

Hay Town Council

Hay Town Council
Council Offices
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Draft Minutes from Hay Town Council from Monday 3rd April 2023 at 6.00pm in the Council office, Brecon Road, Hay on Wye.

1. Apologies for absence

Present: Cllr F Howard, Cllr R Golesworthy, Cllr S Morris, Cllr J Morgan, Cllr J Prothero, Cllr P Jenkins, Cllr G Williams, Cllr A Powell, Cllr J Hall.

Apologies: Cllr A Bielski.

Also in attendance: Cllr G Ratcliffe, C Bunton (Clerk) and two members of the public.

2. Declarations of Interest & Code of Conduct

AP - HADSCAL, The Warren, Hay Woodland Group

FH - HADSCAL, Cheesemarket Trustee, Castle Trust, The Warren & proposed cycleway, Christmas lights testing.

RG - The Warren, the Buttermarket

JP - Hay Woodland Group, Member of St Mary's Church

SM - The Warren, 1st Hay on Wye Scout Group, Radnor Explorers, Summer Show, owner of business in Hay, Country Supplies & Post Office, ATM.

JM - Hay Woodland Group, Hay Warren Anglers.

JH - Hay Pride.

PJ - Painting contracts.

3. Questions from Members of the Public

John Evans from Hay Markets and Tourist Information and Annie Fraser a market stall holder attended. Concerns were expressed regarding the ATM, how often it was out of cash or regularly out of order. App based payment systems are not stable and regularly do not work. Cash is an integral part of the local economy, local markets, shops and the towns reputation are suffering because of this.

The Market and shops are losing trade from it. TI are regularly fielding complaints as are the post office.

Historically there were 3 ATM's in the town.

It was asked that everyone please tell everyone to phone NoteMachine, number on the machine to report issues.
CB to share NoteMachine email address.

4. ATM

HTC facilitated the installation of the ATM, however are not responsible for it and are not receiving any remuneration for it. HTC have had emails with NoteMachine who are refusing to meet face to face. There are disputes over their recorded down time and faults.

Three possible locations for an additional ATM were suggested.

It was suggested that HTC and Chamber of Commerce could work together to provide another ATM. This is to be investigated.

It was noted that the signal issues were also a problem with the pay and display machines and card readers on the toilets.
CB to write to Cllr GR to investigate rural broadband.

John Evans and Annie Fraser left the meeting.

5. Minutes of the meeting dated 6th March 2023

Were agreed and signed as a true and accurate record with one spelling correction.

6. Welsh Water improvements.

Cllrs GR and AB attended two meetings with Welsh Water to discuss the improvements. Work is due to start in September and should last circa 4 months. They will be working in 50m sections. Brecon Road will be traffic lighted. There is a further meeting scheduled GR is compiling questions to take. Compensation for affected businesses was raised.

7. Subcommittee Reports / Minutes

a) Finance

- i) Recommendation now mute in light of above discussion. Clerk has completed an expression of interest form for Cashzone.
- ii) Previous admin assistant has requested retrospective pay in light of the NALC recommendations. Calculated amount of £72.25
Proposed to be paid PJ, seconded by SM
Unanimously agreed.
- iii) To be confirmed.

b) Estates

- i) Cemetery - Request has been received from BBNP to extend their sign off date to 28th April. Concerns were raised over space left in current cemetery. GR to arrange a site meeting with Powys CC to facilitate hand over.
Container - Various containers have been sourced. It has been confirmed that a 10ft container is sufficient for the sextons equipment.

3 possible locations have been suggested.

- a) Within the cemetery boundaries on paving slabs.
- b) Next to current Woodland & Cricket storage containers if tidied
- c) On concrete platform where the seat is.

AP to meet with sextons to discuss best location for them.

FH proposed that a container should be ordered once the venue is agreed. AP seconded. Unanimously agreed.

- ii) Garage Brecon Road
Subsequent correspondence from Williams Beales which has been responded to with a copy of the lease HTC has with Powys CC and a photo of the garage.
- iii) Ringo Carparking
Sample contract was circulated. All infrastructure and signage would be installed by NPC, Ringo would take a 20p per transaction charge. Car parking meter charges would go to HTC, parking fines would be managed by NPC. HTC will be able to manage an exemptions list.
Suggested to install a 2 camera system for entry and exit points being at the main road and behind the building.

Bowls and Football are advised to park behind the building and on to the grassed parking area on the field.

12 month minimum contact.

GR raised concerns over public opinion and people getting confused.

Suggested parking costs: 1st hour free, parking times 8am - 8pm at 50p per hour.

With clarification on the above FH proposed signing the contract with the parking costs listed. Seconded by PJ and Unanimously agreed.

JH Proposed that Finance investigate moving the gate to facilitate parking for Bowls and Football. Seconded by PJ. Unanimously agreed.

- iv) Black Mountains College are currently trialling a new treatment to combat Ash Die Back. JM to walk through footpaths with BMC representatives and see if anything is feasible.

