

Hay Town Council

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

01497 808019
townclerk@haytowncouncil.gov.uk
www.haytowncouncil.gov.uk



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

1. Apologies for absence.

Present: Cllr F Howard, Cllr S Morris, Cllr J Morgan, Cllr G Williams, Cllr A Bielski, Cllr W Bielska, Cllr K Elleson.

Via telephone: Cllr B Paul.

Also present: Clerk C Bunton, Cllr G Ratcliffe.

Apologies for absence: Cllr A Powell, 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 declared for ATM & Allotments.

3. Questions from Members of the Public.

None.

4. Minutes of the meeting dated 1st December.

KE not included in attendance list. Sorry Ken. Section 14 should read 'sewerage will be connected to the sewage pumping station at Warren Close' FH to sign as True and accurate record.

5. Report from County Cllr.

2 questions in, there is a rumour that Powys are trying to close Boughrood depot, GR has put a question in as they are doing main road work and not picking up the tickets for Hay on Wye.

Powys CC is one of 5 councils that has applied for asylum seekers and a grant for housing. Questions about this and how will that effect locals on the waiting list already have been submitted.

6. 50 years Independence of Hay.

JM is still researching Historical and Cultural Significance. FH to investigate cultural leaders.

7. Social Media and Engagement plan.

CB to collate questions and concerns and to be discussed at next meeting. Will need to feed into the

place plan. All Cllrs send their questions into CB before next meeting.

8. Safety.

GR and BP to do a walk around with Emma, the PCSO. GR to arrange.

9. Cllr Lanyards.

There have been occasions when it would have been helpful for Cllrs to be able to show who they are ie a Cllr. TO proposed that we have Cllr Lanyards, JM seconded all in favour. CB to research.

10. Occupiers Liability Act.

Governs safety of the public include premises and retail premises or land. In include inspecting Premis, this would also cover us with insurance. JM propose to reformat Estates survey, to include all prems. AB, unanimous. 2 toilets, 2re jig, Pavilion, Garage, containers, cricket club, to include externals eg guttering.

11. Sub Committee Members.

Finance: GW, SM, AB, WB

Estates: JM, AP, AB, WB, GW

Premis: SM, KE, AP, TO

HR: FH, TO, BP

FH as the chair has the right to attend all subcommittee meetings.

12. ATM.

Over the Christmas period there was a whole week of no money, it was reported on 23rd, however not topped up. Contract is up May 27.

Burglary attempt – ATM, police investigating. Lots of damage done to the building as well as the area around the ATM. Has left the building structurally unsafe at that end of the building. Police are asking for information, if anyone saw anything please contact the police. CB to put a notice on social media explaining about the toilets being closed and signposting other open toilets.

13. Road Sweeper – is permanently set it Brecon, Brecon Town Council pay extra to have the road sweeper, now a minimal service is provided in Hay. Could it come to Hay once a week after 6am. GR to ask the question. Equality across the board. It was asked how much do Brecon pay for it? GR has asked for clarification from Powys.

14. Emergency Plan

There are national plans and a Powys contingency plan, if there was a need to us to assist they would contact the clerk who would rope the Cllrs in.

We do not want to be in the way. What is the kind of thing they would ask us to do, if needed. Potentially have a building to open. RA need to be identified and an identified lead person. We need to be clear about our role. Evacuation Plan may be needed. GR clarifying situation. AB happy to write one if we need one.

15. Place Plan

- i) Set up team
BP to join the team, SM, JM, GW to join the team.
- ii) Place Plan team charter
To be discussed in first place plan team meeting. Arrange meeting with BBNP.

16. Cllr Projects

- a) Play Area Team – it's done, completed and open. There have been children continually playing at Gipsy Castle. Very well used. Opening Ceremony went very smoothly.
Going to start looking at Brecon Road playing. Need to be aged 8+ WB, AB & GR to join the team.
Possibly include the 3rd tennis court. Will meet on a Thursday.
- b) Allotments – SM left the room for discussion.
letter of support has been provided for a conservation area, including bat / owl boxes, hoping to get between 14 – 20 plots. There will be half and quarter plots. May be able to get some raised beds for elderly. Contract to be tweaked to include no livestock. FH and SM to sign.
Unanimously agreed.
SM rejoined the meeting.
- c) Town Enhancements
FH, SM and GR had a meeting with Ricky Lewis,
The bench will be constructed from iron and galvanized (dip-treated) to ensure durability and minimize future maintenance. The structure will be assembled using rivets. The design will take the form of an open book, with a single flat sheet forming the seating area and a second sheet rising to form the back of the bench, allowing for drainage. An agreed design element featuring the local mountains will be incorporated into the bench.

