PRESENT: The Mayor (Councillor Williams), together with Councillors Aviet, Brooks, Curtis, Davey, Drake, Egan, Evans, Hamilton, N Hodges, S Hodges, Johnson, Powell, William (arrived at 8.43 pm) and Wilkinson

ALSO PRESENT: Emily Forbes - Town Clerk
Angie Norman - Deputy Town Clerk
Mark Sims - Responsible Finance Officer
Robyn Walsh - Administrator
Sergeant Barclay - South Wales Police
Beth Watkins - Barry Youth Action
Gethin Lodge - Barry Youth Action
Rhys Horton - Barry Youth Action
Louis Davies - Barry Youth Action

794. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Bertin, Cash, Hardy, Kuhnell, Payne, Pritchard and Sword.

Members were made aware that Councillor William may be late arriving to the meeting.

795. DECLARATIONS OF INTEREST

The following declarations were received:

<table>
<thead>
<tr>
<th>Councillor</th>
<th>Agenda Item</th>
<th>Reason</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Councillor Aviet</td>
<td>Agenda item 23 – Reshaping of Services</td>
<td>Vale of Glamorgan Councillor</td>
<td>Received dispensation to speak &amp; vote on this item.</td>
</tr>
<tr>
<td>Councillor Brooks</td>
<td>Agenda Item 22 – Cemetery Approach</td>
<td>Cabinet Member at the Vale of Glamorgan Council</td>
<td>Advised she would leave the room whilst the item was being discussed</td>
</tr>
<tr>
<td></td>
<td>Agenda item 23 – Reshaping of Services</td>
<td>Vale of Glamorgan Councillor</td>
<td>Received dispensation to speak &amp; vote on this item.</td>
</tr>
<tr>
<td>Councillor C Curtis</td>
<td>Agenda item 23 – Reshaping of Services</td>
<td>Vale of Glamorgan Councillor</td>
<td>Received dispensation to speak &amp; vote on this item.</td>
</tr>
<tr>
<td>Councillor Drake</td>
<td>Agenda Item 23 – Reshaping of Services</td>
<td>Vale of Glamorgan Councillor</td>
<td>Received dispensation to speak &amp; vote on this item.</td>
</tr>
<tr>
<td>Councillor Egan</td>
<td>Agenda Item 23 – Reshaping of Services</td>
<td>Vale of Glamorgan Councillor</td>
<td>Received dispensation to speak &amp; vote on this item.</td>
</tr>
<tr>
<td></td>
<td>Agenda Item 25 – One Voice Wales</td>
<td>Brother is an employee of One Voice Wales</td>
<td>Advised he would leave the room whilst the item was being discussed.</td>
</tr>
<tr>
<td>Councillor Hamilton</td>
<td>Agenda Item 23 – Reshaping of Services</td>
<td>Vale of Glamorgan Councillor</td>
<td>Received dispensation to speak &amp; vote on this item.</td>
</tr>
<tr>
<td>Councillor N Hodges</td>
<td>Agenda Item 23 – Reshaping of Services</td>
<td>Vale of Glamorgan Councillor</td>
<td>Received dispensation to speak &amp; vote on this item.</td>
</tr>
<tr>
<td>Councillor Johnson</td>
<td>Agenda Item 23 – Reshaping of Services</td>
<td>Vale of Glamorgan Councillor</td>
<td>Received dispensation to speak &amp; vote on this item.</td>
</tr>
<tr>
<td>Councillor Powell</td>
<td>Agenda Item 23 – Reshaping of Services</td>
<td>Vale of Glamorgan Councillor</td>
<td>Received dispensation to speak &amp; vote on this item.</td>
</tr>
<tr>
<td>Councillor Wilkinson</td>
<td>Agenda Item 23 – Reshaping of Services</td>
<td>Vale of Glamorgan Councillor</td>
<td>Received dispensation to speak &amp; vote on this item.</td>
</tr>
<tr>
<td>Councillor Williams</td>
<td>Agenda item 22 – Cemetery Approach</td>
<td>Owns a property adjacent to the development</td>
<td>Advised she would leave the room whilst the item was being discussed.</td>
</tr>
</tbody>
</table>

**TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL’S MEETING HELD ON 6 FEBRUARY 2017**

The following amendments were noted:-

Councillor William’s arrival time to the meeting was left blank and should be recorded as “7.15 pm”.