FH proposed that if any of the trees are feasible for the treatment to start as long as JM is happy. JP seconded and unanimously agreed.

- v) JM met informally with representatives for a bike track. A number of venues were considered. JM advised the group that they would need to become a properly constituted organisation and would need to approach the relevant organisations. Planning permission will be needed.
 - vi) To be confirmed.
- c) Premises
- I) Toilet Contract

Danfo are currently offering a maintenance contract only for the coming 2 years. This would mean HTC would need to employ a cleaner.

Healthmatic have tendered for the full package.

There are on-going problems with the toilets that have been listed. It is felt that no one can be considered while the outstanding repairs are still on going. Healthmatic have agreed to continue servicing the toilets while the repairs are ongoing.

AP has been in discussions with someone to take on the cleaning. They are prepared to trial it for a month.

FH proposed that Danfo are requested to provide a maintenance survey and a 2 year maintenance contract. Seconded by AP.

RG proposed to stay with Healthmatic. JM seconded. Zero votes.

7 Cllrs voted to sign the maintenance contract only with Danfo and contract a separate cleaner.

SM & AP to meet with cleaning contractor.

RG & AP to weekly check on drains in Oxford Road.
 - II) Insurance Claim

PJ declared an interest.

2 quotes for remedial work have been received. SM proposed the cheaper of quotes, JP seconded. Unanimously agreed.

CB to update Insurance company.
 - III) Electrics in Pavilion

GR raised concerns that the fuse board in the pavilion may not be of a level to be able to accommodate large electrical drains eg Oven.

PJ proposed that CB requests quotes for electrical survey. JH seconded Unanimously agreed.

IV) Date and time of next meeting TBC

d) Communications

Annual report is due next month. Can all chairs of sub committees start working on reports.

It was noted how well the facebook engagement is going. Thank you and Well done to PJ.

Coms team will be working on a newsletter to be published on website and social media.

i) Date and time of next meeting - Wednesday 19th April 6pm

e) Events

i) Xmas Lights 2023.

Meeting was postponed. FH, SM and PJ to attend the next meeting.

ii) Freedom Parade.

Next Meeting 17th April to finalise plans.

iii) King Charles Coronation.

PJ and JH to meet to arrange Best dressed Window Competition. HTC facebook page to promote street parties and what other organisations are doing.

iv) Date of next meeting - TBC

8. DL & FH priorities for the year #

i) Foodbank

Residents of Hay have started using the foodbank. Foodbank have requested copies of Risk Assessments and Pest Control Management.

9. Report of the Clerk/ Responsible Financial Officer

i) bank reconciliations

Previously circulated and agreed. No questions were raised.

Outstanding VAT number has been sent in and was effective from 1st October 2022.

a) Electric bill for Council office and changing rooms for the last quarter was £1255. With rising electricity, gas and water charges JH proposed that from next football season the club were charged £10 per session in line with other user groups for the facilities. JP seconded the motion and unanimously agreed.

CB to write to football club.

SM proposed that a dictaphone is bought for ease of minute taking. JH seconded, unanimously agreed.

- ii) Major Correspondence
Previously circulated.

- a) Wifi

Has been ordered. Installation date 17th April.

10. Report from County Councillor

Thank you PJ for assistance with litter picking. It is aimed that this will be a bi-monthly event.

Gritting routes, can all comments be passed to GR.

11. Report from Chairman

Thank you to all Cllrs for everything they have done in the last month. FH & AP also sit as HADSCAL trustees. In response to the questions sent to HADSCAL it was suggested that a meeting between HTC and HADSCAL should happen to discuss the project. Suggested Meeting date of Tuesday 18th April 6pm in Council Offices.

12. Reports of HTC Representatives on other Bodies

- a) Gwynne's Almshouses - none
- b) Dial a Ride - Have had a dementia training session with another booked for the autumn.
- c) Dyfed Powys Police - We are currently reviewing all events in our Wards during 2023 to ensure resources are available where required. Therefore, if you have any events planned for this year and would like our attendance, please can you send details so that this can be taken into consideration.

PCSO's from the Neighbourhood Policing Team will endeavour to attend as many events as possible, but unfortunately, we can't guarantee to attend every event.

If at all possible, please can I have your requests by Friday 7th April.

- d) Hay School Governors - PJ has been elected as a parent governor.
- e) One Voice Wales - none.
- f) Cheesemarket - Fair on the Square will be going ahead this year.
- g) Hay2Timbuktu - none
- h) BBNP- none
- i) Chamber of Commerce - none
- j) Hay Summer Show - none
- k) Hay Markets - none
- o) Hay Sports Clubs - none
- p) Hay Youth Club - Requested a donation towards Easter Eggs for the young people of Hay. HTC to provide £20.

13. In-Camera: Co-option of Councillor.
Wendy Bielska was voted onto the Council.

14. Dementia Friendly Training
Postponed due to the time. New date to be set.

15. Date and time of next meeting:

Monday 15th May 6.00pm for AGM followed by Full Council meeting.

Meeting closed 8.58pm

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