All wording on the bench will appear in both English and Welsh. The proposed text will refer to Hay-on-Wye as the Town of Books, formed in 1977, to mark the 50th anniversary of the Town of Books and its independence. A quote, potentially from a local figure such as Richard Booth, will be included, subject to agreement. All wording will be stamped into the metal to create a book-like effect. The back end of the bench will feature a book spine or sleeve-arch design.

Sponsorship opportunities will be explored, with local people invited to contribute. Contributors may have their names included on the "book" as part of the design. The bench is intended to be a feature of its time, encouraging community involvement and celebrating both the history of the Town of Books and the town's wider cultural heritage.

It was agreed that the bench should be located on Oxford Road, on the site of the former stocks. Other sites were considered, but this location was felt to be the most suitable as it offers views across the surrounding mountains and provides a focal point for visitors entering the town. The bench will serve as a memorial and public art feature, highlighting the history and heritage of Hay-on-Wye.

The next steps are for the Town Council to agree on a price cap for the project, approve the final wording for the front of the bench, and consider and support fundraising arrangements. All final text must be confirmed before stamping.

Need a special quote that is relevant. Any ideas to be put forward to clerk.

WB Propose up to £7K, GW seconded, unanimous.

17. Subcommittee Reports / Minutes

a) Finance

i) Precept

GW proposed a 10% increase in 26 27 precept making the total £104942.20. seconded AB
JM proposed a 12.5% increase in 26 27 precept making the total 107327.25. Seconded FH
12.5% equates to an extra £13.25 a year per household.
Council voted 6 – 2 in favour of a 10% increase.

ii) Principles of Internal Auditing Local Councils (PIALC) Course.

CB left the room for discussion.

It was noted that CB has not had an annual appraisal in over 2 years. It was agreed that
CB should attend the course and pay increase by 1 salary point on pay scale once course
completed.

CB rejoined the meeting.

b) Estates

I) Estates survey

3 completed. Others to be completed this weekend.

II) Fence above login brook

CB to organize an emergency meeting with BBNP. Copy GR in.

III) Section 6 Report

Everyone is happy, report to be published, Welsh Government, OVW and our website.
Thank you and well-done JM, the section 6 report is a mammoth task.

IV) Footpath – muddy area, quote received for brushing the area from Hay Bridge to the Warren track.

AB proposed that we have the path brushed, SM seconded, unanimously agreed.

V) Duty of Care

We've had the Ok from NRW and National Park for the works as per tree survey. Collect 3
tenders. JM and CB to write tender document and publish.

C) Premises

I) Clock Tower Toilets

Have been working reasonably well.

II) Oxford Road Toilets

24 hr and DDA have been working reasonably well. The paddle gates are useless and open
on their own. Thank you to the Cllrs who have been up and reset them. Currently cannot
open them due to the ATM issues. Prems to meet and discuss the ongoing future of the
toilets, not very clean. Not fit for purpose, everything is so tiered. A lot of items in were
domestic usage. Push for contractors again. Need to discuss with Powys Lease / Licence.
There is a sign to the DDA and 24 hr toilets. Also need a meeting for the Pavilion.

III) Pavilion

i) First Aid Kit

There is no legal requirement for HTC to provide a first aid kit in hireable space, only in the office. Concerns raised about items going out of date or used and not notified to be able to replenish. JM Proposed all user groups provide their own first aid kit. SM seconded, unanimously agreed.

Suggestion notice put up if you see a problem contact Clerk.

18. Report of the Clerk / RFO

a) Major Correspondence

i) Fundraising @ The Globe

BP to meet with them and find out more.

ii) Cross border Healthcare

Agree, need to send supporting letters, but put Hay Experiences on it. CB to reply to contact.

iii) Green Council Solutions

JM & FH are happy to meet them.

All other major correspondence is covered as agenda items.

b) Explain In Camera Minutes

CB has done some research on In Camera Minutes, historically if a portion of a meeting is listed as In Camera, then no minutes from that section are taken. This is not legislatively what we should be doing. There should be 2 sets of minutes, one the public version that just states the session went into Camera, and then secondly a private version that states any decisions made. The latter is not to be published.

19. Reports of HTC Representatives:

a) Gwynne's Almshouses – None.

b) Dial a Ride – None.

c) Dyfed Powys Police – They have done a few things and promoting ensuring locking up as there are vans going round. Would be nice if it went back to monthly stats sheets. Write to the PCSO to come to a meeting.

d) One Voice Wales – None.

e) Cheesemarket – None.

f) BBNP – None.

g) Chamber of Commerce – None.

h) Hay Summer Show – Meeting on 14th January are looking at a clairvoyant evening. Santa run made £156, £297 Present night, very generous donation of £300 loves coming to the show.

Hay Summer Show will not be taking on the "Turning on of the lights" a separate committee will need to be formed.

i) Hay Primary School – None,

20. Date and time of next meeting:

2nd February 2026

Meeting closed at 8.37pm

