

BARRY TOWN COUNCIL

MINUTES OF A MEETING OF THE AMENITIES COMMITTEE HELD ON 28 MARCH 2011 COMMENCING AT 7.00 PM

PRESENT: Councillor B Brooks (Chairperson) together with Councillors O Cash, K Evans, H C Hamilton, A D Hampton, N P 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

A170. Councillor Brooks advised Members of the Committee that Councillor Egan, the Leader of Council was in hospital and that he had had an operation that morning. Members sent him their best wishes.

A171. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors P Drake, J Evans and S A Hodges.

A172. **DECLARATIONS OF INTEREST**

No declarations of interest were received.

A173. **MINUTES OF A MEETING OF THE AMENITIES COMMITTEE HELD ON 31 JANUARY 2011**

Councillor Brooks provided an update on the cemetery site visit that had taken place on Saturday, 12 March. She advised that it had been a very productive meeting and various decisions had been made by the Working Party following it.

It had been suggested that plants and shrubs should be used to screen the surge pool, rather than the green mesh that was currently in use, to improve the appearance of the pool and also as part of the Council's biodiversity project. It was pointed out that behind the surge pool there was the beginnings of a log pile and that both this and the proposed screening would take time to develop, but would improve the appearance overall in time. Councillor Hamilton suggested that as there had not been much rain in recent weeks now would be a good time to install either a clay or synthetic liner to the surge pool of about 18 inches high to assist with retention of water in the surge pool, then reeds and other such plants could be planted on the walls of the pool to help improve the appearance further.

Councillor Brooks advised that various other sites within the cemetery had been considered for a further biodiversity pool and an area just inside the cemetery gates had been identified as a potential site.

RESOLVED:

1. that consideration be given to an area just inside the cemetery gates for a further biodiversity pond as laid out in item 5(d) of the agenda;
2. that consideration be given to installing either a clay or synthetic liner to the surge pool of approximately 18 inches high to assist with the retention of water in the surge pool and that reeds and other such plants be planted on the walls of the pool to help improve the appearance of the area;
3. that the minutes of the Amenities Committee meeting held on 31 January 2011 be approved and signed as a correct record.

A174. **PIONEER HALL – COMPARISON OF BOOKINGS 1 APRIL 2009 TO 28 FEBRUARY 2011**

RESOLVED: that the report be received and noted.

A175. **CEMETERIES**

a. **Comparison of Burials**

RESOLVED:

1. that the report be received and noted;
2. that the Deputy Executive Officer make contact with the owners of the new crematorium in the near future for the purpose of establishing a working relationship with them.

b. **Update on Open Doors**

RESOLVED: that the report be received and noted.

c. **Report on the Chapel Open Day**

The Chair reported that once again the Open Day had been a success and that she believed that it should be a permanent fixture of the Council's annual events. The Deputy Executive Officer advised that feedback received on the Open Day had been that it was a very worthwhile event, however many people were unaware that the event was taking place until the actual day and he considered that all methods of advertising should be investigated for future open days.

RESOLVED:

1. That officers contact The local press and discuss the possibility of an article about the open day, suggesting that funeral directors, monumental masons, florists and other such organisations be invited by the press to place advertisements on the same page, similar to those that the papers run on various other events;
2. that the Vale of Glamorgan Council be requested to advertise the event on their website;
3. feedback forms, asking those visiting the open day where they heard about it, be provided;
4. thanks be sent to all the staff who worked on the day on behalf of the Committee.

d. **Biodiversity Site Visit**

Following the Chairs update and the resolutions in Minute no. A173 it was **RESOLVED:**

1. that SEM Services be requested to further investigate the preferred site and provide a report to the Amenities Committee as soon as possible to benefit from the £3,500 matched funding from the Vale of Glamorgan Council;
2. that the Council's architect, Martin Killick, be requested to investigate any hidden utility services, drains, electrical cables etc;
3. that cemetery staff be used to excavate the ground works where possible;
4. that the Finance, Policy & General Purposes Committee be advised of the Amenities Committees decision and that works will commence in the new 2011/2012 Financial year.

e. **Purchase of New Excavator and Trade in Value of Excavator**

The Deputy Executive Officer advised Members that the new excavator had been delivered on time and the old one removed from site from a trade in price of £3,000. He also advised that he was currently looking for an alternative company to provide servicing to the Council's other equipment.

