

**BARRY TOWN COUNCIL**

**MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD ON MONDAY,  
11 MAY 2015 AT 7.00 PM**

**PRESENT:** The Retiring Mayor (Councillor J Evans), together with Councillors Brooks, Cash, C Curtis, Davey, Drake, Egan, Hardy, N Hodges, S Hodges, Johnson, Kuhnell, Payne, Powell, Pritchard, Sword, Wiliam, Wilkinson and Williams

**ALSO PRESENT:** Cliff Lewis – Town Clerk  
Angie Norman – Deputy Town Clerk  
Mark Sims – Responsible Finance Officer  
Julie Hurd – Mayor’s Secretary  
Robyn Walsh – Administration

441. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Bertin and R Curtis.

442. **DECLARATIONS OF INTEREST**

None were received.

443. **TO ELECT A TOWN MAYOR FOR THE 2015/16 MUNICIPAL YEAR**

Nominations were received for the position of Mayor of Barry Town Council for the municipal year 2015/16 as follows:

Councillor Pritchard – nominated by Councillor Powell and seconded by Councillor Hardy.

Councillor N Hodges – nominated by Councillor S Hodges and seconded by Councillor Johnson.

A vote was taken, the result of which was that Councillor Pritchard be elected as Town Mayor for 2015/16 municipal year by a majority vote.

**RESOLVED** that Councillor Pritchard be elected Town Mayor of Barry for the 2015/16 municipal year.

444. **TOWN MAYOR’S DECLARATION OF ACCEPTANCE OF OFFICE**

The newly elected Town Mayor made her Declaration of Acceptance of the Office of Mayor, in the presence of the Town Clerk.

445. **TO ELECT A DEPUTY TOWN MAYOR FOR THE 2015/16 MUNICIPAL YEAR**

Nominations were received for the position of Deputy Mayor of Barry Town Council for the municipal year 2015/16 as follow:

Councillor Williams – nominated by Councillor Powell and seconded by Councillor Hardy.

Councillor N P Hodges – nominated by Councillor S Hodges and seconded by Councillor Johnson.

A vote was taken, the result of which was that Councillor Williams be elected as Deputy Town Mayor for 2015/16 municipal year by a majority vote.

**RESOLVED** that Councillor Williams be elected Deputy Town Mayor of Barry for the 2015/16 municipal year.

446. **DEPUTY MAYOR'S DECLARATION OF ACCEPTANCE OF OFFICE**

The newly elected Deputy Town Mayor made her Declaration of Acceptance of the Office of Deputy Town Mayor, in the presence of the Town Clerk.

447. **RETIRING MAYOR'S SPEECH**

The retiring Mayor, Councillor Jeff Evans began his speech by declaring what a great honour it was to be elected as Mayor of Barry Town 2014/15. He described how he had met many people both in Barry, Cardiff and the wider Vale, attended Civic Ceremonies, presented trophies to young and adult footballers, opened and enjoyed art exhibitions and presented grants to schools and charitable organisations on behalf of Barry Town Council.

He then went on to thank his Chaplain Father Ben Andrews for all his help and guidance and Rebecca, Robyn, Angie, Mark and Cliff of the Town Council for all their help, with particular thanks to Julie (the Mayor's Secretary) for keeping him organised.

He also thanked the Deputy Mayor, Councillor Rob Curtis who stood in at planned events that he could not attend himself and also deputised at short notice when he was incapacitated during the period of the Remembrance service.

Councillor Evans concluded that it had been a very rewarding year and as a result of this, he was proud to announce that an amount of in excess of £5,000.00 had been accumulated for the Mayor's Charities; The JAM Fund and ValePlus.

He ended his speech by congratulating Councillors Pritchard and Williams and wished them a very rewarding year of office.

448. **APPOINTMENT OF MAYOR'S CHAPLAIN AND DATE OF CIVIC SERVICE**

The newly appointed Mayor, Councillor Emma Pritchard, advised that her Chaplain would be Reverend Malcolm Davies formally of All Saints Church and that her Civic Service would be held on Sunday, 26 July 2015 at All Saints Church with a reception at Barry Rugby Club.

449.

**TOWN MAYOR'S SPEECH**

The newly elected Town Mayor, Councillor Pritchard began her speech by thanking Councillor Evans for his year as Mayor and commented that he had done a wonderful job, with a generous amount raised for his charities.

She announced that for the forthcoming year, she had asked her husband Stewart Pritchard to be her consort.

She went on to say that it is her belief that it is important for people to be involved and invested in their communities, which is why she will be encouraging the people of Barry to engage with her and the Council.

She highlighted that it was her aim to hold a coffee morning every fifth week, not just as a fundraising event, but as an opportunity for the people of Barry to meet with her and any other Councillors able to attend to discuss any issues or ideas they may have.

She then went on to announce her two chosen charities for her year of office; Ty Hapus and MNDA (Motor Neurone Disease Association) Cardiff and the Vale, both of which are extremely important charities to her and her family.

She concluded her speech by noting the following dates;

Monday 18 May – Ty Hapus, Holton Road – Coffee Morning

Sunday 26 July – All Saints Church – Civic Service

The meeting ended at 7.30 pm.

Signed .....

(Town Mayor)

Dated .....

**BARRY TOWN COUNCIL**

**MINUTES OF THE ADJOURNED ANNUAL MEETING OF COUNCIL HELD ON TUESDAY, 12 MAY 2015 AT 7.00 PM**

**PRESENT:** Councillor Pritchard (Town Mayor), together with Councillors Bertin (arrived at 8.30 pm), Brooks (Arrived at 7.15 pm), Cash, C Curtis, R Curtis, Davey, Drake, Egan, Evans, Hardy, N P Hodges, S A Hodges, Johnson, Kuhnell, Powell, Pritchard, Sword, Wiliam, Wilkinson and Williams.

**ALSO PRESENT:** Cliff Lewis – Town Clerk  
Angie Norman – Deputy Town Clerk  
Mark Sims – Responsible Finance Officer  
Robyn Walsh - Administrator

450. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Payne and members were made aware that Councillor Brooks would be in attendance shortly.

451. **DECLARATIONS OF INTEREST**

Declarations were received as follows;

Councillor Johnson – Agenda item 41a (Barry Arts Festival) – on the basis that he is a volunteer for Barry Arts Festival.

Councillor Egan – Agenda items 46 & 47 (Items in relation to Memorial Hall & Theatre Trust) – on the basis that his brother is a Trustee.

452. **TO APPROVE AND SIGN THE MINUTES OF A MEETING OF COUNCIL HELD ON 23 FEBRUARY 2015 AND A SPECIAL MEETING OF COUNCIL HELD ON 24 MARCH 2015 AS A CORRECT RECORD**

Updates were provided on the following;

Minute No. 411(3) – It was noted that a response had not been received to the letter sent to the Vale of Glamorgan Council requesting that discussions begin regarding the reshaping of services.

Minute No. 426(2) – Members were made aware that the Town Clerk had written to the Vale of Glamorgan Council requesting that they take the Town Council's meeting dates into consideration when preparing future documents so the Town Council are able to fairly scrutinise and provide feedback where appropriate. However to date a response had not been received.

Minute No. 440(2) – Members were made aware that a copy of the minutes of the meeting held on 24 March 2015 had been forwarded to the Vale of Glamorgan Council stating the Council's position in relation

to Cemetery Approach, but as yet a response had not been received. However, Councillor Egan noted that he had been made aware that Miles Punter of the Vale of Glamorgan was in receipt of the letter and a meeting would be arranged in due course.

**RESOLVED** that the minutes of the Council’s meeting held on 23 February 2015 and a Special Meeting of Council held on 24 March 2015 be approved and signed as a correct record.

453. **QUESTIONS FROM COUNCILLORS**

Question received from Councillor S Hodges;

*“Who has the Leader and Town Clerk met with since the last ordinary Full Council and could we have an update on topics discussed?”*

**Town Clerk**

No meetings to report.

**Councillor Egan (Leader)**

12.03.2015	Barry Regeneration Forum
18.03.2015	Community Liason Committee
14.04.2015	Meeting with Councillor S Hodges to discuss and collate the Council’s response to the White Paper.
20.04.2015	One Voice Wales Area Committee
15.04.2015	Society of Larger Local Council with One Voice Wales to discuss the White Paper.
08.05.2015	Welsh Government meeting to discuss the Draft Achievement Report regarding Barry regeneration.

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

None were received.

455. **TO RECEIVE A POLICE REPORT**

Members were made aware that although the Police had been made aware of the date and time of the meeting, a representative had not arrived.

Councillor Johnson requested that a request be made to provide the 3 year comparison for the data provided.

**RESOLVED:**

1. That South Wales Police are contacted and requested to provide a 3 year data comparison.
2. That the police report be received and noted.

456. **COMMUNICATIONS FROM THE MAYOR**

The Mayor made members aware of the following dates;

18 May 2015 – 10 am – Coffee Morning at Ty Hapus

26 July 2015 – Civic Service at All Saints Church with reception being held at Barry Rugby Club.

457. **TO RECEIVE AND NOTE THE MINUTES OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE MEETING HELD ON 23 MARCH AND 13 APRIL 2015 AND TO CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED** that the minutes of the Finance, Policy & General Purposes Committee Meeting held on 23 March and 13 April 2015 be received and noted.

458. **TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE'S MEETINGS HELD ON 3 MARCH, 31 MARCH AND 5 MAY 2015 AND TO CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED** that the minutes of the Planning Committee's Meetings held on 3 March, 31 March and 5 May 2015 be received and noted.

459. **TO RECEIVE AND NOTE THE MINUTES OF THE RESOURCES COMMITTEE'S MEETING HELD ON 2 MARCH 2015 AND TO CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED:**

1. That a review of the current management structure be undertaken by the Resources Committee (now known as Personnel Committee) to gauge current work levels and to provide a recommendation on a meaningful way forward in terms of the current TOIL situation.
2. That the minutes of the Resources Committee's Meeting held on 2 March 2015 be received and noted.

460.

**TO RECEIVE AND NOTE THE MINUTES OF THE WORKING PARTY TO REVIEW THE MANAGEMENT AND PERFORMANCE OF THE TOWN COUNCIL'S OPERATIONS HELD ON 5 MARCH AND 15 APRIL 2015 AND TO CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN**

Councillor Brooks arrived at 7.15 pm.

**RESOLVED:**

1. That the Barry at War Group are awarded £1,000.00 from the Corporate Events budget in sponsorship of the Barry at War Weekend on the proviso that Barry Town Council are recognised fully for their support.
2. That the Barry Sea Cadets are awarded a brand new motor, funding for which would be taken from the Corporate Events budget on the proviso that Barry Town Council are recognised fully for their support.
3. That Mack Events are awarded £7,500.00 from the Corporate Events budget in sponsorship of GlastonBarry on the proviso that Barry Town Council are recognised fully for their support.
4. That Ocean Watersports Trust are awarded £15,100.00 from the Corporate Events budget for the purchase of porta-cabins to be transported, erected and converted into changing rooms on the proviso that Barry Town Council are recognised fully for their support.
5. That the minutes of the Working Party to Review the Management and Performance of the Town Council's Operations held on 5 March and 15 April 2015 be received and noted.

461.

**TO ELECT A LEADER OF THE COUNCIL FOR 2015/16**

**RESOLVED** that the Leader of the majority group (Labour), Councillor Egan, be re-elected as Leader of the Council for the municipal year 2015/16.

462.

**APPOINTMENT OF COUNCIL COMMITTEE'S FOR THE 2015/16 MUNICIPAL YEAR AND NEW DRAFT TERMS OF REFERENCE**

**Halls, Cemeteries & Community Facilities Committee (Formerly Amenities Committee)**

The Mayor, Councillor Pritchard (ex-officio) plus Councillors Bertin, Brooks, Evans, Sword, R Curtis, Kuhnell and N P Hodges.

### **Finance, Policy & General Purposes Committee**

The Mayor, Councillor Pritchard (ex-officio) plus Councillors Davey, Drake, Egan, S A Hodges, Payne, C Curtis and Sword.

### **Planning Committee**

Councillors Bertin, Cash, C Curtis, S A Hodges, Johnson, Kuhnell, Payne and Pritchard (Town Mayor).

### **Personnel Committee (Formerly Resources Committee)**

The Mayor, Councillor Pritchard (ex-officio) plus Councillors Evans, Hamilton, Hardy, Powell, Wiliam, Wilkinson and Williams.

### **Appeals Committee**

Councillors Brooks, R Curtis, N P Hodges and Payne.

### **Working Party Group**

Councillors Brooks, Egan, Hamilton and N Hodges.

Members also formally agreed that the Working Party Group would continue to meet in the 2015/16 municipal year.

### **Memorial Hall Theatre & Trust Working Party**

Councillors Brooks, C Curtis, Hardy and S Hodges.

Members were also asked to agree the new draft Terms of Reference for each committee. Councillor Egan noted that a lot of thought and work had gone into the new Terms of Reference and he was happy to resolve that they are agreed, noting the following changes to names of Committees;

***Halls, Cemeteries & Community Facilities Committee*** (Formally Amenities)

***Personnel Committee*** (Formally Resources)

### **RESOLVED:**

1. That the above members be appointed to Committees for the ensuing municipal year as per Standing Order 4(g) appendix 1
2. That the Working Party Group will continue to meet in the 2015/16 municipal year.
3. That the new (draft) Terms of Reference for each Committee are approved.

463.

## **ELECTION OF CHAIRPERSONS AND VICE-CHAIRPERSONS OF COUNCILS COMMITTEES**

In accordance with the provisions of Standing Order 7.1 (p) the Council was asked to elect the Chairs and Vice-Chairs of its various Committees;

### **Halls, Cemeteries & Community Facilities Committee**

Councillor J Evans was nominated as Chair of the Halls, Cemeteries & Community Facilities Committee by Councillor Kuhnell and seconded by Councillor Brooks.

**RESOLVED** that Councillor J Evans be elected Chair of the Halls, Cemeteries & Community Facilities Committee for the municipal year of 2015/16.

Councillor Kuhnell was nominated as Vice-Chair of the Halls, Cemeteries & Community Facilities Committee by Councillor Evans and seconded by Councillor Brooks.

**RESOLVED** that Councillor Kuhnell be elected Vice-Chair of the Halls, Cemeteries & Community Facilities Committee for the municipal year 2015/16.

### **Finance, Policy & General Purposes Committee**

Councillor Egan was nominated as Chair of the Finance, Policy & General Purposes Committee by Councillor Davey and seconded by Councillor Drake.

**RESOLVED** that Councillor Egan be elected Chair of the Finance, Policy & General Purposes Committee for the municipal year 2015/16.

Councillor Drake was nominated as Vice-Chair of the Finance, Policy & General Purposes Committee by Councillor Davey and seconded by Councillor Egan.

**RESOLVED** that Councillor Drake be elected Vice-Chair of the Finance, Policy & General Purposes Committee for the municipal year 2015/16.

### **Planning Committee**

Councillor Kuhnell was nominated as Chair of the Planning Committee by Councillor C Curtis and seconded by Councillor Cash.

Councillor Johnson was nominated as Chair of the Planning Committee by Councillor S Hodges and seconded by Councillor Johnson.

A vote was taken, the result of which was that Councillor Kuhnell be elected as Chair of the Planning Committee for the municipal year 2015/16 by a majority vote.

**RESOLVED** that Councillor Kuhnell be elected Chair of the Planning Committee for the municipal year 2015/16.

Councillor C Curtis was nominated as Vice-Chair of the Planning Committee by Councillor Kuhnell and seconded by Councillor Cash.

Councillor Johnson was nominated as Vice-Chair of the Planning Committee by Councillor S Hodges and seconded by Councillor Johnson.

A vote was taken, the result of which was that Councillor C Curtis be elected as Vice-Chair for the Planning Committee for 2015/16 municipal year by a majority vote.

**RESOLVED** that Councillor C Curtis be elected Vice-Chair of the Planning Committee for the municipal year 2015/16.

#### **Personnel Committee**

Councillor Hardy was nominated as Chair of the Personnel Committee by Councillor Wiliam and seconded by Councillor Williams.

**RESOLVED** that Councillor Hardy be elected Chair of the Personnel Committee for the municipal year 2015/16.

Councillor Hamilton was nominated as Vice-Chair of the Personnel Committee by Councillor Hardy and seconded by Councillor Wilkinson.

**RESOLVED** that Councillor Hamilton be elected Vice-Chair of the Personnel Committee for the municipal year 2015/16.

#### **Appeals Committee**

Chair and Vice-Chair to be agreed at first meeting.

#### **Working Party Group**

Councillor Egan was nominated as Chair of the Working Party Group by Councillor Brooks and seconded by Councillor Egan.

**RESOLVED** that Councillor Egan be elected Chair of the Working Party Group for the municipal year 2015/16.

464.

#### **APPOINTMENT OF REPRESENTATIVES TO JOINT OUTSIDE BODIES INCLUDING THE APPOINTMENT OF MINOR AUTHORITY REPRESENTATIVES ONTO SCHOOL GOVERNING BODIES**

Concerns were raised on whether the organisations listed were still in existence and it was determined that the list should be revised to

ensure the organisations listed are still meeting and are active by way of writing to them.

Councillor N Hodges voiced his concerns regarding the number of organisations Council has a representative on. It was his opinion that the number had decreased considerably over the years and this was cause for concern.

Councillor S Hodges suggested that the list is brought before the Working Party Group for them to review also.

The following membership changes were also noted;

#### **Barry Ideas Bank Advisory Board**

Councillor Drake was nominated by Councillor Egan and seconded by Councillor Brooks.

Councillor N Hodges was nominated by Councillor S Hodges and seconded by Councillor Johnson.

A vote was taken, the result of which was that Councillor Drake be elected as the Town Council representative for the Barry Ideas Bank Advisory Board for the 2015/16 municipal year by a majority vote.

#### **Vale Centre for Voluntary Services**

Changed to Councillor Pritchard (Town Mayor)

#### **Vale of Glamorgan Biodiversity Partnership**

Changed from Councillor R Curtis to Councillor Evans.

#### **Vale Council for Voluntary Services (Project Steering Group)**

Councillors Hamilton and N Hodges were nominated respectively to represent the Town Council at the Vale Council for Voluntary Services (Project Steering Group), but it was resolved that until clarity had been sought regarding the activeness of this organisation, no formal decision would be made regarding who would represent the Town Council.

#### **Minor Authority Governors**

Members were made aware that should they wish to continue acting as a Governor on their individual schools, they would need to formally reapply once their term had ended.

The Deputy Town Clerk informed members that the advert giving members of the public the opportunity to apply for Minor Authority Representative vacancies was to go to press this week and the deadline provided was 19 June 2015.

Once all applications had been received, they would be considered and appointments would be confirmed at a meeting of the Personnel Committee.

### **Barry Youth Action**

Councillor Pritchard (Town Mayor) and Councillor Hardy.

#### **RESOLVED:**

1. That the membership changes are noted and the organisations are notified accordingly.
2. That letters are sent to each organisation to notify them of their representative and to enquire whether they still meet and request that future notifications of meetings be forwarded to the relevant representative/s and the Council Offices.
3. That the list "Appointment of Representatives to Joint & Outside Bodies" be discussed at a future meeting of the Working Party Group.
4. That the Vale Council for Voluntary Services Project Steering Group Town Council representative be determined at a later date, once further clarity is sought regarding the activeness of the organisation.
5. That the information relating to the Minor Authority Governors be received and noted.

465. **APPROVAL OF THE COUNCIL'S STANDING ORDERS**

**RESOLVED** that the Council's Standing Orders are approved.

466. **APPROVAL OF THE COUNCIL'S FINANCIAL REGULATIONS**

**RESOLVED** that the Council's Financial Regulations be approved.

467. **SCHEDULE OF PAYMENTS FOR MAY 2015 AND TO DETERMINE THE COUNCIL'S CHEQUE SIGNATORIES FOR 2015/16**

Members were asked to consider a schedule of payments for May 2015 consisting of direct debits and cheque numbers 1145 to 1213 inclusive, in the amount of £32,986.93.

The Responsible Finance Officer made members aware of an additional cheque that had not been included in the schedule, altering the total amount from £32,986.93 to £33,214.09;

1222 - Petty Cash - £227.16

**RESOLVED:**

1. That the information relating to salary payments for February and March 2015 inclusive, which had 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 May 2015 consisting of direct debits and cheque numbers 1145 to 1213 and cheque number 1222 (£227.16), in the amount of £33,214.09 be approved, subject to the relevant paper work being in order.
3. That the Council's cheque signatories for 2015/16 remain the same.

468. **TOWN MAYOR'S CHARITY ACCOUNT CHEQUE SIGNATORIES FOR 2015/16**

**RESOLVED** that the signatories for the Mayor's Charity Account for the ensuing municipal year be Councillor Pritchard and either the Town Clerk or the Deputy Town Clerk.

469. **SCHEDULE OF TOWN COUNCIL MEETINGS FOR 2015/16**

**RESOLVED** that the dates contained within the draft schedule of Town Council meetings for 2015/16 be approved.

470. **URGENT ACTIONS UNDERTAKEN SINCE THE LAST MEETING OF COUNCIL**

**RESOLVED** that the urgent actions undertaken on 6 March, 31 March and 23 April 2015 be received and noted.

471. **BARRY REGENERATION BOARD**

Councillor Egan informed members that he had noted that the minutes of the meetings had not been updated to the Vale of Glamorgan Council website and he would bring this up at the next meeting to ensure it is corrected.

Councillor Egan stated that at the last meeting of the Barry Regeneration Board where Welsh Government Officials attended, a helpful comment was made that it was a "ludicrous situation that the Vale of Glamorgan Council were awarded grant money each year that had to be spent within the year and that if it were possible for the grant money to be taken forward each financial year, better consultation could take place."

Councillor Johnson noted that at the last meeting of the Barry Regeneration Board only 6 members were present, 5 observers and 11

apologies were received. He stated again that it was strange that Barry Town Councillors were unable to observe and asked that Councillor Egan take these thoughts back to the Board for their comments. He also stated that he agreed with Councillor Egan's comments that it was not helpful that grant money couldn't be taken forward to aid in better consultation with the public to gauge where the monies would be best spent.

