

BARRY TOWN COUNCIL

MINUTES OF A MEETING OF THE COUNCIL HELD ON MONDAY, 25 JULY 2011 COMMENCING AT 7.00 PM

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

IN ATTENDANCE: Insp Chris Owen – South Wales Police
Mr D B Wolfe – Executive Wolfe
Mr C Graham – Human Resources Adviser
Mr V M Sims – Responsible Finance Officer
Mrs A Norman – Administration

391. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors O Cash, P Drake, C Turner and S T Wiliam

392. **DECLARATIONS OF INTEREST**

Councillors J E Charles, H C Hamilton and A D Hampton declared a prejudicial interest in relation to Item 16B on Page 1577 of the Council's agenda relating to a grant request from the YMCA Gymnastic Club, by virtue of being trustees.

393. **MINUTES OF THE COUNCIL'S ANNUAL MEETING HELD ON 9 AND 10 MAY 2011**

RESOLVED:

1. that the minutes of the Council's Annual Meeting held on 9 and 10 May be approved and signed as a correct record;
2. that the spelling errors in the Action Sheet be amended accordingly.

394. **POLICE REPORT**

The Mayor welcomed Insp Chris Owen who informed the Council that he had taken over from Insp Louise Davies. He advised that he was unsure exactly what information the Council would wish him to provide and stated that if Councillors could let him know prior to future meetings of any questions they may have in relation to crimes in Barry he would endeavour to have the relevant responses available for future meetings.

Insp Owen advised Members of various operations that South Wales Police had been carrying out namely, Operation Pollute whereby 33 fixed penalty notices had been served and Operation Quit which related to parking offences in the vicinity of schools. An initiative had been entered into with British Transport Police and Arriva Trains where posters had been displayed at train stations reminding the public that Barry Island was an alcohol free zone. A question was raised whether there had been a reduction in crime since the introduction of alley gates. Insp Owens stated that there had been a definite decrease in burglaries as a result.

The Mayor thanked Insp Owens for attending the meeting.

395. **COMMUNICATIONS FROM THE MAYOR**

The Mayor presented Councillor Karl Kuhnell with his replica badge of office for his year as Mayor in 2010/11. She also presented Councillor Howard Hamilton with a photo album of his year in office as Mayor in 2009/10.

She also informed Members that Kandi Elmore had advised that she could no longer continue as her Consort for the remainder of the 2011/12 municipal year. The Mayor informed Members that her partner Wayne Brooks had agreed to become her Consort for the remainder of her term of office.

RESOLVED: to note that Wayne Brooks would be the Mayor's Consort for the remainder of her term of office.

396. **QUESTIONS FROM COUNCILLORS**

None

397. **QUESTIONS FROM MEMBERS OF THE PUBLIC**

None

398. **MINUTES OF THE AMENITIES COMMITTEE'S MEETINGS HELD ON 6 JUNE 2011**

RESOLVED: that the minutes of the Amenities Committee held on 6 June 2011 be received and noted.

399. **MINUTES OF THE FINANCE, POLICY, & GENERAL PURPOSES COMMITTEE'S MEETING HELD ON 27 JUNE 2011**

RESOLVED: that the minutes of the Finance, Policy & General Purposes Committee held on 27 June 2011 be received and noted.

400.

MINUTES OF THE PLANNING COMMITTEE'S MEETINGS HELD ON 7 JUNE AND 5 JULY 2011

Councillor N Hodges stated that he totally agreed with the resolution in minute no. PL725 regarding the grave of Captain Cecil Foster in Merthyr Dyfan Cemetery. However, he was disappointed that the Vale of Glamorgan Council's Cabinet had agreed to include it within the County Treasures List. He proposed that a letter be sent to the Vale of Glamorgan Council stating this Council's disappointment in their decision in the light of the comments submitted.