796.
Minute No. 786 - Councillor S Hodges requested that it be clarified within the minutes that it was not Council’s decision to not progress with the potential relocation of the Council Offices to the Town Hall.

Minute No. 793 (1) – Councillor S Hodges noted that the first resolved point was too vague and requested it be clarified to read:-

“That the Town Clerk investigates whether an alleged breach in confidentiality protocol had been made, in respect of a Councillor noting Part 2 items under Part 1 of the agenda and reports back her findings to Council.”

The Town Clerk advised that upon investigation she could confirm that the information in question was already within the public domain.

Action Sheet

Councillor Brooks advised that she had met with Richard Thomas and Kate Long of the Memorial Hall Theatre (minute no. 786 (1) refers). She advised that they had been grateful for the clarification and that the meeting had been productive.

Minute No. 787 (1) - The Town Clerk advised that a meeting with the Principal Librarian had been scheduled for Tuesday, 28 February 2017.

Councillor S Hodges queried if the training costs of £2,500 referred to in minute no, 788 (2) were included within budget or an addition?

The Town Clerk responded that the costs would be included within the 2016/17 budget and a virement paper would follow shortly.

Minute no. 793 (1) – Councillor S Hodges thanked the Town Clerk for providing clarification with regard to the alleged breach of confidentiality. She noted that it was important for the minutes to state if a breach of confidentiality had taken place and requested the Town Clerk give her professional opinion taking into consideration the results of her investigation.

The Town Clerk advised that she would suggest there had not been a breach of confidentiality, due to the information already being within the public domain.

RESOLVED:-

1. That the minutes of the Council’s meeting held on 6 February 2017 be approved and signed as a correct record, subject to the amendments above.

2. That members note the findings of the Town Clerk in respect of an alleged breach of confidentiality and it also be noted that as a result of these investigations it be noted that a breach of confidentiality did not occur due to the information the Councillor
in question referred to being in the public domain and had previously been discussed under Part 1.

TO RECEIVE A POLICE REPORT

The Mayor welcomed Sergeant Barclay to the meeting.

Sergeant Barclay made members aware that Inspector Rob Miles would be beginning a new job and Inspector Paul Tinkler had recently been appointed as his replacement.

Members were updated regarding the use of body cams and informed that their use had seen a reduction in police complaints and were being well received in general.

He was pleased to report that the Barry division had been reported as being top of achieving conviction of violence with injury and were in the top 5 for burglary and crime data.

He informed members that during the Christmas period, Operation Raven had been in force which saw an increase in Police resources. Through this operation, police were able to target a group of people who were entering Barry after being banned from night spots in Cardiff. Since the police’s intervention they have not returned.

During the 6 Nations, Operation Red Sicamore will be in place which sees the police working with Atal y Fro to address domestic violence.

Councillor Johnson queried if there had been a reduction in shop lifting over the Christmas period.

Sergeant Barclay responded that PC Nikki Owen had been leading a Shoplifting Operation within the Town Centre. He explained that it was primarily about ensuring a police presence. However, the statistics for shoplifting had not been brilliant. Although, CSCC results had reduced. He advised that a new PCSO would be in place soon to cover this area and one of their main priorities would be to continue the police presence.

Councillor S Hodges queried Inspector Paul Tinkler’s background.

Sergeant Barclay responded that he had worked with him in Bridgend Police and that he was extremely engaging with an investigative background.

Sergeant Barclay also informed members that with regard to Victim Satisfaction, the Barry division had always performed well. However, this statistic started to reduce over Christmas and upon investigation it was established that although over all the level of Victim Satisfaction is reducing, this is not the case for the Vale of Glamorgan (which is still performing well).
The Deputy Town Clerk informed members that since the last meeting of full Council that Sergeant Barclay attended, she had received a response to her letter regarding “Inactive CCTV cameras in Barry.” She informed members that “as from 15th February 2017, all CCTV cameras within Barry were fully operational with no restrictions except for two cameras.” The letter acknowledged “that for a short period of time the reduction in CCTV caused operational difficulties for South Wales Police in the prevention and detection of crime, however, they were now confident that that CCTV system is delivering a high quality service to partner agencies and the community.”

Councillor S Hodges noted that the response received showed it was always beneficial to write a letter in support of projects within the town.