Councillor Egan noted that in light of the situation, it was important to always have a plan for any potential grant money in place should the Council receive any such grant money.

Councillor Johnson also queried the attendance of the meeting held in March.

Councillor Egan responded that attendance was better.

**RESOLVED** that the minutes and report regarding the Barry Regeneration Board be received and noted.

472. **BUDGET OUT-TURN FOR 2014/15**

**RESOLVED** that the budget out-turn for the year ended 31 March 2015 noting that the surplus for the year of £202,236 (subject to any adjustments during the preparation of the Statement of Accounts) will be transferred to the acquisition reserve be received and noted.

473. **PROTOCOL FOR MARKING THE DEATH OF A SENIOR NATIONAL FIGURE OR LOCAL HOLDER OF HIGH OFFICE**

Members were provided with details of a protocol for marking the death of a senior national figure or local holder of high office, which had been produced by the Vale of Glamorgan Council in conjunction with the guidelines issued by the National Association of Civic Officers in line with the intentions of the Government and Royal Household.

Councillor S Hodges queried why a Book of Condolence could not be held at Barry Town Council, since one is held at the Civic Offices, Penarth Town Council, Cowbridge Town Council and Llantwit Major Town Council.

The Deputy Town Clerk responded that this point had been raised at the meeting and the response was that the Vale of Glamorgan Council would be happy for Barry Town Council to also hold a Book of Condolences at the Town Council Offices.

Councillor S Hodges responded that this was positive, but proposed that Council opt not to accept the protocol, until Barry Town Council have an agreement in writing that they will be a holder of a Book of Condolence.

It was noted that Princess Charlotte would also need to be included in the protocol.

**RESOLVED** that the protocol for marking the death of a senior national figure or local holder of high office not be accepted until Barry Town Council have an agreement in writing that they will be a holder of a Book of Condolence.

474. **TO RECEIVE AND NOTE THE MINUTES OF THE FAIRTRADE ADVISORY GROUP HELD ON 13 APRIL 2015 AND TO CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED** that the minutes of the Fairtrade Advisory Group held on 13 April 2015 be received and noted.

475. **BARRY YOUTH ACTION**

Members were made aware of correspondence from Geraint Evans who is the Youth Action Worker co-ordinating the Barry Youth Action Group and were also provided with a copy of the minutes of the first Barry Youth Action Meeting.

Councillor Egan read out an email received from Geraint Evans explaining that although he thinks it is an excellent idea that members of Barry Youth Action start to attend Council meetings, as the young people are still new and learning, he feels that it would be a good idea if firstly the link Councillors are invited to attend two Barry Youth Action meetings to be held in June and July to provide an opportunity for the young people to continue to develop their positive relationship with Councillors and for Councillors to listen to some of the issues and ideas that youth action members have. He explained that this transition period would also provide an opportunity for Councillors to discuss what young people can expect when they attend Town Council meetings and that he would anticipate that the young people would be ready to begin attending Town Council meetings towards the beginning of next term (September/October).

Councillor N Hodges noted that he was exasperated as to the slowness of the development of the Barry Youth Action Group and would expect that two non-voting members of the Barry Youth Action Group would be ready to attend a Town Council meeting, if only to observe.

Councillor Hardy (link Councillor to Barry Youth Action) noted that so far the work with the young people was very positive and she felt the email contained a positive way forward for Council to consider.

**RESOLVED:**

1. That when members of the Barry Youth Action are ready (anticipated to be September/October), two non-voting members are invited to attend Council meetings in the

same way that it is done in Penarth and Llantwit Major Town Councils.

2. That Council host a workshop for Councillors and staff on “The Rights of the Child” in the future.

476.

### **REQUEST FOR FINANCIAL ASSISTANCE**

#### **a. Barry Arts Festival**

Councillor Johnson left the meeting.

Councillor Egan commented that the Festival had been successful in the past and it would be a shame for it not to go ahead due to a lack of funding.

Councillor S Hodges agreed and added that as part of the grant agreement it could be included that Barry Arts Festival donate 3/4 complimentary tickets to attend the events that include politicians so these can be given to members of Barry Youth Action Group, and further complimentary tickets for other events that can be sold by the Town Council with proceeds from the sales being donated to the Mayor’s charities.

**RESOLVED** that Barry Arts Festival are awarded £10,000.00 from the Corporate Events budget in sponsorship of the Barry Arts Festival 2015 with the following stipulations;

- That Barry Town Council are recognised fully for their support.
- That 3/4 complimentary tickets to attend the events that include politicians so these can be given to members of Barry Youth Action Group.
- That Barry Town Council receive some complimentary tickets for other events that can be sold by the Town Council with proceeds from the sales being donated to the Mayor’s charities.

Councillor Johnson returned to the meeting.

#### **b. Vale Jazz Organisers**

Concerns were raised regarding the events funding contributors and if they had formally awarded the event any grant money.

Councillor Egan proposed that Council resolve to sponsor The Kevin Brown Trio at a cost of £500.00 on the proviso that the band plays at a venue within Barry and Council will pay for the band upon receipt of an invoice.

**RESOLVED** that Council sponsor The Kevin Brown Trio at a cost of £500.00 (Corporate Events Budget) on the proviso that the band plays at a venue within Barry and Council will pay for the band upon receipt of an invoice.

**c. Valeways**

Councillor Egan stated that he was happy to support Valeways for a second year with the same proviso that some of the walks must be within Barry.

**RESOLVED** that Valeways are awarded £2,000.00 from the Corporate Events budget in sponsorship of The 2015 Walking Festival, with the proviso that some of the walks must be within Barry.

**477. DRAFT CORPORATE PLAN**

Members were provided with a draft Corporate Plan for consideration and approval.

Councillor Egan noted that a considerable amount of work and planning had gone into the production of the Draft Corporate Plan and he was pleased to approve it.

**RESOLVED** that the Draft Corporate Plan be approved and implemented.

**478. NALC POLICY CONSULTATION ON LOCAL GOVERNMENT OMBUDSMAN & LARGER PARISH COUNCILS**

Councillor Egan commented that he was puzzled as to why this had been sent to the Council for consultation, especially considering the potential changes that could happen in Wales.

The Responsible Finance Officer commented that he had looked further into the document and could report that the consultation only applies to England. However, the Town Clerk was making enquiries with One Voice Wales to confirm this.

**RESOLVED** that the Town Council do not consult on the “NALC Policy Consultation on Local Government & Larger Parish Councils” as it only applies to Council’s in England.

**479. DATE OF NEXT MEETING**

**RESOLVED** that the date of the next Council meeting is scheduled to be held on Monday, 29 June 2015 at 7 pm.

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

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.

481.

**TO RECEIVE AND NOTE THE MINUTES OF THE MEMORIAL HALL & THEATRE WORKING PARTY HELD ON 16 AND 24 MARCH AND 14 APRIL 2015 AND TO CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN**

Councillor Egan left the meeting.

Councillor S Hodges requested a point of clarity in relation to the minutes of the meeting held on Tuesday, 14 April 2015, specifically minute no. 56 and the sentence; *“They were asked whether they had sought legal advice on this matter, to which the response was unclear.”*

The following was clarified as a better representation of the Memorial Hall & Theatre Trust’s response;

*“They were asked whether they had sought legal advice on this matter, to which the response was **that they had not come to the meeting with legal advice.**”*

**RESOLVED** that the minutes of the Memorial Hall & Theatre Working Party held on 16 and 24 March and 14 April 2015 be received and noted, subject to the amendment above.

482.

**UPDATE ON CURRENT SITUATION BETWEEN BARRY TOWN COUNCIL AND THE MEMORIAL HALL & THEATRE TRUST IN RESPECT OF A GRANT AGREEMENT FOR 2015/16**

Councillor Bertin arrived at 8.30 pm.

Councillor Brooks advised Councillors of the current situation in respect of a grant agreement for 2015/16 between Barry Town Council and the Memorial Hall & Theatre Trust. She read through the main points of the report and concluded that unfortunately she was unable to report back to members that the grant agreement had been signed. The Memorial Hall & Theatre Trust refused to sign the Grant Agreement and offered no meaningful way forward.

Members agreed that Council would be unable to release any money to the Memorial Hall & Theatre Trust until the Grant Agreement had been signed, noting that Council must be accountable to the public when dealing with public funds.

It was noted that although the Trust held the belief that it was never the intention to introduce a new agreement for the 2015/16 period, but that it would be based solely on the previous agreement. Members insisted that this had never been the case and it had always been the intention of this Council to introduce a new grant agreement and this had always been made clear throughout discussions with the Memorial Hall & Theatre Trust.

Councillor S Hodges noted that it would always be the case that a new agreement would had to have been reached, as the Memorial Hall & Theatre Trust identified themselves as a different body when they registered themselves as a CIO. She suggested that by way of a meaningful way forward that Councillor Brooks contact Richard Thomas of the Memorial Hall & Theatre Trust informally to discuss a way forward, to which Councillor Brooks agreed she would. Following further discussion it was;

**RESOLVED:**

1. That the information be received and noted.
2. That Councillor Brooks contact Richard Thomas of the Memorial Hall & Theatre Trust informally to discuss a way forward

The meeting ended at 8.50 pm.

Signed .....  
(Town Mayor)

Dated .....

## **BARRY TOWN COUNCIL**

### **MINUTES OF A MEETING OF FULL COUNCIL HELD ON MONDAY, 29 JUNE 2015 AT 7.00 PM**

**PRESENT:** Councillor Pritchard (Town Mayor), together with Councillors Brooks, Cash, Davey, Drake, Egan, Evans, Hamilton, Hardy, N P Hodges, S A Hodges, Johnson, Kuhnell, Powell, Wiliam, Wilkinson and Williams.

**ALSO PRESENT:** Cliff Lewis – Town Clerk  
Angie Norman – Deputy Town Clerk  
Mark Sims – Responsible Finance Officer  
Robyn Walsh – Administrator  
Inspector Robert Miles – South Wales Police

#### 483. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Bertin, C Curtis, R Curtis, Payne and Sword.

Members were made aware that Councillor C Curtis had been advised to have complete rest following on from an emergency retina operation.

Councillors agreed they would like to send Councillor C Curtis their best wishes for a speedy recovery.

**RESOLVED** that the Deputy Town Clerk arranges for a “get well soon” card to be sent to Councillor C Curtis on behalf of the Council.

#### 484. **DECLARATIONS OF INTEREST**

Declarations were received as follows;

Councillor Egan – Agenda item 29 (To receive a verbal update on the progress in respect of the grant agreement between Barry Town Council and the Memorial Hall & Theatre Trust) – on the basis that his brother is a Trustee.

Councillor Brooks – Agenda items 21 (Verbal Update on Land at Cemetery Approach) – on the basis that she is a Cabinet Member at the Vale of Glamorgan Council.

#### 485. **TO APPROVE AND SIGN THE MINUTES OF A MEETING OF COUNCIL HELD ON 11 AND 12 MAY 2015**

Councillor Johnson noted that it was his belief that it had been resolved at a previous meeting of Full Council that in future the result of a vote would be recorded (rather than only noting the majority), and if this was the case, the exact result of the vote had not been recorded in minute no.'s 443, 445, 463 and 464.

Councillor Hamilton also noted that at the Annual Meeting held on Monday, 11 May 2015 he was present, but the minutes did not reflect this.

**RESOLVED** that the minutes of the Council's meeting held on 11 and 12 May 2015 be approved and signed as a correct record, subject to the amendments above.

486.

**TO RECEIVE A POLICE REPORT**

The Mayor welcomed Inspector Robert Miles to the meeting.

Members noted that there had been no peaks in crime and the operation to monitor events in Barry was going well.

Councillor Johnson asked the following questions;

*"An area within Barry had recently been used as a shrine for young people to congregate and mourn the loss of a friend which has resulted in calls of concern, have these been dealt with?"*

Inspector Miles responded that a regular patrol of the area had been implemented and no further calls had been received since.

*"With the lovely weather, there will evidently be an increase in young people congregating in areas of the town, how will the police deal with this?"*

Inspector Miles responded that they have increased patrols and continue to encourage residents to report anti-social behaviour.

Councillor Wilkinson asked the following;

*"There have been reports recently of two young girls 'sleeping rough' on Kings Square, has/will this be dealt with?"*

Inspector Miles replied that Officers have been made aware. However, no sightings have been made of the two girls in question.

The Mayor thanked Inspector Miles for attending and invited him to stay for the remainder of the meeting if he so wished.

Inspector Miles left the meeting.

487.

**TO RECEIVE COMMUNICATIONS FROM THE MAYOR**

The Mayor reminded members that her Civic Service is to be held on Sunday, 26 July 2015 at All Saints Church Barry, followed by a reception at Barry Rugby Club.

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

Questions received from Councillor Johnson;

- a. *“Which consultations have Barry Town Council received so far during 2015?”*
- b. *“To which of these have Barry Town Council submitted a response?”*
- c. *“How was that response agreed by Council?”*

The Leader responded the following;

**3 February 2015** – *Consultation on the White Paper on Reforming Local Government: Power to Local People – Closing date for responses 28 April 2015.*

This was considered on a Council Agenda on 23 February 2015, where it was resolved that delegated powers be given to Councillors Egan and S Hodges to draft a response and send. This was completed and the response was sent Monday, 27 April 2015.

**19 March 2015** – *Consultation on Vale of Glamorgan Council Draft Improvement Objectives for 2015/16 – Public Consultation – Closing Date 7 April 2015.*

An email was sent to all Councillors on Monday, 30 March 2015 asking for comments to be returned to the Office no later than 12 pm on Thursday, 2 April 2015 to enable them to be forwarded by the closing date. No responses were received, therefore no response was made.

**12 May 2015** – *Consultation on proposals to reform secondary schools in Barry – Closing Date 6 July 2015.*

An email was sent to Councillors on Wednesday, 13 May 2015. No mechanism for responses was arranged. However, Councillors were made aware that there was still time to send responses.

**20 May 2015** – *Consultation on Developments of National Significance – Closing Date 12 August 2015.*

Consultation was submitted to the Planning Committee held on Tuesday, 2 June 2015 where it was resolved that the Planning Officer provide a further report at a future meeting.

**20 May 2015** – *Consultation on Secondary Legislation for Development Management.*

Consultation was submitted to the Planning Committee held on Tuesday, 2 June 2015 where it was resolved that the Planning Officer provide a further report at a future meeting.

**22 May 2015** – *Consultation on Protection Community Assets – Closing Date 11 September 2015.*

An email was sent to all Councillors on Monday, 1 June 2015 advising that this item will be placed on the agenda of the Finance, Policy & General Purposes Committee to be held on Monday, 27 July 2015 and that anyone who wishes to make a comment should either attend the meeting or provide them in writing for consideration at the meeting.

- d. *“When I was first elected, I received a Councillors’ information pack which included the Councillors’ meeting attendance record of the previous municipal year. When did Barry Town Council stop producing official attendance records and could Councillors be provided with an official attendance record for the 2014/15 municipal year, tabled at Full Council on 29 June 2015?”*

The Deputy Town Clerk responded that the attendance records are sent annually. However, they were not distributed this year due to an oversight, which was immediately corrected once Councillor Johnson had brought it to the attention of the office.

Questions received from Councillor S Hodges;

- a. *Could the Mayor, Leader and Town Clerk inform Council of the meetings they have attended with outside bodies since last requested?*
- b. *Could we also have verbal updated on the topics discussed?*

The Leader responded the following;

**14 May 2015** – Joint SLCC & One Voice Wales Conference (White Paper)

**21 May 2015** – Barry Town Council Engagement Event – extremely successful and some productive ideas were received once again.

**12 June 2015** – Meeting with Geoff Horton to discuss his idea to organise an event to be held at King Square to showcase the talents of the youth of Barry.

Councillor William queried in what capacity would Geoff Horton be organising the event?

The Leader responded that he believed he would organise it as an individual and not as a representative from any organisation he is affiliated with.

**23 June 2015** – Meeting with Vale of Glamorgan Council regarding Cemetery Approach (A report would be provided later on in the meeting)

The Mayor responded the following;

**21 May 2015** – Barry Town Council Engagement Event

The Mayor also informed members that she also had a meeting arranged with Geoff Horton but it was unfortunately cancelled at the last minute.

The Town Clerk responded the following;

**14 May 2015** – Joint SLCC & One Voice Wales Conference (White Paper)

**20 May 2015** – Meeting with the Vale of Glamorgan Council to discuss the security of the Council Offices.

**20 May 2015** – Meeting with Vale of Glamorgan Council Officers in respect of the Citizens Forum and Reshaping Services.

**23 June 2015** – Meeting with Officers of Vale of Glamorgan Council regarding Cemetery Approach.

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

None were received.

490. **TO RECEIVE AND NOTE THE MINUTES OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE'S MEETING HELD ON 1 JUNE 2015 AND TO GIVE CONSIDERATION TO RECOMMENDATIONS CONTAINED THEREIN**

Members were made aware of a recommendation contained within;

“That Full Council be asked to approve the introduction of a fee for the public for the purchase of the Bios Urns at a cost of £62.49 (plus VAT), with an option to have different seeds other than those listed, where possible.”

**RESOLVED:**

1. That the introduction of a fee for the public for the purchase of the Bios Urns at a cost of £62.49 (plus VAT), with an option to have different seeds other than those listed, where possible be approved and introduced.

2. That the minutes of the Halls, Cemeteries and Community Facilities Committee's meeting held on 1 June 2015 be received and noted

491.

**TO RECEIVED AND NOTE THE MINUTES OF THE PLANNING COMMITTEE'S MEETINGS HELD ON 2 JUNE 2015 AND TO GIVE CONSIDERATION TO RECOMMENDATIONS CONTAINED THEREIN**

Councillor S Hodges noted that the resolved item in relation to minute no. PL353 (page no. 2334) should be recorded as a recommendation to Full Council as the Planning Committee are not able to make a decision on behalf of the Council, regarding its stance on Tidal Lagoon proposals.

The Mayor asked members if they were agreeable to discussing the recommendation at the meeting, to which members agreed, with Council showing unanimous support for the recommendation.

Councillor Powell noted that he had been invited to a seminar where the Tidal Lagoon Proposal would be discussed, but would not be able to attend due to other commitments, but offered the invite to any Councillor that may wish to attend instead.

**RESOLVED:**

1. That Barry Town Council welcomes in principal tidal lagoon proposals in the Severn Estuary to help develop green energy alternatives provided appropriate and adequate environmental protection measures are applied to ensure the protection of this internationally recognised area of habitat importance.
2. That the minutes of the Planning Committee's meeting held on 2 June 2015 be received and noted.

492.

**TO RECEIVE AND NOTE REPORTS FROM REPRESENTATIVES SERVING ON OUTSIDE BODIES**

The Mayor reminded members that copies of agendas and the minutes of meetings of Outside Bodies were available for inspection in the lever-arch file kept in the main office.

Councillor Drake informed members that she attended the most recent meeting of the Barry Ideas Bank held on Monday, 22 June 2015 and would forward documentation received from this meeting to all Councillors. She noted that a date for the next meeting had not yet been set.

**RESOLVED** that the reports from Outside Bodies be received and noted.

**TO CONSIDER A MOTION SUBMITTED BY COUNCILLOR S HODGES IN ACCORDANCE WITH STANDING ORDER 9**

Councillor S Hodges submitted the following motion in accordance with Standing Order 9;

*“Barry Town Council welcomes the Violence against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015; recognises the importance of local strategies as set out in the Act and wishes to be considered a partner organisation to be consulted in the development of the Vale of Glamorgan’s local strategy to prevent gender-based violence, protect victims and provide support for those affected by these crimes.”*

Councillor S Hodges stated that she was keen to scrutinise Welsh Government Legislation and that the Council has a responsibility to the public to respond, with the Council accepting they have an integral part in highlighting domestic abuse.

Councillor Johnson seconded the motion submitted by Councillor S Hodges and added that Barry Town Council should play its role when responding to this Local Strategy.

Councillor Hardy commented that she was extremely pleased to discuss this piece of legislation and that Barry Town Council should be pro-active. She noted that the Council had already implemented the Domestic Abuse in the Workplace Policy and financial implications may need to be taken into consideration when deciding which aspects of the policy the Council decided to implement.

Councillor Wilkinson also noted that she welcomed the consultation and highlighted that it is not just women that are victims of domestic abuse and that men can also be victims.

Councillor Johnson responded that he agreed with Councillor Wilkinson, the name of the Act is in response to the fact that domestic abuse is disproportionate against women, with the effects of domestic abuse being most severe towards women (in most cases).

A vote was taken and the following was unanimously agreed;

**RESOLVED** that Barry Town Council welcomes the Violence against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015; recognises the importance of local strategies as set out in the Act and wishes to be considered a partner organisation to be consulted in the development of the Vale of Glamorgan’s local strategy to prevent gender-based violence, protect victims and provide support for those affected by these crimes.

**BARRY REGENERATION ADVISORY BOARD**

Councillor Egan informed members that the last meeting of the Barry Regeneration Board was cancelled and had been rearranged for a date that clashed with an SLCC and One Voice Wales Conference.

As a result, he will not be able to attend the next meeting of the Barry Regeneration Board, but will ensure that if the minutes of the previous meeting are agreed, they will then be distributed amongst members.

Councillor S Hodges commented that at a Full Council meeting held in the Vale of Glamorgan Council a cabinet member responded to a question regarding attendance at the Barry Regeneration Board as being “well attended.” This is not the impression we as a Town Council are receiving. She suggested that Councillor Egan return to the board and stress that the Board should be expanding, not reducing.

Councillor Egan noted that he would pass the comments accordingly.

Councillor Wiliam queried if a substitute could be appointed to attend the next meeting of the Board in Councillor Egan’s place.

Councillor Egan responded that this was not possible.

Councillor Wiliam noted that his frustrations in relation to him being a ward member in the area with the highest regeneration taking place and not being included in any of the regeneration talks taking place.