RESOLVED:

1. that the minutes of the Planning Committee's meetings held on 7 June and 5 July 2011 be received and noted;
2. that a letter be sent to the Vale of Glamorgan Council stating this Council was disappointed with their decision to include the grave of Captain Cecil Foster on the County Treasures List in the light of this Council's comments.

401.

MINUTES OF THE RESOURCES COMMITTEE'S MEETING HELD ON 11 JULY 2011

Councillor Stenstrom pointed out that it was incumbent on Council to recognise that minute no. R184 should read "**RECOMMENDED**" and not "**RESOLVED**" to enable them to make a decision on the recommendation.

RESOLVED: that the minutes of the Resources Committee's meetings held on 11 July 2011 be received and noted subject to the following amendment:-

Minute No. R184 – Reappointment of Human Resources Advisor

This minute should read "**RECOMMENDED**" and not "**RESOLVED**" as the Resources Committee do not have the power to make such decisions.

402.

REPORTS FROM REPRESENTATIVES OF OUTSIDE BODIES

RESOLVED: that it be noted that the outside bodies and school governing body papers were available for inspection at the meeting.

403.

TO CONSIDER MINOR AUTHORITY VACANCIES ON SCHOOL GOVERNING BODIES

Federated Ysgol Sant Baruc & Ysgol Nant Talwg Governing Body (from 1 September 2011)

Councillor Hamilton believed that this item should not have been placed on the agenda as he thought that this was a matter for Ysgol Sant Baruc to deal with. However, the Executive Officer advised that he had received a formal request from the Head of Governors Support at the Vale Council, stating that this was a decision that must be taken by the Town Council in its role as the appointing body for minor authority governors. Councillor S Hodges understood that the Governors had requested all local authority representatives to reapply for their posts on the new Governing Body and that she had no problem nominating Councillor Hamilton as the Town Council's representative.

RESOLVED: that Councillor Hamilton be elected as a Minor Authority on the newly formed Federated Ysgol Sant Baruc & Ysgol Nant Talwg Governing Body with effect from 1 September 2011.

404.

SCHEDULE OF PAYMENTS FOR JULY 2011

RESOLVED:

1. that the schedule of payments for July 2011 comprising various direct debits and cheques numbered 106731 to 106764 inclusive in the total sum of £20,752.49 be approved;
2. that Group Leaders investigate whether any financial regulations had been broken with regard the purchase of two new computers as per cheque no. 106740;
3. that Councillor Kuhnell be asked for input into whether the Council had received value for money in the purchase of the two computers and to advise on the value of the three surplus computers in the Council's possession;
4. that Councillors be reminded that should they have queries on any of the payments listed in future schedules they should contact the Responsible Finance Officer in advance of meetings to raise those points.
5. that delegated powers for authorising the payments of accounts for August 2011 be afforded to the Review Working Party together with any other significant issues with financial implications.

405.

TOWN COUNCIL DRAFT ACCOUNTS FOR 2010/11

Councillor Stenstrom questioned why there was no record within the notes to the accounts of the amount received by the Council in respect of the Cemetery Lodge. The Responsible Finance Officer agreed that information relating to Note 5 in respect of tenancies where the Council is landlord should be added.

RESOLVED: that the draft financial statements and the annual return for the year ending 31 March 2011 be approved, prior to their submission to the external auditors, Mazars LLP and subject to the alteration to Note (5) Tenancies with regard to the tenancy agreement relating to the Cemetery Lodge.

406.

EXECUTIVE OFFICER'S REPORT

The Mayor advised that this would be the last report from Derek Wolfe, the Executive Officer due to his leaving the Town Council in the near future.

a. **Land East of Cemetery Report – Town Council proposals**

RESOLVED: that approval be given to the preparation of a business plan in relation to the Blind Park, land to the east of Cemetery Approach and a former play area on Buttrills Field, for detailed consideration by the Review Working Party prior to a formal submission to the Vale of Glamorgan Council.

b. **Grant Applications Considered by the Review Working Party**

As three Councillors had declared an interest in the YMCA Gymnastics application it was agreed to discuss them as two separate items to allow the Councillors to remain in the meeting for the Barry Eye Centre request.