7.25 pm – Sergeant Barclay left the meeting.

BARRY YOUTH ACTION – MINUTES OF THE MEETINGS HELD ON 12 JANUARY AND 8 FEBRUARY 2017

Members received an update from Barry Youth Action as follows:

- They had produced a PowerPoint in both Welsh & English detailing what they do.
- Had been visiting Schools & Youth Groups
- Queried when/if the Town Council decides to update their website, could BYA reserve a page that would detail what they do and ways other young people could get involved.
- Litter Task Group – explained they have been walking along the school route to check where bins are situated with a view to visiting School Council’s to encourage students to use these bins.
- Advised Council that two BYA members had still not had the opportunity to attend a meeting of Full Council and once they had, BYA will elect two permanent members to attend meetings of Full Council consistently.
- Six members had achieved their 50 hour Millennial Volunteer Award. One member had achieved their 100 hour Millennial Volunteer Award.
- Thanked Councillor Johnson for attending their meetings.

Councillor Johnson thanked the members of Barry Youth Action for making him feel welcome at their meetings. He noted that litter and recycling are important issues and it is good to know where bins are situated. He also noted that it is important that Barry Youth Action visit schools to deliver their mission to their peers.
The Town Clerk advised that if the Town Council choose to update their website in the future, their request to reserve a page would be considered. However, in the interim, she advised that she would update the Council’s Youth Activities page with the contact information contained within the PowerPoint presentation.

RESOLVED:

1. That the minutes of the meetings of the Barry Youth Action Group held on 12 January and 8 February 2017 be received and noted.

2. That the verbal report provided by members of Barry Youth Action be received and noted.

3. That the Town Clerk ensures the Town Council’s website (Youth Activities Page) is updated with Barry Youth Action contact details.

7.35 pm – Rhys Horton left the meeting.

TO RECEIVE COMMUNICATIONS FROM THE MAYOR

The Mayor advised members of her upcoming events as follows:-

Saturday, 4 March 2017 – Re-dedication of the Royal British Legion Standards at Merthyr Dyfan Chapel followed by light refreshments at the Council Offices.

Sunday, 26 February 2017 (11 am) – Zumbathon at Barry Comprehensive School - £5 entry

Wednesday, 1 March 2017 (2 pm) - Daffodils & Delights – Council Offices

Friday, 17 March 2017 (7 pm) – Cheap as Chips Horse Racing Night – Barry Rugby Club

Sunday, 9 April 2017 – Easter Bunny Hunt – Victoria Park at 2 pm

Saturday, 6 May 2017 – Burlesque Workshop – Venue TBC

Date TBC – Mayor’s Charity Dinner (Murder Mystery) – Venue TBC

TO CONSIDER QUESTIONS/COMMENTS FROM COUNCILLORS IN ACCORDANCE WITH THE PROVISIONS OF STANDING ORDER 3(E)

A question was received from Councillor S Hodges as follows:-

“Could the Mayor, Leader and Senior Officers please provide information on meetings they have attended in 2017 with outside
bodies, please could you provide the reasons for the meeting, the topic discussed and any outcomes of discussions?"

Mayor

No meetings to note.

Leader

Wednesday, 25 January – Meeting with Vale of Glamorgan representatives and the Town Clerk regarding Town Hall and Reshaping Services.

Monday, 13 February – Meeting with Councillor Mike Cuddy and the Town Clerk regarding representation.

Town Clerk

The Town Clerk advised that a full list of meetings could be found in her report.

Monday, 9 January – Sense of Place Regeneration Workshop

Tuesday, 10 January – Visit to the Mount Rooms with the Mayor’s Secretary.

Monday, 16 January – Site Meeting regarding Cemetery Approach Project

Wednesday, 25 January - Meeting with Vale of Glamorgan representatives and the Leader regarding Town Hall and Reshaping Services.

Thursday, 26 January – Meeting with Wendy Smith of the Vale of Glamorgan Council regarding Fairtrade Town Signage

Thursday, 26 January – Meeting with Colin Smith of the Vale of Glamorgan Council regarding waste management.

