

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 13 DECEMBER 2021 AT 7PM

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

ALSO PRESENT:

Mark Sims	-	Deputy Chief Officer
Amanda Evans	-	Facilities and Cemeteries Manager
Robyn Walsh	-	Community Engagement Officer
Beth Hillier	-	Sustainable Barry Project Officer
Rebecca Blackwell	-	Office Team Leader
Harry Evans	-	Vice Chairperson, Barry Youth Council

As it was the first meeting where a representative from Barry Youth Council was in attendance, all Councillors and staff introduced themselves and welcomed the Vice Chairperson to the meeting.

992. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Hooper and Richardson, Apologies were also received from Ruby Matthews, the Chairperson for Barry Youth Council

993. **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, Bailey, Brooks, Charles, 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.

Councillor Payne wished to make a declaration in the event of discussions relating to Youth services due to being the Vice Chair of the Vale of Glamorgan Youth Forum. Councillor Charles also wished to make the same declaration due to being a link Councillor on Barry Youth Council.

994.

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.

995. **TO APPROVE AND SIGN THE MINUTES OF FULL COUNCIL HELD ON MONDAY 27 SEPTEMBER 2021**

Members were provided with the minutes of the Full Council meeting held on Monday 27 September 2021.

RESOLVED: That the minutes of Full Council held on Monday 27 September 2021 are approved and signed as a correct record.

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

The Mayor updated members on the events that he had either attended or hosted. They were as follows, Dafydd ap Ffrancis-Meilir's Family Artist Opening at Art Central, held various surgeries at his Mayor on the Square events, visited Ty Hafan, attended the three Remembrance Services, visited the Cemetery to celebrate the award along with Councillor N Hodges and the late Sharon Harris and wished to convey his thoughts to Sharon's family and friends. He also attended the Race Riots event held at the Cemetery Approach Community Centre, visited Vale Foodbank who held an event for them being established for 10 years, held an interview with the relatives on Gareth Jones at his grave in Merthyr Dyfan Cemetery but advised that the audio quality was unusable. He also attended two events held by Metalidads, Pumpkins in the Park event hosted by Barry Town Council, the Vale of Glamorgan Council Mayors Civic Service, an evening with Barry Male Voice Choir, opened Penmark Scout Hall, Small Business Saturday and made members aware that there are over 100 small businesses on Holton Road, attended the Festival of Lights event part funded by Barry Town Council, Festive Market on King Square, Llandaff Cathedral, High Street Christmas Light Switch on, an event hosted by Barry Beavers and ran in the Town Council's Santa Fun Run. The Mayor wished to thank the Community Engagement Officer for the organisation of the Winter events and the wider team for their help, he added that he was proud of the Town Council for supporting so many great free events.

RESOLVED that communications from the Mayor be received and noted.

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

None were received.

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

None were received.

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

None were received.

The Mayor moved agenda item 27 forward

1000. **BARRY YOUTH COUNCIL**

The Vice Chair of Barry Youth Council provided members with an update on what the Youth Council have been focusing on and advised that they will be working on projects in the New Year along with some training. He also advised that the members of Barry Youth Council would like to continue to attend Full Council meetings, along with any other meetings where young people's views would be helpful.

Councillor Charles praised Barry Youth Council and advised that they are a wonderful group of young people.

RESOLVED: That the update from Barry Youth Council be received and noted.

1001. **TO RECEIVE THE MINUTES OF THE SHOP LOCAL BARRY ADVISORY COMMITTEE HELD ON 7 OCTOBER AND THE EXTRAORDINARY MEETING HELD ON 16 NOVEMBER 2021 TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Councillor Perkes advised that Shop Local has had a very busy and successful period and thanked the Finance, Policy and General Purposes Committee for agreeing to urgent actions which allowed Shop Local to fund various Christmas projects which included, Santa's Post Office, High Street Christmas light switch on, supported traders to decorate shops for Christmas and helped fund the Winter Festive Market on King Square.

