

BARRY TOWN COUNCIL

MINUTES OF A MEETING OF THE AMENITIES COMMITTEE HELD ON 27 SEPTEMBER 2010 COMMENCING AT 7.00 PM

PRESENT: Councillor B Brooks (Chairperson), together with Councillors J Evans, H C Hamilton, N P Hodges, S A Hodges, K Kuhnell (Town Mayor, ex-officio), K Lewis, B I Shaw and E T Williams

ALSO PRESENT: Cliff Lewis – Deputy Executive Officer
Angie Norman – Administration

A138. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors P Drake and M Wright.

A139. **DECLARATIONS OF ABSENCE**

None were received

A140. **MINUTES OF A MEETING OF THE AMENITIES COMMITTEE'S MEETING HELD ON 24 MARCH 2010**

RESOLVED: that the minutes of the Amenities Committee's meeting on 24 May 2010 be approved and signed as a correct record.

A141. **PIONEER HALL**

a. **Comparison of Bookings (January 2009 – April 2010)**

RESOLVED:

- i. that the report be received and noted;
- ii. that a copy of the events list be provided to the Committee for information on future agendas;
- iii. that the advertising of the Pioneer Hall on the website be enhanced as a matter of urgency.

b. **Activities Report**

RESOLVED: that the report be received and noted.

A142. **CEMETERIES**

a. **Comparison of Burials (! April 2009 – 31 August 2010)**

RESOLVED: that the report be received and noted.

b. **Activities Report (1 June 2010 – 31 August 2010)**

The Deputy Executive Officer provided a verbal update on the following matters, supplementary to the report provided on the agenda:-

i. **Inspection of Memorials**

The Deputy Executive Officer advised members that the Memorial Inspector had recently given notice to leave the employ of the Council and that his last day had been 17 September 2010. He asked Members of the Committee to consider possible options with regard filling the vacancy. Members considered that as there was a staff review taking place it would be prudent to delay employing a new Memorial Inspector until the findings of the review were made available to Council.

ii. **Logs from Trees Cut in the Cemetery**

The Deputy Executive Officer apologised for not having provided a report on logs from trees cut in the cemetery. Concerns had been raised about members of the public taking logs from the cemetery without permission and a report had been requested on this.

iii. **Items on Trees**

The Deputy Executive Officer advised Members of the Committee that it recently come to light that members of the public are placing items, such as wind chimes, teddy bears, balloons etc, on trees in the cemetery. He informed the Committee that he had placed notices around the cemetery requesting that items are not placed on the trees and also giving notice to those with items on the trees to remove them or they would be removed by cemetery staff.

Councillor Lewis raised concerns over the placement of the boundary fencing on the cemetery extension. He advised that the fencing had been placed a considerable distance inside of the hedges and he felt that it should have been placed on the other side of the hedges.

RESOLVED:

- i. that a further report be submitted to the Committee's next meeting, following the staff review, on the options available to the Council regarding the position of Memorial Inspector;

- ii. a notice be placed in the cemetery notice board informing members of the public that logs are available for collection and that anyone wishing to have logs from the cemetery should contact the main office to make arrangements to collect the logs at a designated time, when cemetery staff are on duty;
- iii. that the Committee endorse the Deputy Executive Officers actions with regard items being placed on trees and that a further notice be placed in the cemetery notice board informing members of the public of the Council's biodiversity policy with regards the cemetery;
- iv. that the Deputy Executive Officer investigates the boundary line of the cemetery and report back on his findings;
- v. that the report be received and noted.

c. **Provision of Benches in Merthyr Dyfan Cemetery**

Members were requested to give consideration to the provision of benches, plaques and trees within the cemetery. The Deputy Executive Officer suggested that if the Council should decide to make benches available to the public they should be purchased by the Council for the public to then purchase from the Council and be placed in areas where the Cemetery Manager feels they are required.

RESOLVED:

- i. that a further report on this matter be submitted to the next meeting of the Committee outlining a possible range of items and costings that members of the public could purchase to be placed in the cemetery in memory of their loved ones, such as benches, trees, plaques, bird tables etc;
- ii. that the Deputy Executive Officer meets with the Council's biodiversity expert to discuss what type of things could be purchased to fit in with the Council's biodiversity project.

d. **Update on Image Retrieval – Scanning of Burial Records**

RESOLVED: that the report be received and noted.

Councillor Kuhnell left the meeting.

e. **Porthkerry Agreement**

Members were provided with a copy of the Porthkerry Cemetery Agency Agreement between the Vale of Glamorgan Council and Barry Town Council for consideration.

RESOLVED:

- i. that Agency Agreement between the Vale of Glamorgan Council and Barry Town Council be signed, by the Mayor and Executive Officer with immediate effect;
- ii. that in accordance with Standing Order 68, authority be given for the Council's common seal be applied to the Agency Agreement.

f. **Open Day**

The Committee was provided with a verbal update on the open day that had recently been held at the Merthyr Dyfan Cemetery Chapel. They are informed that it had been a very successful event, which had been very well attended.

RESOLVED:

- i. that the verbal report regarding the recent open day at the cemetery chapel be received and noted.
- ii. That it be noted that a further open day in the Cemetery Chapel is planned for March 2011.

g. **Update Report on Purchase of Council Vehicle**

The Committee were advised that a new council vehicle had now been purchased and that they were requested to give consideration to a logo being added to the van.

Councillor Hamilton asked whether the installation of a tracker on the vehicle had been considered. He was advised that it had not been and it was agreed that this be looked into.

RESOLVED:

1. that "Barry Town Council" be put on the side of the new vehicle following the Deputy Executive Officer obtaining designs:

2. that the Deputy Executive Officer investigates the cost of installing a tracker;

A143. **TRANSFER OF EXCLUSIVE RIGHT OF BURIALS (446-476)**

RESOLVED: that in accordance with Standing Order 68, authority be given for the Council's Common Seal to be applied to Deed Transfers numbered 446-476 inclusive, granting exclusive right of burial to those named on each transfer.

A144. **GRANTS OF EXCLUSIVE RIGHTS OF BURIALS (13035-13072)**

RESOLVED: that in accordance with Standing Order 68, authority be given for the Council's Common Seal to be applied to Deeds numbered 13035-13072 inclusive, granting the exclusive right of burial to those named on each transfer.

A145. **UPDATE REPORTS ON BUILDING MAINTENANCE PROJECTS AND IMPROVEMENTS**

a. **Architects Report**

RESOLVED: that the report be received and noted.

b. **Deputy Executive Officer's Report**

The Committee was provided with pictures of the refurbished water fountain and the Deputy Executive Officer asked that they consider holding a rededication service inviting Simon Morgan and representatives of his company and Councillors to attend.

RESOLVED:

- i. that the report be received and noted;
- ii. that a letter be sent to Simon Morgan thanking him for the refurbishment works;
- iii. that a rededication service be arranged to include Simon Morgan and representatives of his company and Councillors.

A146. **BUDGET MONITORING STATEMENTS (APRIL 2010)**

Councillor Williams asked why there was no budget monitoring report available for the Memorial Hall & Theatre. He was advised that as the Council no longer employed staff in the Memorial Hall & Theatre it was not necessary to include budget monitoring statements and that should Councillor Williams require any further clarification on this matter he

should speak to the Chair of the Finance, Policy & General Purposes Committee.

RESOLVED: that the report be received and noted.

A147. **DATE OF NEXT MEETING**

RESOLVED: to note that the next meeting of the Amenities Committee was scheduled for 29 November 2010.

The meeting ended at 8.36 pm.

Signed Date
(Chairperson)