Thursday, 2 February – Welsh Government National Development Framework Consultation Event

Tuesday, 7 February – Meeting with Mack Events regarding marketing, events and Shop Local Campaign

Wednesday, 8 February – Meeting with Jeff Wyatt of Vale of Glamorgan Council Democratic Services

Monday, 13 February - Site Meeting regarding Cemetery Approach Project

Monday, 13 February – Meeting with Councillor Mike Cuddy and the Leader regarding representation.
Deputy Town Clerk

Wednesday, 15 February – One Voice Wales Larger Local Council Meeting – Topics covered included Place Plans, Wellbeing of Future Generations, Reform of Local Government – Resilient and Renewed Consultation, Purdah and various other smaller topics. Copies of the minutes will be provided to all Councillors once received.

Thursday, 16 February – Society of Local Council Clerks – similar topics to that above

801. TO CONSIDER QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF STANDING ORDER 3(F)

None were received.

802. TO RECEIVE AND NOTE THE MINUTES OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE’S MEETING HELD ON 16 JANUARY 2017 AND TO GIVE CONSIDERATION TO RECOMMENDATIONS THEREIN

Action Sheet

Minute no. 342 (2) – Members were advised that any unspent amounts in the Merthyr Dyfan Cemetery/Treework expenditure heading, the Merthyr Dyfan Cemetery/Cemetery Roads Maintenance expenditure heading and the special Projects Water Pipe Survey/Invest to Save Expenditure heading to the Cemetery Improvement Reserve will be transferred at year end.

Minute no. 343 – Members were advised that a Shop Local Task Group would be held on Thursday, 16 March 2017 to look at the branding element of Shop Local and a regular meeting of Shop Local had been scheduled for Thursday, 30 March 2017.

RESOLVED:

1. That this Council approves the following amendments to the Freedom of the Town criteria:-

   - The candidate has made an outstanding contribution to the local community
   - The candidate has made achievements in their chosen sport resulting in world or Olympic titles or represented their nation at the highest level
   - The candidate has been a Town Councillor for 25 years
• The candidate has achieved significant artistic/cultural/theatrical/scientific status on a world stage e.g. Nobel Prize, Oscar etc.)

2. That the minutes of the Finance, Policy & General Purposes Committee be received and noted.

803. TO RECEIVE AND NOTE THE MINUTES OF THE HALLS, CEMETERIES & COMMUNITY FACILITIES COMMITTEE’S MEETING HELD ON 13 FEBRUARY 2017 AND TO GIVE CONSIDERATION TO RECOMMENDATIONS THEREIN

The following amendments were noted:-

Councillor N Hodges’ apologies were forwarded to the meeting, but were not recorded within the minutes.

Councillor Johnson noted that the updates in respect of A292 (2) and A291 (2) were not clear and requested clarity.

The Deputy Town Clerk responded that minute no. A292 (2) referred to the 6 monthly meetings she had scheduled between herself, Funeral Directors and Monumental Masons and minute no. A291 (2) referred to whether a response had been received regarding benches at Porthkerry Cemetery.

RESOLVED that the minutes of the Halls, Cemeteries & Community Facilities Committee’s Meeting held on 3 February 2017 be received and noted, subject to the amendments above.

804. TO RECEIVE AND NOTE THE MINUTES OF THE PERSONNEL COMMITTEE’S MEETING HELD ON 30 JANUARY 2017 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN

RESOLVED:

1. That this Council purchases two laptops and MS Office Software at a cost of £1,220, to enable the implementation of the Agile Working Policy and that this cost is included within the 2017/18 New Equipment budget.

2. That this Council undertakes a job evaluation of five posts and that the evaluation be undertaken by One Voice Wales Consultancy at a cost of £669.93 with an agreement that should it be appropriate for the sixth post to be included in the review the cost will increase to approximately £750, with the cost of the job evaluation being funded within the 2016/17 budget.

3. That the minutes of the Personnel Committee’s meeting held on Monday, 30 January 2017 be received and noted.
TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE’S MEETINGS HELD ON 20 DECEMBER 2016, 10 JANUARY AND 7 FEBRUARY 2017 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN

RESOLVED that the minutes of the Planning Committee’s Meetings held on 20 December 2016, 10 January and 7 February 2017 be received and noted.

