**Minutes of the meeting of Hay Town Council held at 6.00 pm in the Pavilion on**

**7th March 2022**

**Present:** Cllr S Morris (SM) Cllr D Landymore (DL) Cllr F Howard (FH)

 Cllr J Prothero (JPr) Cllr J Morgan (JM) Cllr J Hall (JH)

 Cllr R Golesworthy (RWG)

 Cllr T Stedman (TS) (via Zoom)

**Apologies:** Cllr J Boyd Green (JBG) Cllr A Powell (AP)

**In Attendance**: N Burdekin (NB) Cllr G Ratcliffe (Cllr GR) *arrived 6.20 pm*

**2943. Declarations of Interest and Code of Conduct**

SM – HADSCAL, Hay Post Office, Group Leader 1st Hay Scouts, Explorers, Summer Show, owner of business in Hay, Country Supplies

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

FH - HADSCAL, Cheesemarket Trustee, Castle Trust, The Warren & proposed cycleway

TS – HADSCAL Hay Woodland Group, Hay in Bloom, Hay Primary School Community Governor, Hay Repair Café

JPr – Hay in Bloom, Member of St Mary’s Church

JM – Hay Woodland Group, Hay Warren Anglers

RWG – The Warren, niece is working on the Kingdom Project, the Buttermarket, Llanigon Community Councillor

**2944. Questions from Members of the Public**

None

**2945. Minutes of the meeting dated 7th February 2022**

Agreed as a true and accurate record.

**2946. Matters arising from minutes not listed on the agenda**

2935. d. FH asked about the quality of the work carried out for Planning Application 22/20769/TRCA. It was proposed that the appropriate officer for BBNP is invited to attend a meeting with HTC to discuss this item, and also to explain its overall policies/approach so that HTC can better understand them.

2930. a. v. – Cattle Market – DL asked NB if he had contacted Powys CC regarding this issue. NB said that he had and that Powys CC had responded on 28th February with a holding response. **Action:** NB to follow this up with David Pritchard.

**2947. Sub Committee Reports/Minutes:**

**(a) Estates & Premises**

**(i) Draft minutes meeting dated 15th February 2022**

No recommendations. NB reminded Cllrs that there was a meeting scheduled for Thursday 10th March, 6.00 pm, with residents of the Gliss to discuss the Code of Conduct.

**(ii) Site visit with residents from Mill Bank – Wednesday 9th March 2022**

NB reminded Cllrs that there is a site visit at Mill Bank this Wednesday.

**(iii) Date and time of next meeting**

Tuesday 22nd March 2022, 6.00 pm

**(b) Finance**

**(i) Date and time of next meeting** – Tuesday 29th March, 6.00 pm

**(c) Communications**

**(i) Date and time of next meeting** – To be determined

**(d) Events**

**(i) Date and time of next meeting** – To be determined

**2948. Queen’s Platinum Jubilee – Amended Proposal DL**

NB had circulated prior to the meeting to Cllrs an amended proposal from DL for the Queen’s Platinum Jubilee. The main alteration was to amend the plan from a 4-day programme to a 3-day programme and combining the Carnival Walk and Big Community Lunch all to take place on Saturday 4th June. Another key change was only to have marquees for Memorial Square Car Park (on 4th June), not along Castle Street as well.

Thursday 2nd June – DL reported that bookings for this day are almost completed. Beacon lighting – Cllrs agreed that the Mayor of Hay should light the Beacon with other civic guests invited to attend.

Friday 3rd June – DL reported that lots of activities have been booked for the Family Fun Day.

Saturday 4th June – DL reported that Barbara Erskine has agreed to be one of the judges for the Jubilee Carnival Walk competition. JH said that she has had good feedback from people saying that they are planning to take part. JH had also completed a draft registration form for the Walk.

DL proposed that HTC adopt the amended 3-day plan. *Unanimously approved*

Marquee hire – NB explained that HTC needed to inform the marquee hire company of its decision and to pay a 20% deposit tomorrow. The deposit would be £365.00 + VAT. *Cllrs Unanimously approved to confirm the booking and pay the deposit*

DL & JPr attended a remote meeting earlier today and different ideas to engage the community had been discussed, including the possibility of a Book Trail around Hay.

Outstanding priority tasks

1. DL and TS to complete funding bids
2. NB to complete road closure applications (Castle Street and Castle Lane, Friday 3rd June 12.00pm to Sunday 5th June 12.00pm)
3. NB to book the marquees for Memorial Square Car Park for Sat 4th June
4. FH to contact Hay Festival regarding possibility of lighting up the Castle Wall with the Union Flag
5. DL/JH to speak with businesses regarding the planned road closures
6. FH/JH to speak with businesses regarding possible window displays
7. JH to lead on Carnival Walk element
8. SM suggested the “Hidden Book” trail could be done by geocaching (using GIS). JM to look into this idea
9. Events Sub Committee and Comms Sub Committee to meet as soon as possible to progress the programme and to ensure it is promoted as widely as possible

**2949. TEAMS meeting with Powys CC/Local Elections May 2022**

DL, TS, JPr and NB attended the remote meeting. Prior to the meeting NB had circulated DL’s summary notes of this meeting to Cllrs. Key Dates include:

* Close of Nomination Papers: 4pm, 5th April 2022
* Statement of Persons Nominated: 4pm, 6th April 2022

NB is able to witness Nomination Papers.