Councillor Johnson commented that it was evident through the minutes of the Board’s meeting that it was not well attended, with eleven apologies and only six present at the last meeting.

Councillor Egan responded to members concerns by stating that he would query if he was able to send a substitute in his place and will suggest to the Board that a Briefing Note is prepared prior to the minutes of the meeting being agreed, that the Chair is happy to distribute with Barry Town Councillors.

**RESOLVED:**

1. That Councillor Egan query with the Board if he is able to send a substitute in his place to the next meeting.
2. That Councillor Egan suggests to the Board that a Briefing Note is prepared prior to the minutes of the meeting being agreed, that the Chair is happy to distribute with Barry Town Councillors.
3. That the report be received and noted.

495. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE FAIRTRADE ADVISORY COMMITTEE HELD ON 8 JUNE 2015 AND TO GIVE CONSIDERATION TO RECOMMENDATIONS THEREIN**

**RESOLVED** that the minutes of the meeting of the Fairtrade Advisory Committee held on 8 June 2015 be received and noted.

496. **SCHEDULE OF PAYMENTS FOR JUNE 2015 (FINAL)**

Members were requested to approve a schedule of payments for June 2015 (Final).

**RESOLVED:**

1. That the information contained within the report relating to salary payments for April and May 2015 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 June 2015 (Final) comprising various direct debits and cheques numbered 1275 to 1301 inclusive in the total sum of £13,380.16, be approved subject to the relevant papers being in order.

497. **BARRY YOUTH ACTION – MINUTES OF A MEETING HELD ON 11 MAY 2015**

Members were provided with a copy of the minutes of the Barry Youth Action Group Meeting held on 11 May 2015 and provided with an update on their future meeting dates.

Members queried if either of the link Councillors had been able to attend the session held on Thursday, 25 June 2015.

Councillor Hardy responded that she had had a prior engagement and the Mayor noted that she had held the Grants Giving Presentation that evening and as a result was unable to attend.

However, both Councillors indicated that they would be available to attend the next session.

**RESOLVED** that Councillors, in particular the link Councillors, note the dates and attend the meetings where possible.

498. **COUNCIL INSURANCE**

Members were advised of the levels of insurance cover included within the Council's insurance policy and that the Council's current insurance provider is Zurich Insurance, which is currently in the final year of a three year long term agreement expiring 31 March 2016.

Councillor Egan noted that at a recent SLCC Conference he had attended he had discussions with an Insurance Company called Came & Co who specialised in Town and Community Council insurance, who were adamant they could save the Council money and so noted that when the time comes for the Council to go to Tender, this company is also contacted for a competitive quote.

**RESOLVED:**

1. That the aforementioned information detailing the levels of insurance cover within the Council's insurance policy are received and noted.
2. That when the time comes for the Council to go to Tender, Came & Co are contacted for a competitive quote.

499.

**RISK ASSESSMENTS**

Members were advised of the annual risk assessment carried out for 2014/15.

Councillor Johnson queried if any work had been carried out to ensure Council met the categories?

The Responsible Finance Officer responded that nothing had changed throughout the year and so no work was carried out and it was just a case of updating the assessment.

**RESOLVED** that the risk assessment report for 2014/15 is approved.

500.

**ANNUAL REVIEW OF INTERNAL CONTROL**

Members were asked to carry out an annual review of the effectiveness of the Council's system of internal control. It was explained that there is a requirement under the Accounts and Audit (Wales) Regulations 2014 that local government bodies must conduct a review at least once in a year of the effectiveness of its system of internal control. The Findings of the review must then be considered by the members of the body meeting as a whole.

Councillor Johnson queried the changes between 2014/15 and 2015/16 and why they had occurred.

The Responsible Finance Officer responded that this was due to the level of risk being identified as low and so other areas were able to be focused on in other years.

**RESOLVED** that the information is received and the annual review of internal control be approved.

501.

### **ANNUAL ACCOUNTS FOR YEAR ENDING 31 MARCH 2015**

Members were provided with the draft Town Council accounts, the Annual Report and the Annual Return for the year ending 31 March 2015 for approval prior to their submission to the external auditors, Mazars LLP.

The following Councillors requested their University Honours are included;

Councillor Dr I.J. Johnson  
Councillor C. Williams B.A. (Hons)

Councillor Johnson queried (page 2408 – Statement of Movement in Reserves) which of the amounts was the Council's cash available for services?

The Responsible Finance Officer responded that the amounts set aside from revenue to meet general and specific future expenditure (£485,439) and the resources available to meet future running costs (£257, 715) totalling to the amount of £743,154 is the cash figure available to Council for services.

Councillor Johnson also queried if all staff were paid the living wage?

The Responsible Finance Officer responded that he would have to provide Councillor Johnson with a written response to his question as he could not be certain.

**RESOLVED** that draft financial statements, annual report and annual return for the year ending 31 March 2015 be approved and submitted to the external auditors, Mazars LLP.

502.

### **BUDGET MONITORING REPORTS TO 31 MAY 2015**

Members were provided with a report to inform them of the Council's income and expenditure in the 2015/16 financial year as at the end of May 2015.

Councillor Johnson queried which organisations payments had amounted to the figure of £45,352 (Corporate Events) and if the Grants for Books was included within this.

The Responsible Finance Officer responded that the following had been awarded payments from the Corporate Events budget; Ocean Watersports, Mack Events, Barry Arts Festival, Barry at War and that the Grants for Books had not yet been accounted for, but would come under the heading; New Initiatives.

**RESOLVED** that the budget monitoring report for May 2015, indicating actual income and expenditure up to the end of month two in the

2015/16 financial year, noting the projected underspend of £145.00 for 2015/16 be received and noted.

503.

**VERBAL UPDATE ON LAND AT CEMETERY APPROACH**

Councillor Williams declared an interest on the basis that she lives in close proximity to the development.

Councillors Brooks and Williams left the meeting.

Councillor Egan explained that he was able to contribute to Barry Town Council discussions having declared an interest at the Vale of Glamorgan Council Cabinet Meeting.

At a recent meeting held with Vale of Glamorgan Council Officers the following were discussed;

- The armed forces veteran theme is no longer a requirement due to the armed forces grant not being successful.
- The air raid shelter has been discussed and agreed as an important feature to keep.
- The Community Building – main element of the scheme – discussed consulting with various organisations to gauge interest.
- The possibility of a children’s play area was discussed and it was generally agreed that installing one would defeat the object of the park and would not be suitable for this development.
- The name of the park – public consultation – Council’s ideas could be given to them for inspiration.
- Citizens Panel – have been advised that the panel can be narrowed down to include only those that reside in Barry.
- Vale of Glamorgan Council also has an email list.
- The Vale of Glamorgan Council has stated that they are happy to contact those on both the email list and Citizen’s Panel on behalf of Barry Town Council with consultation questions.

Councillor S Hodges stated that she left the meeting with some concerns regarding the Vale of Glamorgan Council’s Officers priorities. She felt that the Officers present seemed more concerned with the highway rather than the development itself. She explained that a gentleman by the name of Rhodri had been appointed to draw a further detailed plan of the development, and it may be helpful if Council were to see the plan prior to its submission to the Vale of Glamorgan Council.

Councillor N Hodges noted to enhance the view of the Chapel, Council may wish to consider removing some of the trees that surround it. Councillor Egan agreed and suggested that up-lighting surrounding the chapel would also be effective.

Councillor Egan suggested to move forward that Barry Town Council resolve to write to the Vale of Glamorgan Council stating that Barry Town Council are keen to progress this development and that Council can only discuss the finer details of the development once costings have been agreed, also requesting that work commences to clear the site. It must also be made clear that the Council does not want the land recognised as a Centenary Field, but a Field in Trust.

Councillor Johnson queried if notes of the meeting between Barry Town Council and Vale of Glamorgan Council Officers were taken?

The Deputy Town Clerk responded that she had taken notes and would distribute them once she had typed them. Councillors stated that they would accept the minutes as evidence of the meeting.

**RESOLVED** that Barry Town Council resolve to write to the Vale of Glamorgan Council stating that Barry Town Council are keen to progress this development and that Council can only discuss the finer details of the development once costings have been agreed, also requesting that work commences to clear the site. It must also be made clear that the Council does not want the land recognised as a Centenary Field, but a Field in Trust.

Councillors Brooks and Williams re-joined the meeting.

504.

### **RESHAPING SERVICES – EXPRESSIONS OF INTEREST**

Members were made aware of correspondence received from Huw Isaac, Head of Performance and Development at the Vale of Glamorgan Council, requesting all Town and Community Councils within the Vale of Glamorgan to complete an “Expressions of Interest Form” in order to enable them to build up a clear picture of all Town and Community Council’s current responsibilities and also which services Town and Community Councils may wish to consider delivering in the future.

Councillor Egan proposed that this item is referred to a meeting of the Working Party Group for further discussion.

Councillor S Hodges noted that she felt some of the comments received from the public contained within the report were not very helpful and a more detailed look at the statistical data would prove more useful. She commented that in conclusion the Vale of Glamorgan Council need to make £33 million worth of savings and so the Town Council need to be ambitious in the services they wish to consider.

**RESOLVED** that the item “Reshaping Services – Expressions of Interest” is referred to a meeting of the Working Party for further discussion and so a response can be compiled to the questions received from Huw Isaac.

505. **MERTHYR DYFAN CEMETERY CHAPEL – RECOMMENDATION FROM TENDER PROCESS**

Members were provided with information on the tenders received in respect of the Chapel repairs in Merthyr Dyfan Cemetery.

The Deputy Town Clerk noted that the difference between Quotes No. 1 and 3 was that quote 3 did not include alarmed scaffolding.

**RESOLVED** that tender no. 3 be accepted, subject to the relevant checks proving the costings proposed in the tender to be correct and that company no. 3 be appointed to carry out the repair works to the roof of the Chapel at Merthyr Dyfan Cemetery.

506. **REQUEST FROM KINSALE**

Members were provided with a communication received from Leo McMahon of Kinsale in respect of the Friendship Pack between them and Barry.

After discussion members agreed the following;

**RESOLVED** that Kinsale Council are provided with a list of Civic Events they are welcome to attend. If they wish to visit Barry, they are asked to bring with them the original scroll for a reciprocal signing and it is the Mayor’s prerogative whether she would like to hold an event to honour their friendship pact/visit.

507. **PRESENTATION TO FORMER MACE BEARER**

Members were asked to give consideration to the Mayor and Councillors hosting a thank you event for the former Mace Bearer Brian Hepworth.

**RESOLVED** that the Mayor should consider hosting an event in the Mayors Parlour to which Mr Hepworth and his family will be invited to thank him for his many years of service to this Council and its past Mayors.

508. **URGENT ACTIONS UNDERTAKEN SINCE LAST MEETING OF COUNCIL**

Members were made aware of any urgent actions that had been undertaken by the Group Leaders, Mayor or Committee Chairs, in conjunction with the Clerk since the last meeting of Council held on 12 May 2015.

Members were made aware of a decision made to approve expenditure for a joint event between Barry Town Council and the Vale of Glamorgan Council, where by there was an open top bus ride through the Town of Barry in honour of Lee Selby.

Following on from this event, a decision needed to be taken in respect of granting Lee Selby the "Freedom of the Town" at a special meeting of Council, followed by a dinner at a local venue, in recognition of his success in gaining the IBF Featherweight World Title.

Since the decision was taken, the following details could now be confirmed;

The Freedom of the Town will be granted at a Special Meeting of Full Council to be held on Thursday, 23 July 2015 at 6.30 pm at the Council Offices. Following this, there will be a meal held at Barry Yacht Club. Councillors and a guest must pay for their ticket (price to be confirmed), with complimentary tickets for Lee Selby and 5 guests and the Mayor and her Consort.

**RESOLVED** that the information be received and noted.

509. **DATE OF NEXT MEETING**

**RESOLVED** that the date of the next Council meeting is scheduled to be held on Thursday, 23 July 2015 at 6.30 pm to grant Lee Selby Freedom of the Town.

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

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.

511. **TO RECEIVE A VERBAL UPDATE ON THE PROGRESS IN RESPECT OF THE GRANT AGREEMENT BETWEEN BARRY TOWN COUNCIL AND THE MEMORIAL HALL & THEATRE TRUST**

Councillor Egan left the meeting.

Councillor Brooks began her verbal report by referring to the last meeting of Full Council where she was instructed to meet with Richard Thomas of the Memorial Hall & Theatre Trustees to discuss a meaningful way forward in relation to the Grant Agreement.

Councillor Brooks could report that this meeting had taken place. However, she was disappointed that Richard Thomas did not attend the meeting alone, but with the Fundraising Officer. Councillor Brooks informed members that she made Richard aware that this was not etiquette and she was disappointed he had not made her aware he intended to bring someone with him. Regardless, she continued with

the meeting and was able to end the meeting with Richard being clear that this was the only grant agreement on the table and the only way forward would be for them to give the agreement to their Solicitors and contact the Council with any adjustments they would like to propose.

Since the Grant Agreement has been emailed to their solicitors, Councillor Brooks has now received a document containing all the proposed amendments received from the Memorial Hall & Theatre Trusts solicitors, which she has forwarded to all members of the Memorial Hall & Theatre Trust Working Party Group and the Council's solicitors, Geldard's.

At 9.00 pm Councillor Johnson moved suspension of Standing Order 3 (y) to allow for the meeting to continue for 10 minutes to conclude the final agenda item.

Councillor S Hodges thanked Councillor Brooks for her report, but requested that Councillors are not asked to provide any further verbal feedback regarding this matter. She questioned if Council would now be happy for the Memorial Hall & Theatre Working Party Group to discontinue any future discussions in favour of all future reports being forwarded to a meeting of Full Council as any decision would now have to be made by Full Council.

**RESOLVED** the Memorial Hall & Theatre Working Party Group discontinue any future discussions on the funding agreement, in favour of all future reports being forwarded to a meeting of Full Council.

The meeting ended at 9.03 pm.

Signed .....  
(Town Mayor)

Dated .....

## BARRY TOWN COUNCIL

### MINUTES OF A SPECIAL MEETING OF FULL COUNCIL HELD ON THURSDAY, 23 JULY 2015 AT 6.30 PM

**PRESENT:** Councillor Pritchard (Town Mayor), together with Councillors Bertin, Brooks, C Curtis, R Curtis, Drake, Egan, Hamilton, Hardy, N P Hodges, S A Hodges, Johnson, Kuhnell, Powell, Sword, Wilkinson and Williams.

**ALSO PRESENT:** Cliff Lewis – Town Clerk  
Robyn Walsh – Administrator  
Lee Selby  
Meggie Stavert  
Andrew Selby  
Lee Selby Snr  
Tracey Stavert  
Mark Stavert  
Stewart Pritchard (Mayor's Consort)  
Jim Cole

512. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Evans, Payne and Wiliam.

513. **DECLARATIONS OF INTEREST**

None were received.

514. **TO CONSIDER THE PROPOSITION THAT LEE SELBY OF BARRY TOWN BE ADMITTED AN HONORARY FREEMAN OF THE TOWN OF BARRY IN ACCORDANCE WITH SECTION 249 OF THE LOCAL GOVERNMENT ACT 1972**

The Mayor asked members to consider the proposition that Lee Selby of Barry Town, being a person who has rendered eminent services to the Town within the meaning of Section 249 of the Local Government Act 1972 be admitted an Honorary Freeman of the Town of Barry, in accordance with the provision of the said Act, and that the Common Seal of Barry Town Council be affixed to the Scroll of Admission and the Roll of Honorary Freeman. Further, that Lee Selby receives the scroll and Honorary Freeman at the Special Meeting of Council held on Thursday, 23 July 2015, following which Lee Selby will be duly admitted an Honorary Freeman of the Town during the Mayoralty of Councillor Emma Pritchard.

The Leader of Council, Councillor Egan proposed that Council formally accept the proposition with Councillor S Hodges formally seconding his proposal.

Councillor Egan commented that it was his pleasure to propose the award of the prestigious honour of Honorary Freeman to Lee Selby and

had been informed that Lee would visit the Council Offices as a child when his late Grandmother was Mayor of Barry. Councillor Egan praised Lee for all his hard work and dedication and congratulated him on all he had achieved.

Councillor S Hodges stated that it gave her great pleasure to formally second the Leader's proposal and that the honour had only been bestowed upon one other person in the last eleven years at Barry Town Council. She praised Lee for being an inspiring role model and added that Barry Town Council are extremely proud of him and all his achievements.

The Mayor requested a vote on the proposal that Lee Selby of Barry Town, being a person who has rendered eminent services to the Town within the meaning of Section 249 of the Local Government Act 1972 be admitted an Honorary Freeman of the Town of Barry, in accordance with the provision of the said Act, and that the Common Seal of Barry Town Council be affixed to the Scroll of Admission and the Roll of Honorary Freeman. Further, that Lee Selby receives the scroll and Honorary Freeman at the Special Meeting of Council held on Thursday, 23 July 2015, following which Lee Selby will be duly admitted an Honorary Freeman of the Town during the Mayoralty of Councillor Emma Pritchard.

The vote of which was unanimous.

**RESOLVED** that Lee Selby of Barry Town, being a person who has rendered eminent services to the Town within the meaning of Section 249 of the Local Government Act 1972 be admitted an Honorary Freeman of the Town of Barry, in accordance with the provision of the said Act, and that the Common Seal of Barry Town Council be affixed to the Scroll of Admission and the Roll of Honorary Freeman. Further, that Lee Selby receives the scroll and Honorary Freeman at the Special Meeting of Council held on Thursday, 23 July 2015, following which Lee Selby will be duly admitted an Honorary Freeman of the Town during the Mayoralty of Councillor Emma Pritchard.

The Scroll of Admission was duly signed by both the Mayor of Barry, Councillor Emma Pritchard and the Town Clerk, Mr Cliff Lewis and was officially presented to Lee Selby.

The meeting ended at 6.45 pm.

Signed .....

(Town Mayor)

Dated .....

## BARRY TOWN COUNCIL

### MINUTES OF A MEETING OF FULL COUNCIL HELD ON MONDAY, 14 SEPTEMBER 2015 AT 7.00 PM

**PRESENT:** Councillor Pritchard (Town Mayor), together with Councillors Bertin, Brooks, C Curtis, R Curtis, Davey, Drake, Hamilton, Hardy, N Hodges (arrived at 8.40 pm), S Hodges, Johnson, Kuhnell, Wiliam, Wilkinson and Williams.

**ALSO PRESENT:** Cliff Lewis – Town Clerk  
Mark Sims – Responsible Finance Officer  
Robyn Walsh – Administrator

The Mayor requested that a minute silence be held for three former Councillors of Barry Town Council who had recently passed;

Hector Gosling (Former Town Mayor)  
Donald Whitchurch (Former Town Mayor)  
Maurice Nugent (Former Councillor)

515. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Cash, Egan, Evans, Payne and Powell.

Members were made aware that Councillor N Hodges would be late to join the meeting as he was in attendance at a PACT Meeting.

516. **DECLARATIONS OF INTEREST**

None were received.

517. **TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL'S MEETING HELD ON 29 JUNE 2015 AND A SPECIAL MEETING HELD ON 23 JULY 2015**

Councillor Johnson noted that minute no. 485 did not contain details of the recorded vote taken in minute no.'s 443, 445, 463 and 464.

The details of the vote were as follows;

**Minute no. 443** – Nominations were received for the position of Mayor of Barry Town Council for the municipal year 2015/16 as follows:

Councillor Pritchard – nominated by Councillor Powell and seconded by Councillor Hardy.

Councillor N Hodges – nominated by Councillor S Hodges and seconded by Councillor Johnson.

A vote was taken, the result of which was that Councillor Pritchard be elected as Town Mayor for 2015/16 municipal year by a majority vote of 15 members to 4 in favour of Councillor Pritchard.

**Minute No. 445** – Nominations were received for the position of Deputy Mayor of Barry Town Council for the municipal year 2015/16 as follows:

Councillor Williams – nominated by Councillor Powell and seconded by Councillor Hardy.

Councillor N P Hodges – nominated by Councillor S Hodges and seconded by Councillor Johnson.

A vote was taken, the result of which was that Councillor Williams be elected as Deputy Town Mayor for 2015/16 municipal year by a majority vote of 15 members to 4 in favour of Councillor Williams.

**Minute no. 463** – Planning Committee

Councillor Kuhnell was nominated as Chair of the Planning Committee by Councillor C Curtis and seconded by Councillor Cash.

Councillor Johnson was nominated as Chair of the Planning Committee by Councillor S Hodges and seconded by Councillor Johnson.

A vote was taken, the result of which was that Councillor Kuhnell be elected as Chair of the Planning Committee for the municipal year 2015/16 by a majority vote of 3 members to 2 in favour of Councillor Kuhnell.

Councillor C Curtis was nominated as Vice-Chair of the Planning Committee by Councillor Kuhnell and seconded by Councillor Cash.

Councillor Johnson was nominated as Vice-Chair of the Planning Committee by Councillor S Hodges and seconded by Councillor Johnson.

A vote was taken, the result of which was that Councillor C Curtis be elected as Vice-Chair of the Planning Committee for the municipal year 2015/16 by a majority vote of 3 members to 2 in favour of Councillor C Curtis.

**Minute No. 464** – Outside Bodies – Barry Ideas Bank Advisory Board

Councillor Drake was nominated by Councillor Egan and seconded by Councillor Brooks.

Councillor N Hodges was nominated by Councillor S Hodges and seconded by Councillor Johnson.

A vote was taken, the result of which was that Councillor Drake be elected as the Town Council representative for the Barry Ideas Bank Advisory Board for the 2015/16 municipal year by a majority vote of 15 members to 4 in favour of Councillor Drake.

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Councillor Johnson referred to minute no. 493 (Page 2691) and queried what the results of the resolved point were.

The Town Clerk responded that he had written to the Vale of Glamorgan Council and they had replied to advise that they would include the Town Council in any future consultation in relation to the Violence against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015.

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Councillor Johnson advised that in relation to minute no. 501 he had received a reply from the Responsible Finance Officer and was disappointed to report that there are staff employed at Barry Town Council paid below the living wage.

