

Hay Town Council

Hay Town Council
Council Offices
Recreation Facilities
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Minutes for the meeting of Hay Town Council on Monday 14th September 2026 at 6.00pm in the Council office, Brecon Road, Hay on Wye, HR3 5DY.

1. Apologies for absence.

Present: Cllr F Howard, (Chair) Cllr J Morgan, Cllr G Williams, Cllr K Elleson, Cllr G Ratcliffe, Cllr H Horwood.

Also present: Clerk C Bunton and 4 members of the public.

Apologies for absence: Cllr A Powell, Cllr A Bielski, Cllr W Bielska, Cllr S Eugene.

Cllr AP is resigning from the Council as of this evening. We thank Alan for everything he has done.

Cllr G Ratcliffe does need to leave by 8pm.

2. Declarations of Interest & Code of Conduct.

GR Declare personal non prejudicial interest for item 3.

SE Lion Street Water Works

3. Botany and other Stories.

Is now a registered charity. All trustees are local. In France they started a House of Botany which spread across France. They would like to mimic the idea. They would like to create a front garden that supports what is in the house, this includes water conservation and bird feeders. Eventually would like the front to link to the back garden and be very welcoming. Request a letter of support from HTC. Unanimously agreed to write letter of support.

1 member of the public left.

4. Questions from Members of the Public.

None.

5. Minutes of the meeting dated 13th July and 22nd July 2026.

RESOLVED: Unanimously agreed that the minutes previously circulated of the Town Council meeting held on the 13th July and 22nd July 2026 be accepted as a true and accurate record.

6. 50 years Independence of Hay.

Lyndy and Richie are well along the way of planning. Richard Booth the musical is being planned for April 2028.

7. Place Plan.

Has been launched at the Market Square, consultation has started, we will be going to the RBL for Tea and Chat, Cartref and the schools. Please can Cllrs help. Its important that we find out what it is the public of Hay want.

8. Surveys.

Survey reports in from Recreation Field, Brecon Road Car park, Gliss and Railway Line and Bailey walk. Pot holes at the Gliss raised, also grass fencing to be removed. Weeds around the tennis courts to be removed.

9. Parish Hall.

JBG attended a meeting with the church, looks like they are forming a committee and they have a vehicle to take it on. Church are keen to hand it over. Committee needs to be set up correctly so they are currently researching. Its up to the trustees to assess the situation re reopening.

10. Burial Go Fund Me

During the Festival GR had a Good Sam call for a lady who passed away a few days later. They are currently not able to find family members / next of kin. No one has claimed the body, she is still in Hereford. It is starting to look like there is no one to claim her. She was a character in Hay. GR is helping to investigate situation.

11. Friends of Hay Town Council.

Currently have 4 people are willing to help. Clerk to advertise on facebook. Ensure that people are clear they are not a Cllr, may be that people want to specifically volunteer for an event.

12. Community Group QR Code board.

AB to follow up. A3 board with links to different community groups.

13. In Post Lockers.

Has been booked at the space to the right of the power points, they have been confirmed. One at the coop is breaking and regularly full.

14. Open Meeting.

Have previously discussed for November, people to send in questions in advance to be answer. Moved to December now that we don't have the Parish Hall, CB to contact school. All Cllrs present explain what we are doing and recently completed.

15. Lloyds Tour of Britain Women.

Powys CC have agreed to a meeting to feed into some of the issues that were faced. Powys CC did not charge Tour of Britain for the cost of car parks. GR is following up with that.

16. Cllr Projects:

a) Play Area Team.

175 Responses to the survey. 60% residents 40% outlining areas. Did put 3 separate possible locations which included some of HADSCAL land, general feedback was most popular was. We met with Cemeteries board, they are happy with the number of plots, but are concerned with Anti social behaviour and giving people privacy. Met with Julian re managing anti social behaviour who has advised for us writing a management plan. We do need to consider concerns, happy to hold an open meeting for talk through peoples concerns. We need meet with young people and start to design, the design can allow for mitigation measures.

b) Town Enhancements.

Bench has be placed in Memorial square, there are a couple of issues when placed, intending to place some narrow signs above it with Brilliant Basics logo. Some organizations have been approached.

QR codes has been scaled to 7 sites. Scripts are being written in the terms it has to be written by a "professional" we have 2 local celebrities, both are actors have agreed to read. Thank you to JM for all

c) Remembrance

Band is booked and preparations are in place. Have not yet heard back from the police. AB attending a meeting at RBL.

d) Town Crier

Uniform will soon be ready, former town crier has suggested a handing over ceremony and new Town Crier's first call to be the unveiling of the Richard Booth Bench. Unanimously agreed.

e) Oxford Road Toilets

GR proposed that we get the disabled toilet fixed asap

Overall status :

Gents', Ladies' and storeroom cleared out. Flooring being laid and expect to be complete in these three rooms by Wednesday 16 September. Wall panels will be arriving in about 2 weeks. No major issues. KE asked whether low water pressure was likely to be a problem. At this stage there is no reason to expect problems as usage should be lower than in the old system. Some degree of corrective action might be possible if needed.

