

Hay Town Council

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

1. Apologies for absence.

Present: Cllr F Howard, Cllr J Morgan, Cllr Alan Powell, Cllr A Bielski, Cllr W Bielska, Cllr B Paul, Cllr K Elleson.

Also present: Cllr G Ratcliffe. Clerk C Bunton.

Apologies for absence: Cllr G Williams, 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.

JM & FH HADSCAL

FH Market Car park

3. Questions from Members of the Public.

Member of the public expected for 6.30pm

4. Minutes of the meeting dated 2nd February 2026.

RESOLVED: Unanimously agreed that the minutes previously circulated of the Town Council meeting held on the 2nd February 2026 be accepted as a true and accurate record.

5. Report from County Cllr.

Main focus for the month has been Access to Cash. Met with David Chadwick & Jane Dodds to discuss access for cash. Link are going back to NoteMachine as length of time out of action is not acceptable. There is a clear difference between access to cash and access to banking. There is no chance of getting a banking hub due to the small population. Need to focus on Access for cash. GR has written to Gareth Thomas MP who is the MP in charge of business which links to this.

GR has been meeting Powys regarding the wheelie bins next to the cheesemarket. Businesses are not allowed to store the bins on the pavements. Has sent a request for policy change within Powys to enable weekly collections for certain businesses. Suggestion that its put to highways that bins could be stored in a parking space.

6. 50 years Independence of Hay.

No further forward this month on the world heritage status. Lots of other organisations within Hay that want to do something.

7. Town of Culture. Are meeting Thursday 5th March, there has been lots of positive responses. If Hay gets through the Expression of Interest round then a public meeting will be called. Concerns raised that Hay might already be considered a town of culture. The City of Culture historically has been about improving the area to make it more appealing to tourists.

Member of the public joined the meeting.

8. Social Media and Engagement plan.

BP will send his list of questions in by Wednesday evening for the place plan survey to be adapted.

9. Safety.

GR, AP & BP have a walk around booked Thursday with Emma PCSO.

10. Cllr Lanyards.

Thank you to SM for the donation of sunflower lanyards. It was felt that SM probably didn't know that they mean hidden disabilities, blue lanyards have been ordered.

11. Christmas Lights.

Was planning a meeting for tomorrow night, has been moved to Thursday. FH & JM attended the Chamber meeting, they own the lights, they have agreed HTC to take on the organisation for switching on of the lights. The lights installation will be put out to tender. BP to join the committee.

Concerns raised that insurance go through an official body.

Need to ascertain a handover document signed by both bodies to ensure no confusion in the future.

It was noted that if a sub committee was set up specifically for the Xmas lights that people external to HTC would be able to join that sub committee.

WB proposed that Light Up Hay become of subcommittee of HTC, seconded BP and unanimously agreed.

12. Access for Cash.

HTC have had no communication from NoteMachine. The cash machine was fixed over the weekend and only cosmetic repairs done to the damaged door and wall.

13. Toilets Cleaning Tender.

Not tenders have been received. The existing said she would be submitting one, FH will approach and arrange a meeting to discuss expectations. We are going to complete a good deep clean at Oxford Road

toilets. CB & GR have pressure washers. Friday 6th 1pm

14. Surveys.

Brecon Rd Play & Tennis Courts:

“The area under the play equipment is unsatisfactory. There are deep ruts, full of water and mud and this needs addressing soon as possible. The grass is too long and looks unkempt. There is a lot of overgrowth around the tennis courts and around the edge of playground. There is also a lot of litter. The tennis court is as last month but as soon as the weather improves this will need addressing”.

To be added to handyman’s work, day booked 27th March.

Recreation Field & car park:

“Door rotten on garage, wood rotten on storage next to pavilion, potholes at start of car park and rear car park”

BP to circle spray to show in hand. CB to order cold pour tarmac, JM & KE to install.

Black Lion Green:

“There is a sort of metal structure hanging over the wall from the field above that appears to resemble a feed station for animals. One loose branch” JM to investigate.

After a visual inspection of Black Lion Green with Cllr BP a broken branch hung up in the canopy was spotted, removed today (1-3-26) by Hay CWG

The Gliss:

“Pot holes in car park, fenced off area, lots of debris on disabled ramp needs clearing, river very high covering canoe launch site.”

Old Railway Line and Bailey Walk:

The Victorian railings are in the same condition as they have been for many years. A number of other dead branches were removed as previously highlighted by Cllr FH.

“ CAT’s (Community Asset Transfer) – Public Toilets

Form has been submitted. Awaiting to hear back.

15. Emergency Plan.

No actual position for Town Council to do Emergency Planning, there is a lower level regarding communication if we wanted to look at a communication plan we can.

16. Market Car Park.

Have started doing an archaeological dig around the tump , they think it might be larger than originally thought. Will be digging across the car park. The Car park will be closed for 2 weeks while the archaeologist are on site, will be re-opened before Easter.

17. Place Plan.

FH, JM and CB have been working on updating the place plan as the previous place plan which had

supplementary planning guidance is out of date. They are meeting with BBNP on 11th March and hope to have the previously circulated questionnaire finished by then to present to BBNP. A table is booked on market for 12th March to start consultation.

18. Vodafone 5G

There is a feeling that Hay does not have 5G while small villages are on 5G. Suggestion that Vodafone is written to ask what their plans are.

Openreach are putting fibre to selected premises within Hay. CB to write to Vodafone.