\*\*\*

Councillor S Hodges referred to minute no. 503 and explained that it was her understanding that the land at Cemetery Approach would be a standing item on all Full Council agendas. Members agreed that this was also their understanding of past discussions regarding this item.

\*\*\*

Councillor C Curtis thanked members for her letter of good wishes.

\*\*\*

Councillor S Hodges referred to the action sheet, in particular minute no. 491 (1) and queried why it was referred to as "ongoing" if it had been resolved at a previous meeting of Full Council.

Officers agreed this was an oversight and had been resolved at a meeting of Full Council held on Monday, 29 June 2015 and so it was agreed that this action should be amended as "completed."

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Councillor S Hodges requested that in the Leaders absence Officers provide an update in relation to minute no. 494 (1) querying if the Leader is able to send a substitute in his place should he be unable to attend a meeting of the Barry Regeneration Board.

The Town Clerk responded that he was unable to provide members with a verbal update but would email members once he was in a position to do so.

**RESOLVED:**

1. That in future the “Land at Cemetery Approach” will be a standing item on all Full Council agendas.
2. That the Town Clerk provides members with an update via email regarding minute. No. 494 (1).
3. That the minutes of the Council’s meeting held on 29 June 2015 and a special meeting held on 23 July 2015 be approved and signed as a correct record, subject to the amendments above.

518. **TO RECEIVE A POLICE REPORT**

The Mayor informed members that Inspector Rob Miles had forwarded his apologies and advised that if Councillors had any questions to forward them to the Town Clerk who would ensure they were forwarded to him.

Councillor Johnson noted his disappointment of there being no police presence at a meeting of Full Council for the second time in three meetings. He advised that he had a number of concerns he would like to address which included street lighting and libraries. He also noted that the format in which the police data was presented was not clear.

Councillor Kuhnell noted that data for Castleland ward was omitted.

The Mayor suggested that Officers respond to Inspector Rob Miles suggesting that future data be presented in the previous format used and that they are advised that in future the presence of an Inspector is not necessarily required and that they are able to send a representative of a different rank.

**RESOLVED** that Officers respond to Inspector Rob Miles suggesting that future data be presented in the previous format used and that they are advised that in future the presence of an Inspector is not necessarily required and that they are able to send a representative of a different rank.

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

The Mayor advised members of the following events;

Monday, 5 October 2015 – Mayor’s Coffee Morning at Tÿ Hapus – 10 am – 12 pm

Wednesday, 7 October 2015 – Mayor’s Golf Tournament - £140.00 per team of 4 golfers – From 9.30 am

Thursday, 8 October 2015 – Freedom of Town (James Savory) - £15.00 each (Meal)

Friday, 16 October 2015 – An Evening with Jolene Dover - £6.00 per ticket – 7 pm till late

Tuesday, 17 November 2015 – Schools Christmas Concert

Wednesday, 16 December 2015 – Mayor’s Christmas Craft Fayre – 10 am – 2 pm

The Mayor also suggested with members agreeing that a card of condolence is sent on behalf of Council to the Deputy Town Clerk who had recently suffered a bereavement.

**RESOLVED** that a card of condolence is sent on behalf of Council to the Deputy Town Clerk who had recently suffered a bereavement.

520.

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

Councillor Johnson asked the following;

1. What consultation was held with Barry Town Council regarding any change in criteria for the Vale of Glamorgan’s CASH grant system, specifically the 5% rule that effectively prevents us from successfully applying in future?

The Responsible Finance Officer responded that Barry Town Council had not received any information from the Vale of Glamorgan Council in relation to a consultation and so was not aware if one took place.

2. What is the value and percentage of business that we carry out with businesses located in (a) Barry and (b) Wales compared with the total amount of procurement expenditure of the Council?

The Responsible Finance Officer responded with the following figures that had been taken from the last financial year (2014/15);

- (a) Barry - £96,999.00 (20%)
- (b) Wales - £321,356.00 (66%)

Total Amount - £484,513.00

The Responsible Finance Officer advised that figure (b) was higher than a typical year as it included the Cemetery Extension expenditure which was carried out by a company outside of Barry.

Councillor S Hodges asked the following;

3. It is anticipated that the Mayor and Deputy Mayor will represent this Council for this municipal year 2015/16. To this end Council provides remuneration to the Mayor and I note this money has been paid in full.

I note with some disappointment that Mayor and Deputy Mayor have been unable to fulfil commitment and on at least one occasion a member of her group has represented her in the Baruc Ward. Please could the Mayor explain the criteria for asking other Councillors to represent her office?

Please could the Mayor clarify of the remuneration she has already received will it be split with other Councillors representing her in her absence?

The Mayor responded that it was protocol to ask past Mayors if the Mayor or the Deputy Mayor are unable to attend an event and that it was at the discretion of the Mayor who will decide what if any financial remuneration to give Councillors who represent the Town Council in a Mayor's absence.

4. Will the Leader, Senior Officers and Mayor inform Council what meetings they have attended with external parties since the last Full Council and provide feedback of topics discussed?

Leader – Not present  
Senior Officers – None attended  
The Mayor – None attended

Councillor Johnson suggested that in future the response to this question be compiled and written in advance of the meeting so in the absence of members, the question may still be answered.

Councillor Brooks requested that Officers provide clarity regarding Standing Order 3(e).

The Responsible Finance Officer responded that the standing order did not specify whether the response should be verbal or written.

The Mayor suggested with members agreeing that the Leaders response should be emailed to all Councillors.

Councillor Brooks advised that further clarity needed to be sought regarding Standing Order 3(e) and so proposed that the subject be referred to a meeting of the Working Party for further discussion.

Councillor Wiliam asked the following;

5. Like most Councils we have contact with various groups of people including children and vulnerable adults. Does this Council have any policies on safeguarding?

The Town Clerk responded that due to the level of input Council has with children and vulnerable adults, a safeguarding policy is not required.

6. Will the Chair of the Personnel Committee raise this topic at her Committee and refer any recommendations appropriately?

The Chair of the Personnel Committee advised that she will ensure the item is placed on the next agenda of the Personnel Committee to be held on Monday, 5 October 2015.

**RESOLVED:**

1. That the Leaders response to question 4 be emailed to all Councillors once received.
2. That Standing Order 3(e) be referred to a meeting of the Working Party for further discussion.
3. That the item; "Safeguarding of Children and Vulnerable Adults" be referred to a meeting of the Personnel Committee to be held on Monday, 5 October 2015 for further discussion.

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

None were received.

522. **TO RECEIVE AND NOTE THE MINUTES OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE'S MEETING HELD ON 27 JULY AND TO GIVE CONSIDERATION TO RECOMMENDATIONS CONTAINED THEREIN**

Councillor S Hodges referred to minute no. F240 and advised that she did not suggest "purchasing a simple gold chain" to rectify the issue that had arisen in respect of the Deputy Mayor's Consort's Chain.

Members were also advised that in relation to the Action Sheet and minute no. F242 (2), "Protecting Community Assets Consultation" this action was now completed and a response had been submitted on Thursday, 10 September 2015.

**RESOLVED** that the minutes of the Finance, Policy & General Purposes Committee's meeting held on 27 July be received and noted, subject to the amendments above.

523. **TO RECEIVE AND NOTE THE MINUTES OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE'S MEETING HELD ON 7 SEPTEMBER 2015 AND TO GIVE CONSIDERATION TO RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED** that the minutes of the Halls, Cemeteries and Community Facilities Committee's meeting held on 7 September 2015 be received and noted.

524. **TO RECEIVE AND NOTE THE MINUTES OF THE PERSONNEL COMMITTEE'S MEETING HELD ON 6 JULY AND 20 JULY 2015 AND TO GIVE CONSIDERATION TO RECOMMENDATIONS CONTAINED THEREIN**

**Minutes of a Special Meeting of The Personnel Committee Held on Monday, 20 July 2015**

Councillor S Hodges explained that at the meeting she had advised that as confidential items were being discussed, the Personnel Committee may find it appropriate to hold the meeting in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the business to be transacted.

Members agreed and subsequently the meeting took place under Part 2 (exclusion of the press and public).

Councillor S Hodges noted that she was extremely concerned that the minutes of the meeting identified applicants by name. She advised that she had contacted the Vale of Glamorgan Council to enquire as to their procedure when dealing with similar matters and was advised that their minutes are not detailed and do not refer to applicants by name.

Councillor S Hodges stated that as minutes cannot be reviewed under Part 2 of a meeting, members may wish to consider reviewing the protocol regarding minutes of confidential personal information.

Councillor Hardy proposed with Councillor Wilkinson seconding that the protocol regarding minutes of confidential personal information

should be referred to a meeting of the Personnel Committee to be held on Monday, 5 October 2015.

Councillor Brooks advised that whilst the protocol is being reviewed, the minutes of the Personnel Committee held on Monday, 20 July 2015 should be removed from the agenda and not uploaded to the Council's website and are referred back to a meeting of the Personnel Committee to be held on Monday, 5 October 2015.

Councillor C Curtis noted that she had not been formally told that she had been reappointed as a Governor of Colcot Primary School and that this may be something members of the Personnel Committee may wish to consider when discussing a procedure.

Councillor Johnson requested that Officers confirm if all applicants had been formally notified if they were successful or not in the position of Governor they were applying for.

**RESOLVED:**

1. That the minutes of the Personnel Committee held on 6 July be received and noted.
2. That the protocol regarding minutes of confidential personal information be referred to a meeting of the Personnel Committee to be held on Monday, 5 October 2015.
3. That whilst the protocol is to be reviewed, the minutes of the Special Meeting of the Personnel Committee held on Monday, 20 July 2015 are removed from the agenda and not received and noted and not uploaded to the Council's website and are referred back to a meeting of the Personnel Committee to be held on Monday, 5 October 2015.
4. That the procedure of applicants being formally notified if they are successful or not be discussed at the meeting of the Personnel Committee to be held on Monday, 5 October 2015.
5. That Officers confirm to all members if the decisions made by the Personnel Committee on Monday, 6 July and Monday, 20 July in relation to applicants who had applied to represent the Town Council as a Governor on various schools throughout Barry had been notified whether they had been successful or not.

525. **TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE'S MEETINGS HELD ON 7 JULY, 4 AUGUST, 25 AUGUST AND 8 SEPTEMBER 2015 AND TO GIVE CONSIDERATION TO RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED:**

1. That Place Plans is placed on an agenda of the Working Party for discussion prior to its submission to a meeting of Full Council.
2. That the minutes of the Planning Committee's Meetings held on 7 July, 4 August, 25 August and 8 September 2015 be received and noted.

526. **TO RECEIVE REPORTS FROM REPRESENTATIVES SERVING ON OUTSIDE BODES**

Members were reminded that copies of agendas for minutes 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.

527. **MOTIONS FOR ONE VOICE WALES ANNUAL GENERAL MEETING – SATURDAY, 3 OCTOBER 2015**

Members were requested to give consideration to the "Final Motions" being put forward at the One Voice Wales Annual General Meeting to be held on Saturday, 3 October 2015.

Members discussed the motions and agreed the following ways in which they would like the two representatives (Councillors Egan and Hardy) to vote on each individual motion;

**1. Cwmbran Community Council**

SUPPORT

**2. Gorseinon Town Council**

NO MANDATE (Representatives given delegated responsibility to vote on behalf of the Council)

Councillor S Hodges noted that she agreed in principal to the motion but felt it was more of a national issue. Councillor S

Hodges suggested that Council support the motion, but make the point that it is a national issue.

Councillor Wilkinson suggested that Council resolve to allow the representative to make the decision of whether or not to support the motion on the day when more information is available.

A vote was taken the results of which were 9 in favour of no mandate, 2 in favour of agreeing the motion in principal and 3 abstained and so it was RESOLVED that the motion not be mandated.

**3. Llanelli Town Council**

SUPPORT

**4. Saltney Town Council**

SUPPORT

**5. Penarth Town Council/Barry Town Council**

SUPPORT

**6. Saltney Town Council**

SUPPORT

**7. Trawsfynydd Community Council**

SUPPORT

Councillor S Hodges suggested that should Trawsfynydd Community Council experience issues in sourcing a proposer/seconder for their motion, Councillors Egan and Hardy are mandated to be able to act as either.

**8. Tredegar Town Council**

SUPPORT

**9. Un Llais Cymru**

DO NOT SUPPORT

Members discussed and agreed that they do not wish to support the motion submitted by Un Llais Cymru and put forward an amendment to the motion; that membership fees are uplifted by up to 1% (rather than the 3% proposed) for the financial year 2016/17.

## **RESOLVED:**

That Councillors Egan and Hardy vote on the following motions to be heard at One Voice Wales Annual General Meeting to be held on Saturday, 3 October 2015 in the ways agreed by Council;

### **SUPPORT**

1. **Cwmbran Community Council**
3. **Llanelli Town Council**
4. **Saltney Town Council**
5. **Penarth Town Council/Barry Town Council**
6. **Saltney Town Council**
7. **Trawsfynydd Community Council** (Councillors Egan and Hardy are mandated to act as either a proposer/seconded for this motion)
8. **Tredegar Town Council**

### **NO MANDATE**

2. **Gorseinon Town Council**

### **DO NOT SUPPORT**

9. **Un Llais Cymru** (The following is to be used as an amendment to the motion; "That membership fees are uplifted by up to 1% (rather than the 3% proposed) for the financial year 2016/17.")

528.

### **BARRY REGENERATION ADVISORY BOARD**

Councillor Johnson requested that if agreed (minute no. 494 (2) refers) the report should be included within the agenda.

**RESOLVED** that the minutes of the Barry Regeneration Advisory Board be received and noted.

529.

### **TO APPROVE A SCHEDULE OF PAYMENTS FOR SEPTEMBER 2015**

Members were requested to approve a schedule of payments for September 2015.

The Responsible Finance Officer advised members that cheque number 1391 in the amount of £153.60 is to be removed from the schedule of payments resulting in a new total of £15,210.93.

Councillor S Hodges referred to cheque number 1393 payable to Garrard and Co in the amount of £1,090.00 for the purchase of the

Mayor's replica badge in silver gilt. She questioned the cost and requested that this be referred to a meeting of the Finance, Policy & General Purposes Committee for further discussion.

**RESOLVED:**

1. That the cost of the Mayor's replica badge be referred to a meeting of the Finance, Policy & General Purposes Committee.
2. That the information set out above relating to salary payments for June and July 2015 inclusive, which had been certified and authorised by the appropriate officers in accordance with the requirements of Standing Order 19(c) be received and noted.
3. That the attached schedule of payments for September 2015 comprising various direct debits and cheque numbers 1387 to 1400, (noting the removal of cheque number 1391 in the amount of £153.60) inclusive in the total sum of £15,210.93 be approved, subject to the relevant papers being in order.

530.

**BUDGET MONITORING REPORT 1 APRIL TO 31 AUGUST 2015**

Members were informed of the Council's income and expenditure in the 2015/16 financial year as at the end of August 2015.

Councillor Johnson queried what expenditure was recorded under the heading "Other Miscellaneous Income" as it had already met its expected target income for the 2015/16 financial year.

The Responsible Finance Officer responded that he would provide Councillor Johnson with a written response, but he could advise that the majority of the income was from the sale of plaques which had proven extremely popular since the introduction of an octagonal planter within the Old Garden of Remembrance at Merthyr Dyfan Cemetery, Barry.

**RESOLVED:**

1. That the Responsible Finance Officer respond to Councillor Johnson with the details of income received under the heading; "Other Miscellaneous Income."
2. That the budget monitoring report for August 2015, indicating actual income and expenditure up to the end of month five in the 2015/16 financial year, noting the projected underspend of £403.00 for 2015/16 be received and noted.

531. **BARRY YOUTH ACTION – MINUTES OF A MEETING HELD ON 14 JULY 2015**

Councillor Johnson queried which meetings the representatives had attended;

Councillor Hardy responded that she and Councillor Evans attended their selection and recruitment meeting, the next was a meeting which established the structure of the meeting and she had attended the last meeting which showed the progress the young people had made. She advised that the group are hoping to now meet monthly and build relations with their Council representative in order to feel comfortable when attending meetings of Full Council.

**RESOLVED** that the minutes of Barry Youth Action held on Tuesday, 14 July 2015 be received and noted.

532. **URGENT ACTIONS UNDERTAKEN SINCE LAST MEETING OF COUNCIL**

Councillors were made aware of any Urgent Actions that had been undertaken by the Group Leaders, Mayor or Committee Chairs, in conjunction with the Clerk since the last meeting of Council held on 29 June 2015.

**RESOLVED** that the information relating to Urgent Actions undertaken by Group Leaders, the Mayor or Committee Chairs be received and noted.

533. **DEPUTY MAYOR'S CHAIN**

Members were advised of an issue that has arisen in respect of the Deputy Mayor's Consort's Chain.

Councillor S Hodges advised members that she had previously requested a report that consisted of costings and price comparisons so she was able to make an informed decision and felt that the report did not reflect what she had requested and so suggested that the report be deferred to a meeting of the Finance, Policy & General Purposes Committee.

Councillor C Curtis noted that when Councillor R Curtis was the Deputy Mayor's Consort he would use a simple gold chain to rectify the problem and so to move progress suggested that this is something Council should consider.

Councillor Brooks proposed with Councillor S Hodges seconding that the item be deferred to a meeting of the Working Party with a full report

on costings and price comparisons with the chains being present at the meeting for viewing.

**RESOLVED** that the item; “Deputy Mayor’s Chain” be deferred to a meeting of the Working Party with a full report on costings and price comparisons with the chains being present at the meeting for viewing.

534.

### **THE PATRON’S LUNCH**

Members were requested to give consideration to correspondence received from the Lord Lieutenant, Dr Peter Beck in relation to what plans the Council may have to celebrate the Queen’s 90<sup>th</sup> birthday next year.

Councillor Brooks suggested that members may wish to consider writing to the Vale of Glamorgan Council to enquire how they intend to celebrate the event and consider linking with whatever the Vale of Glamorgan Council chooses to do.

Councillor S Hodges noted that the letter Dr Peter Beck received from Mr Peter Phillips of The Patron’s Lunch Events Ltd was a limited company and noted that when Council award grants they do not award them to limited companies and so advised that she would need clarity before making any financial decision.

Councillor S Hodges proposed with Councillor William seconding that rather than contribute financially to the Queen’s 90<sup>th</sup> birthday celebrations, that Council consider in light of the recent cuts the Vale of Glamorgan Council have had to make to the subsidised Christmas Meals for older residents living in Barry, Council consider contributing to the deficit, so older residents are still able to enjoy their Christmas Meal at the same subsidised rate.

Councillor Brooks noted that whilst she agreed with Councillor S Hodges’ proposal it was not appropriate to consider this at Full Council due to it not being an agenda item.

Councillor S Hodges suggested the proposal be discussed at a meeting of the Finance, Policy & General Purposes Committee and that the Committee be given delegated powers to make a decision.

Members noted that if the Vale of Glamorgan Council responds that they are not considering marking the occasion that money may be put aside for residents wishing to hold a street party.

Members agreed that the item should be placed on the agenda of the next Working Party with any response received from the Vale of Glamorgan Council.

**RESOLVED:**

1. That at a meeting of the Finance, Policy & General Purposes Committee to be held on Monday, 19 October 2015, Councillor S Hodges' proposal is considered; That Council consider in light of the recent cuts the Vale of Glamorgan Council have had to make to the subsidised Christmas Meals for older residents living in Barry, Council consider contributing to the deficit, so older residents are still able to enjoy their Christmas Meal at the same subsidised rate and that the Committee are granted delegated powers to make a financial decision regarding this.
2. That Officers write to the Vale of Glamorgan Council to enquire how they intend to celebrate marking the Queen's 90<sup>th</sup> birthday celebrations and consider linking with whatever the Vale of Glamorgan Council choose to do.
3. That the item; "Queen's 90<sup>th</sup> Birthday Celebrations" and any response received from the Vale of Glamorgan Council be placed on the agenda of the next Working Party Meeting for discussion.

535. **DATE OF NEXT MEETING**

**RESOLVED** that the Town Councils next meeting is scheduled to take place Monday, 14 December 2015 at 7 pm in the Council Chamber.

536. **EXCLUSION OF THE PRESS AND PUBLIC**

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.

537. **MEMORIAL HALL & THEATRE WORKING PARTY**

Members were requested to give consideration to agreeing for the Memorial Hall & Theatre Working Party being reconvened for one further meeting to discuss the response from the Memorial Hall & Theatre Trustees and the comments on that response from the Council's solicitors.

Members were informed that at a meeting of Full Council held on 29 June 2015 it was resolved that the Memorial Hall & Theatre Working Party Group discontinue any further discussions on the funding agreement, in favour of future reports being forwarded to a meeting of Full Council.

Councillor Brooks began by stating that she had no recollection of disbanding the Memorial Hall & Theatre Working Party and was disappointed because since the resolution was taken a response had been received from Richard Thomas, Secretary of the Memorial Hall &

Theatre Trust, in respect of the draft Funding Agreement and Legal Mortgage. This response had also been forwarded onto the Council's Solicitors, Geldards, and their comments had also been received. It was Councillor Brooks' intention to bring this new information to the Memorial Hall & Theatre Working Party for discussion, but she was unable to do so because the Working Party had been disbanded.

Councillor S Hodges stated that it was her understanding that as the Memorial Hall & Theatre Working Party have no powers to make decisions, the Working Party had gone as far as it could with regards to discussions and it had been her understanding that any further information would go to a Special meeting of Full Council where decisions can be made so the matter can move forward.

Councillor S Hodges requested that Officers provide members with clarity regarding the matters that can be agreed under an Urgent Action. She was extremely concerned that there were various matters she could agree under an Urgent Action, but requested a reason as to why she was unable to reinstate the Memorial Hall & Theatre Working Party under the same Urgent Action.

The Town Clerk responded that the minutes of the meeting had been shown to the Leader and he had agreed that the action to reinstate the group would need to go to a meeting of Full Council to be agreed by Council.