TO RECEIVE AND NOTE THE MINUTES OF THE WORKING PARTY TO REVIEW THE COUNCILS MANAGEMENT & PERFORMANCE HELD ON 4 JANUARY 2017 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN

RESOLVED:

1. That the draft Financial Regulations are approved and adopted, subject to the following amendments which are in bold:-

1.14 In addition the Council must:

- Approve any grant or a single commitment in excess of £20,000

5.5 The Clerk and RFO shall have delegated authority to authorise the payment of items as per Scheme of Delegation and in the following circumstances:

   c) Fund transfers within the Council’s banking arrangements up to the sum of £250,000, provided that a list of such payments shall be submitted to the next appropriate meeting of Council (or Finance Committee).

5.6 In respect of grants a duly authorised committee shall approve expenditure within any limits set by Council and in accordance with any policy statement approved by Council. Any Revenue or Capital Grant in excess of £20,000 shall, before payment, be subject to ratification by resolution of the Council or Finance, Policy and General Purposes Committee.

2. That the draft Investment Strategy is approved and adopted.

3. That this Council approves and adopts the draft Policy on Reserves and Balances subject to the following amendments:-

To be amended (amendments are in bold):-

“The following are earmarked 2016/17 reserves will to be held by the Council:”
To be included (directly underneath the table of current Council reserves):

“If appropriate, a new reserve that falls outside of the annual review period can be included at any time throughout the financial year, subject to approval either by Full Council or the Finance, Policy & General Purposes Committee.”

4. That a wooden board be installed in the Council Chamber detailing the names of those who have been awarded the Freedom of the Town, providing records are sought to show previous awardees from 1974 onwards and this task is delegated to the Town Clerk.

5. That the minutes of the Working Party to Review the Council’s Management & Performance held on 4 January 2017 be received and noted.

807. TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE FAIRTRADE ADVISORY GROUP HELD ON 9 JANUARY 2017 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN

Members were made aware that minute numbers 189, 190 and 193 were recorded as recommendations when they should have been RESOLVED points.

Councillor S Hodges noted her thanks to Officers for arranging Aled Pickard of Fair Do’s to attend the meeting to provide a presentation.

RESOLVED that the minutes of a meeting of the Fairtrade Advisory Group held on 9 January 2017 be received and noted, subject to the amendments above.

808. TO RECEIVE AND NOTE THE MINUTES OF THE SHOP LOCAL BARRY ADVISORY GROUP HELD ON 12 JANUARY 2017 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN

It was noted that D Elliott of TL Computers was recorded as E Elliott within the “those present” section and that this should be amended accordingly.

Councillor S Hodges advised that it would be useful to include Shop Local within the Schedule of Meetings to ensure the stability and momentum of the group.

The Town Clerk advised that costings of £800 had now been received in relation to the recommendation contained within the minutes (minute no. SL29 refers) that Full Council agrees reasonable expenses to host a free workshop from a representative of Totally Locally. She advised that now she was in receipt of the costings she would put this on the
agenda of the next meeting of the Shop Local Barry Advisory Group and therefore it was agreed to defer this recommendation until such time a request for funding was received from the Shop Local Barry Advisory Group.

Councillor C Curtis queried whether the £800 costings would be deducted from the Shop Local budget? The Town Clerk responded that if agreed it would.

**RESOLVED:**

1. That as a quote for £800 had now been received in relation to the recommendation contained within the minutes that “Full Council agrees reasonable expenses to host a free workshop from a representative of Totally Locally” that this recommendation be deferred until such time a request for funding was received from Shop Local Barry Advisory Group

2. That the Shop Local Barry Advisory Group meeting dates are scheduled into the Schedule of Meetings for 2017/18.

3. That the minutes of the Shop Local Barry Advisory Group held on 12 January 2017 be received and noted, subject to the amendments above.

809. **TO RECEIVE AND NOTE THE MINUTES OF THE CONSULTATION WORKING PARTY HELD ON 9 FEBRUARY 2017**

Councillor Wilkinson noted that she had forwarded her apologies to this meeting, but had not been recorded.

Councillor S Hodges noted that although the meeting did not go ahead, those present were able to have an informal chat with the Officer and were able to provide comments regarding the consultation.

The Deputy Town Clerk advised that One Voice Wales were also submitting comments in relation to this consultation that strongly supported the comments made by Council.

**RESOLVED** that the notes of the in-quorate meeting of the Consultation Working Party held on 9 February 2017 be received and noted, subject to the apologies given for the meeting being recorded.