Cllrs to be invited to attend drop-in sessions at the Pavilion with DL and NB to help complete Nomination Papers online. **Action:** NB to arrange

**2950. Town Clerk Homeworking Proposal**

NB left the room. Cllrs discussed the Town Clerk’s Homeworking Proposal and approved it. **Action:** SM to meet NB to discuss

**2951. Youth Service Update from DL**

DL and GR had attended a meeting with the new Youth Service provision group. The Youth Service raised three main issues:

* Could they hold the first youth session in the Pavilion on Friday 22nd April? All Cllrs were happy for this to proceed
* Could Youth Service volunteers be allowed to steward the Hay Festival Parking? Cllrs agreed that the Youth Service could be allocated a day or two alongside the sports clubs
* Could the Youth Service look at possible funding options for creating better mobility access to the Pavilion and toilets? Cllrs agreed to this suggestion.

**2952. Consultation**

**(i) Boundary Commission for Wales Secondary Consultation Period (From 17 Feb to 30 March 2022)**

DL to complete.

**2953. Play Areas**

**(i) Monthly inspections.**

AP was absent. RWG reported no major issues other than a section of wood fence is in need repair at Brecon Road Play Area. **Action:** NB to progress

**2954. Report of the Clerk/Responsible Financial Officer**

 **(i) Correspondence**

1. **Thank you card from T Kiddle –** NB said that T Kiddle had sent a card to HTC thanking them for awarding her Citizen of the Year 2021
2. **Clyro Passive Housing Visit –** JPr reported that the proposed site visit on 16th March had been put back to 24th March. JPr will attend and feed back
3. **HT2 Public Meeting 16th March –** NB said that there is a public meeting with H2T in the Swan at 7.00 pm on Wednesday 16th March
4. **Hay to Clyro Cycle Path** – the next meeting will take place via Zoom on Wednesday 16th March at 6.00 pm
5. **Resident letter re. Welsh Government “Plant a Tree” initiative** Cllrs agreed to defer this item until the second phase when the number of hub sites where trees can be collected from might increase from 5 to 25
6. **Late Correspondence**

Hay Bowls Club has invited SM to attend the official opening of the new club house

1. **Bank Balances**

NB reported that the bank balances at 24 February 2022 were:

Main Account = £35,564.31

Council Premises = £8,326.28

Project Account = £5,853.07

Deposit = £14,828.55

**(iii) Bank Reconciliations**

NB to take January and February bank reconciliations to next Finance meeting

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| --- | --- | --- |
| **Schedule of Cheques Issued/to be Issued** |  |  |
|  |  |  |  |  |  |  |
| **Period** |  **08/02/2022 to 07/03/2022** |  |  |   |  |
|   |   |   |   |   |   |  |
| **Date**  | **Cheque** | **Payee** | **Details** | **Sub- total** | **Amount** |  |
|   | **Number** |   |   | £ | £ |  |
|   |  |   |   |   |   |  |
| **Main Account - Cheques Issued** |   |   |   |  |
| 10/02/2022 | 103646 | Welsh Water  | Oxford Rd toilets July-Jan 22 |   | 1565.73 |  |
| **Main Account - Cheques to be Issued** |   |   |   |  |
|  |   |   |   |   |   |  |
| **For information - Standing Orders/Direct Debits** |   |   |   |  |
| 17/02/2022 | DD | British Gas | Electric C. Tower toilets |   | 45.15 |  |
| 02/03/2022 | DD | Internet for Everyone | MS Word Licence |   | 11.28 |  |
| 07/03/2022 | DD | Barclays | Bank Charges |   | 22.88 |  |
| 07/03/2022 | SO | MJ Eager | Tidy Recycling area |   | 50.00 |  |
|   |   |   |   |   |   |  |
|   |   |   |   |   | **129.31** |  |
| **For information – Electronic payments**  |   |   |   |  |
| 10/02/2022 |   | BOSS | Inv 211041 |   | 44.29 |  |
| 10/02/2022 |   | Huws Gray | Inv 114179 |   | 109.55 |  |
| 10/02/2022 |   | Metro Rod | Inv 385390 |   | 202.50 |  |
| 15/02/2022 |   | Transfer to Project Account | Re. Football contribution |   | 1500.00 |  |
| 02/03/2022 |   | N Burdekin | Expenses Feb 2022 |   | 5.10 |  |
| 02/03/2022 |   | N Burdekin | Salary Feb 2022 |   | 1563.08 |  |
| 02/03/2022 |   | C Watkins | Salary Feb 2022 |   | 431.80 |  |
|   |   |   |   |   |   |  |
|   |   |   | **TOTAL** |   | **5680.67** |  |
| **Premises Account - Cheques Issued** |   |   |   |  |
|   |   |   |   |   |   |  |
| **Premises Account – Cheques to be issued**  |   |   |   |  |
|   |   |   |   |   |   |  |
| **For information - Standing Orders/Direct Debits** |   |   |   |  |
| 07/03/2022 |   | Barclays | Bank Charges |   | 8.00 |  |
|   |   |   |   |   |   |  |
| **For information – Electronic payments**   |   |   |   |  |
|  |   |   |   |   |   |  |
|   |   |   | **TOTAL** |  | **8.00** |  |
| **Project Account - Cheques Issued** |   |   |   |  |
|   |   |   |   |   |   |  |
| **Project Account – Cheques to be Issued** |   |   |   |  |
|   |   |   |   |   |   |  |
| **For information - Standing Orders/Direct Debits** |   |   |   |  |
| 08/02/2022 | DD | Barclays | Bank Charges |   | 8.56 |  |
| 17/02/2022 | DD | Corona Energry | Gas Council Offices Jan-Feb 22 |   | 56.75 |  |
|   |   |   |   |   |   |  |
| **For information – Electronic payments**  |   |   |   |  |
|  |   |   |   |   |   |  |
|   |   |   | **TOTAL** |  | **65.31** |  |