19. Cllr Projects:

a) Play Area Team.

Met with Tom Cooper from Proludic, he's going to draw up a plan to give us something. Future meetings planned with Kompan and Wicksteed. Consultation questionnaire is live.

b) Town Enhancements.

Bunting Licence form has been submitted to Powys CC, however this has not yet been paid for. Clerk raised concerns as Powys do not issue any invoices so concerned about providing correct reconciliation and audit trail. It was agreed for the bunting licence to be paid and emails / minutes to be used for due diligence.

FH & CB to start writing scripts for audio trail.

20. Subcommittee Reports / Minutes:

a) Finance.

i) Appoint Internal Auditor

Quote received, BP proposed accepting the quote, JM seconded and unanimously agreed.

ii) Approve - Schedule of monthly accounts since 2nd February 2026.

Bring it back next month.

iii) Approve – 28th January - 25th February 2026 – Bank Reconciliation Statement

Bring it back next month.

b) Estates

I) Warren Close – complaint received that there is a vast amount of ivy and JM propose when OTM are doing the Duty of Care tree work, how much extra will it be to take out the ivy and the tree. If its under £500 Seconded FH unanimously agreed.

II) Duty of Care. - completed

III) Bowls Fence. – JM spoken to Andy from the Bowls Club regarding the fence panel where the cars are parked. They are intending to get recycled plastic posts and deal with it.

C) Premises.

Syd is no longer with us and we thank him for everything he has done in his time with HTC. AB has agreed to join the Prems Sub committee, we thank and welcome him.

I) Clock Tower Toilets.

a) Clock Tower toilets are currently working, are in need of a deep clean.

II) Oxford Road Toilets.

DDA – sinking hanging off the wall, both taps not working and no hot water. These have been repaired

KE compiling and working through a list of what's what and rate by importance,

Recommendation to investigate turnstiles, talk to local businesses to see if they

would be willing to reset the toilets. To discuss with them on Friday.

Toilet clean working group 1pm Friday 6th March.

ATM door has been repaired into men's toilets. Only cosmetic repair to damaged toilet door frame or wall.

III) Pavilion.

AB to install new LED lights in back office next week.

There was a small gas leak outside of the building, National Gas attended and found 2 O rings missing from the meter. This has been fixed.

Loads of tape from football socks left again this weekend.

Development.

Trying to improve look and feel of the building. Would like to draw up a plan of all the stop cocks etc.

Trying to understand short and long term plans.

21. Report of the Clerk / RFO

a) Cllrs Training Plan.

Cllrs to email their interests for training to clerk, to be sub committee relevant.

Fire Brigade are offering basic first aid training Monday 16th 6.30pm at the fire station.

b) My Training.

2 modules left to do.

c) Major Correspondence:

Easter Event – had a meeting with Sarah at the Castle, booked for Monday 6th April, no food or drink stalls as the castles doing food. Meeting to discuss Thursday.

Poppies for lampposts – Hay RBL have tried to purchase some, AB to contact.

Alarm annual service for the Pavilion has now been carried out.

Town Crier, dates are starting to come in. CB to ask for measurements, FH and AB to ask relevant contacts about making an outfit.

Code of Conduct Training – has been circulated from Llandod, however, it is only useable on clerk's email address and using clerk's Microsoft Authentication. OVW are again offering Code of Conduct training. Decided to arrange a different night, just to complete the code of conduct training as it will take circa 2 hours.

Police Monthly surgeries – Have requested a venue for monthly surgeries, agreed either Pavilion or Office depending on their needs.

Frisbee – Complaints received over how recreation field was left after a frisbee game.

Group have been contacted, we now have team contact details and they have agreed to try not to use the grass when sodden.

Overgrown Trees – covered in Estates, Warren Close.

Town Clock – survey done, lighting to be fixed before April. They've asked for clarification regarding drains.

FH has discussed with Hay Markets re signs not to leave at Clock Tower.

22. Reports of HTC Representatives:

a) Gwynne's Almshouses- meeting next week. AGM

b) Dial a Ride – None.

c) Dyfed Powys Police – surgeries, go back and ask why they cant use Fire Department.

d) One Voice Wales – April, Claire Swales attending

e) Cheesemarket – Hay on Fire wants to start again, they don't want a Halloween type event, they've

asked cheesemarket to be an umbrella body. There are insurance concerns. H&S issues, Hay on Fire is a parade through the middle of town, they've asked to use the HADSCAL site.

- f) BBNP - None
- g) Chamber of Commerce FH & JM attended, long conversation for Xmas lights, 2 new festivals, Cider 30th May and Food 29th Aug take from minutes, TI given notice to quite & looking for new prems.
- h) Hay Summer Show – another quiz night coming soon. At the Globe.
- i) Hay Primary School – None.
- j) Warren Close Allotments – GW nominated as HTC representative.
- k) HADSCAL – TO nominated as HTC representative.

Had meetings with Dial a Ride and Youth Club to see what there requirements are which are agreed, the best use of external space would allow for 5 aside or 7 aside football. Sports hall and gym area will be on the side of the swimming pool, which will include space for short mat bowls. First payment from Powys is being sent in, so that the consultants can carry on for the next 6 months. HADSCAL anticipate the project being complete within the next 5 years. Would like to thank HTC for the continued support.

Member of the public left the meeting.

23. In Camera:

- a) Zurich
- b) Cllr Resignation

24. Date and time of next meeting:

6th April 2026

Meeting closed 8.55pm

