720210413130831 DD
26/01/2026	-14.19	Debit	AMZNMktplace*DR76J ON 23 JAN BDC
28/01/2026	-2372.62	Bill Payment	Salaries

Income:

13/01/2026	25	Standing Order	Private Parking
15/01/2026	444.63	Counter Credit	NAYAX FS CMA 2000796706Payment BGC
21/01/2026	20.83	Standing Order	Private Parking
23/01/2026	620.72	Counter Credit	HAY& DIST BOWL C 23-25 WATER CHGS BGC
23/01/2026	450	Counter Credit	Brecon Food Bank BRECON FOODBANK BGC
26/01/2026	462	Counter Credit	Hay Navigators PAVILION HIRE BGC
27/01/2026	10.91	Counter Credit	Tap Electric B V Charger 308323 BGC
21/01/2026	230	Cash Deposit	POST OFFICE 4928-3228-3315-601 21J
21/01/2026	-318	Direct Debit	POWYS CC CTAX 6000582287 DDR

e) SM has a card for paying toilet money in, not in anyone's name just a business card to pay in. To be handed to KE. CB to get bank mandate, remove SM & RG add AB.

Cllr G Ratcliffe joined the meeting.

f) Approve - 1 – 28th January 2026 – Bank Reconciliation Statement.

Bank reconciliation as at 28th January 2026		
Main Account		2025
Balance at 01/04/2025		53845.29
Unpresented payments December - January		1037.94
Balance at 8/01/2026		26,584.70
Unpresented cheques – lost – written back		-
Balance as per bank statement 28/01/2026		27,622.64
Projects Account		
Balances at 01/04/2025		18970.37
Unpresented payments December - January		
Balance at 26/11/2025		5716.83
Unpresented cheque totals		
Balance as per bank statement 28/01/2026		2297.18
Business Saver Account – deposit account		
Balance at 01/04/2025		15519.65
Unpresented payments December - January		
Balance as per bank statement 8/01/2026		63,651.41
Outstanding Invoices		
Youth Club Hall Hire		620.72
TOTAL money in bank accounts on 28/01/2026		93,571.23
Working Balance		93,154.01

Reserve
Elections

Balance
5500

Contingency 6 Months Net Running Costs (1)	36684.5
Pavilion	8000
Toilets	6000
Children's Park precept	0
Grants received for Children's park remaining	0.00
Precept & Donations for Allotments	8148.94
Estates Management	6820.57
	71154.01

g) Major Correspondence:

1) Town Crier.

Haydn Jones has kindly agreed to become the next Town Crier. We will hold for now on ordering robes. AB can get a quote once we know what size to order. CB to draft voluntary contract.

2) Notice board request.

Cllr GR was asked to write to HTC requesting a notice board in the centre of town for agenda's, minutes and posters.

It is not felt that poster's are appropriate for the clerk to manage. A small notice board at the cheese market has kindly been agreed from The Warren Trust. This will be big enough to hold the agenda. If residents would like minutes to be printed they are invited to contact the clerk who will print at a cost.

3) Consultation on the Strategic Development Plan Draft Delivery Agreement.

Was shared with all Cllrs and asked if anyone would like to attend.

Report from CC

This month among other things Cllr Ratcliffe has been pursuing Access for cash, dog fouling, localised flooding and pot holes. A new officer for cattle market has been appointed, who is looking to bring consultation beginning March, car parking and 24 houses Powys built has been suggested. There has also been a rats problem reported on the houses backing onto the Cattle Market.

Complaints have been received about residents putting house hold waste into public bins which is fly tipping.

Cllrs raised complaints they had received about Bins on Belmont Road next to the butchers are sticking out onto the road, not taking them in at a timely manner and is dangerous.

Posters are not cleared away, please take it down at the end of the event.

20. Reports of HTC Representatives:

- a) Gwynne's Almshouses - none
- b) Dial a Ride – some money received from Powys project for supporting over winter, has been extended until Feb. BP happy to take it on.
- c) Dyfed Powys Police – None.
- d) One Voice Wales – BP attended AGM, deep concern that Councils are not attended, only 8 councils out of 400+ attended a meeting. Cllr in 3 Cocks who is proposing Cllrs join up a mobile speed awareness and a shared unit. There are pro's and con's around them. Will Powys allow them to be erected on the highway. CB ask Clyro Council how much speed awareness. Clare Swales has been invited to talk about PAVO

- e) Cheesemarket – potentially looking for directors. 2 or 3 meetings a year. Occupancy of rental flat is approximately 79% a year, looking for ideas to increase rental,
- f) BBNP - None
- g) Chamber of Commerce – FH & JM attending 12th Feb
- h) Hay Summer Show – Fri 13th have a clairvoyant evening. Sold out.
- i) Hay Primary School – nothing to report.

21. Date and time of next meeting:

2nd March 2026

Easter Egg Hunt – CB to email Hay castle to see if available. Discussed the possibility of doing something on the Recreation Fields if the Castle is already booked.

Multiple complaints received regarding mess left after markets close on Thursdays including signs and banners next to the clock tower. – GR to arrange a meeting with waste awareness, BP & FH.

Complaint received bench previously fix has another 2 slats broken by bus stop – to be added to maintenance jobs.

Request to allow Hay Navigators to support the Great Tommy Sleepout in March and sleep rough outside the Pavilion.

Clock is currently 5 mins out, GR will let them know. GR follow up looking to get automated mechanism.

Meeting closed at 8.42pm