Councillor Payne wished to back Councillor Perkes, adding it was her suggestion to keep the Santa's Post Office a free event to be more inclusive for lower income families and congratulated the Shop Local Advisory Group for their hard work.

Councillor Nugent-Finn provided feedback in relation to the Barry Town Council stall at the Winter Festive Market advising that more literature for Children should be available.

RESOLVED: That the minutes of the Shop Local Barry Advisory Committee held on 7 October and the Extraordinary Meeting held on 16 November 2021 be received and noted

1002. **TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE HELD ON 12 OCTOBER AND 2 NOVEMBER 2021 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

RESOLVED: That the minutes of the Planning Committee meetings held on 12 October and 2 November 2021 be received and noted.

1003. **TO RECEIVE AND NOTE THE MINUTES OF THE FAIRTRADE ADVISORY COMMITTEE HELD ON 1 NOVEMBER 2021 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Councillor Johnson gave an update from the Fairtrade Advisory Committee noting that Kadun Rees from Fairtrade Wales attended the last meeting and talked about Fairtrade Fortnight and advised that himself and Councillor N Hodges dressed as bananas at the recent Santa Fun Run, handed out bananas to those who ran the race and thanked the team for organising the bananas.

RESOLVED: That the minutes of the Fairtrade Advisory Committee held on 1 November 2021 be received and noted.

1004. **TO RECEIVE AND NOTE THE MINUTES OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE HELD ON 8 NOVEMBER 2021 AND TO GIVE CONSIDERATIONS TO ANY RECOMMENDATIONS THEREIN**

Councillor N Hodges provided an update from the Halls, Cemeteries and Community Facilities Committee advising that all recommendations had been approved via the Finance, Policy and General Purposes Committee.

RESOLVED: That the minutes of the Halls, Cemeteries and Community Facilities Committee held on 8 November 2021 be received and noted.

1005. **TO RECEIVE THE NOTES OF AN INFORMAL MEETING THE COMMUNITY PLAN WORKING GROUP HELD ON 15 NOVEMBER 2021 AND TO GIVE ANY CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Councillor Brooks provided a detailed update in relation to the work discussed at the Community Plan Working Party advising that public consultation had started at the recent Winter Festive Market held on King Square which the Community Engagement Officer circulated the results prior to the meeting. Councillor Brooks also advised members that it will be a large piece of work but it will provide the stepping stones for the new administration in May 2022.

RESOLVED: That the notes of an informal meeting of the Community Plan Working Group held on 15 November 2021 be received and noted.

1006. **TO RECEIVE AND NOTE THE MINUTES OF THE PERSONNEL COMMITTEE HELD ON 15 NOVEMBER 2021 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Councillor Charles noted that the meeting was productive.

RESOLVED: That the minutes of the Personnel Committee held on 15 November 2021 be received and noted.

1007. **TO RECEIVE AND NOTE THE MINUTES OF THE SUSTAINABLE BARRY WORKING PARTY HELD ON 17 NOVEMBER 2021 AND TO GIVE CONSIDERATIONS TO ANY RECOMMENDATIONS THEREIN**

Councillor Clarke noted that it was a busy meeting and thanked the Sustainable Barry projects Officer for the successful School Eco Project held at Merthyr Dyfan Cemetery and hopes to see them continue. Councillor Clarke also advised members that the Town Council are working towards becoming a refill partner which will enable people to refill their own water bottles at different establishments in the Town.

RESOLVED: That the minutes of the Sustainable Barry Working Party held on 17 November 2021 be received and noted.

1008. **TO RECEIVE THE MINUTES OF THE COMMEMORATIVE NAMING ADVISORY COMMITTEE HELD ON 18 NOVEMBER 2021 AND TO GIVE CONSIDERATIONS TO ANY RECOMMENDATIONS THEREIN**

Councillor Payne wished to add that she had welcomed both Emma and Rachel Foley to the meeting, advising them that she knew their father very well but this was missing from the minutes. Councillor Payne also noted that it was a quick meeting. Councillor S Hodges thanked the Commemorative Naming Advisory Committee for their work and was pleased to hear that Emma Foley and Rachel Foley were part of the meeting.

