

From 1 May 2021, the Local Government and Elections (Wales) Act 2021 sets out a statutory requirement that: As soon as reasonably practicable after a meeting of a community council, and in any event before the end of seven working days beginning with the day on which the meeting is held, the council must publish electronically a note setting out—

- (a) the names of the members who attended the meeting, and any apologies for absence;
- (b) any declarations of interest;
- (c) any decision taken at the meeting, including the outcomes of any votes.

Barry Town Council meets this duty by publishing this information in the form of draft meeting minutes which will be displayed electronically within 7 working days after the meeting. It should be noted that these minutes are DRAFT and not agreed until the next meeting.

DRAFT MINUTES OF THE VIRTUAL MEETING OF COUNCIL HELD ON MONDAY 19 JULY 2021 AT 7PM

PRESENT: The Mayor (Councillor Wiliam) together with Councillors Aviet, Brooks, Charles, Clarke, Collins, Drake, Hawkins, N Hodges, S Hodges, Hooper, Johnson, Lloyd-Selby, Payne, Perkes, Richardson, Rowlands and Wilkinson

ALSO PRESENT: Mark Sims - Deputy Chief Officer
Robyn Walsh - Community Engagement Officer
Rebecca Blackwell - Office Team Leader

Before the meeting began, the Mayor wished to congratulate Councillor Bailey on the arrival of his new born baby and wished the couple well and also sent his best wishes to the Chief Officer who is currently absent from work.

944. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Bailey and Nugent-Finn

945. **TO RECEIVE DECLARATIONS OF INTEREST UNDER THE COUNCIL'S CODE OF CONDUCT NOTING THE LOCAL AUTHORITIES (MODEL CODE OF CONDUCT) (WALES) ORDER 2008 AND THE LOCAL AUTHORITIES (MODEL CODE OF CONDUCT) (WALES) (AMENDMENT) ORDER 2016 ADOPTED BY COUNCIL ON 16 MAY 2017 (PAGE 16 PART 3)**

Councillors Aviet, Collins, Drake, N Hodges, Johnson, Nugent-Finn, Perkes, Rowlands, Wiliam, and Wilkinson noted that they were Councillors of the Vale of Glamorgan Council also and advised they had received dispensation to speak and vote on matters appertaining to Reshaping Services.

Councillor Johnson noted he had received dispensation to allow him to speak and vote on future matters appertaining to the Pioneer Hall and

the Community Hall at Cemetery Approach, by virtue that he is a Vale of Glamorgan Council Trustee for the Alexandra Gardens Community Association.

Councillor Rowlands noted he has been granted dispensation to speak only at all meetings of Barry Town Council on matters relating to the Youth Forum and the impact of the Forum on restructuring of the Youth Service and financial arrangements.

946.

WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015

It was noted that this Act sets out the requirement for a public body to act in a manner which seeks to ensure **that the needs of the present are met without compromising the ability of future generations to meet their own needs.**

In order to act in that manner, a public body must take account of the following things:

- (a) the importance of balancing short term needs with the need to safeguard the ability to meet long term needs, especially where things done to meet short term needs may have detrimental long term effect;
- (b) the need to take an integrated approach, by considering how—
 - (i) the body's well-being objectives may impact upon each of the well-being goals;
 - (ii) the body's well-being objectives impact upon each other or upon other public bodies' objectives, in particular where steps taken by the body may contribute to meeting one objective but may be detrimental to meeting another;
- (c) the importance of involving other persons with an interest in achieving the well-being goals and of ensuring those persons reflect the diversity of the population of the part of Wales in relation to which the body exercises functions;
- (d) how acting in collaboration with any other person (or how different parts of the body acting together) could assist the body to meet its well-being objectives, or assist another body to meet its objectives;
- (e) how deploying resources to prevent problems occurring or getting worse may contribute to meeting the body's well-being objectives, or another body's objectives.

RESOLVED: That the Well-being of Future Generations (Wales) Act 2015 be noted.

947.

TO APPROVE AND SIGN THE MINUTES OF FULL COUNCIL HELD ON MONDAY 28 JUNE 2021

RESOLVED: That the minutes of Full Council held on Monday 28 June 2021 are approved and signed as a correct record.

948. **TO RECEIVE COMMUNICATIONS FROM THE MAYOR**

The Mayor advised that he had a busy start since the last meeting and advised he had held two Mayor on the Square in which he meets members of the public with a hope to de-mystify the role of Mayor. He had also attended a garden party hosted by the Llantwit Major Town Council Mayor. He thanked the Deputy Town Mayor for attending the unveiling of the Philadelphia Plaque in his absence, to which the Deputy Town mayor advised that she encourage people to go there. The Mayor continued to update members and advised he had attended the unveiling of Historical Plaques at Merthyr Dyfan Cemetery and found it incredibly humbling. He thanked Councillor N Hodges for his information about the Cemetery which helped locate the graves and provided information on them. Finally, he advised members that he had attended a 'Thank You' ceremony for the Town Council staff and wanted the team to know how important they are and appreciate the hard work they do, in addition he thanked the Community Engagement Officer for arranging the beach cleans and also thanked the Community Engagement Officer and the Civic Events and Engagement Administrator for the organisation of the Mayor on the Square events and the impromptu litter pick that happened after.