It was pointed out that although the letter received from the Gymnastics Club had borne the YMCA logo the Chief Executive of the YMCA was unaware that the club had made a request for grant aid to the Council. However, Councillors felt that this would not change the recommendation of the Review Working Party with regard to the award of £1,000.

RESOLVED:

1. that no grant be awarded to the Barry Eye Centre for the reasons outlined in the report provided;
2. that a grant of £1,000 be made to the YMCA Gymnastics Club and be acknowledged by the Club via the inclusion

of the Town Council's Crest on their kit if possible, or in another similar way.

407. **DATE OF NEXT MEETING**

RESOLVED: that it be noted that the next meeting of the Council was scheduled to be held on Monday, 14 November 2011.

408. **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.

409. **ACCEPTANCE OF QUOTATIONS – CONTRACTS FOR TECHNICAL SERVICES**

The Council gave consideration to a detailed report prepared by the Responsible Financial Officer concerning the outcome of a recent competitive exercise, whereby six companies had responded to the Council's advertisement in the local press seeking quotations.

RESOLVED: that the contract for the provision of technical/architectural services be awarded to Martin Killick Associates for a further term of three years commencing in October 2011.

410. **STAFF STRUCTURE REVIEW**

Due to the confidentiality of the item being discussed the staff were asked to leave the room leaving Chris Graham, Human Resources Adviser, to the Council in attendance.

The most up to date documentation was circulated to Councillors who then considered the document in detail. Councillor Charles spoke in favour of the proposal and wished to move it accordingly. It was explained that other members may wish to have a view and the Mayor called for the Leader to give Council a summary of the up to date position regarding the documentation.

The Leader recognised that the ideal situation was to have competition but on this occasion he was prepared to put an interim measure in place before any consideration for competitive recruitment took place. A view was relayed with regard to the staff that would be temporarily upgraded and a debate took place on that particular point. A question was raised regarding the word "Acting" Town Clerk in preference to "upgrading" and the appropriate payments associated with the work should be adhered to. Councillor J Evans indicated that in his view it was appropriate that the word "acting" be included in the paperwork and that this would enable the payments to be made in accordance

with the wishes of the Council. Councillor Lewis questioned the matter of training and the Leader gave a comprehensive assurance that what ever training was required for the role would be afforded to the staff concerned. Councillor S Hodges had a concern regarding the servicing of committees, in particular the Planning Committee. The Leader informed her that the Council would never breach the law as far as the correct method of servicing any committees and that further investigation was needed as to the attendance of officers and the provision of professional advice required at meetings. Councillor Payne enquired as to the methodology of the review and how it would work. The Leader gave a response that initially the Review Working Party would discuss this on 15 August but that it was incumbent on all members to review the structure as it progressed. The Leader stated that there would be a three month review with regular monthly discussions with the Human Resources Adviser, this would enable the staff to have a two way exchange. The question was raised as to the qualifications required for a Town Clerk and the Human Resources Advisor indicated that to his knowledge there was no certificate or such like. The Leader and Council accepted that this matter be investigated further.

Councillor Williams reported to Council that he had attended the Review Working Party as a substitute for Councillor Hampton and was disappointed that Members had not reported back to their Group Members following the Working Party's deliberations as they had gone into it in great detail.

The Human Resources Adviser informed Members that he would be working with the relevant staff and agreeing their job profiles with effect from Monday, 1 August.

RESOLVED:

1. Council agreed unanimously that the structure be accepted and that the Review Working Party initially discuss the immediate situation with regards to the requirements with the relevant staff;
2. the Review Working Party be given delegated powers as prescribed in minute no. 404(5) as this could also have financial implications;
3. the proposal to allow the Executive Officer to leave the employ of the Town Council was agreed.

The meeting ended at 8.55 pm

Signed
(Town Mayor)

Dated