The Community Engagement Officer requested a budget to enable the organisation of the reception. Members were happy to agree a budget of £250 which will come from the Civic Hospitality budget heading.

RESOLVED:

1. **That the minutes of the Commemorative Naming Advisory Committee held on 18 November 2021 be received and noted**
2. **That Janet Davies is awarded the first Bryan Foley Award**
3. **That a prosecco reception is arranged in order to present the award to the successful nominee with a budget of £250 to come from Civic/Civic Hospitality expenditure heading.**

1009.

TO RECEIVE THE MINUTES OF THE FINANCE, POLICY AND GENERAL PURPOSES COMMITTEE HELD ON 22 NOVEMBER 2021 AND GIVE CONSIDERATIONS TO ANY RECOMMENDATIONS THEREIN

Councillor Brooks advised that the minutes were very detailed and that all recommendations were resolved. She also noted that there had been additional fund left in the Covid Grant pot and that grant funding had re-opened to help those who need it.

RESOLVED: That the minutes of the Finance, Policy and General Purposes Committee held on 22 November 2021 be received and noted.

1010.

TO REVIEW THE COUNCIL'S APPROACH TO MEETINGS

Members were provided with a report requesting members to review and agree the Council's approach to meetings for the remainder of the current schedule of meetings for 2021/22 leading up to the Council's Annual Meeting in May 2022.

The Deputy Chief Officer provided further information in relation to the on-going effects of Covid-19 and the Omicron variant. He also highlighted the effects on staff security at meetings where no members attend in person, noting a recent meeting as an example.

Councillor Brooks proposed that all meetings be remote with a review of the Covid-19 situation being presented to the meeting of Full Council scheduled for 7 February 2022.

Councillor S Hodges agreed and queried proposed Mayors events.

The Community Engagement Officer asked if the remote meetings would apply to the Youth Council.

The Deputy Chief Officer suggested that a review is undertaken in the New Year in relation to the Youth Council and that he would check with the Church on the position of holding the Mayors Christmas Carol Service proposed for Sunday 19 December 2021.

RESOLVED: That all meetings up to and including the Full Council meeting being held on 7 February 2022 be remote only, with a review being presented to that meeting of Full Council on 7 February 2022.

1011. **TO APPROVE THE TERMS OF REFERENCE FOR THE SUSTAINABLE BARRY WORKING PARTY**

Members were provided with the terms of reference for the Sustainable Barry Working Party which were approved at the Annual Meeting held on 17 May 2021. The Deputy Chief Officer advised of the amendment whereby the terms of reference should state 'Under Delegated Powers' and not 'By way of recommendation to Full Council or any other relevant Committee'. Members agreed to the amendment.

RESOLVED: That the Terms of Reference for the Sustainable Barry Working Party be approved.

1012. **OPEN LETTER FROM NATIONAL ASSOCIATION OF LOCAL COUNCILS, SOCIETY OF LOCAL COUNCIL CLERKS AND ONE VOICE WALES – TOGETHER WE CAN DO SO MUCH**

Members were provided with an open letter from the National Association of Local Councils, Society of Local Clerks and One Voice Wales.

RESOLVED: That the open letter received from the National Association of Local Councils, Society of Local Clerks and One Voice Wales be received and noted.

1013. **QUEEN'S PLATINUM JUBILEE**

Members were provided with a report relating to the plans announced for the Queen's Platinum Jubilee Central Weekend in June 2022.

Councillor Brooks suggested a street party grant for communities to hold street parties to celebrate, advising that it had been done previously. The Mayor suggested a budget of £5,000 be proposed to be given in the form of grants for people wishing to hold street parties. The Deputy Chief Officer advised that the finer details could be discussed closer to the event.