Councillor S Hodges noted that it would be her preference to hold a Special Meeting of Full Council with all the papers available and Giselle Davies, the Council's Solicitor present so a decision can be made and the matter moved forward.

Councillor Brooks responded that she felt a meeting of the Memorial Hall & Theatre Trust Working Party would be more appropriate as there is still information that needs to be reviewed.

Councillor S Hodges proposed with Councillor Brooks seconding an amendment to the recommendation that Councillors agree to the reconvening of the Memorial Hall & Theatre Working Party to consider the response from the Memorial Hall & Theatre Trust and work towards a further draft Funding Agreement, taking into account the comments raised by the Memorial Hall & Theatre Trust, prior to a final draft agreement being brought to a Special Meeting of Full Council to be held on or before Thursday, 15 October 2015.

Councillor S Hodges also requested written clarification to all members explaining what can and can't be agreed under an Urgent Action.

**RESOLVED:**

1. That the Memorial Hall & Theatre Working Party is reconvened to consider the response from the Memorial Hall & Theatre Trust and work towards a further draft Funding Agreement, taking into account the comments raised by the Memorial Hall & Theatre Trust, prior to a final draft agreement being brought to a Special Meeting of Full Council to be held on or before Thursday, 15 October 2015.
  
2. That all Councillors are provided with written clarification explaining what can and can't be agreed under an Urgent Action.

The meeting ended at 8.45 pm.

Signed .....

(Town Mayor)Dated .....

## **BARRY TOWN COUNCIL**

### **MINUTES OF A MEETING OF FULL COUNCIL HELD ON WEDNESDAY, 30 SEPTEMBER 2015 AT 7.00 PM**

**PRESENT:** Councillor Williams (Deputy Town Mayor), together with Councillors Brooks, C Curtis, Egan, Evans, Hamilton, Hardy, N Hodges, S Hodges, Johnson, Kuhnell and Wiliam.

**ALSO PRESENT:** Angie Norman – Deputy Town Clerk  
Mark Sims – Responsible Finance Officer  
Robyn Walsh – Administrator

#### 538. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors R Curtis, Davey, Drake, Payne, Powell, Pritchard and Sword.

#### 539. **DECLARATIONS OF INTEREST**

Declarations were received from Councillors Brooks, C Curtis, Egan, N Hodges and Johnson in relation to agenda item 3 – Reshaping of Services. However, members were reminded that each of the Councillors had received dispensations from the standards Committee at the Vale of Glamorgan Council to speak and vote on matters relating to this item.

#### 540. **RESHAPING OF SERVICES**

Members were asked to give consideration to the information received from the Vale of Glamorgan Council in respect of the services that they currently provide and to give consideration to which of those services Barry Town Council may be interested in the transference of in the future.

##### **Councillor Egan**

Councillor Egan began discussions by stating that he was disappointed with the information received from the Vale of Glamorgan Council. He reiterated the Council's previous stance that they cannot make any decisions until they are in possession of a list containing the following;

- Services the Vale of Glamorgan Council would consider devolving;
- Services the Vale of Glamorgan Council may consider devolving;

- Services the Vale of Glamorgan Council would not consider devolving.

Councillor Egan commented that he was pleased that the meeting that had taken place on Wednesday, 30 September 2015 between Officers, other Town & Community Councils and the Vale of Glamorgan Council appeared to be productive and thanked the Deputy Town Clerk for her timely notes in respect of this. He commented that the presentation members had received on Wednesday, 23 September 2015 had also been helpful and it was evident that Council needed to engage with the community to deliver a clear mandate of which services residents consider important.

Councillor Egan made note of the following contained within the notes provided by the Deputy Town Clerk; "Barry Town Council have been approached by the Vale of Glamorgan Council to ask when they would be available to meet on an individual basis as the Vale of Glamorgan Council feel that as the two largest Town Councils they should meet with Barry and Penarth Town Councils on an individual basis initially," and proposed with Councillor C Curtis seconding that Council agreed a small group consisting of three Labour Councillors, one Plaid Cymru Councillor and one Officer to begin further discussions with the Vale of Glamorgan Council on a one-to-one basis.

Councillor Egan noted that Council had been approached by Llantwit Major Town Council in respect of Barry Town Council possibly entering into an agreement with them to share the skills and expertise of the Council's Memorial Safety Inspector. He commented that this was a perfect example of Town & Community Council's working together and sharing expertise.

#### Councillor S Hodges

Councillor S Hodges began by stating that she was disappointed with the attendance and level of information received from the Vale of Glamorgan Council, stating that the information was unhelpful (statements such as "open space land") and a breakdown in costs was not provided. She reiterated previous comments that it should be Council's vision to be ambitious in relation to Reshaping of Services, but also to understand the financial restrictions due to the austerity agenda accompanied with the expectation to maintain high standards of service. She commented that out of the 368 items listed, 149 were parcels of land which would be useless to this Council.

With the above in mind, Councillor S Hodges referred to the list and the omission of the Town Hall as being an available asset. She noted that she did not consider the Town Hall (Vale Mayor's Parlours) as part of the Library buildings and so should not be considered a protected asset in the same way as schools and libraries are and should be included within the list of available assets.

She noted that at present the Town Council pays rent for use of its current office building and it would be an income to the Vale of Glamorgan Council if the Town Council were to transfer this income to the Town Hall. If agreed and the Council Offices did relocate to the Town Hall buildings Council could then look to the surrounding areas such as Central Park, the carpark, Kings Square and also the new public conveniences connected to the Library. The central location of the Town Hall would be an ideal base to lead in the organisation of volunteer groups, the pop-up library, Friends of Barry Library and would be in-keeping with the future possibility of introducing a Tourism Officer post.

Councillor S Hodges stressed that the public need to see that the Vale of Glamorgan Councillors are also taking the impact of budget cuts as well as residents and by returning the Mayor's Office to the Civic Offices this would be an excellent example.

Councillor S Hodges proposed with Councillor N Hodges seconding that Barry Town Council advise the Vale of Glamorgan Council that it would be the intention of this Council to relocate offices to the Town Hall at Kings Square and other services such as Central Park, public conveniences and Kings Square would be reviewed for potential devolvement at a later date.

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Councillor Egan advised that he was in favour of Councillor S Hodges' proposal and it was evident that the people of Barry believe that as a Town Council the offices should be centrally based at the Town Hall as they originally were. If the relocation were to go ahead, a major reorganisation would need to take place of the rooms and the building would need to be surveyed.

Councillor N Hodges added that the proposal made by Councillor S Hodges should be an ambition of this Council which the public would support. However, it is still an issue that Council need to have clarification as to what the Vale of Glamorgan Council would actually devolve and what the public would be happy to support through a consultation exercise.

Councillor Johnson noted that he had concerns regarding the Vale of Glamorgan Council's timescales and Council would need to consider the financial year when setting a precept. He also queried the size of the small group Councillor Egan had proposed and if there was a possibility the number of Plaid Cymru members could be increased.

Councillor S Hodges suggested that the first meeting between Vale Officers and the Council should be a meeting that all members can

attend and moving forward the group could then be downsized in line with Councillor Egan's original proposal.

Councillor Egan amended his proposal to the following and it was **RESOLVED**;

- That this Council write to the Vale of Glamorgan Council and reiterate the disappointment at the information received. However, thanking them for the productive meeting that took place on Wednesday, 30 September.
- That in the letter it is stated that it is the ambition of the Council to relocate offices to the Town Hall and re-establish the building as the Council's rightful base.
- That the letter emphasises that Council would like to be ambitious and progressive, but will do this in the right way.
- That the invite to the first meeting between the Vale of Glamorgan Council and Barry Town Council will be extended to all Councillors.
- That the first meeting should only take place when the Vale of Glamorgan Council has new information to provide Council with.
- That the small group to move discussions forward between Council and the Vale of Glamorgan Council will consist of 3 Labour members, 1 Plaid Cymru member and 1 Officer.

The meeting ended at 7.55 pm.

Signed .....

(Town Mayor)Dated .....

## BARRY TOWN COUNCIL

### MINUTES OF A SPECIAL MEETING OF FULL COUNCIL HELD ON THURSDAY, 8 OCTOBER 2015 AT 6.30 PM

**PRESENT:** Councillor Pritchard (Town Mayor), together with Councillors Brooks, C Curtis, R Curtis, Egan, Evans, Hamilton, Hardy, N Hodges, S Hodges, Powell, Wiliam, Wilkinson and Williams.

**ALSO PRESENT:** Angie Norman – Acting Town Clerk  
Robyn Walsh – Administrator  
James Savory  
Jeff Savory

541. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Davey, Drake, Johnson, Payne and Sword.

542. **DECLARATIONS OF INTEREST**

None were received.

543. **TO CONSIDER THE PROPOSITION THAT JAMES SAVORY OF BARRY TOWN, BEING A PERSON WHO HAS RENDERED EMINENT SERVICES TO THE TOWN WITHIN THE MEANING OF SECTION 249 OF THE LOCAL GOVERNMENT ACT 1972 BE AWARDED THE FREEDOM OF THE TOWN**

The Mayor asked members to consider the proposition that James Savory of Barry Town, being a person who has rendered eminent services to the Town within the meaning of Section 249 of the Local Government Act 1972 be admitted an Honorary Freeman of the Town of Barry, in accordance with the provision of the said Act, and that the Common Seal of Barry Town Council be affixed to the Scroll of Admission and the Roll of Honorary Freeman. Further, that James Savory receives the scroll and Honorary Freeman at the Special Meeting of Council held on Thursday, 8 October 2015, following which James Savory will be duly admitted an Honorary Freeman of the Town during the Mayoralty of Councillor Emma Pritchard.

The Mayor, Councillor Emma Pritchard began by commending James on his list of sporting achievements, dating back to 2003 most notably his silver medal gained at the Special Olympics held in L.A. She highlighted his determination and fully supported the motion that James Savory be admitted an Honorary Freeman of the Town of Barry.

The Leader of Council, Councillor Egan stated that it was an honour and a privilege to support the motion that James Savory be admitted

an Honorary Freeman of the Town of Barry and that James was an inspiration to many people and had truly made Barry proud.

Councillor N Hodges formally seconded the motion and noted that James was a credit to all young people and was well deserving of the honour for not only his achievements in sport, but to his commitment to fundraising and community work.

The Mayor requested a vote on the proposal that James Savory of Barry Town, being a person who has rendered eminent services to the Town within the meaning of Section 249 of the Local Government Act 1972 be admitted an Honorary Freeman of the Town of Barry, in accordance with the provision of the said Act, and that the Common Seal of Barry Town Council be affixed to the Scroll of Admission and the Roll of Honorary Freeman. Further, that James Savory receives the scroll and Honorary Freeman at the Special Meeting of Council held on Thursday, 8 October 2015, following which James Savory will be duly admitted an Honorary Freeman of the Town during the Mayoralty of Councillor Emma Pritchard.

The vote of which was unanimous.

**RESOLVED** that James Savory of Barry Town, being a person who has rendered eminent services to the Town within the meaning of Section 249 of the Local Government Act 1972 be admitted an Honorary Freeman of the Town of Barry, in accordance with the provision of the said Act, and that the Common Seal of Barry Town Council be affixed to the Scroll of Admission and the Roll of Honorary Freeman. Further, that James Savory receives the scroll and Honorary Freeman at the Special Meeting of Council held on Thursday, 8 October 2015, following which James Savory will be duly admitted an Honorary Freeman of the Town during the Mayoralty of Councillor Emma Pritchard.

The Scroll of Admission was duly signed by both the Mayor of Barry, Councillor Emma Pritchard and the Acting Town Clerk, Angie Norman and was officially presented to James Savory.

The meeting ended at 6.45 pm.

Signed .....

(Town Mayor)Dated .....

**BARRY TOWN COUNCIL**

**MINUTES OF A SPECIAL MEETING OF FULL COUNCIL HELD ON TUESDAY, 13 OCTOBER 2015 AT 7 PM**

**PRESENT:** Councillor Pritchard (Town Mayor), together with Councillors Brooks, C Curtis, R Curtis, Davey, Drake (Arrived at 7.12 pm), Egan, Evans, Hamilton (Arrived at 7.10 pm), N Hodges, S Hodges, Powell, Sword, Wiliam, Wilkinson and Williams.

**ALSO PRESENT:** Angie Norman – Acting Town Clerk  
Mark Sims – Responsible Finance Officer  
Robyn Walsh – Administrator

544. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Cash, Hardy, Johnson and Payne

545. **DECLARATIONS OF INTEREST**

A declaration of interest was received from Councillor Egan in relation to agenda item 4 in respect of his brother being a Trustee of the Memorial Hall and Theatre Trust and advised he would leave the meeting whilst the item was discussed.

Councillor Egan left the meeting.

546. **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.

547. **TO CONSIDER THE MEMORIAL HALL AND THEATRE DRAFT FUNDING AGREEMENT**

Councillor Brooks began by stating the compilation of the draft funding agreement had been a long and involved process and the solicitors had worked extremely hard to produce the document. She advised that the previous Draft Funding Agreement had been reviewed by the Memorial Hall & Theatre Trust who had suggested a number of amendments, some of which were included.

Councillor Wiliam noted his thanks to Councillor Brooks and members of the Memorial Hall & Theatre Trust Working Party and advised he was happy with the document and hoped it would provide a better

working relationship with the Memorial Hall & Theatre Trust moving forward.

Councillor S Hodges stated that the Draft Funding Agreement was the best option for the Council and proposed that members accept the funding agreement.

Councillor Powell queried the time frame in which the Memorial Hall & Theatre Trust would have to reinstate Barry Town Council as Custodian Trustees and was advised that they would be given 5 business days following the signing of the agreement.

Councillor Pritchard requested members to consider what would happen should the Memorial Hall & Theatre Trust not accept the agreement?

Councillor Brooks advised that should the Memorial Hall & Theatre Trust not accept the funding agreement there will be no more negotiations and the funds will not be released.

Councillor Wilkinson queried the timescales and who will be authorised to sign the agreement?

Members agreed that with the Leader of Council declaring an interest in discussions relating to the Memorial Hall & Theatre Trust, it would be appropriate that the Mayor and Chair of the Memorial Hall & Theatre Trust Working Party, Councillor Brooks be the Council's signatories. Members also agreed that it would not be fair to place timescales on the Memorial Hall & Theatre Trust to sign the document as they may wish to seek advice prior to signing.

The Acting Town Clerk advised that she would include the following in the accompanying letter; "Council would appreciate an indication of when the Grant Agreement would be returned."

Councillor Pritchard requested a vote on the proposal that Council agree the Draft Funding Agreement. The result of which was unanimous in favour.

**RESOLVED:**

1. That Council agree the Draft Funding Agreement and it is sent to the Memorial Hall & Theatre Trust.
2. That the Mayor and Chair of the Memorial Hall & Theatre Trust Working Party, Councillor Brooks be the Council's signatories and are given delegated authority to sign the Grant Agreement on behalf of the Council.

3. That the Acting Town Clerk includes the following in the letter accompanying the Grant Agreement; "Council would appreciate an indication of when the Grant Agreement would be returned."

The meeting ended at 7.20 pm.

Signed .....

(Town Mayor)Dated .....

## **BARRY TOWN COUNCIL**

### **MINUTES OF A SPECIAL MEETING OF FULL COUNCIL HELD ON WEDNESDAY, 11 NOVEMBER 2015 AT 7 PM**

**PRESENT:** Councillor Pritchard (Town Mayor), together with Councillors Brooks, C Curtis, R Curtis, Davey, Drake, Egan, Evans, Hamilton, Hardy, N Hodges, S Hodges, Kuhnell, Powell (arrived at 7.10 pm), Wilkinson and Williams.

**ALSO PRESENT:** Angie Norman – Acting Town Clerk  
Mark Sims – Responsible Finance Officer  
Robyn Walsh – Administrator

548. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Johnson, Payne and Wiliam. Members were advised that Councillor Powell would arrive late.

549. **DECLARATIONS OF INTEREST**

Declarations of interest were received in respect of agenda item 4 from Councillors Brooks, C Curtis, R Curtis, Drake, Egan, Hamilton, N Hodges and Wilkinson (to give consideration to information received from the Vale of Glamorgan Council in respect of Reshaping Services). However, those members concerned advised that they had received a dispensation from the Vale of Glamorgan Council to speak and vote on this matter.

Declarations of interest were received from Councillors Brooks and Williams in respect of agenda item 5 (draft Drawdown Agreement and draft Heads of Terms received frOm the Vale of Glamorgan Council in respect of Cemetery Road), both advised they would leave the meeting whilst this item was discussed.

550. **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.

551.

**TO GIVE CONSIDERATION TO INFORMATION RECEIVED FROM THE VALE OF GLAMORGAN COUNCIL IN RESPECT OF RESHAPING SERVICES**

Members were requested to give consideration to the information received from the Vale of Glamorgan Council in respect of the future potential services provided by Barry Town Council.

The information provided included;

- An A – Z list of services provided by the Vale Council (which had been received previously).
- A list of services in which Town and Community Councils have initially expressed an interest in.
- A list of services provided by Town and Community Councils.
- All projects summary highlight report.
- Minutes of the seminar held on 30 September 2015.

Councillor Egan advised that Council were not any further forward and the information previously requested by Council had still not been provided by the Vale of Glamorgan Council. (Previously requested; List of services the Vale of Glamorgan Council would, might and absolutely would not consider transferring).

Councillor Egan;

- Penarth, Llandough and Dinas Powys Town & Community Council's had advised that they may be interested in clustering.
- Other Town & Community Councils have expressed an issue with a lack of burial land. Barry Town Council have been able to extend Merthyr Dyfan Cemetery, but Council may wish to share expertise with other Town & Community Councils to address this shortage.
- Council have no authority from the public to take on additional services and so proper consultation is of the upmost importance prior to discussions in respect of the precept.
- Reference was made to the report in particular that the Vale of Glamorgan Council were scheduled to attend the Council Offices on Wednesday, 18 November 2015 and some Councillors did not have this date diarised and so attendance may be low and suggested Council may wish to consider rescheduling.

Councillor C Curtis queried if a response had been received in relation to Council's previous request in respect of the Town Hall.

The Acting Town Clerk advised that a response had not been received as yet.

Councillor S Hodges;

- At a recent Community Liaison Meeting it was made clear that the main thing the Vale of Glamorgan Council would like from Barry Town Council is a list of what services the Council would be interested in.
- One Voice Wales have advised that they hope the Vale of Glamorgan Council will take the lead on clustering and it is of high importance that there is a solid structure in place.
- Concerns were identified that in the event of clustering Barry Town Council may be under represented and this would not be acceptable as Council would be contributing the most financially.
- The meeting with the Vale of Glamorgan Council scheduled for 18 December 2015 should not be delayed and it would be impossible to agree a mandate other than to sit and discuss.

Councillor Egan agreed with Councillor S Hodges' points and advised that it would not be appropriate for 1 or 2 Councillors to make decisions on behalf of Council. He also noted that it would be necessary to establish what the Vale of Glamorgan Council currently spends on specific services and whether part of the budget would be transferred to the Council, and would there be legal issues in respect of TUPE. He advised that Council had been extremely vigilant in building the reserve and if proper discussions were not had these could be damaged.

Councillor N Hodges;

- Not enough information received from the Vale of Glamorgan Council and it seems unlikely Council will receive the original lists requested.
- Council need to be specific in what they would like to consider taking over in order to move forward and not waste time.
- It is important to move forward with the meeting scheduled to take place 18 November 2015, especially since Penarth Town Council have already had a similar meeting.
- Council need to be mindful that they only have the capacity and finances to take on certain things.

- Council should also be aware of legal ramifications and should always obtain sound legal advice.
- Consultation is important, but should not be used as a way of delaying.
- However, in respect of the Town Hall it would not be necessary to consult the public and this is needed in order for the Council to grow.
- Council need to consider positive ways to consult with members of the public.

Councillor Powell;

- Now Council have received the A – Z list, does this change what Council originally indicated they would be interested in?
- He felt it would be unlikely that any services would be cut prior to Barry Town Council being able to consult.
- Council need to establish what they would like to consult on and this can only be decided through discussions with the Vale and it would be pointless consulting on services that would definitely not be transferred.
- There needs to be a structured approach with a timetable and costings.
- Services such as street cleaning and grass cutting are services the Town Council can be proud to deliver.

Councillor Brooks;

- Concerned with the lists received.
- What are the Vale of Glamorgan Council's priorities or timescales?
- What are Barry Town Council's priorities?
- Council need to be mindful that they are unable to take on numerous services at once and a staggered approach would need to be adopted.

Councillor Egan;

- Town Hall will be the deal breaker and is not negotiable. If the Vale of Glamorgan Council will rent this to the Council then

Council will enter into further negotiations in respect of services, if it is not an option then Council will not enter into any further negotiations.

- The Vale of Glamorgan Council should not be able to pick which parks/car parks they transfer, if Council consider car parks, then Council should expect that all car parks will be transferred to the Town Council.
- Consultation – Vale have already confirmed they will consult with members of the public on behalf of the Town Council through their Citizen’s Panel and Email Tree which would require Council to organise possibly just the one public meeting to complete the consultation process.

Councillor Wilkinson queried if the Vale of Glamorgan Council intended to bring any further information to the meeting to be held on Wednesday, 18 November 2015.

The Acting Town Clerk responded that she did not believe there would be any new information.

Concerns were raised that neither Council were ready to meet and discuss the reshaping. After some discussion it was agreed that the meeting should go ahead on the basis that it would be an informal discussion.

Councillor Powell suggested that Council consider preparing questions in advance of the meeting which would then be sent to the Vale so they could prepare their answers in advance. Councillor Egan stated that this would not work due to time restrictions as any answers to the Town Council’s questions would need to be considered by Cabinet first. Councillor Brooks suggested that any questions from Councillors who were unable to attend the meeting be forwarded to the Acting Town Clerk.