The **turnstile lobby floor** cannot be easily replaced – need top review and find a way of making the lobby look up to the same spec as the rest of the building.

The **disabled toilet** needs to be reviewed before work starts there to ensure that positioning of toilet and heater meet DDA standards.

Items yet to choose/order

Toilet Roll Holders – CB/KE to review. Looking for colour/material and, ideally double rolls.

Air Fresheners – CB/KE to review. Planning to put air fresheners behind grille in cupboards to prevent unauthorised interference.

Soap Dispensers – KE/CB to review. Looking at wall mounted dispensers for ease of refilling.

External Doors – planning to replace all 5 external doors, Ladies', Gents', Storeroom, Disabled Cubicle. (NB these have yet to be costed) **Shelving** to be considered after wall panels etc in place to judge what size to use. **Access to working Area** – Need to restrict access to NoteMachine (ATM) and removal of old Air Fresheners until next Thursday (17 September).

Number of sinks/basins discussed but not completely clarified. Needs further discussion to be quite clear.

Sanitary bins are due for collection. These are currently in the Clock tower storeroom and cubicles, with 1 in each of the Oxford Road cubicles.

If **CCTV** is to be installed around outside the toilets, do we need extra power points. Agreed not.

Skip availability. It is expected that a skip will need to be available until the end on the project. Another skip may be required as the current one fills up.

Next status call/meeting planned for next Friday, Andrew Gilbert to attend, rather than Scott. Lobby floor needs something doing to be investigated.

KE propose low flow urinals rather than low flow. 5 agree 1 abstain

Meeting with Powys 17th September.

Could look at making one of the toilets as a feature, with quotes on the wall, FH & HH to discuss.

17. Subcommittee Reports / Minutes:**a) Finance.****i) Precept**

Precept timeline explained.

Clerk requested office to have a new computer and laptop. Project figures for next month.

b) Estates.

Estates has had a busy couple of months, with thanks to Community Woodland Group.

Metal work has cleared away, dead tree has been cut timber left on side.

CWG cut bramble and Fallen tree from behind warren close.

OTM cut back slipway of canoe landing area and parapet Wyeford Rd, they also faced off hedge between warren close and gipsy castle and removed planter from memorial square and bench

to pavilion.

Vegetation has been cut back on fishing platform

Damage hand rail CWG will re-attach.

Female living in a van on the Gliss, this has been reported.

- i) Parking Bollards, there was an incident where two people have tripped over. Clerk to send an email out saying make sure bollards are left in upright position.
 - ii) Benches – Woodland Group, Spectacular bench, carved by Danny replace the bench that has back missing from it. 6 – 7 ft. Hopefully if there is enough money left able to replace the benches at the back of Warren Close and Back of the allotments. May need to put in a concrete pad. It is council land and the carvings would be gifted to the town. Propose JM unanimous.
- c) Premises.
- I) Clock Tower Toilets.
Business as usual, both toilet bowls could do with being replaced. Could do with another pressure wash every 6 months.
 - II) Oxford Road Toilets.
Incident on DDA kids vandalising. Parents have been visited and no further damage.
 - III) Pavilion.
KE has removed all identified items. Next to do a carpet clean. Next wash / replace furniture, take down all wall fixings
- d) Light Up Hay
Only 1 quote received to install Xmas lights.
Need to do a visual check. All boxes to be brought here, organised. Get some advice from Zurich.
FH, proposed that we accept the quote HH seconded and unanimously agreed.
GR proposed getting advice from Zurich, seconded by GW and unanimously agreed.

Also FH & SE are producing calendars of the crochet postbox toppers as a fundraisers permission has been granted from the crafter.

It was noted that FH is hoping to be able to purchase some more lamp post lights.

Old lamppost lights that were previously in the Bear Pit have been removed.

18. Report of the Clerk / RFO

- a) Policies
 - i) Adoption and Paternity Policy
 - ii) Alcohol, Drugs and Substance Misuse Policy
 - iii) Annual Leave Policy
 - iv) Appraisal Scheme – will be organised.
 - v) Business Continuity Plan

The above policies we all adopted. KE Proposed, GW seconded and unanimously agreed.

 - vi) Model Standing Orders – postponed till next meeting as some sections are editable. FH and Clerk to complete and circulate.
- b) Major Correspondence
 - i) HCI Data – email shared, HCI will stop being data host March 2027.
 - ii) Website – Is built on an old system is being phased out, Gloversure have quoted for a new website. Clerk has requested quotes from other companies.
 - iii) Hay Summer Show – Had not had their donation, agreed for HSS to contact April / May in future so in same financial year.
 - iv) Welsh Water Works Lion Street – It was noted that residents have not been notified.
It was asked why full correspondence lists have been stopped and explained that a number of years ago Cllrs felt it was a better use of clerks time to streamline. Clerk delegated to share everything relevant.
- c) RFO:

i) Approve - Schedule of monthly accounts July & August

RESOLVED that the Schedule of Monthly Accounts for July and August be approved. Proposed GW, seconded KE unanimously agreed.

ii) Approve - Bank Reconciliation Statement, July & August.

