

BARRY TOWN COUNCIL

MINUTES OF A MEETING OF FULL COUNCIL HELD ON MONDAY, 15 NOVEMBER 2010 COMMENCING AT 7.00 PM

PRESENT: Councillor K Kuhnell (Town Mayor), together with Councillors B Brooks, G D Davey, P Drake, S Egan, J Evans, K Evans, H C Hamilton, A D Hampton N P Hodges, S A Hodges, K A Kemp, K Lewis, L M Payne, B I Shaw, T C Stenstrom, S T Wiliam and E T Williams

IN ATTENDANCE: Insp. Louise Davies
Derek Wolfe – Executive Officer
Cliff Lewis – Deputy Executive Officer
Mark Sims – Responsible Finance Officer
Angie Norman – Administration
Chris Graham – HR Advisor

313. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors O Cash, J Charles and C Turner. Councillor N Hodges advised that Councillor S Hodges would be attending the meeting but would be late.

314. **DECLARATIONS OF INTEREST**

Councillors P Drake, K Kuhnell, K Lewis and S T Wiliam declared personal interests in relation to all agenda items regarding the Memorial Hall & Theatre Trust by virtue of being Trustees. Councillor Drake also declared a personal interest in relation to all agenda items that may relate to the GMB Union.

315. **MINUTES OF THE COUNCIL'S MEETING HELD ON 12 JULY 2010**

RESOLVED: that the minutes of the Council's meeting held on 12 July 2010 be approved and signed as a correct record.

316. **POLICE REPORT**

Insp Davies provided the Council with an overview on various operations that had recently been carried out within Barry and also advised them of future planned operations. She advised that a jewellers on Holton Road had been the subject of two raids, one of which the staff had been held at knife point, she advised that the perpetrators had been apprehended on both occasions. She also informed Councillors that there had been a raid on the Barry Road Mini Market; this incident had also involved the staff had being held at knife point but Insp Davies advised that the perpetrator had been apprehended.

Insp Davies advised that a speeding scheme had recently been carried out on Ffordd Millennium. Councillor Shaw asked if it would be possible to receive a copy of the report that had been submitted to the Vale of Glamorgan Council regarding the outcome of this scheme.

Councillor Stenstrom asked how the South Wales Police planned to communicate the reduction in staffing that would be inevitable due to future planned cuts in funding. Insp Davies reported that the Chief Superintendent of the South Wales Police was currently looking at ways to implement the cuts without too much disruption to front line services. She suggested that once a report was prepared detailing the way forward that she sends a copy to Barry Town Council for information.

Councillor Egan thanked Insp Davies for all the help and cooperation from the police officers who had been involved with the Remembrance Sunday Parade and Service.

The Mayor thanked Insp Davies for attending the meeting, whereby she left the meeting.

317. **COMMUNICATIONS FROM THE MAYOR**

The Mayor advised Councillors that he had received a late invite to switch on the High Street Christmas lights on Friday, 19 November. He also advised that his Carol Service would be held at All Saints Church on Sunday, 19 December 2010.

A question was raised as to why the Carol Service would be held in All Saints Church and not St Mary's as is tradition. The Mayor advised that he had not realised it was tradition to hold the Carol Service at St Mary's and that he would be happy to arrange a service at St Mary's if Councillors so wished. Councillor N Hodges suggested that it should be up to the Mayor to decide where he would wish to hold his Carol Service.

318. **QUESTIONS FROM COUNCILLORS**

None

319. **QUESTIONS FROM MEMBERS OF PUBLIC**

None

320. **MINUTES OF A MEETING OF THE AMENITIES COMMITTEE HELD ON 27 SEPTEMBER 2010**

Councillor Egan reported that it is essential that the Council gets the message out to the public that donations of benches, plaques, trees etc are welcomed by the Council but that they are donations to the cemetery for use by all and therefore not the possession of the person(s) making the donation. He proposed, seconded by Councillor Stenstrom, that a protocol on donations of benches, plaques, trees etc be prepared for submission to a future Amenities Committee for consideration.

It was proposed by Councillor Brooks, seconded by Councillor Lewis and:-

RESOLVED:

1. that a protocol on donations of benches, plaques, trees etc be prepared for submission to a future Amenities Committee meeting for consideration;
2. that the minutes of the Committee's meeting be received and noted.

321. **MINUTES OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE'S MEETING HELD ON 13 SEPTEMBER 2010**

It was proposed by Councillor Stenstrom, seconded by Councillor Davey and:-

RESOLVED: that the minutes of the Committee's meeting be received and noted.

322. **MINUTES OF THE PLANNING COMMITTEE'S MEETING HELD ON 3 AUGUST, 7 SEPTEMBER, 5 OCTOBER AND 2 NOVEMBER 2010**

It was proposed by Councillor Lewis, seconded by Councillor Payne and:-

RESOLVED: that the minutes of the Committee's meetings be received and noted.