RESOLVED that communications from the Mayor be received and noted.

949. **TO CONSIDER QUESTIONS FROM COUNCILLORS (STANDING ORDER 3 (E) REFERS)**

None were received.

950. **TO CONSIDER QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC (STANDING ORDER 3 (F) REFERS)**

None were received.

951. **TO CONSIDER MOTIONS SUBMITTED BY COUNCILLORS**

None were received.

952. **TO RECEIVE AND NOTE THE MINUTES OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE HELD ON 5 JULY 2021 AND TO GIVE CONSIDERATIONS TO ANY RECOMMENDATIONS THEREIN**

Councillor N Hodges provided members with an update in relation to the recommendations within the minutes from the Halls, Cemeteries

and Community Facilities Committee. He advised that the cost of the repair to the King William Public House will not be required as there are minor repairs, land dispute has been rectified and the other two recommendations are under part 2 of the agenda, to be discussed later.

Councillor Johnson requested a change to the wording within the minutes under minute number A.296 as it does not reflect the process and discussion that was had.

RESOLVED: That the minutes of the Halls, Cemeteries and Community Facilities Committee be received and noted, subject to the amendments being made.

953. **TO RECEIVE AND NOTE THE MINUTES OF THE SUSTAINABLE BARRY WORKING PARTY HELD ON 5 JULY 2021 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

RESOLVED: That the minutes of the Sustainable Barry Working Group held on 5 July 2021 be received and noted.

954. **TO RECEIVE AND NOTE THE MINUTES OF THE FINANCE, POLICY AND GENERAL PURPOSES COMMITTEE HELD ON 12 JULY 2021 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

RESOLVED: That the minutes of the Finance, Policy and General Purposes Committee held on 12 July 2021 be received and noted.

955. **TO RECEIVE AND NOTE THE MINUTES OF THE PERSONNEL COMMITTEE HELD ON 12 JULY 2021 AND TO GIVE ANY CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

RESOLVED:

1. That the minutes of the Personnel Committee held on 12 July be received and noted
2. That members approve the request for a new Part-Time Finance Administrator post, initially for a temporary period of 6 months, at a cost of £5,000 which will come from the M&S/ Salaries Budget already agreed by Council
3. That a further review takes place to evaluate the impact of the role and to outline any future requirements

956. **TO APPROVE THE SCHEDULE OF PAYMENTS FOR JULY 2021**

Members were provided with the schedule of payments for July 2021 for approval consisting of BACS payments and direct debits, in the amount of £22,251.44

RESOLVED:

1. That the information set out within the Schedule of Payments relating to salary payments for July 2021 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 July 2021 consisting of BACS payments and direct debits, in the amount of £22,251.44 be approved, subject to the relevant papers being in order.

957.

TO RECEIVE AND NOTE THE BUDGET MONITORING REPORT TO 30 JUNE 2021

Members were provided with a report informing them about the Council's income and expenditure in the 2021/22 financial year as at the end of June 2021

RESOLVED: That Members receive the budget monitoring report for June 2021, indicating the actual income and expenditure up to the end of month three in the 2021/22 financial year, noting the projected overspend of £6,754 for 2021/22 that will result in a net amount of £48,754 being transferred from reserves.

958.

TO REVIEW AND APPROVE NEW POLICY RECOMMENDATIONS FROM OTHER COMMITTEES

- a) Draft Hybrid Meetings Protocol

Members were provided with the Draft Hybrid Meetings Protocol which was reported to a meeting of the Personnel Committee held on 12 July 2021.

Councillor Lloyd-Selby requested clarification in relation to point 7(b) where it states that '*Wear a mask in public places and at the meeting except when speaking*'. She agreed to wearing a mask in public places and upon entry to the meeting but wished for clarity on wearing a mask during a meeting. Members discussed to remove the wording '*and at the meeting except when speaking*' from the policy but to check the risk assessment first.

RESOLVED: That the Draft Hybrid Meetings Protocol be noted with the Chief Officer reviewing point 7(b) 'Mask wearing in public places and at meetings' and bring back to the next meeting of Council in September for approval.

959. **BARRY YOUTH COUNCIL**

The Community Engagement Officer gave members an overview of the report and advised that the ideas within came from the young people. She also advised that the first meeting will be held in September. Councillor Charles thanked the Community Engagement Office for her hard work and felt that the numbers will increase and become popular. Councillor Payne noted that it was a great foundation for the Youth Council.

