

## **BARRY TOWN COUNCIL**

### **MINUTES OF A MEETING OF THE AMENITIES COMMITTEE HELD ON 19 SEPTEMBER 2011 COMMENCING AT 7.00 PM**

**PRESENT:** Councillor J Evans (Chairperson) plus Councillors Cash, Drake, K Evans, Hamilton, N P Hodges, S A Hodges, Kuhnell, Lewis and Shaw

**ALSO PRESENT:** Cliff Lewis – Town Clerk  
Angie Norman – Deputy Town Clerk  
Becky Palmer – Administration

A193. **APOLOGIES FOR ABSENCE**

None received

A194. **DECLARATIONS OF INTEREST**

No declarations of interest were received.

A195. **MINUTES OF MEETINGS OF THE AMENITIES COMMITTEE HELD ON 6 JUNE AND 18 JUNE 2011**

**RESOLVED:** that the minutes of the Amenities Committee meetings held on 6 June & 18 June 2011 be approved and signed as a correct record.

A196. **PIONEER HALL**

**Increase of Hire Charges**

Members were requested to consider the proposed hire charge increases and it was discussed that an increase should be made for 2012/13. Councillor J Evans suggested that a 2% increase as he considered this a reasonable increase. Councillor Hodges agreed with the increase as if the rate was to be frozen for a year then it would more than likely have to double the following year.

**RECOMMENDED:** that a proposal be put forward to the Finance, Policy & General Purposes Committee that hire fees for the Pioneer Hall for 2012/13 be increased by 2%

A197. **CEMETERIES**

a. **Update on biodiversity pond**

The Town Clerk advised members of the Committee that he had received a quote from Maidenhead Aquatics based at Style Gardens, Wenvoe. He also mentioned that it had been suggested that Council

staff to excavate the pond area however the price quoted was reasonable enough to allow for Maidenhead Aquatics to carry out this work within the Councils Budget. Councillor J Evans reminded the Committee that the project will be match funded by the Vale of Glamorgan Council. Councillor Drake enquired about paying VAT and both Councillor J Evans and the Town Clerk advised that the Council can claim the VAT back. The Town Clerk also advised that the quote they have been given from Maidenhead Aquatics does not include connecting the electrics but the expense for that will come within budget. Councillor Cash had a concern about the safety of the pond but was reassured that there are many ponds within the Vale that are not protected and the pond will only be dug a maximum of 3ft at its deepest point. Councillor Kuhnell enquired about training for the cemetery staff to maintain the pond but the Town Clerk advised that if this was required it would be undertaken.

**RECOMMENDED:** that subject to the Town Clerk obtaining a further quote containing the additional costs mentioned on the original quote which should fall in line with the £3,500 allocated by the Finance, Policy & General Purposes Committee the officers be authorised to proceed with the work.

b. **2011/12 Cemetery Fees and Charges**

Members gave consideration to the following:

1. That the statement included in the cemetery fees and charges in 2008/09 and 2009/10 be reinstated into all future cemetery fees and charges paperwork as follows:-

“Non residents of the Town of Barry are subject to triple fees on all of the above this may be waived at the discretion of the Town or Deputy Town Clerk in relation to former residents of Barry”.

2. The grounds on which consideration can be given for the waiving of triple fees be as follows and that this consideration be made by the relevant officer(s):-
  - a. Former inhabitants of Barry who has moved away to seek care or treatment for a condition that is not available in Barry.
  - b. Someone who has moved out of Barry to live with or near relatives for care no longer than four years prior to death, with the exemption of exceptional circumstances which will be determined by the officers.

**RESOLVED:** that the report be received and noted.

c. **Philadelphia Cemetery – Boundary Wall Maintenance**

The Town Clerk advised members about the partial collapse of the Philadelphia Cemetery wall and suggested that the garage adjacent to the wall may be a cause for the collapse as the rain water has penetrated the wall causing weakness in the structure. Members discussed the urgency of repairing the wall in order to save further collapse and damage to the remaining headstones within the boundaries. The Town Clerk made the Committee aware that he had received quotes for work in the region of £2,500. Councillor J Evans suggested further quotes be obtained and that the repair of the wall be deemed as urgent. Councillor Kuhnell commented that it should be repaired as near to its original state. Councillor Drake suggested looking for grants to help pay for the re-build and suggested trying Cadu.