Members then went on to consider the list of potential services they would like to progress with further discussions;

Service	Consider or do not consider.	Comments
Allotments	✓	
Bins	✓	Specify that Council mean “Litter Bins”
Bowling Green/Sports Pavilion	X	
Burials	✓	Already provide this service
Bus Shelters	X	
Community	✓	Already provide

Centres/Buildings		Pioneer Hall, noted that some Community Centres are struggling.
Community Transport	X	
Car Park/Spaces	✓	
Cemetery/Churchyard	✓	Already provide this service
Clock	X	
Events	✓	
Grass Maintenance	?	Maybe
Grants	✓	
Land/Open Space	?	Maybe
Leisure Gardens	✓	Cemetery Approach
Library	✓	Mobile Library
Litter Picking	X	
Parks and Gardens, Playing Fields, Play Parks/Areas, Scout Field, Village Green	?	Maybe
Play Ground Equipment Maintenance	?	Maybe
Public Toilets	✓	
Recreation Grounds	X	
Rental Accommodation	✓	
Seating Areas	✓	
Signage	?	Maybe
Street Cleaning	X	
Tennis Courts	X	
Town Hall	✓	
Town Twinning	X	
Tree Cutting	X	
War Memorials/Cenotaph	X	
Youth Services/Club and Play Schemes	✓	

**RESOLVED:**

1. That all Councillors unable to attend the meeting on Wednesday, 18 November 2015 email any questions to the Acting Town Clerk.
2. That the amended list above is used as a basis for an informal discussion to be held on Wednesday, 18 November 2015.

Councillors Brooks and Williams left the meeting.

552.

**TO GIVE CONSIDERATION TO A DRAFT DRAWDOWN AGREEMENT AND DRAFT HEADS OF TERMS RECEIVED FROM THE VALE OF GLAMORGAN COUNCIL IN RESPECT OF CEMETERY ROAD**

Members were requested to consider the contents of both the Draft Heads of Terms and Drawdown Agreement taking into consideration the points raised by representatives of Geldards Solicitors and make any comments on any points they wish to raise with John Dent of the Vale of Glamorgan Council in respect of both documents.

Councillor Egan indicated that he was disappointed the Vale of Glamorgan Council were offering the land on a lease basis, rather than a Freehold as previously agreed. The Solicitor's advice was to aim for a longer lease, but members agreed that Council entered into the agreement with the Vale of Glamorgan Council under the impression that the land would be transferred to them and this has not changed.

Members queried progress of the development in particular the issue of the garage as it was Council's belief it would be demolished.

The documents refer to charities using the site, but Barry Town Council would like this to reflect that they may wish to allow other organisations/members of the public to utilise the site.

Council agreed that an update needed to be sought in relation to progress.

Councillor S Hodges queried what the Council's plan would be should the project overspend?

Councillor Egan responded that the scheme was agreed to be produced within a £500,000 budget and if certain aspects of the project had to be omitted in order to keep within budget, then so be it. These could be introduced at a later date by Council when finances allow.

**RESOLVED:**

1. That the points raised by Geldards Solicitors are relayed back to John Dent of the Vale of Glamorgan Council with the following comments;
  - a. That Council are disappointed that the Vale of Glamorgan Council are offering the land on a lease basis, rather than a Freehold as previously agreed and this should be rectified accordingly.

- b. The documents refer to only charities using the site, but discussions should be entered into with a view to amending this to allow other organisations/members of the public utilise the site, if desired.
  
- c. Query the progress of the development in particular the issue of the garage as it was Council's belief it would be demolished.

The meeting ended at 8.20 pm.

Signed .....

(Town Mayor)Dated .....

## BARRY TOWN COUNCIL

### MINUTES OF A MEETING OF FULL COUNCIL HELD ON MONDAY, 14 DECEMBER 2015 AT 7 PM

**PRESENT:** Councillor Pritchard (Town Mayor), together with Councillors Brooks, C Curtis, Davey, Drake, Egan, Hardy, N Hodges, Johnson, Kuhnell, Payne, Wilkinson, Wiliam and Williams.

**ALSO PRESENT:** Angie Norman – Acting Town Clerk  
Mark Sims – Responsible Finance Officer  
Robyn Walsh – Administrator

The Mayor requested that a minute silence be held for Fay Lloyd, a former Barry Town Councillor who had recently passed.

553. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Bertin, Cash, R Curtis, Evans, Hamilton, S Hodges, Powell and Sword.

554. **DECLARATIONS OF INTEREST**

The following declarations were received:-

<b>Councillor</b>	<b>Agenda Item</b>	<b>Reason</b>	<b>Comments</b>
Councillor Brooks	Agenda Item 21 – Cemetery Approach	Cabinet Member at the Vale of Glamorgan Council	Advised she would leave room whilst item was to be discussed.
Councillor Brooks	Agenda Item 31 – Reshaping of Services	Vale of Glamorgan Council Councillor	Received dispensation to vote & speak on this item.
Councillor C Curtis	Agenda Item 31 – Reshaping of Services	Vale of Glamorgan Council Councillor	Received dispensation to vote & speak on this item.
Councillor Drake	Agenda Item 31 – Reshaping of Services	Vale of Glamorgan Council Councillor	Received dispensation to vote & speak on this item.
Councillor Egan	Agenda Item 26 – Mobile Library	Cabinet Member at the Vale of Glamorgan Council	Advised he would leave the room while the item was being discussed.

Councillor Egan	Agenda Item 30 – Memorial Hall & Theatre Funding Agreement	Brother is a Trustee	Advised he would leave the room while the item was being discussed.
Councillor Egan	Agenda Item 31 – Reshaping of Services	Vale of Glamorgan Council Councillor	Received dispensation to vote & speak on this item.
Councillor N Hodges	Agenda Item 31 – Reshaping of Services	Vale of Glamorgan Council Councillor	Received dispensation to vote & speak on this item.
Councillor Johnson	Agenda Item 31 – Reshaping of Services	Vale of Glamorgan Council Councillor	Received dispensation to vote & speak on this item.
Councillor Wilkinson	Agenda Item 31 – Reshaping of Services	Vale of Glamorgan Council Councillor	Received dispensation to vote & speak on this item.
Councillor Williams	Agenda Item 21 – Cemetery Approach	Owens property adjacent to the development	Advised she would leave the room whilst the item was being discussed.

555.

**TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL'S MEETING HELD ON 14 SEPTEMBER 2015 AND SPECIAL MEETINGS HELD ON 30 SEPTEMBER, 8 OCTOBER, 13 OCTOBER AND 11 NOVEMBER 2015**

Councillor Egan proposed that members resolve to move the minutes in block in consideration of the large agenda with members highlighting any specific queries by page should they have any.

Councillor Johnson noted that he did not agree with the proposal as it set a precedent for the future.

A vote was taken, and it was agreed by a majority vote of 11 for and 3 against that the minutes of the Council's meeting held on 14 September 2015 and Special Meetings held on 30 September, 8 October, 13 October and 11 November 2015 be approved in block with members highlighting any specific queries by page number should they have any.

## **MINUTES OF 14 SEPTEMBER 2015**

Minute No. 527 - Councillor Johnson requested that the members who attended the One Voice Wales AGM provide an update on the motions Council had mandated them to provide on their behalf.

Councillor Egan responded with the following update:-

1. Cwmbran Community Council – Mandated to support motion – Motion was carried.
2. Gorseinon Town Council – No mandate was given – Representatives chose to support the motion and the motion was carried.
3. Llanelli Town Council – Mandated to support motion – Motion was carried.
4. Saltney Town Council – Mandated to support motion – Motion was carried.
5. Penarth Town Council/Barry Town Council – Mandated to support – Motion was carried – Councillor Egan informed members that it was felt that progress had been made prior to the motion being approved and so it was carried on the basis that progress was already ongoing.
6. Saltney Town Council – Mandated to support motion – Motion was carried.
7. Trawsfynydd Community Council – Mandated to support motion – Motion was carried.
8. Tredegar Town Council – Mandated to support motion – Motion was carried
9. Un Llais Cymru – Mandated to not support motion and put forward an amendment to the motion; that membership fees are uplifted by up to 1% (rather than the 3% proposed) for the financial year 2016/17. Members were advised that the amendment had been lost, but the representatives were surprised by the amount of support the amendment had received.

Councillor Johnson referred to the action sheet (page 2915) and advised of an error to the date on action 537(2) and requested it be amended from “15.09.2010” to “**15.09.2015.**”

**RESOLVED** that the minutes of the Council’s meetings held on 14 September 2015 and Special Meetings held on 30 September, 8

October, 13 October and 11 November 2015 be approved and signed as a correct record, subject to the amendments above.

556.

**TO RECEIVE A POLICE REPORT**

Members were provided with a police report from Sergeant Paul Francis.

Sergeant Francis began his report by answering questions received in advance from Councillor Hardy:-

1. What is the number of reported domestic violence and abuse incidences that are included in the violence with injury data?

***Answer - 39%***

2. Are any domestic violence and abuse incidences recorded within the violence without injury and if so what are the numbers and % of incidences?

***Answer – 42%***

3. Rape and serious sexual offences – what is the breakdown in terms of recent and historic?

***Answer;***

***Rape – 9 reported – 1 of which recent and 8 historic.***

***Serious Sexual Offences – 50/50 split between recent and historic.***

Sergeant Francis commented that the statistics were “normal” and there had not been a worrying increase in this type of crime. He noted that domestic issues tend to increase over large sporting events and the festive period. He also informed members that certain measures had been put in place to combat domestic abuse and victims of this type of crime were being encouraged to report incidents with more work also being carried out with the offenders to reach a “positive outcome” and to be used as a preventative. He was happy to report that 7 out of 10 cases that are reported result in a “positive outcome.”

Councillor Egan informed Sergeant Francis that residents of Barry had reported receiving scam phone calls from individuals claiming to be a representative of Barry Town Council and when reported to the Police 101, the advice given was to contact Action Fraud. Councillor Egan stated that he was disappointed with the advice received as he felt it was a local matter. He queried if Police Community Support Officers could be instructed to distribute advice to residents informing them to be aware.

Sergeant Francis responded that he was not happy with the advice given to Council and instructed Council to contact Barry Police Station in future so it could be dealt with as a local matter. He advised that he would instruct local PCSO's to distribute advice and make residents aware and would also update the Police Stations social media pages alerting their followers to the scam also.

Councillor Johnson requested that the crime figures provided by the Police to Council are presented on a 3 yearly basis as previously provided in future. He also queried what preventative measures were being carried out in the lead up to Christmas especially in relation to shop lifting and alcohol related crimes in areas such as Broad Street, Holton Road and High Street.

Sergeant Francis responded that from 4 December 2015 Operation Shop Watch had been introduced, whereby PCSO's would provide a visible presence in high risk theft areas to act as a deterrent.

In respect of alcohol related crimes in the lead up to Christmas, Officers have been deployed on foot to provide a police presence in the main areas such as Holton Road, Broad Street and High Street and additional resources would be provided on 18 and 19 December. He informed members of a recent operation which involved as a condition of entry to Gordon Bennet's night club, people had their hands swabbed which would indicate if they had been in contact with drugs. He reported that of those tested, 22 showed signs of having taken an illegal substance, a number of those admitted to taking drugs. However, no drugs were found on any person after being searched.

Councillor Johnson further queried if cases were higher in shoplifting to order or to fund drug habits, with Sergeant Francis reporting that 95% of theft was usually to fund a drug habit. He noted that shoplifting to order usually happened in the larger superstores.

Councillor Drake queried if in light of the recent atrocities in Paris had there been any attacks on the Muslim community in Barry?

Sergeant Francis responded that there had not been any attacks reported. However, patrols had been increased and Officers had visited the Mosque.

Councillor Kuhnell noted that the Castleland ward had been omitted from the figures provided and requested that this be corrected for the next meeting.

Sergeant Francis apologised for the error and noted that he would send an amended version to the Acting Town Clerk who could distribute accordingly.

Sergeant Francis ended his report by commenting that Barry is one of the safest places to live in Wales.

The Mayor thanked Sergeant Francis for attending and invited him to stay for the remainder of the meeting if he so wished.

557.

**PRESENTATION FROM CHRIS PARSONS – DISTRICT COMMISSIONER, BARRY DISTRICT SCOUTS – INTRODUCTION OF A BARRY MAYOR’S SCOUT GROUP**

Members received a presentation from Chris Parsons, the District Commissioner of the Barry District Scouts in respect of Barry Town Council potentially introducing a Barry Mayor’s Scout Group, with the following main points;

- Barry District Scouts would work in partnership with Barry Town Council.
- A main aim will be to promote scouting in Barry.
- Promote Barry Town Council as a youth involved Council.
- Top awards from Cubs, Scouts & Explorers will be invited to join the Mayor’s Scout Group.
- Presentation held each year with the new Mayor.
- Each member will receive a Barry Mayor’s Scout Group neckerchief.
- Each person will hold the role for a year.
- Every time Mayor’s own group are on duty, a number of leaders will be in charge (all DBS checked)
- Cost – approximately £200.00 (cost of neckerchiefs)

Councillor Egan commented that it was a fantastic proposal that he would be prepared to support. He added that it linked well with the Council’s own Corporate Plan.

All members agreed to support the proposal up to the value of £200.00.

Councillor Brooks queried how the proposal would progress further?

The Mayor responded that she would arrange to meet with Mr Parsons and determine a way forward.

The Mayor thanked Mr Parsons for attending and advised she would be in contact with him in due course to arrange a date and time to meet.

**RESOLVED:**

1. That Barry Town Council support the introduction of a Barry Mayor's Scout Group up to the cost of £200.00.
2. That the Mayor arranges to meet with Chris Parsons in order to progress the proposal further.

558.

**TO RECEIVE COMMUNICATIONS FROM THE MAYOR**

The Mayor began by thanking members and staff on behalf of herself and Councillors Powell and Williams for the bereavement cards received.

She also informed members of a letter received from Barry Rotary Club thanking Barry Town Council for their continued support in respect of the fireworks at Barry Island.

She also informed members of the following;

- Raffle to win Rudolph (£1.00 a strip)
- Gift donations are being taken at the office in aid of Ty lolo Hostel.
- Mayor's Craft Fayre – Pioneer Hall – 16.12.2015 – 10 am – 2 pm
- Coffee Morning – 17.12.2015 – 10 am – 12 pm
- Candle Light Service – St. Mary's Church – 20.12.2015 – 7.15 pm

559.

**TO CONSIDER QUESTIONS FROM COUNCILLORS IN ACCORDANCE WITH THE PROVISIONS OF STANDING ORDER 3 (e)**

Questions received from Councillors:-

Received from Councillor Johnson;

1. The Vale of Glamorgan Council has recently announced the tax base for the 2016/17 financial year. What would be the Barry Town Council precept for the next financial year, compared to this financial year, if the Council chose to make no increase on a household level?

*Councillor Egan responded that the tax base had increased from £18,882 to £19,212. If the Council chose to make no increase in a household level (therefore keeping at £51.29 per Band "D") then precept would be £985,383 for 2016/17 compared to £968,457 for 2015/16, thus providing a cash increase of £16,926.*

2. In Spring 2013, Barry Town Council commissioned a series of videos which were to be published online.
  - a) How many views have each one of those videos received so far on each platform?
  - b) How many views have each video received since this was reported to Full Council in February 2015?
  - c) What has been done to promote these videos in this timeframe?
  - d) What assessment has been made of the future use and promotion of these videos?

*Councillor Egan responded with the following information which was also distributed amongst members:-*

<b>Video</b>	<b>Feb 2015 Views</b>	<b>December 2015</b>	<b>No. of new views between Feb 2015 &amp; Dec 2015</b>	<b>Total Views</b>
<i>Living in Barry (Long Version)</i>	240	314	+74	554*
<i>Living in Barry (Short Version)</i>	105	144	+39	249*
<i>Outdoor Cinema 2013</i>	652	1,046	+394	1698*
<i>Isle of Fire 2013</i>	305	417	+112	722*
<i>Sporting Weekend 2013</i>	61	65	+4	126*
			623 new views for the period	*Figures do not take into consideration the

			Feb 2015 – Dec 2015	views that were lost (previously reported to FC in Feb)
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*He noted that the only form of promotion at present had been through the Council's Twitter page and website, and so proposed with members agreeing that the item be deferred to a meeting of the Working Party to discuss a way forward in respect of promoting them.*

Received from Councillor S Hodges:-

1. The Vale of Glamorgan's Library Service has suffered cuts during the past year. How have these cuts affected the mobile library service to which we contribute financially?

*The Responsible Finance Officer responded that he had contacted Chris Edwards (Principal Librarian at Barry Library) who confirmed that there had been no impact on the mobile pop-up service due to savings in libraries over the last year and they do not foresee any. The Community Outreach Officer position is now obsolete. However, the role is now covered by the Senior Librarian as one of her responsibilities as Barry Librarian. All the day to day activities in relation to the pop-up library and also the staff who go out with the service on Fridays remain the same, though there are plans to train the majority of staff to be able to take their turn on the service when needed. There have been no changes to the book stock or ability to deliver the service due to savings made.*

2. Which organisations that have received grants for the 2015/16 financial year have invited the Mayor to attend any of their events, and which events was the Mayor able to attend?

*The Mayor responded with the following;*

*Invitations received and able to attend from;*

*Barry Camera Club  
Barry Community Choir  
Barry at War  
Vale Plus  
Barry Scouts & Guides  
Barry Ladies Choir  
National Coastwatch  
Showcasing the Youth  
RAFA  
Music in the Vale  
Safer Vale*

Baruc Art Group  
 Friends & Neighbours  
 Rotary Club  
 Amy Britten Singers

*Invitations received and unable to attend from;*

Vale Voices  
 372 Barry Squadron  
 Castaways Club  
 Barry Male Voice Choir

3. Could the Mayor, Leader and Acting Town Clerk inform Council of the meetings they have attended with outside bodies since last requested?

<i>The Mayor</i>	<i>Leader</i>	<i>Acting Town Clerk</i>
<i>10.11.2015 – Grant Funding for Community &amp; Town Council Sector (Vale of Glamorgan Council &amp; Welsh Assembly Government)</i>	<i>03.10.2015 – One Voice Wales AGM</i>	<i>23.09.2015 – Reshaping of Services (One Voice Wales)</i>
	<i>14.10.2015 – SLCC</i>	<i>30.09.2015 – Clustering (Vale of Glamorgan Council)</i>
	<i>26.10.2015 – One Voice Wales</i>	<i>05.10.2015 – Alternative Delivery Methods Workshop (Welsh Assembly Government)</i>
	<i>03.11.2015 – Barry Regeneration Board</i>	<i>07.10.2015 – Community Engagement (One Voice Wales)</i>
	<i>13.11.2015 – Cemetery Approach Project Board</i>	<i>26.10.2015 – Area Committee Meeting (One Voice Wales)</i>
	<i>25.11.2015 – Newydd Housing</i>	<i>10.11.2015 – Grant funding for Community &amp; Town Council Sector (Vale of Glamorgan Council &amp; Welsh Assembly Government)</i>
		<i>10.11.2015 –</i>

		<i>Making effective grant applications (One Voice Wales)</i>
		<i>25.11.2015 – Newydd Housing</i>
		<i>25.11.2015 – Devolution of services (One Voice Wales)</i>
		<i>10.12.2015 – Community Asset Transfer Seminar (Bridgend Association of Volunteer Organisations)</i>

Councillor Hardy requested that in future abbreviations are not used.

Received from Councillor N Hodges:-

1. According to the Auditor General’s “Financial Management and Governance in Local Councils 2012/13 report, auditors in the 2015/16 audit will focus on budget setting and monitoring and the engagement of internal audit. What evidence will we provide to show that the Council complies with these requirements?

The Responsible Finance Officer responded with the following;

***Budget Setting***

*The minutes of and reports submitted to Committees during November, December and January and Full Council in February will provide evidence of reviewing current year budget and spending, determining the cost of spending plans (assessment of likely changes and impact of salaries/wages and price inflation for following year), assess levels of income including reviewing fees and charges for following year, providing for contingencies and consider the level of reserves. The Council formally approves the budget at its meeting in February and confirms the precept to be levied. Also, copy of Internal Audit report highlights process followed for setting budget.*

***Budget monitoring***

*Copies of budget monitoring reports submitted regularly to Finance, Policy and General Purposes Committee and Full Council will demonstrate that the Council is monitoring the*

*budget. Also, copy of Internal Audit report will confirm evidence that Council are monitoring the budget.*

### ***Engagement of Internal Audit***

*Copy of Annual Review of Internal Control submitted to Full Council 29 June 2015 (Agenda Item 18) and copy of Internal Audit Report 201/15 (Final) submitted to Finance, Policy and General Purposes Committee 27 July 2015 (Agenda Item 7) recommending re-appointment of Internal Auditor and the associated minutes of both meetings, minute number 500 and F236.*

Received from Councillor Wiliam:-

1. What responsibilities, if any, does the Council have under the Future Generations and Well-Being Act; and how does the Council plan to engage with the new legislation in our forward planning?

*The Acting Town Clerk responded that the Act places a duty on certain community & town councils to take all reasonable steps towards meeting the local objectives in the local well-being plan that has effect in its areas. A community or town council is subject to that duty only if its gross income or expenditure was at least £200,000 for each of the three financial years preceding the year in which the local well-being plan is publishes.*

*If a community or town council is subject to duty, it must publish a report annually detailing its progress in meeting the objectives contained in the local well-being plan.*

*As a Town Council that meets the criteria and are subject to the duty Barry Town Council will need to liaise closely with the Public Service Board for their objectives in the local well-being plan. We will be required to take reasonable steps in towards meeting the local objectives the local public services board has included in its local well-being plan.*

*The Act sets seven well-being goals which are;*

*A more prosperous Wales*

*A resilient Wales*

*A healthier Wales*

*A more equal Wales*

*A Wales of cohesive communities*

*A Wales of vibrant culture and thriving Welsh Language*

*A globally responsible Wales*

Councillors were provided with a written copy of all the responses along with some additional information.

**RESOLVED** that an item to discuss a way forward in respect of the promotional Barry videos be placed on an agenda of the Working Party.

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

None were received.