RESOLVED:

1. That members received and noted the Barry Youth Council report
2. That members noted the plans and priorities set out within the report to formally launch Barry Youth Council in September 2021 and the proposed objectives for the remainder of the 2021/22 financial year.

960. **DATE OF NEXT MEETING**

RESOLVED that the next meeting of Council is scheduled to be held on Monday 27 September 2021 at 7pm

961. **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.

The press left the meeting

962. **TO CONSIDER RECOMMENDATIONS FROM OTHER COMMITTEES**

- a) Headstones – Recommendation from Halls, cemeteries and Community Facilities Committee – 5 July 2021

Members received a report which provided information in regard to the on-going headstone programme within Merthyr Dyfan Cemetery.

Councillor N Hodges advised the situation with the older headstones which would be classed as orphan headstones as there is no contactable relatives to make the headstone safe. He also advised that repairing the memorials instead of leaving them flat

would help towards the heritage of the Cemetery. Councillor Brooks asked if there would be an incentive for the families if they were to make the headstone safe and what happens if they don't wish to pay to make the headstone safe. Councillor N Hodges advised that if they don't wish to pay to make the headstone safe, it will remain laid flat but a small number will make the arrangements to make the headstone safe. He also advised that a number of cemeteries have applied for Lottery Heritage Funding to repair historic and interesting headstones.

Councillor Lloyd-Selby asked if there were any criteria when identifying which headstones would be classed as having an historic interest. Councillor N Hodges advised of the process of testing memorials and advised that the cost provided to repair the 64 unsafe headstones is reasonable. The Community Engagement Officer offered clarity on the process and advised that the newer headstones are fitted in compliance with NAMM/BRAMM and has futureproofed headstones in the newer section.

Councillor Charles asked that when it is laid flat, how long will it remain that way. Councillor N Hodges advised that they would remain laid flat.

Councillor S Hodges wished to bring member's attention that the Facilities and Cemeteries Manger was concerned about the safety of visitors and staff over the instability of the headstones and requested that staff and visitors safety be taken into consideration.

Councillor Johnson highlighted the safety issue at the Cemetery and to build the repair fees into the budgets when they are being considered and to move away from repairing on an ad-hoc basis.

Discussions continued around criteria being in place, votes were cast to agree the recommendations with the results being unanimous for all with some amendments.

RESOLVED:

- 1. That Full Council agree to the laying down of headstones as standard and consider making safe headstones in the older sections of the cemetery for a risk 1 as an alternative action when family members cannot be traced.**
- 2. That Full Council agree to the cost of making safe the 64 currently identified failed headstones**
 - i. By approving £6,000 from General Reserves to create a new expenditure heading MD Cemetery/Memorial Inspection Maintenance Programme, under the control of the Halls, Cemeteries and Community Facilities Committee.**

ii. That a further £10,000 be approved from the General Reserve for MD Cemetery/Memorial Inspection Maintenance Programme throughout this financial year, under the control of the Halls, Cemeteries and Community Facilities Committee.

3. That Full Council agree to allocate a budget each year for the MD Cemetery/Memorial Inspection Maintenance Programme of unsafe headstones subject to the correct criteria for identifying which headstone to make safe being in place.

b) Party Packages – Recommendation from Halls, Cemeteries and Community Facilities Committee – 5 July 2021

Members were asked to consider which party packages they would like to offer at the Cemetery Approach Community Centre. Concerns were raised in relation to milestone birthdays and the provision of alcohol due to the close proximity to residents. It was suggested that no hire exceeds 9pm and alcohol be permitted for wakes, legitimate fundraising events and other hirers at the discretion of the Chief Officer.

RESOLVED:

1. That members agree to the consumption of alcohol at wakes, legitimate fundraising events and at the discretion of the Chief Officer.

2. That the Community Centre be available for hire from 8am to 9pm.

963. **MEMORIAL HALL AND THEATRE (MHT) GRANT FUNDING AGREEMENT – TO RECEIVE A REPORT FROM ONE VOICE WALES**

Members had a lengthy and detailed discussion in relation to the report received from One Voice Wales. A confidential note of the meeting is on record with the Chief Officer.

964. **SUSPENSION OF STANDING ORDER 3(aa)**

RESOLVED: That Standing Order 3(aa) be suspended for a period of 10 minutes

965. **MEMORIAL HALL AND THEATRE (MHT) GRANT FUNDING AGREEMENT – TO RECEIVE A REPORT FROM ONE VOICE WALES (CONTINUED)**

RESOLVED: That the Council follows due process as outlined within the Grant Funding Agreement (Section 19.3) and authorises the Chief Officer to propose to the Memorial Hall and Theatre that both parties seek to resolve the dispute through mediation under the Centre for Effective Dispute Resolution (CEDR) Model Mediation Procedure.

The meeting closed at 8.35 pm

Signed Dated
(Town Mayor)