323. **MINUTES OF THE RESOURCES COMMITTEE'S MEETINGS HELD ON 11 OCTOBER 2010**

It was proposed by Councillor Hamilton, seconded by Councillor J Evans and:

RESOLVED: that the minutes of the Committee's meeting be received and noted.

324. **MINUTES OF THE URGENCY COMMITTEE'S MEETINGS HELD ON 23 JULY, 12 AUGUST, 26 AUGUST, 7 OCTOBER AND 28 OCTOBER**

Minute No. U5

With regard to the Council's observations set out in the resolution, concerns were raised regarding the letter sent to the Vale of Glamorgan in relation to the provision of a new 210 place Welsh Medium School in Barry. Some Councillors felt that the letter showed poor knowledge of the town of Barry by those who had prepared it.

Minute No. U11

Concerns were raised regarding the questionnaire received from the Vale of Glamorgan Council concerning budget priorities. Some Councillors felt that the Council should have responded in some manner rather than not complete the questionnaire or respond at all. Councillor Egan responded by stating that the questionnaire received had been asking the Council to comment on

what services they felt they Unitary Authority should cut. It was felt by Councillors at the Urgency Committee that it was not this Council's place to advise the Vale of Glamorgan Council on what services they should or should not cut. Councillor Kemp advised that she believed the questionnaire to have been similar to that provided to the Citizens Panel and that the questions were in relation to what should be protected rather than what should be cut. Councillor Shaw asked if it would be possible for all Councillors to have sight of the questionnaire whereby the Executive Officer advised that he would contact the Vale of Glamorgan and request an electronic version of the questionnaire.

Concerns were raised regarding the frequency of Urgency Committee meetings and also the time of day that the meetings are held. Councillor Egan responding by stating that three of the meetings had been held in the period which would normally be the Council's recess and therefore could be justified. He understood the problems that some Councillors had with attending afternoon meetings and he said he would be happy to be flexible with timings in the future.

Councillor S A Hodges arrived at 7.45 pm giving apologies for her late arrival. She welcomed the Leaders comments on the timings of the Urgency Committee meetings and stated that she would provide him with information on available times for the Plaid Members of the Council.

It was proposed by Councillor J Evans, seconded by Councillor Egan and:-

RESOLVED: that the minutes of the Committee's meetings be received and noted.

325. **SCHEDULE OF PAYMENTS FOR NOVEMBER 2010**

It was requested that on future schedule of payments the quantity of wreaths purchased from the British Legion for Remembrance Day Services be entered, i.e. this year 4 wreaths were purchased.

Councillor S Hodges wished to thank all the staff involved in the organising of the Remembrance Day Parade and Service and Councillor Egan supported her comments, stating that it had been the best he had attended. He asked that the thanks of the Council be reported back to all those staff involved.

RESOLVED: that the schedule of payments for November 2010 consisting of direct debits and cheques numbered 106261-106318 in the total sum of £150,405.12 be approved subject to the necessary paperwork being in order.

326. **EXECUTIVE OFFICERS REPORT**

a. **Draft Revised Financial Regulations & Standing Orders**

Councillor Egan proposed that any decision on the Financial Regulations and Standing Orders be deferred to enable them to be discussed at the Working Party to Review the Management and Performance of the Council's Operations, which he hoped would be re-established later in the meeting.

RESOLVED:

That any decision on the Financial Regulations and Standing Orders be deferred to the Working Party to Review the Management and Performance of the Council's Operations once it had been re-established.

b. **REPORT ON REPRESENTATIVE & OTHER BODIES – LCAS, OVW & SWLLC's FORUM**

Members were requested to give consideration to two options with regard remaining or becoming members of Local Councils Advisory Service (LCAS), One Voice Wales (OVW) or the South Wales Largest Local Councils Forum (SWLLC).

Councillor Egan proposed that the Council subscribe to the desktop advisory service from LCAS and remain as members of the SWLLC Forum, but that they do not join OVW unless it agreed to reconsider the cost of membership for larger Councils such as Barry.

Concerns were raised with regard LCAS as it was felt they were more in tune with the running of English Councils rather than Welsh ones and following further discussion on this matter Councillor Egan amended his proposal as follows:-

“That the Council continue as members of the SWLLC Forum and that a representative of LCAS be invited to a future meeting of Council to allay fears on the provision of information regarding Welsh Town Councils”.

Councillor S Hodges suggested that it would be helpful if OVW could also be invited to attend a future meeting of Council. Councillor Egan suggested that all three organisations should be invited to a future meeting of Council in order to maintain fairness, Councillor Hampton seconded this.

RESOLVED:

That a representative of OVW, LCAS and SWLLC Forum be invited to attend future meetings of the Council to speak on the benefits of their organisations and that the Council remain members of the SWLLC Forum in the meantime.

c. **RECORDING OF COUNCIL MEETINGS**

Councillor Egan advised that all Group Leaders had been provided with a copy of the draft protocol for the recording of minutes in order for them to provide any comments prior to its submission to Council and proposed:-

1. That the protocol submitted for consideration be approved for implementation;
2. that the recording of minutes of Full Council meetings be implemented with effect from April 2011;
3. that new updated quotes be obtained and submitted to the next meeting of Full Council on 21 February 2011 and finance be placed within the 2011/12 budgets.