RESOLVED: That a budget of £5,000 be included for the provision of street party grants and this is to be added to the Community Grants budget for 2022/23.

1014.

COMMEMORATIVE BENCHES

Members were provided with a report relating to a request for the Council to contribute towards installing a Commemorative Bench opposite the Memorial Hall and Theatre on Gladstone Road. Councillor Brooks advised that this had been discussed for a while and would be happy to support a bench being installed, asking which budget would it come from. The Deputy Chief Officer advised that it could come from the Corporate Events budget.

Councillor S Hodges advised that when the proposal was first discussed, the Town Council Offices were across the road from the proposed site and would have been fitting at that time. Now the offices have moved, Councillor S Hodges felt that it should be the responsibility of the Vale of Glamorgan Council and that the Memorial Hall and Theatre should be approached.

Councillor Lloyd-Selby took Councillor S Hodges point but advised that the Town Council should support a bench at this location as the Town Council support the Remembrance Sunday Service each year at the Cenotaph and it would be what the people of Barry would want the Town Council to commemorate.

Councillor Payne supported both Brooks and Lloyd-Selby saying that it will have a plaque to recognise the Town Council.

The Mayor asked that are the designs within the report the designs the Council has to choose from.

Councillor Lloyd-Selby suggested to ask members of the public via social media of their choices.

Councillor S Hodges wished to re-iterate what she had said adding that the area is not the responsibility of the Town Council and that it is the responsibility of the Vale of Glamorgan Council.

Councillor Wilkinson asked where did the request come from.

The Cemetery and Facilities Manager advised that she received an email from Miles Punter from the Vale of Glamorgan Council asking if Barry Town Council would like to be represented by purchasing a bench to be placed in that area.

Councillor Wilkinson advised that she wouldn't mind paying for one bench if the Vale of Glamorgan Council pays for the other.

Councillor N Hodges advised that there was the possibility of installing a bench at the Cemetery Approach gardens where the air raid shelter once stood. He also suggested that the Vale of Glamorgan Council approach the Royal British Legion.

Councillor Brooks agreed to look at a similar bench at cemetery Approach when the time comes but would like to proceed with purchasing a bench at this location due to the close proximity to the Cenotaph

Members took a vote

For – 9

Against – 5

RESOLVED: That Council agree to the installation of War Horse design commemorative bench on one of the plinths on the seating area overlooking Blind Park, opposite the Memorial Hall Theatre and Cenotaph at a cost of £996.

1015. **TO APPROVE THE SCHEDULE OF PAYMENTS FOR DECEMBER 2021**

Members were provided with the schedule of payments for December 2021 for approval consisting of BACS payments and direct debits in the amount of £33,678.24

RESOLVED:

- 1. That the information set out in the report relating to salary payments for October and November 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 December 2021 comprising of BACS payments and direct debits in the amount of £33,678.24 be approved, subject to the relevant papers being in order.**

1016. **BUDGET MONITORING REPORT TO 30 NOVEMBER 2021**

Members were provided with information about the Council's income and expenditure in the 2021/22 financial year as at the end of November 2021.

RESOLVED: That the budget monitoring report for November 2021, indicating actual income and expenditure up to the end of

month eight in the 2021/22 financial year, noting the projected underspend of £27,388 that will result in a net amount of £38,612 being transferred from reserves to be received and noted.

1017.

DRAFT BUDGET 2022/23

Members were requested to consider the Town Council's draft budget for 2022/23 that will go out for public consultation from 20 December 2021 to 23 January 2022. The draft budget will then be considered at the Town Council's meeting on 7 February 2022 to determine the precept to be levied on the Vale of Glamorgan Council.

The Deputy Chief Officer advised that an extra £5,000 will need to be added following the proposal of grants to celebrate the Queen's Platinum Jubilee.

Councillor Brooks advised that this will be the last budget set by this administration and felt it was a fair budget by keeping the Cemetery fees and Charges low along with the hire charges for the Pioneer Hall and Cemetery Approach Community Centre.