**2955. Report from County Councillor**

GR reported:

* Welsh Water had completed the repair of the manhole at Union Mews;
* Two electric car charging points are due to be installed at Oxford Road car park by April 2022;
* GR had contacted Powys CC and asked them to contact HTC regarding the Cattle Market;
* Castle Street will be re-surfaced by the end of March 2022;
* GR had met with “Change Step” regarding a Wellbeing Manual for veterans and gave NB a brochure regarding this initiative;
* RWG asked GR to speak with Powys CC Highways regarding a directional sign to Hereford as it has moved, leading some people to make a wrong turn.

**2956. Report from Chairman**

SM said that there had been a meeting with the Police & Crime Commissioner for Dyfed Police that had been productive. The Commissioner said he would like to see a greater police presence in Hay. 6-monthly meetings were requested by HTC and GR moving forwards.

**2957. Reports from representatives:**

**a. Dyfed Powys Police** – Nothing further to add

 **b. Gwynne’s Almshouses** – FH said nothing to report

 **c. Dial-a-Ride** – FH said that they have received a grant for £10k from

the National Lottery; the mini bus is nearing its end with a typical cost

 of £50-60k to replace it; and although bookings are now increasing,

 post-Covid safety processes mean that they are currently not able to

 operate at full capacity

**d. Hay School Governors** – JM said nothing to report

**e. One Voice Wales** – JPr said the next meeting is 26th April

**f**. **Bronllys Wellbeing Trust** – DL said there is a meeting tomorrow

**g**. **Cheesemarket** – RWG reported that there is a Trustees meeting next week

**h**. **Hay 2 Timbuktu (H2T)** – JPr said that as discussed above there is a public meeting on 16th March.

**i. BBNP** – TS had left the meeting by this stage

**j**. **Chamber of Commerce** – JH said that there had not been any meeting as far as she is aware. NB to check with CofC that they have JH as HTC’s representative

**k**. **Hay Summer Show** – SM said nothing to report

**l**. **Hay Markets** – FH said that first monthly food market had taken place. They are also exploring ways of linking with Hay Castle

**m**. **Hay Castle Trust** – JBG was not present. FH repeated the offer of taking people on a tour of the Castle.

**n. Hay Sports Clubs –** FH said nothing to report

**2958. Urgent Mayor and Deputy Mayor Authorisation –** None

**2959. Planning Applications for Comment**

Application Reference: 22/20775/LBC and 22/20774/FUL – South Bank House, Broad Street, Hay-on-Wye HR3 5DB – application for replacement of a uPVC garden room.

RWG declared a Personal and Prejudicial Interest and did not vote. *Otherwise, no objections*

**2960. Any Other Business**

FH asked if any progress had been made with the paid parking at Brecon Road Recreation Facilities. NB said he had contacted Powys CC regarding arranging for the white lines to be painted. NB will follow this up and speak with the contractor chosen to supply and install the (x10) bollards previously agreed by Full Council. NB/E&P to look at signage to promote the paid parking scheme.

Cllrs asked NB if there had been any update from BBNP regarding planning conditions for Hay Cemetery. NB said not at this stage.

**Action:** NB to contact BBNP and ask for an update.

RWG said that he was appalled by what was occurring in the Ukraine. Cllrs unanimously agreed to show its support for Ukraine on HTC’s website.

**Action:** NB to add HTC’s support for Ukraine on HTC’s website

RWG reported that Chapters restaurant in Hay had won a Green Michelin Star and thought that HTC should write to Chapters to congratulate them. Cllrs unanimously agreed.

JM raised the issue that road planings had been delivered to the rear of the Pavilion following a request from the Bowls Club. The Bowls Club had not spoken to HTC as the Landlord about this. GR added that road planings were a hazardous material. HTC to contact the Bowls Club to discuss this matter.

**2961. Date and time of next meeting**

Monday 4th April 2022, 6.00pm. There being no further business, the meeting closed at 8.30 pm