The Bank Reconciliation Statement was presented. It was **RESOLVED** that the Bank Reconciliation Statement be approved. Proposed FH, seconded JM unanimously agreed.

19. Report from County Cllr

New development – planning department in Powys going back 4 / 5 years concerns fed in about pathway. HTC had raised concerns re pathways. If the development doesn't go ahead they still have to complete the path. Alterations to Gipsy castle lane are in line with plans 5 years ago however there has been no public consultation.

Cllr G Ratcliffe left the meeting.

20. Reports of HTC Representatives:

- a) Gwynne's Almshouses - none
- b) Dial a Ride - none
- c) Dyfed Powys Police – invited to next month
- d) One Voice Wales – none.
- e) Cheesemarket – applying for banners
- f) BBNP – none.
- g) Chamber of Commerce – mostly about tourism and Herefordshire. Sarah Price £12.95 fun walk around quiz on an app.
- h) Hay Summer Show – Very successful already started planning for next year. Hay Summer Show would like to thank HTC, permission requested for next year.
- i) Hay Primary School – none.
- j) Warren Close Allotments- none.
- k) HADSCAL – second quarterly report:

HADSCAL Hay Community Campus development, 2nd quarterly report to Hay Town Council dated 13th September 2026

The Hay Community Campus project has continued to make positive progress, with site design in the final stages and surveys progressing smoothly. During August we held two meetings over two days at The Swan Hotel: -

The first was for stakeholders and decision makers, which was well attended, including, local charities, third sector organisations and politicians who were given technical presentations by the architects and HADSCAL trustees, with County Councillor Gareth Ratcliffe facilitating.

The second was an open meeting for the community, again the architects and trustees were on hand to answer any questions. Attendance was beyond our expectations with a constant stream of visitors throughout the 6 hours, we estimate over 200 people came through the doors. We had a 99% positive response to our plans with the negative comments relating to historical issues with the development.

These were the 6th & 7th public meetings we've had, with just one more before we apply for planning permission. This final meeting is the statutory consultation and includes 28 days online and 2 days face to face, when all designs and surveys will be available for comment. Following this consultation period, a report will be written and submitted with the planning application.

We attended the September, Hay & District Chamber of Commerce, meeting to give a presentation.

After the meeting we were approached by representatives of Hay Festival & Hay Castle who were really excited to hear about the development and the opportunities it would give them to expand their annual

offerings in the future.

Key Progress Highlights, Programme and Delivery

- The site layout and exterior building design have been completed. This means we can now take the plans to the Design Commission for Wales, which promotes good design in the built environment. DCW will peer review our plans and give a critique of what we propose, which will be useful for planning and future funding bids.
- Surveys are ongoing and most are running in parallel with each other, with payments continuing from PCC without issue.
- New website, www.hadscal.org, is up and running with designs and completed surveys available as well as background information. The website will be continually updated as necessary.
- Sustainability, both financial and operational, remain key to the long-term success of the campus, including use of renewable energy and accessibility standards. Regarding the use of renewable energy, it soon became evident, through conversations between the project team and community that solar power to heat the swimming pool throughout the year was not an option. The architects are currently researching drilling a geothermal bore hole, which will give a constant temperature through the year. Geothermal has been used successfully, all be it on a larger scale, at the Eden Project in Cornwall to heat the Biomes, commercial greenhouses and other buildings on site. A geothermal bore hole on the campus will be on a much smaller scale to enable sustainable and economic heating of the swimming pool.
- The project remains on track with no programme delays anticipated at this time. Implementation of the remaining surveys is progressing, and risk management measures are monitored through regular project governance meetings involving the trustee project team and all consultants.

Financial Position

Expenditure remains in line with approved budgets and forecasts. Ongoing cost monitoring is being undertaken with all surveys maintaining their original quoted figures. Financial viability without compromising our sustainability ethos is at the heart of the project. The £200k drawdown funding methodology is working within the parameters set by PCC, an interest free loan of £50K from a local charity has alleviated any cashflow issues this may have caused.

Next Steps

- Peer review by Design Council for Wales
- Finish required surveys
- 28 day statutory community consultation
- Move forward to full planning application

Overall Position

The Hay Community Campus project continues to move forward, and we expect to apply for planning before the end of 2026. The project team remains focused on good governance and achieving a high-quality outcome that delivers long-term sustainability as well as social, educational, sporting and community values while maintaining programme discipline and financial oversight.

21. Date and time of next meeting:

12th October 2026

22. In Camera: Tree Survey's Tender

JM propose we accept the tender as it came in, FH seconded, unanimously agreed.

Meeting closed at 8.20pm