561. **TO RECEIVE AND NOTE THE MINUTES OF THE FINANCE, POLICY AND GENERAL PURPOSES COMMITTEE'S MEETING HELD ON 19 OCTOBER 2015 AND TO GIVE CONSIDERATION TO RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED** that the minutes of the Finance, Policy and General Purposes Committee's meeting held on 19 October 2015 be received and noted.

562. **TO RECEIVE AND NOTE THE MINUTES OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE'S MEETINGS HELD ON 16 AND 30 NOVEMBER 2015 AND TO GIVE CONSIDERATION TO RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED** that the minutes of the Halls, Cemeteries and Community Facilities Committee's meetings held on 16 and 30 November 2015 be received and noted.

563. **TO RECEIVE AND NOTE THE MINUTES OF THE PERSONNEL COMMITTEE'S MEETING HELD ON 20 JULY, 5 AND 29 OCTOBER AND 23 NOVEMBER 2015 AND TO GIVE CONSIDERATION TO RECOMMENDATIONS CONTAINED THEREIN**

Councillor Hardy made members aware that the date of the next meeting had been changed from Monday, 4 January 2016 to Monday, 11 January 2016.

**RESOLVED** that the minutes of the Personnel Committee's meetings held on 20 July, 5 and 29 October and 23 November 2015 be received and noted.

564.

**TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE'S MEETINGS HELD ON 6 OCTOBER, 3 NOVEMBER AND 1 DECEMBER 2015 AND TO GIVE CONSIDERATION TO RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED** that the minutes of the Planning Committee's meetings held on 6 October, 3 November and 1 December 2015 be received and noted.

565.

**TO RECEIVE AND NOTE THE MINUTES OF THE WORKING PARTY TO REVIEW THE MANAGEMENT AND PERFORMANCE OF THE TOWN COUNCIL'S OPERATIONS HELD ON 28 OCTOBER 2015 AND TO GIVE CONSIDERATION TO RECOMMENDATIONS CONTAINED THEREIN**

Councillor Johnson noted that in respect of the discussions relating to Standing Order 3(e), he felt his original query had not been correctly addressed and although he was happy to agree the recommendation it had not alleviated his concerns in respect of answers to pre-asked questions being available in written format prior to a meeting so in case of absence, answers can still be given.

He also noted that the amendment should be split into two separate sentences, which members agreed.

Councillor Egan responded that those present at the Working Party Meeting had had a good discussion in respect of this and felt the amendment was suitable and member should note that there will always be exceptional circumstances, but in general an answer was always readily available.

**RESOLVED:**

1. That Council increase their Libel & Slander cover (from £100,000 to £250,000) and Personal Accident Cover (based on salaries).
2.
  - (i) That a budget header is created for the purpose of producing a Place Plan to include the amount of £3,000.
  - (ii) The Council's Planning Officer be authorised to begin discussions with the Vale of Glamorgan Council to determine if they would enter into an agreement to adopt the proposed Place Plan as Supplementary Planning Guidance to the Local Development Plan and to begin a template should these discussions be positive.
3. That the following amendment be made to Standing Order 3(e) - "Members of the Council may ask the Town Mayor/Leader/Officers any question concerning the business of

the Council, provided written notice of the question has been given to the Town Clerk at least four working days before the meeting. *In normal circumstances a verbal reply will be provided at the meeting or a written reply will be provided in exceptional circumstances following the meeting.*”

4. That a budget is set aside to assist groups wishing to apply for support to organise a public party to celebrate the Queen’s 90<sup>th</sup> Birthday and the fund is advertised at the same time as the Annual Grant’s Giving Exercise.
5. That the minutes of the Working Party held on 28 October 2015 be received and noted.

566. **OUTSIDE BODIES**

Members were reminded that copies of agendas for minutes 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.

567. **TO CONSIDER A MOTION SUBMITTED BY COUNCILLORS JOHNSON, S HODGES, N HODGES AND WILIAM IN ACCORDANCE WITH STANDING ORDER 9**

Councillor Johnson explained that the EU and USA launched negotiations in July 2013 on a Transatlantic Trade and Investment Partnership (TTIP) to determine whether new rules could be agreed to protect investors, harmonise standards, reduce tariffs on goods and service and open new markets throughout the European Union and USA. However, this Council notes that the TTIP process has been secretive, that there has been no scrutiny of the negotiating texts by Welsh or Local Government, no consultation with Local Government representatives and no impact assessment about how this will potentially impact on Local Authorities, local services and local people and that the TTIP negotiations are a result of the actions and pressure of national governments, including the UK.

He called for members to note that it is the Council’s belief that;

1. TTIP may have a detrimental impact on local services, employment, suppliers and decision-making.
2. TTIP provisions should not be implemented in Wales without the support of the National Assembly for Wales through a super-majority of elected members.

3. A thorough impact assessment of TTIP on Wales must be undertaken before the negotiations are concluded and implemented in Wales.
4. Local decision-making must be protected from ISDS, the Investor State Dispute Settlement (ISDS) mechanism, that has been used by corporations to overturn democratic decisions by all levels of governments at significant public cost.
5. TTIP negotiations must raise food, environmental and labour standards, which are higher in the European Union than in the US and not reduce them to the US level. Maintaining high standards across Europe is a key part of European Union Membership whereas a Conservative-led UK government had already begun attacks upon trade union influence and to reduce support for renewable energies and may use leaving the EU as an opportunity to further attack vital sectors for our future well-being and health and safety.
6. Sourcing supplied and employment locally is important to strengthening local economies and meeting local needs, TTIP must not impact on local authorities' ability to act in the best interests of its communities.

He asked for members to resolve;

1. To write to all of the Welsh Members of the European Parliament, the First Minister, the Welsh Government, UK Government, Local Assembly Members and our MP to raise the Council's serious concerns about the impact of TTIP on local authorities and the secrecy of the negotiating process.
2. To write to the Welsh Local Government Association and One Voice Wales to raise the Council's serious concerns about the impact of TTIP on all levels of governance in Wales and ask them to raise these with government on the Council's behalf.
3. To call for an impact assessment on how TTIP will affect Wales.
4. To publicise the Council's concerns about TTIP; join with other local authorities which are opposed to TTIP across Europe and work with local campaigners to raise awareness about the threats posed by TTIP.

Councillor Egan expressed his full support for the motion and noted that Labour had entered a similar motion to the Vale of Glamorgan Council and so it was **CARRIED** with a majority vote of 12 (with 1 abstention).

**RESOLVED:**

1. That Council write to all of the Welsh Members of the European Parliament, the First Minister, the Welsh Government, UK Government, Local Assembly Members and our MP to raise the Council's serious concerns about the impact of TTIP on local authorities and the secrecy of the negotiating process.
2. That Council write to the Welsh Local Government Association and One Voice Wales to raise the Council's serious concerns about the impact of TTIP on all levels of governance in Wales and ask them to raise these with government on the Council's behalf.
3. That Council call for an impact assessment on how TTIP will affect Wales.
4. That Council publicise their concerns about TTIP and join with other local authorities which are opposed to TTIP across Europe and work with local campaigners to raise awareness about the threats posed by TTIP.
5. That Councillor Johnson meets with the Acting Town Clerk to discuss and agree the content of the letters to be sent in respect of the above.

568. **BARRY REGENERATION ADVISORY BOARD – MINUTES OF A MEETING HELD ON 8 JULY 2015**

Councillor Johnson queried why in the past Councillor Egan had been advised he was unable to instruct a substitute to attend meetings in his place if other organisations had been able to send substitutes.

Councillor Egan informed members he was unable to answer this question, although he had previously been told this was not allowed. He advised he would query this matter.

**RESOLVED** that the minutes of the Barry Regeneration Advisory Board held on 8 July 2015 be received and noted.

569. **FAIRTRADE – MINUTES OF A MEETING HELD ON 14 SEPTEMBER 2015**

**RESOLVED** that the minutes of the Fairtrade Committee's meeting held on Monday, 14 September 2015 be received and noted.

570. **BARRY YOUTH ACTION – MINUTES OF A MEETING HELD ON 8 SEPTEMBER, 6 OCTOBER AND 12 NOVEMBER 2015**

The apologies from the Barry Youth Action (BYA) Group were noted.

Councillor Hardy gave members a brief update in which she stated that BYA were hoping to consult with other young people as to the future development of Gladstone Park.

The Newly elected Barry Youth Mayor was Daniel Marshall, and the newly elected Deputy Mayor was Bronwyn Lloyd.

BYA have written a letter of support to Ocean Watersports Trust, supporting their plans for the Barry Community Water Activities Centre.

**RESOLVED** that the minutes of the Barry Youth Action meetings held on 8 September, 6 October and 12 November 2015 be received and noted.

571.

**SCHEDULE OF PAYMENTS FOR DECEMBER 2015**

Members were asked to approve a schedule of payments for December 2015.

**RESOLVED:**

1. That the information set out above relating to salary payments for August, September and October 2015 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 attached schedule of payments for December 2015 comprising various direct debits and cheques numbered 1516 to 1540 inclusive in the total sum of £11,621.62 be approved, subject to the relevant papers being in order.

572.

**BUDGET MONITORING REPORTS TO 30 NOVEMBER 2015**

Members were informed of the Council's income and expenditure in the 2015/16 financial year as at the end of November 2015.

It was noted that the year-end projections in respect of salaries was higher than usual due to staff sickness and costs associated to the Senior Management Review would likely cause an overspend resulting in use of reserves (up to £3,000).

**RESOLVED** that the Budget Monitoring Reports to 30 November 2015 be received, noting the projected overspend of £4,783 for 2015/16.

(8.40 pm) Councillors Brooks and Williams left the room.

573.

### **CEMETERY APPROACH**

Councillor Egan stated that the meeting of the Cemetery Approach Project Board held on Friday, 13 November 2015 had been a positive one and it was estimated that the project could be complete by Spring/Summer 2016. It was noted that Council do not want to keep the building already in situ at the development and a new one should be erected at the opposite site. At this meeting it was reiterated that the budget is £500,000 and Barry Town Council do not want to lease the land, but rather it be transferred.

The Acting Town Clerk informed members that she had spoken with Mr John Dent of the Vale of Glamorgan Council, however he was unable to give an update in respect of the legalities of the matter at present.

**RESOLVED** that the notes of the meeting of the Cemetery Approach Project Board held on Friday, 13 November 2015 be received and noted.

(8.45 pm) Councillors Brooks and Williams returned to the room

574.

### **URGENT ACTIONS UNDERTAKEN SINCE LAST MEETING OF COUNCIL**

Members were advised of any Urgent Actions that had been undertaken by the Group Leaders, Mayor or Committee Chairs, in conjunction with the Clerk since the last meeting of Council held on 14 September 2015

**RESOLVED** that the Urgent Actions undertaken by the Group Leaders, Mayor or Committee Chairs, in conjunction with the Clerk since the last meeting of Council held on 14 September 2015 be received and noted.

575.

### **INDEPENDENT REMUNERATION PANEL REPORT 2016/17**

Members were provided with details of the Annual Report from the Independent Remuneration Panel relating to Payments to members of Community and Town Councils for 2016/17.

Members noted that it had been previously resolved not to implement the introduction of a payment to each of its members of a maximum amount of £100 per year for costs incurred in respect of telephone usage, information technology and consumables etc.

It was also noted that the Council currently only pays allowances to the Mayor and the Deputy Mayor (Determination 47) so limited reporting is necessary to comply with the Panel's requirements.

## **RESOLVED:**

1. That the aforementioned and attached information relating to the Panel's Annual Report for 2016/17 onwards be received and noted.
2. That Council agree to Determination 47 (Civic Allowance) and **do not agree** to 45, 46, 48, 49, 50, 51 & 52 Determinations concerning payments to Members of Community and Town Council's for 2016/17.

576.

## **CONSULTATIONS RECEIVED FOR CONSIDERATION**

1. Draft Public Services Ombudsman (Wales) Bill – Closing date 18 January 2016
2. Alternative Delivery Models in Public Service Delivery – Closing date 13 January 2016
3. Draft Local Government (Wales) Bill – Closing date 15 February 2016

Councillor Egan proposed that an additional Working Party is established to meet Thursday, 7 January 2016 to discuss and compile comments in respect of Consultations that Council receives. He suggested a membership of 3 (Labour; Councillors Egan, Kuhnell and Wilkinson) 1 (Plaid Cymru; Councillor N Hodges), but reiterated that any Councillor can attend if they so wish.

Members discussed the Working Parties powers and agreed that it will have delegated powers to respond on Consultation on the Council's behalf.

Members requested that those who attend the meeting bring with them their Full Council papers to avoid further printing costs, any responses to Consultations are emailed to all Councillors for their information and any points in respect of the Consultations are raised prior to the meeting.

## **RESOLVED:**

1. That a Working Party is established to meet Thursday, 7 January 2016 to discuss and compile comments in respect of Consultations that Council receives.
2. That the membership of this Working Party is 3 (Labour; Councillors Egan, Kuhnell and Wilkinson) 1 (Plaid Cymru; Councillor N Hodges with substitutes allowed), however any Councillor can attend if they so wish.

3. That the Working Party will have delegated powers to respond on Consultation on the Council's behalf.
4. That those who attend the meeting bring with them their Full Council papers to avoid further printing costs, any responses to Consultations are emailed to all Councillors for their information and any points in respect of the Consultations are provided to the Acting Town Clerk prior to the meeting.

577.

### **BARRY PLACE PLAN**

Members were made aware that the report sought consent from members to proceed with a "Place Plan" for Barry that when accepted by the Vale of Glamorgan Council can be used as a tool in the Planning Process by the Town Council's Planning Committee and adopted by the Vale of Glamorgan Council as Supplementary Planning Guidance to the Local Development Plan. The matter had previously been considered by the Planning Committee and the recent meeting of the Working Party and both meetings were in favour of the proposed development and implementation of the plan.

Members were also made aware that the Planning Officer had recently in a personal capacity been appointed as a member of the Local Advisory Group for Creative Rural Communities, an organisation which supports rural regeneration initiatives by communities and businesses in the rural Vale of Glamorgan.

He had found that they wish to develop a community mapping initiative that had similar aims to the Council's Place Plans project. As a result he has held an initial meeting with them to investigate whether there could be joint working arrangements that could be mutually beneficial to progress both projects. It seems likely that there could be substantial benefits for the Town Council in joint working arrangements particularly, for future negotiations with the Vale of Glamorgan Council regarding the adoption of the Place Plan as Supplementary Planning Guidance.

He proposed that if Town Council members are agreeable to the development of a Place Plan for Barry he would recommend that the initial joint working arrangements with Officers of Creative Rural Communities are continued and relevant information is shared to help realise successful outcomes for both projects.

### **RESOLVED:**

1. That the preparation of a "Place Plan for Barry" is approved and that a new budget head is included in the 2016/17 budget.
2. That the initial joint working arrangements with Officers of Creative Rural Communities are continued and relevant

information is shared to help realise successful outcomes for both projects.

578. **POP UP LIBRARY**

Councillor Egan left the room at 8.55 pm.

Councillors were provided with a review of the delivery of a mobile (pop up) library service for the period 1<sup>st</sup> December 2014 to 30<sup>th</sup> November 2015.

Councillor Brooks reminded members that the current budget is £12,000 and proposed that Council resolve to continue with this budget for the 2016/17 financial year bearing in mind that the next review will provide a clearer picture to review the budget again.

Councillor Johnson agreed with Councillor Brooks, but noted he had strong reservations regarding the success of the project under the current model and Council would need to consider at the next review if this is the best use of Council funds and consider changing the current model.

**RESOLVED:**

1. That the aforementioned and attached information be received and noted.
2. That £12,000 is included in the budget for the provision of the pop-up library for 2016/17.

Councillor Egan returned to the meeting at 9 pm.

579. **PROTOCOL FOR MARKING THE DEATH OF A SENIOR NATIONAL FIGURE OR LOCAL HOLDER OF HIGH OFFICE - UPDATE**

Standing Order 3(y) was moved for 15 minutes.

Members were provided with the outcome of a request to hold a book of condolence at the Barry Town Council offices in the event of the death of a senior national figure or local holder of high office.

Councillor Wiliam raised various concerns in respect of the protocol, in particular how it was not relevant to Barry. He recommended the following changes to the section station who the protocol would apply to;

- ***The 4 SW Central Members***
- ***First Minister of Wales***
- The Members of Parliament for the Vale of Glamorgan

- The Members of the Welsh Assembly Government for the Vale of Glamorgan

Councillor Egan agreed with Councillor Wiliam's comments and proposed that Council look to compiling their own protocol and the item is reviewed at the next meeting of Full Council.

**RESOLVED** that Council look to compiling their own protocol and the item be reviewed at the next meeting of Full Council.

580. **DATE OF NEXT MEETING**

**RESOLVED** that the date of the Town Councils next meeting is scheduled for 8 February 2016 at 7 pm in the Council Chamber.

581. **EXCLUSION OF 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.

582. **MEMORIAL HALL & THEATRE FUNDING AGREEMENT**

Councillor Egan left the room at 9.08 pm.

Members were advised on the current situation in respect of the Funding Agreement between Barry Town Council and the Memorial Hall & Theatre Trust.

Councillor Brooks expressed thanks to the past and current members of the Memorial Hall & Theatre Trust Working Party, with Councillor Wiliam also thanking Councillor Brooks for all her efforts.

Councillor Hardy noted it was imperative that Officers and Councillors continue the good working relationship that had been established.

Members were asked to consider re-establishing a Working Party to work with representatives of the Memorial Hall & Theatre Trust for the purpose of agreeing a future funding agreement for the 2016/17 period and beyond. Members agreed to re-establish the Working Party under the previous Terms of Reference.

**RESOLVED:**

1. That Council re-establish the Working Party to work with representatives of the Memorial Hall & Theatre Trust for the purpose of agreeing a future funding agreement for the 2016/17 period and beyond.

2. That once re-established the Working Party are given clear instructions on how the negotiations should proceed in respect of what length of funding agreement the Council would wish to enter into with the Memorial Hall & Theatre Trust and the Working Party is governed by the same Terms of Reference as previously agreed.

Councillor Egan returned to the meeting at 9.12 pm.

583. **RESHAPING OF SERVICES**

Members agreed the meeting held on Wednesday, 18 November 2015 between Barry Town Council and Vale of Glamorgan Council Officers in respect of Reshaping of Services had been a productive one and agreed moving forward consideration would need to be given to the size of the small group discussed to drive the discussions forward.

Councillor Egan proposed a 5:2 ratio and requested that the names of who would be represented each party be emailed to the Acting Town Clerk.

**RESOLVED** that to move discussions forward a smaller group of Councillors be agreed (5 Labour/2 Plaid Cymru) and the names of each be forwarded to the Acting Town Clerk who will arrange a date between Councillors and Officers of the Vale of Glamorgan Council to meet.

The meeting ended at 9.15 pm.

Signed .....

(Town Mayor)Dated .....

## **BARRY TOWN COUNCIL**

### **MINUTES OF A SPECIAL MEETING OF FULL COUNCIL HELD ON MONDAY, 8 FEBRUARY 2016 AT 7.00 PM**

**PRESENT:** Councillor Pritchard (Town Mayor), together with Councillors Bertin, Brooks, C Curtis (arrived at 7.25 pm), R Curtis, Davey, Drake, Egan, Evans, Hamilton, S Hodges, Johnson, Kuhnell, Powell, Wilkinson, Wiliam and Williams.

**ALSO PRESENT:** Angie Norman – Acting Town Clerk  
Mark Sims – Responsible Finance Officer  
Robyn Walsh – Administrator

#### 584. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Cash, Hardy, N Hodges, Payne and Sword.

Members were advised that Councillor C Curtis would be arriving late due to her being in attendance at a meeting of Lifelong Learning at the Vale of Glamorgan Council.

#### 585. **DECLARATIONS OF INTEREST**

None were received.

#### 586. **DRAFT BUDGET 2016/17**

Members were requested to consider the Town Council's draft budget for 2016/17 and determine the precept to be levied on the Vale of Glamorgan Council.

Members were informed that at a meeting of the Finance, Policy and General Purposes Committee, held on 18 January 2016, members considered the draft budget for 2016/17 and recommendations from the Halls, Cemeteries and Community Facilities Committee and the Personnel Committee requesting additional amounts to be added to the draft budget. Members also considered offsetting £1,000 from M&S/General Salaries to M&S/Other Professional Fees and increasing M&S/Legal Fees from £6,000 to £10,000.

At this meeting, it was proposed that a recommendation be made to a meeting of Full Council to increase the precept from £968,457 to £985,383 (being an additional £16,926) which results in the cost to a "Band D" Council-tax payer remaining at £51.29 per year and the surplus for the year which is currently projected to be £112,758 is transferred to the general reserve increasing the reserve to £370,473 at the year end.

Councillor Johnson asked the following questions;

1. *As with last year's Special Full Council Budget Meeting, can we be provided with an update on which budget headings are currently under-spending and whose anticipated spend until the end of the financial year is below the profiled spend?*

The Responsible Finance Officer responded with the following;

<b>Budget Heading</b>	<b>Balance (unspent)</b>	<b>Comments</b>
Special Projects/Corporate Advertising	£9,823	This balance would be likely to change due to the Public Engagement event that would need to be advertised appropriately in the near future.
Corporate Events	£6,758	The combined total of these budget headings (£24,496) – a meeting of the Working Party had recently resolved to recommend that 3 projects are considered for financial assistance and so if agreed the finance for these projects would likely be sourced from these budget headings.
New Initiatives	£17,738	
Water pipe Survey	£5,000	Agreed at a meeting of Finance, Policy & General Purposes that this amount would roll over into the 2016/17 Cemetery Budget.
Sweeping Equipment	£3,366	Cemetery Staff are looking at equipment on 9 February 2016.

2. *What plans, if any, do we have for the use of reserves in future financial years, including 2016/17?*

Councillor Egan responded that the general reserve is a budget set aside to be utilised for any unexpected financial “emergencies.” He added that the scheduled Public Engagement event would help Council with future planning and reshaping of services would also likely have an impact on the Council’s reserves.