810. **TO RECEIVED REPORTS FROM REPRESENTATIVES SERVING ON OUTSIDE BODIES**

Members were reminded that copies of agendas and minutes in respect of meetings of outside bodies are available for inspection in the lever-arch file kept in the main office.
RESOLVED that the reports from representatives serving on outside bodies be received and noted.

811. TO CONSIDER MOTIONS SUBMITTED BY COUNCILLORS

None were received.

812. BARRY REGENERATION ADVISORY BOARD

The Town Clerk advised members that the previous meeting of the Regeneration Board had been rescheduled for March 2017.

Councillor Johnson noted that he was not happy with how the Barry Regeneration Board has treated the Town Council over the past five years.

Councillor S Hodgess advised that the issue of the Barry Regeneration Board should be the first topic that is discussed by the new administration to ensure the importance of the matter is not lost.

RESOLVED:

1. That the Barry Regeneration Board be one of the first topics discussed by the new administration.

2. That the Barry Regeneration Advisory Board verbal update be received and noted.

813. TO APPROVE A SCHEDULE OF PAYMENTS FOR FEBRUARY 2017

Members were requested to approve a schedule of payments for February 2017.

RESOLVED:

1. That the information relating to salary payments for December 2016 and January 2017 inclusive, which has been certified and authorised by the appropriate officers in accordance with the requirements of Standing Order 19(c), be received and noted.

2. That the schedule of payments for February 2017 comprising various direct debits and cheques numbered 2140 to 2162 inclusive, in the amount of £16,485.90 be approved, subject to the relevant papers being in order.

814. MINOR AUTHORITY REPRESENTATIVE VACANCIES

Members were advised of a vacancy in respect of Minor Authority Representatives due to the current term of office coming to an end.

Members queried the deadline for completed application forms and whether the appropriate process had been followed as it did not give applicants much time to apply.
The Deputy Town Clerk advised that the advertisement should have been placed in the local press two weeks ago. However, there had been an issue preventing this, subsequently delaying the advert.

Councillor Johnson noted his concerns that the outcome of this process would result in a four year commitment and queried if the deadline for applications could be extended?

The Deputy Town Clerk advised that the latest it could be extended to would be Tuesday, 28 February 2017.

Councillor S Hodges queried if the Vale of Glamorgan Council would advertise the vacancy?

The Deputy Town Clerk advised that she would contact the Vale to see if this would be possible.

RESOLVED:

1. That the information contained within the report be received and noted.

2. That any Councillor interested in either continuing as Minor Authority Representative or becoming a representative on High Street Primary School contact the Office for an application form, which will then be considered by the Council’s Personnel Committee at its next meeting scheduled for 6 March 2017. The completed form should be returned to the Deputy Town Clerk no later than Tuesday, 28 February 2017.

3. That any Councillor who is a member of the Personnel Committee wishing to be considered as a Minor Authority Representative on behalf of the Town Council will not be able to sit on that committee when the application is being considered.

4. That the Deputy Town Clerk contact the Vale of Glamorgan Council to ask if they would be able to advertise the vacancy.

8.05 pm – The Mayor and Councillor Brooks left the meeting.

Councillor Evans was nominated as Chairperson in the absence of the Mayor for the following item.

CEMETERY APPROACH

The Town Clerk provided members with the following update in respect of the Cemetery Approach project:-

Members were advised that the Town Clerk had conducted a further site visit on Friday, 13 January:-
• The tree with honey fungus had been removed.
• The cells were in place with tree anchors and drainage in the centre of the road.
• Penent curbing put back in at the top end (Barry Road end)
• Fencing had been erected and was nearly complete.
• The hibernaculum had been protected.
• F10 had been completed (health & safety requirement)
• Western Power had been in contact regarding the transformer which is due for renewal. They advised that they will re-fence surrounding it and then Council will be able to re-fence around their fencing.

She advised that issues had been identified surrounding the camber of the road which meant that tarmacking of the road would need to be undertaken in sections and that the Paving Contractors had experienced delays with deliveries.

The Town Clerk also advised that Council had not yet been invoiced by the Vale of Glamorgan Council.

Councillor S Hodges queried the completion date.

The Town Clerk advised that Phase 1 was still due to be completed by end of April.

**RESOLVED** that the Cemetery Approach verbal update be received and noted.

8.08 pm – the Mayor and Councillor Brooks returned to the meeting.