RESOLVED:

That the report be received and noted.

f. **Repurchase of Exclusive Right of Burial**

Members were requested to give consideration to a change in policy with regard to the repurchase of Exclusive Right of Burial from members of the public. The Deputy Executive Officer advised that in the past the Council had repurchased the Exclusive Right of Burial at the original cost borne by the purchaser. He considered this to be an antiquated method as the price to be repaid was often in the region of £1 and 10 shillings, as was the case with a recent request. Members gave consideration to the Deputy Executive Officers suggestion and it was **RESOLVED**:

1. That future requests from members of the public for the Council to repurchase the Exclusive Right of Burial should be acceded to at 50% of the purchase price at the time of the request;
2. That the above recommendation be submitted to the Finance, Policy & General Purposes Committee on 27 June 2011.

g. **Exclusive Right of Burial Training**

RESOLVED: that the report be received and noted.

h. **Cemetery Lighting – Update Report**

The Deputy Executive Officer advised that he was currently awaiting a quote for the supply and installation of the proposed lighting and that it was his intention to contact a further two companies for quotes as per the Council's financial regulations.

RESOLVED:

That the Deputy Executive Officer be authorised to proceed with obtaining quotes for the supply and installation of the light fittings and that he provide an update report the Committee at its next meeting on 6 June 2011.

A176.

UPDATE REPORTS ON BUILDING MAINTENANCE PROJECTS AND IMPROVEMENTS

a. **Architects Report**

Councillor Lewis was concerned about the sonar test that had been required with regard the drainage problems within the vicinity of the cemetery. He asked who was liable for the costs, the Deputy Executive Officer advised that at this stage it had been the Council's responsibility.

RESOLVED:

1. That the report be received and noted;
2. that should there be any future investigations with regard the drains in the vicinity of the cemetery, this Council advise the Vale of Glamorgan Council that they will only pay the cost of the investigations should those investigations prove this Council to be at fault.

b. **Officer's Report**

1. **Merthyr Dyfan Cemetery Extension Phase 1 (Ground Works)**

The Deputy Executive Officer advised that he has visited the cemetery extension regularly and confirmed that the ground levels appear to be holding with no signs of subsidence.

2. **Cemetery Standpipes New Extension Phase 1**

The Deputy Executive advised that new standpipes had been installed in the cemetery extension at the request of Welsh Water. He pointed out that they was not a great deal of difference between them and others situated on other sections of the cemetery, the only difference being that the new standpipes had lockable covers on them. He advised that he was awaiting a report from Welsh Water with regard their request for all standpipes in the cemetery to be changed and as yet no report had been received.

RESOLVED:

1. That the report be received and noted;
2. That no further action be taken with regard the replacement of the cemetery standpipes until the report has been received from Welsh Water.

A177. **TRANSFER OF EXCLUSIVE RIGHT OF BURIAL (499-512)**

RESOLVED: that in accordance with Standing Order 68, authority be given for the Council's Common Seal to be applied to Deed Transfers numbered 499-512 inclusive, granting exclusive right of burial to those named on each transfer.

A178. **GRANTS OF EXCLUSIVE RIGHTS OF BURIALS 13087-13100**

RESOLVED: that in accordance with Standing Order 68, authority be given for the Council's Common Seal to be applied to Deeds numbered

13087-13100 inclusive, granting the exclusive right of burial to those named on each transfer.

A179. **BUDGET MONITORING STATEMENTS (APRIL 2010 – FEBRUARY 2011)**

Councillor Hodges enquired as to the position with regards the scanning of the burial registers and having them available on-line. He was advised that the registers had been scan; however they were not yet available on-line. He was advised that there had been some problems in the next stage in the process and that the company engaged to carry out the work had now quoted more than the original quote to install the details on-line.

RESOLVED:

1. That the report be received and noted noting the projected net under-spend of £18,022 in 2010/11;
2. That Angie Norman be requested to investigate all previous correspondence and quotes in relation to the scanning of the registers and availability and other ways of installing the records onto the Council's website be investigated.

A180. **DATE OF NEXT MEETING**

RESOLVED: to note that the next meeting of the Amenities Committee was provisionally scheduled for Monday, 6 June 2011 at 7.00 pm.

The meeting closed at 8.03 pm.

Signed
(Chairperson)

Dated