During discussions on this matter concerns were raised with regard various issues and Councillor Hampton proposed:-

That this item be deferred until further information can be obtained on the legal position on the right to refuse to have your voice recorded.

Councillor Hampton requested a recorded vote, the result of which was as follows:-

For (7)	Against (10)	Abstentions (1)
Councillor Hampton	Councillor Brooks	Councillor K Evans
Councillor N P Hodges	Councillor Davey	
Councillor S A Hodges	Councillor Drake	
Councillor Kemp	Councillor Egan	
Councillor Shaw	Councillor J Evans	
Councillor William	Councillor Hamilton	
Councillor Williams	Councillor Kuhnell	
	Councillor Lewis	
	Councillor Payne	
	Councillor Stenstrom	

The motion was declared LOST.

Councillor N Hodges proposed the following:-

That the protocol be amended to state that in the event of a challenge to the accuracy of the minutes the challenger be permitted to hear the tapes as well as those currently named.

Councillor Hodges requested a recorded vote, the result of which was as follows:-

For (7)	Against (10)	Abstentions (1)
Councillor Hampton	Councillor Brooks	Councillor K Evans
Councillor N P Hodges	Councillor Davey	
Councillor S A Hodges	Councillor Drake	
Councillor Kemp	Councillor Egan	
Councillor Shaw	Councillor J Evans	
Councillor William	Councillor Hamilton	
Councillor Williams	Councillor Kuhnell	
	Councillor Lewis	
	Councillor Payne	
	Councillor Stenstrom	

The motion was declared LOST.

A vote was then taken on Councillor Egan's proposal the result of which was 10 for, 7 against and 1 abstention.

RESOLVED:

1. That the protocol submitted for consideration be approved for implementation;
2. that the recording of minutes of Full Council meetings be implemented with effect from April 2011;
3. that new, updated quotes be obtained and submitted to the next meeting of Full Council on 21 February 2011 and that finance be placed within the 2011/12 budgets.

d. **ONLINE TRANSACTIONS**

RESOLVED:

1. that having given detailed consideration to the revised proposals for enhancing the Town Council's website for the benefit of the local community, the enhancements be approved and implemented from 1 April 2011;
2. that suitable funds be placed in the Council's 2011/12 revenue estimates.

e. **WORKING PARTY TO REVIEW THE MANAGEMENT AND PERFORMANCE OF THE COUNCIL'S OPERATIONS**

RESOLVED: that the Working Party to Review the Management and Performance of the Council's Operations be re-established for the remainder of the current municipal year.

f. **2009/10 RISK ASSESSMENT**

RESOLVED: that the risk assessments in respect of 2009/10 be adopted.

327. **STANDING ORDER 109**

RESOLVED: that the provisions of Standing Order 109 be suspended to allow the meeting to continue until 9.10 pm.

328. **EXTERNAL AUDIT REPORT FOR 2009/10**

RESOLVED:

1. that the letter received from Mazars LLP be noted and it be agreed that the necessary action be taken in relation to the following:-
 - a. the Council formally review and approve the risk assessment annually.
 - b. the Council should formally appoint the internal auditor and the appointment should be minuted.
2. that the Annual Return for the year ending 31 March 2010 be re-approved to enable Mazars LLP to complete Section 3 (External Auditors Certificate and Opinion).

329. **DATE OF NEXT MEETING**

RESOLVED: that it be noted that the next meeting of Council will be held on Monday, 21 February 2011 at 7.00 pm.

330. **EXCLUSION OF THE PRESS & PUBLIC**

RESOLVED:-

that in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the business about to

be transacted, it is advisable in the public interest that the press and public are excluded from the remainder of the meeting.

331. **CONFIDENTIAL MINUTES OF THE COUNCIL'S MEETING HELD ON 12 JULY 2010**

RESOLVED: that the confidential minutes of the Council's meeting held on 12 July 2010 be approved and signed as a correct record.

332. **CONFIDENTIAL REPORT OF THE EXECUTIVE OFFICER**

a. **Cemetery Lodge Rent**

RESOLVED: that the commencement date in respect of the License to Occupy Residential Accommodation be 1 July 2010 and that the Executive Officer be authorised to complete the signing of the License, retaining a copy for the Council's records.

b. **Staff Structure Review 2010/11**

Councillor Egan thanked the HR Advisor for his excellent work so far with regard the staff review and it was:-

RESOLVED: that the HR Advisor continues the process and submits a full report or update to the Council at a future meeting.

The meeting ended at 9.05 pm.

Signed.....
(Councillor K Kuhnell, Town Mayor)

Date.....