**816. RESHAPING OF SERVICES**

The Town Clerk advised that a meeting between herself, the Managing Director of the Vale of Glamorgan Council and Officers had been scheduled for Monday, 6 March.

**RESOLVED** that the Reshaping of Service verbal update be received and noted.

8.10 pm – Councillor Egan left the meeting.

**817. DRAFT SCHEDULE OF MEETINGS 2017/18**

The Town Clerk clarified why there were three Full Council meetings scheduled for May 2017. She advised that Annual Meetings in the past had not been conducted appropriately and the Annual Meeting held on 15th will be the Mayor Making Ceremony only and the meeting on 16th
May will be to discuss the governance, Corporate Plan, regulations, Committee Terms of Reference and Committee Membership. All new business will be discussed at the meeting of Full Council to be held on Wednesday, 31 May 2017.

Councillor S Hodges queried if the two meetings scheduled for 15th and 16th May could be condensed into one meeting?

The Town Clerk advised that due to the number of items to be covered she did not think this would be possible.

Councillor C Curtis advised that the Full Council scheduled to take place on 19 February 2018 was within half term week and Officers may wish to reconsider this date.

Councillor Johnson also advised that Full Council and the Halls, Cemeteries and Community Facilities Committee were both scheduled to be held on Monday, 4 September 2017 and may also be an inset day.

**RESOLVED** that the draft Schedule of Meetings 2017/18 be approved in principal, subject to the queries raised by Councillors above being addressed and a final draft approved at the next meeting of Full Council to be held on Tuesday, 16 May 2017.

818. **MEMBERSHIP OF ONE VOICE WALES**

Members were provided with the opportunity to give consideration to whether Barry Town Council should continue to be a member of One Voice Wales.

**RESOLVED** that the Council’s membership of One Voice Wales be renewed for a further 12 months at a cost of £6,719.00, with effect from April 2017.

8.15 pm – Councillor Egan returned to the meeting.

819. **URGENT ACTIONS**

Members were advised of any Urgent Actions that had been undertaken by the Town Clerk in conjunction with Group Leaders, since the last meeting of Council held on 19 December 2016.

**RESOLVED** that the Urgent Actions that had been undertaken by the Town Clerk in conjunction with Group Leaders, since the last meeting of Council held on 19 December 2016 be approved and noted.

820. **TOWN CLERK’S REPORT**

Members were provided with an update from the Town Clerk since the 19 December 2016, including meetings and training attended and key streams of work currently being progressed.
Councillor S Hodges queried what “Cloud” based technologies were.

The Town Clerk responded that she had a meeting scheduled to meet with Geoff Pimm (Council’s IT Support) which she will use to explore different options for Council to consider. She advised that currently data is being saved and sent off site to be backed up onto a physical server and she would like to research whether a Cloud based retrieval system would be better suited.

**RESOLVED** that the Town Clerk’s report be received and noted.

### 821. FEEDBACK FROM CORPORATE PLANNING DAY

Members were provided with feedback from the Corporate Planning Day that was held on Wednesday, 25 January 2017. The Town Clerk advised that seven Councillors and ten staff attended the session and on the day feedback had been positive in that the session was facilitated and structured well, inclusive and enabled dialogue between staff and Councillors in setting the future direction of the organisation.

The Town Clerk advised that since the Corporate Planning Day she had engaged with staff to deliver suggestions for the Town Council’s vision and mission and the following had been suggested:-

**Vision** – “Barry Town Council – Bringing Together Communities”

**Mission** – “Creating an inclusive community for the wellbeing of all residents living in Barry”

The Town Clerk advised that the suggested mission statement was already printed on the recently purchased pop-ups and so staff felt it would be a good idea to incorporate this and ensure uniformity.

**RESOLVED** that the vision and mission be agreed and the feedback from the Corporate Planning Day be received and noted.

### 822. WELL-BEING CONSULTATION PAPER

The Town Clerk explained that the consultation paper contained within the agenda would have ordinarily been received by a meeting of the Consultation Working Party. However, as that meeting was inquorate it had been brought before Full Council instead. She advised that as Heledd had said in her presentation earlier in the evening, it was extremely critical that the Town Council has an opinion on the assessment as it is an opportunity to engage. She stated that although the formal consultation had ended, she had spoken with Councillor Mike Cuddy who had confirmed he will take forward any issues the Town Council may have.