**RESOLVED:** that the officers investigate grant funding then refer the item to Finance, Policy and General Purposes Committee for their recommendations.

d. **Bi-annual Tree Survey**

Members were advised that the Merthyr Dyfan Cemetery bi-annual tree survey is due for renewal in April/May 2012 it was

**RECOMMENDED:** that the Finance, Policy and General Purposes Committee be requested to allocate the sum of £5,000 to the Cemeteries budget for 2012/13 for the purpose of carrying out the bi-annual tree survey and any related works.

e. **Increase of Fees and Charges for 2012/13**

Members gave consideration to the proposed fees and charges for Merthyr Dyfan Cemetery and Porthkerry Cemetery for the financial year 1 April 2012 to 31 March 2013. It was

**RECOMMENDED:** that a proposal be put forward to the Finance, Policy & General Purposes Committee that higher fees for the Pioneer Hall for 2012/13 be increased by 2%

f. **Cemetery Open Day**

Members of the Amenities Committee were advised that the next open day in the Merthyr Dyfan Cemetery Chapel is planned for Saturday, 24 September 2011.

**RESOLVED:** that Councillors receive and note the contents of the report and that Councillor N Hodges will be available for talk and tours on the day.

g. **Old Cemetery Van**

Members of the Committee were informed that the MOT has expired on the old cemetery transit van.

**RESOLVED:** that Councillors receive and note the contents of the report.

A198. **ADDITIONAL ITEMS VERBALLY RAISED BY TOWN CLERK**

The Town Clerk raised an additional point at the meeting regarding the Pioneer Hall. There was an emergency call out to the Pioneer Hall on the 10 September as the lock had seized and would not open. The Town Clerk was called out and contacted a locksmith to remedy the problem. The locksmith suggested that a replacement barrel be fixed into the lock.

**RESOLVED:** that the lock be changed and charged under building maintenance

A199. **INVESTIGATION INTO QUOTES IN RELATION TO SCANNING OF CEMETERY REGISTERS**

Members were informed that discussions had taken place with regard to the inclusion of the cemetery records on-line. The Deputy Town Clerk advised Councillors that they have stressed to Image Retrieval that this service needs to be made available online but they keep coming up with various problems as to why they cannot do this. It was made clear to them in the beginning of the process that it was the Councils intention to have the records available.

**RESOLVED:** that another meeting with Image Retrieval is set up with Councillors J Evans, K Kuhnell, the Town Clerk, The Deputy Town Clerk and the Responsible Finance Officer in attendance before the next Committee meeting and that the outcome of that meeting be reported to Members.

A200. **UPDATE REPORTS ON BUILDING MAINTENANCE PROJECTS AND IMPORVEMENTS**

a. Architects Report

**RESOLVED:** that the architects report be received and noted.

A201. **TRANSFER OF EXCLUSIVE RIGHT OF BURIAL (525-545)**

**RESOLVED:** that in accordance with Standing Order 68, authority be given for the Council's Common Seal to be applied to Deed Transfers numbered 525-545 inclusive, granting exclusive right of burial to those named on each transfer.

A202. **GRANTS OF EXCLUSIVE RIGHTS OF BURIALS 13122-13148**

**RESOLVED:** that in accordance with Standing Order 68, authority be given for the Council's Common Seal to be applied to Deeds numbered 13122-13148 inclusive, granting the exclusive right of burial to those named on each transfer.

A203. **PROJECTS FOR CONSIDERATION IN 2012/13**

Members of the Amenities Committee discussed the following projects under consideration for 2012/13 following a short discussion members decided that the projects be placed in order of urgency. Members **RECOMMENDED:** that the priority of the projects be as follows:-

1. The Pioneer Hall's asbestos roof is replaced and that the repointing and sealing of the exposed black mortar pointing be repaired to avoid damp in the future.
2. Philadelphia Cemetery – that additional monies be placed in the 2012/13 budget for on-going repairs and inspections to the external walls
3. The repainting of the Cemetery Lodge to improve the appearance of the entrance to Merthyr Dyfan Cemetery.
4. The resurfacing of three public footpaths/access roads and a length of road by the old cremated remains section and the provision of memorial blocks on the old garden of remembrance which could be purchased by members of the public.

A204. **BUDGET MONITORING STATEMENTS APRIL – AUGUST 2011**

Members were requested to receive the budget monitoring report for August 2011 noting the projected net under-spend of £17,673 in 2011/12

**RESOLVED:** that the report be received and noted.

A205. **SCHEDULE OF PAYMENTS FOR SEPTEMBER 2011**

**RESOLVED:** that members approved the schedule of payments for September 2011 consisting of direct debits and cheque numbers 106795 to 106827 inclusive, in the amount of £12,687.58

A206.

**DATE OF NEXT MEETING**

**RESOLVED:** to note that the next meeting of the Amenities Committee is scheduled for Monday, 5 December 2011

A207.

**BANK HOLIDAY WORKING MERTHYR DYFAN CEMETERY**

Members considered the recommendations from the Town Clerk on the working arrangements for the weekend staff at the Merthyr Dyfan Cemetery at Bank Holidays and on the extra occasional days.

**RESOLVED:** that members agreed the schedule set out by the officers and that the Committee forward its recommendations to the Resources Committee for approval.

The meeting closed at 8.30 pm.

Signed .....  
(Chairperson)

Dated .....