Councillor Johnson wished to make a point on presentation in relation to the headline 'Restricted Grant to the Memorial Hall and Theatre 2019-2022' there should be an asterisk with an explanation of where the grant of £150,000 has gone following the end of the current agreement. He also advised that people may not understand what is meant by 'LGA 1972 Section 145 Expenditure' and it should come with an explanation.

Councillor S Hodges advised that there is sensitivity around these issues and the public may misunderstand but there is a provision for Arts. She also advised that sensitivity needs to be sought when presenting.

RESOLVED: That the draft budget be approved for public consultation (subject to including an amount of £2,240 to be added to the General reserve) that provisionally sets a precept requirement of £1,265,916 being an increase to a Band D tax payer of 1.9% compared to 2021/22.

1018.

SUSTAINABLE BARRY – WASTE MANAGEMENT

Members were provided with information relating to Waste and Resource Management (data allowing) over all utilised premises for consideration.

The Sustainable Barry projects Officer gave members a detailed overview of her report.

Councillor S Hodges thanked the Sustainable Barry projects Officer for her comprehensive report and congratulated the Town Council on their hard work.

RESOLVED:

- 1. That the report be received and noted**
- 2. That Waste and Resource Management data is compiled and reported to Full Council annually**

1019. **DATE OF NEXT MEETING**

RESOLVED that the next meeting of Council is scheduled to be held on Monday 7 February 2022 at 7pm with an Extra-Ordinary meeting being held on 10 January 2022 at 7pm to consider the Council's response to the Consultation on the Barry Biomass Voluntary Environmental Statement.

1020. **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.

1021. **SUSPENSION OF STANDING ORDER 3(aa)**

RESOLVED: That Standing Order 3(aa) be suspended for a period of 30 minutes.

1022. **URGENT ACTIONS**

Members were provided with the details of any Urgent Actions that have been undertaken by the Deputy Chief Officer in conjunction with Group Leaders, since the last meeting of Council held on 27 September 2021.

RESOLVED: That members receive and note the Urgent Actions.

1023. **PUBLIC SERVICES OMBUDSMAN FOR WALES**

Members were advised that the Public Services Ombudsman have written to advise in confidence of his decision to refer a previous matter to the Standards Committee at the Vale of Glamorgan Council. The Deputy Chief Officer was unable to provide any further details.

RESOLVED: That the verbal update be received and noted.

1024. **MEMORIAL HALL AND THEATRE**

Members were provided with an update report in relation to the Memorial Hall and Theatre (MHT) Grant Funding Agreement.

A full and detailed discussion was had. A confidential note of the meeting is on record with the Chief Officer.

RESOLVED:

- 1. That Council write to the Auditor General for Wales to seek advice relating to the Council suspending funding payments as they have not received assurances in relation to the Grant Funding Agreement 2019-2022**
- 2. That Council write to the Charity Commission to inform them that the Town Council remains disappointed that the Memorial Hall and Theatre have not fully satisfied the Council that the funding has been used for the purposes awarded in the restricted grant and advising that the Council have withheld payments due to all the concerns raised.**

1025. **UPDATE ON DISCUSSIONS WITH GMB UNION REGARDING A POTENTIAL CHANGE OF HOURS FOR CEMETERY STAFF DURING THE SUMMER MONTHS (1 APRIL – 30 SEPTEMBER)**

Members were provided with an update in relation to the discussion with GMB Union regarding a potential change of hours for Cemetery Staff during the Summer months 1 April – 30 September.

RESOLVED: That members receive and note the verbal update.

1026. **LETTER FROM CHIEF OFFICER**

Members were provided with a letter from the Chief Officer relating to sick pay.

RESOLVED: That sick pay at full pay for the Chief Officer be extended for two months to enable a full recovery and successful return to work due to the exceptional circumstances with the current pressures the NHS are facing during the Covid-19 Pandemic.

The meeting closed at 8.59pm

Signed Dated
(Town Mayor)