The Town Clerk advised that it was disappointing to see that within the Barry Community Profile, Barry Town Council was only mentioned
once with no reference to the services the Town Council provides. She also advised that she had spoken with Helen Moses who confirmed that she would receive any feedback the Town Council may have via email. There had been a communication problem with Vale of Glamorgan Council emails not being received so Barry Town Council had not had any influence or engagement in the Wellbeing Assessment to date.

Councillor S Hodges informed members that she had recently attended the Community Liaison Committee where she advised Councillor Mike Cuddy of the Town Council’s concerns. She felt the concerns raised were not received well and she was concerned the relationship between Councillor Cuddy and the Council was not productive and the Town Council was being poorly represented. She noted that she would like assurances that it will not be the Council who has to chase representation, but rather our representative will be eager to hear our concerns and to begin a meaningful dialogue. She stated that she felt the Community Profile was insulting and made no mention of Cemetery approach, the Crematorium or the Cemetery.

The Town Clerk responded that she felt since she had had a face to face meeting with Councillor Cuddy that the relationship going forward would be more positive and productive. She advised that she would also copy the Clerk of Penarth Town Council into all email correspondence to ensure contact is successful.

Councillor Johnson noted that if the Town Council did not engage with the assessment fully, it will result in Council writing reports based on other Council’s priorities and he did not want to be held accountable for other areas plans. He advised that there needs to be a Population Needs Assessment to go alongside the Community Profile. Councillor Johnson also felt that the relationship between Barry Town Council and the Barry Regeneration Advisory Group had not been productive or inclusive, yet this was highlighted as one of the key partnerships in the Barry profile which was not reflective of the situation.

The Town Clerk suggested that moving forward she respond to Helen Moses setting out Council’s disappointment and raise the issues regarding the Barry Regeneration Advisory Group.

Councillor S Hodges also suggested that the Town Clerk write to Councillor Cuddy explaining to him the issues larger Town Councils may have with the Community Liaison Committee.

The Town Clerk advised that she would also forward the Council's concerns to Democratic Services and suggest that they may wish to consider a different mechanism for larger Town & Community Councils who have a legal obligation under the Well-being Act.
RESOLVED:-

1. That the Well-being Consultation Paper be received and noted.

2. That the Town Clerk responds to Helen Moses setting out this Council’s disappointment and raise the issues regarding the lack of information in the Barry profile, the omission of key services and projects and the relationship with the Barry Regeneration Advisory Group.

3. That the Town Clerk write to Councillor Cuddy and Democratic Services at the Vale of Glamorgan Council explaining to them the issues larger Town Councils may have with the Community Liaison Committee and suggest that they may wish to consider different mechanisms for larger Town & Community Councils who have a legal obligation under the Well-Being Act.

TOWN & COMMUNITY COUNCIL’S SURVEY 2017

Members were provided with a drafted response to a survey received from One Voice Wales focused on Service and Asset management which requires completion and submission by 30 March 2017.

Councillor S Hodges suggested that the Town Clerk may wish to check the answers provided in respect of Question 5.

Councillor Johnson also suggested that the Town Clerk revisit Question 28 as only two roles/duties had been recorded rather than three as the question requested. The Town Clerk clarified there were also additional answers in “other”.

RESOLVED that the Town & Community Council survey response be approved, subject to the points raised in the meeting being taken into consideration prior to its submission.

DATE OF NEXT MEETING

RESOLVED that the next meeting of the Town Council will be the Annual Meeting which is scheduled to be held on Monday, 15 May 2017 at 7 pm in the Memorial Hall Theatre.

EXCLUSION OF THE PRESS AND 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.

8.43 pm – Councillor Wiliam arrived.
NOMINATION FOR FREEDOM OF THE TOWN

Members were provided with details of a nomination that had been received for the Freedom of the Town.

RESOLVED:

1. That the nominated person be awarded Freedom of the Town.

2. That Officers be authorised to put in motion the necessary steps, as per the Council’s Freedom of the Town Procedure in order for the Honour to be awarded and an Extraordinary meeting of the Council to be convened.

The meeting ended at 8.45 pm.

Signed ………………………………………..  Dated ……………………………………..
(Town Mayor)