Councillor Johnson responded that his question was not in respect of the concept of reserves, but what the future plans of the Council were?

Councillor Egan responded that the Council's reserve is generally set aside for unexpected expenses, and it was impossible to plan as to what those might be. He noted that, in general, Auditors recommend a reserve of 5 – 10% of a Council's net expenditure, however, this Council's Auditors had suggested a reserve of 3 – 6 months of the Council's net expenditure, with the Responsible Finance Officer confirming that the current reserve was in line with this suggestion.

Councillor S Hodges noted that she felt there was an element of "financial prudence." She added that the current reserve was above the suggested 6 months and that she did not want the reserve to be constantly increasing, with no future plans to spend it for the benefit of the community.

Councillor Egan responded that there was no intention of "collecting money" without utilising it to improve the lives of the people living in Barry. He noted the following plans that had previously been discussed at meetings of Council; Play Schemes – a possibility that these could be extended, Council Offices Relocation – although there may not be a difference in rental costs, there would likely be costs involved in the relocation and replacement of equipment, the Staffing Review would give Council an understanding as to whether or not the current staffing structure suits the Council's aspirations, Town Centre Manager & Tourist Information Officer – potential job roles discussed previously and the introduction of a Place Plan.

Councillor C Curtis arrived at 7.25 pm.

3. *Most of the notable increases in the budget are recommendations from Finance, Policy and General Purposes, but there is a new budget headline for Place Plans and a substantial increase for Fairtrade. When were these agreed?*

The Acting Town Clerk responded that the budget for Place Plans was agreed at the last meeting of Full Council held on Monday, 14 December 2015, as per minute no. 577(1) following consideration of an item on the agenda.

The minutes of the Fairtrade meeting of 14 September 2015 were placed on the agenda of a meeting of Full Council held on Monday, 14 December 2015, with a request for the funding from the Fairtrade group, the minutes were received and it was noted with no objection being raised to the request, therefore this is taken that the request was received and approved. (Minute no.

144(1) of the Fairtrade minutes and 569(1) of the Full Council minutes refer).

Councillor S Hodges stated that recommendations made to Committee's should be formally agreed and the Chair's should be instructed that minutes that contained recommendations should be reviewed page by page so the recommendations can be formally noted.

The Responsible Finance Officer advised members that the increase to the Fairtrade budget had been formally agreed at a meeting of the Finance, Policy & General Purposes Committee held on Monday, 19 October 2015 (minute no. F253 (3) refers).

Councillor Johnson noted that he was pleased Council had spent a considerable amount more on projects in the current financial year, compared with 2014/15, with new projects planned for 2016/17.

Councillor Johnson proposed an amendment to recommendation 1, with Councillor S Hodges seconding that Council resolve to approve the draft budget, noting that this would require a precept of £985,383 to be levied on the Vale of Glamorgan Council for the 2016/17 financial year, this equating to £51.29 per Band 'D' Council Tax Payer, subject to this Council committing to pay all staff the real living wage of £8.25 per hour as recommended by the Living Wage Foundation.

He added that there was at least one member of staff who was not paid the real living wage and once pension costs, NI contributions and salary increases had been taken into consideration, assuming the member of staff was full-time, this would mean £2,500 additional costs for the Council to consider.

Councillor Powell queried if the proposal was in line with Council procedure and questioned if the issue should be discussed at a meeting of the Personnel Committee in the first instance?

The Acting Town Clerk responded that as a Council, any item can be formally debated at a meeting of Full Council.

Councillor Egan informed members that he would not support Councillor Johnson's amended proposal and advised that the issue of the Living Wage should be a matter the National Negotiations to deliver on behalf of Council staff. He reminded members that in the past they have written to the National Negotiators advising of this Council's position and as a Council will await further instruction from them once available. He noted that he agreed with Councillor Powell's query and that this matter should be discussed fully by the Personnel Committee and consideration should be given to enhancing people's job profiles to go beyond the living wage and Council should be committed to providing real and meaningful jobs, worthy of the salary and this should be included as a remit of the future staffing review.

Councillor Wilkinson noted that she agreed with both Councillors Egan and Johnson, but would not feel comfortable making a decision until a full and comprehensive report was available to her and this should be included to the next agenda of the Personnel Committee so it can be debated and considered formally.

Councillor Egan proposed, with Councillor Wilkinson seconding the following;

1. That the draft budget is approved, noting that this would require a precept of £985,383 to be levied on the Vale of Glamorgan Council for the 2016/17 year, this equating to £51.29 per Band 'D' Council Tax Payer.
2. That the surplus for the year, currently projected to be £112,758, is transferred to the general reserve increasing the reserve to £370,473 at the year end.
3. That the amendment proposed by Councillor Johnson is forwarded to a meeting of the Personnel Committee so a full report can be compiled and a proper discussion can take place and a note that it be within the remit of the Staff Review that all staff have real and meaningful jobs negating artificial salaries with staff potentially being paid above the real living wage (if the job role is deemed sufficient).

A vote was taken on the amendment to the recommendation made by Councillor Johnson that Council resolve to approve the draft budget, noting that this would require a precept of £985,383 to be levied on the Vale of Glamorgan Council for the 2016/17 financial year, this equating to £51.29 per Band 'D' Council Tax Payer, subject to this Council committing to pay all staff the real living wage of £8.25 per hour as recommended by the Living Wage Foundation, the result of which was that the amendment was **LOST** by way of a majority vote.

For	-	<b>4</b>
Against	-	<b>13</b>
Abstentions	-	<b>0</b>

A vote was taken on recommendations 1 and 2 contained within the report and the additional recommendation made by Councillor Egan that the amendment proposed by Councillor Johnson is forwarded to a meeting of the Personnel Committee so a full report can be compiled and a proper discussion can take place and a note that it be within the remit of the Staff Review that all staff have real and meaningful jobs negating artificial salaries with staff potentially being paid above the real living wage (if the job role is deemed sufficient), the result of which was that the recommendations be **CARRIED** by way of a majority vote.

For	-	<b>13</b>
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Against - 0  
Abstentions - 4

**RESOLVED:**

1. That the draft budget is approved, noting that this would require a precept of £985,383 to be levied on the Vale of Glamorgan Council for the 2016/17 year, this equating to £51.29 per Band 'D' Council Tax Payer.
2. That the surplus for the year, currently projected to be £112,758, is transferred to the general reserve increasing the reserve to £370,473 at the year end.
3. That the amendment proposed by Councillor Johnson is forwarded to a meeting of the Personnel Committee so a full report can be compiled and a proper discussion can take place and it be noted that it be within the remit of the Staff Review that all staff have real and meaningful jobs negating artificial salaries with staff potentially being paid above the real living wage (if the job role is deemed sufficient).

587. **SCHEDULE OF PAYMENTS FOR FEBRUARY 2016 (INTERIM)**

Members were asked to approve a schedule of payments for February 2016 (interim) comprising various direct debits and cheques numbered 1595 to 1618 inclusive in the total sum of £18,460.48.

The Responsible Finance Officer made members aware that an error had been identified on cheque number 1605 payable to Festive Lighting with the allocation incorrectly stating M&S/Added Pension Years, it was noted that this should read Corporate/Corporate Events.

**RESOLVED** that the schedule of payments for February 2016 (interim) comprising various direct debits and cheques numbered 1595 to 1618 inclusive in the total sum of £18,460.48, be approved, subject to the relevant paperwork being in order.

588. **DATE OF NEXT MEETING**

**RESOLVED** the date of the next meeting of Full Council is scheduled to be held on Monday, 22 February at 7 pm.

The meeting ended at 7.45 pm.

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

## BARRY TOWN COUNCIL

### MINUTES OF A MEETING OF FULL COUNCIL HELD ON MONDAY, 22 FEBRUARY 2016 AT 7.00 PM

**PRESENT:** Councillor Pritchard (Town Mayor), together with Councillors Brooks, Cash, C Curtis, R Curtis, Davey, Egan, Evans, Hamilton, Hardy, N Hodges, S Hodges, Johnson, Kuhnell, Powell, Wilkinson, Wiliam and Williams.

**ALSO PRESENT:** Angie Norman – Acting Town Clerk  
Mark Sims – Responsible Finance Officer  
Robyn Walsh – Administrator  
Sergeant Paul Francis – South Wales Police  
Geraint Davies – Barry Youth Action Leader  
Charlotte Murray – Barry Youth Action Member  
Becky Lawrence – Barry Youth Action  
Dominic Jones – Barry & District Newspaper

The Mayor requested that a minute silence be held for John Wells, a former Councillor who had recently passed away.

589. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Bertin, Drake and Payne.

590. **DECLARATIONS OF INTEREST**

The following declarations were received;

<b>Councillor</b>	<b>Agenda Item</b>	<b>Reason</b>	<b>Comments</b>
Councillor Brooks	Agenda Item 21 – Cemetery Approach	Cabinet Member at the Vale of Glamorgan Council	Advised she would leave the room whilst item was to be discussed.
	Agenda item 30 – Reshaping of Services	Vale of Glamorgan Council Councillor	Received dispensation to speak & vote on this item.
Councillor C Curtis	Agenda Item 30 – Reshaping of Services	Vale of Glamorgan Council Councillor	Received dispensation to speak & vote on this item.
Councillor R Curtis	Agenda Item 30 – Reshaping of Services	Vale of Glamorgan Council Councillor	Received dispensation to speak & vote on this item.

Councillor Egan	Agenda Item 25 – Membership of One Voice Wales	Brother is an employee of One Voice Wales	Advised he would leave the room while the item was being discussed.
	Agenda Item 29 – Memorial Hall & Theatre Funding Agreement	Brother is a Trustee	Advised he would leave the room while the item was being discussed.
	Agenda Item 30 – Reshaping of Services	Vale of Glamorgan Council Councillor	Received dispensation to speak & vote on this item.
Councillor Hamilton	Agenda Item 30 – Reshaping of Services	Vale of Glamorgan Council Councillor	Received dispensation to speak & vote on this item.
Councillor N Hodges	Agenda Item 30 – Reshaping of Services	Vale of Glamorgan Council Councillor	Received dispensation to speak & vote on this item.
Councillor Johnson	Agenda Item 30 – Reshaping of Services	Vale of Glamorgan Council Councillor	Received dispensation to speak & vote on this item.
Councillor Powell	Agenda Item 30 – Reshaping of Services	Vale of Glamorgan Council Councillor	Received dispensation to speak & vote on this item.
Councillor Wilkinson	Agenda Item 30 – Reshaping of Services	Vale of Glamorgan Council Councillor	Received dispensation to speak & vote on this item.
Councillor Wiliam	Agenda Item 30 – Reshaping of Services	Vale of Glamorgan Council Councillor	Received dispensation to speak & vote on this item.
Councillor Williams	Agenda Item 21 – Cemetery Approach	Owns property adjacent to the development	Advised she would leave the room whilst the item was being discussed.

591.

**TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL'S MEETING HELD ON 14 DECEMBER 2015 AND A SPECIAL MEETING HELD ON 8 FEBRUARY 2016**

Councillor Johnson queried minute no. 578, pop up library, it was his understanding that Council resolved to forward the item to a meeting of the Working Party. The Responsible Finance Officer responded that it was noted at that meeting that the next review coincided with the Annual Meeting and it will be discussed further at this meeting.

Councillor Johnson queried the status of the "Protocol for Marking the Death of a Senior National Figure or Local Holder of High Office," (minute no. 579 refers). The Acting Town Clerk responded that due to her workload she had been unable to complete this resolution, but would aim to have it completed by the Annual Meeting.

Councillor Johnson queried if the formation of a Barry Mayor's Scout Group at a cost of £200.00 had a specific budget heading? The Responsible Finance Officer responded it had been agreed to be sourced from the Corporate Events budget heading.

Members were also advised that minute no. 586 (3) on the action sheet (Full Council meeting held on Monday, 8 February 2016) was now complete.

**RESOLVED** that the minutes of the Council's Meeting held on 14 December 2015 and a Special Meeting held on 8 February 2016 be approved and signed as a correct record.

592.

**TO RECEIVE A POLICE REPORT**

Sergeant Paul Francis began by apologising to members for the lack of crime figures (that are usually sent in advance of the meeting). He advised that he would ensure they are sent to the Acting Town Clerk the next day for distribution ensuring that his email address is included so any questions relating to the figures could be sent directly to him.

The following items were reported;

- There had been a boom in resources which meant there had been an increase in Response Officers, thus improving the already excellent service provided.
- The number of out-standing suspects had been reported as being the lowest it had been in many years (accredited in part to a new hand held device Officers were equipped with, which allowed them to spend less time in the office feeding back reports and more time in the community).

- Both campaigns that centred on alcohol and theft over the Christmas period had been a success.
- Extra resources were being distributed over the Six Nations (usually an increase in Domestic Violence), also working closely with Atal y Fro.
- Prisoner Transport Van in use – can transport up to 4 prisoners at any one time.
- Patrol levels had not been impacted upon with the recent relocation of the Custody Suite from Cardiff Bay to Bridgend Police Station.

Councillor Johnson asked the following questions;

1. What could be done to combat Charity Shop donations from being either stolen or strewn across the street/lanes?

Sergeant Francis responded that he was unaware of any reports in respect of this, but advised it would be quite difficult to completely stop this from occurring, but it may be possible through communication with the Shop Owners to devise a strategy.

2. With members of Barry Youth Action present, could Sergeant Francis explain the local police attitude to young people?

Sergeant Francis noted that South Wales Police embrace the local youth community and aim to maintain a good relationship by visiting schools and want to ensure young people respect, but not fear them.

Councillor S Hodges queried if the Street to Suite vehicle was being used in Barry as part of transporting detainees to the Custody Suite in Bridgend?

Sergeant Francis responded that they try to use their own resources in the first instance, as there is a cost involved when using the Street to Suite vehicle, but do pay to use the vehicle for major events where a high level of crime is anticipated.

Councillor Egan requested that Sergeant Francis make enquiries in respect of the lorry/lorries that park outside the Council Offices. Councillor Egan noted that Sergeant Francis could only act within the Law and it was not an offence (due to it being a Public Highway). However, it is not neighbourly and is causing a dangerous obstruction.

Sergeant Francis advised he would look into this.

Councillor Wilkinson noted her thanks to Sergeant Francis and South Wales Police for their recent efforts in combating domestic violence and she was very pleased to hear the campaign was proving to be a success.

Sergeant Francis advised South Wales Police are looking at multiple ways to detect and prevent domestic violence and a campaign run by a colleague at the moment was to encourage victims of domestic abuse to report these incidents.

Councillor S Hodges queried if the colleague involved in the campaign could be invited to a meeting of Council, to which Sergeant Francis responded that his colleague would be pleased to attend.

**RESOLVED:**

1. That Sergeant Francis forward the Crime Statistics to the Acting Town Clerk for distribution amongst Councillors, with any questions arising from the statistics being forwarded to Sergeant Francis for a response.
2. That the colleague involved in the Domestic Violence Campaign be invited to a meeting of Full Council.

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

The following communications were received;

Thursday, 25 February 2016 (10 am – 2 pm) – Mayor’s Coffee Morning at Tŷ Hapus, Barry.

Thursday, 25 February 2016 (3 pm – 8 pm) Public Engagement Event at Barry Memorial Hall

Friday, 15 April 2016 – Three Choirs Concert at St. Helens Roman Catholic Church

Friday, 22 April 2016 – Mayor’s Charity Dinner at Wenvoe Castle Golf Club

594. **TO CONSIDER QUESTIONS FROM COUNCILLORS IN ACCORDANCE WITH THE PROVISIONS OF STANDING ORDER 3(E)**

The following question was received from Councillor S Hodges;

*What meetings, with whom and the outcome of any meetings have been held between Senior Officers or the Leader, Mayor and Committee Chairs with outside bodies since the question was asked at the last Full Council?*

Mayor - None

Leader - 17.02.2016 – One Voice Wales (OVW) Meeting of Larger Local Community Councils

Acting Town Clerk

25.01.2016 – Area meeting of OVW  
26.01.2016 – Community Liaison Committee  
26.01.2016 – Rights of the Child Workshop  
29.01.2016 – Meeting with Paul Egan of OVW  
02.02.2016 – Engagement event on Local Government (Wales) Bill  
03.02.2016 – Meal hosted by A G Adams  
11.02.2016 – Meeting with Mack Events on behalf of the Mayor  
16.02.2016 – Equality & Diversity training provided by OVW  
17.02.2016 – OVW of Larger Local Community Councils

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

None received.

596. **TO RECEIVE AND NOTE THE MINUTES OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE'S MEETING HELD ON 18 JANUARY 2016 AND TO GIVE CONSIDERATION TO RECOMMENDATIONS THEREIN**

**RESOLVED** that the minutes of the Finance, Policy & General Purposes Committee's meeting held on 18 January 2016 be received and noted.

597. **TO RECEIVE AND NOTE THE MINUTES OF THE HALLS, CEMETERIES & COMMUNITY FACILITIES COMMITTEE'S MEETING HELD ON 1 FEBRUARY 2016 AND TO GIVE CONSIDERATION TO RECOMMENDATIONS THEREIN**

**RESOLVED** that the minutes of the Halls, Cemeteries & Community Facilities Committee's meeting held on 1 February 2016 be received and noted.

598. **TO RECEIVE AND NOTE THE MINUTES OF THE PERSONNEL COMMITTEE'S MEETING HELD ON 11 JANUARY 2016 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED** that the minutes of the Personnel Committee's Meeting held on 11 January 2016 be received and noted.

599.

**TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE'S MEETINGS HELD ON 5 JANUARY AND 2 FEBRUARY 2016 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED** that the minutes of the Planning Committee's Meetings held on 5 January and 2 February 2016 be received and noted.

600.

**TO RECEIVE AND NOTE THE MINUTES OF THE WORKING PARTY TO REVIEW THE MANAGEMENT & PERFORMANCE OF THE TOWN COUNCIL'S OPERATIONS HELD ON THURSDAY, 14 JANUARY 2016 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED:**

1. That Barry Town Council support the event Coleridge in Wales 2016 ***up to the amount of £10,000 on the proviso the ship comes to Barry (2016/17 budget).***
2. That Barry Town Council support the proposal made by Bro Radio up to the amount of £4,000, subject to Barry Town Council being recognised fully for their support and any future consultations, events and new initiatives are advertised accordingly by Bro Radio (2015/16 budget).
3. That Barry Town Council support the proposal from Barry Island School ***in principal subject to costing information being provided (2016/17 budget)***
4. That Barry Town Council continues the Books for Schools scheme in future years, therefore including funds in the relevant future budgets.
5. That the main entrance automatic doors should be repaired at the cheapest cost to Council and this should be delegated to the responsibility of Officers.
6. That Barry Town Council does not continue with the Schools Concert and instead look to funding something different such as a pantomime/show/cinema showing for school children in future years.
7. That the Coleridge Project replace the School's Concert in 2016.
8. That Barry Town Council continue to support the Barry Marine Youth Award.

601.

**BARRY YOUTH ACTION – MINUTES OF A MEETING HELD ON 14 DECEMBER 2015**

The Mayor advised that due to the two members of Barry Youth Action not being able to stay past 8 pm she would bring their item forward for discussion.

The Mayor welcomed both Charlotte and Becky and invited them to discuss their recent activities at Barry Youth Action, to which they provided the following information;

- 12 active members
- Training has been provided
- Discussed and developed their own logo and Code of Conduct
- Meet once a month
- Will be attending the Consultation in respect of Gladstone Park and have devised discussions and questions
- Raising money for LATCH
- Have met with Jane Hutt AM

The Mayor thanked Barry Youth Action for their attendance and advised Council that members of Barry Youth Action would attend future meetings of Full Council on a rotation basis.

**RESOLVED** that the minutes of the Barry Youth Action Group meeting held on 14 December 2015 be received and noted.

602.

**TO RECEIVE AND NOTE THE MINUTES OF THE FAIRTRADE ADVISORY GROUP HELD ON 18 JANUARY AND 4 FEBRUARY 2016 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED** that the minutes of the Fairtrade Advisory Group held on 18 January and 4 February 2016 be received and noted.

603.

**TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE CONSULTATION WORKING PARTY HELD ON 7 JANUARY 2016 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED** that the minutes of a meeting of the Consultation Working Party held on 7 January 2016 be received and noted.

604. **TO RECEIVE REPORTS FROM REPRESENTATIVES SERVING ON OUTSIDE BODIES**

Members were reminded that copies of agendas and minutes in respect of meetings of Outside Bodies were available for inspection in the lever-arch file kept in the main office.

**RESOLVED** that reports from representatives serving on Outside Bodies be received and noted.

605. **TO CONSIDER A MOTION SUBMITTED BY COUNCILLORS**

Motion received from Councillors N Hodges, S Hodges, Johnson and Wiliam;

*“That this Council condemns proposals to close Barry Crown Post Office”*

Councillor Johnson spoke in support of the motion and advised there had been a serious decline in post office services across the country in recent years and he had major concerns in respect of the future of the building. He advised that the 4 week interest period ended Friday, and he was aware that interest had been received from some businesses within Barry to take control of some of the services the Crown Post Office currently provides.

Councillor N Hodges seconded the motion and noted that the biggest shame would be the loss of the building and it was imperative that action is taken to preserve the carved memorial within the entrance.

Councillor Egan advised that he was also in support of the motion and that he had written to Stuart Taylor of the Post Office Ltd to invite him to attend a Special Meeting of Full Council.

A vote was taken on the motion proposed by Councillors N Hodges, S Hodges, Johnson and Wiliam that this Council condemns proposals to close Barry Crown Post Office.

**RESOLVED:**

1. That Mr Stuart Taylor of Post Office Ltd be invited to a Special Meeting of Full Council to discuss the proposed closure of Holton Road Crown Post Office in Barry.
2. That this Council condemns proposals to close Barry Crown Post Office.
- 3.

606.

**BARRY REGENERATION ADVISORY BOARD**

Councillor Egan advised that there were no minutes to report as yet. However, the next meeting of the Advisory Board was scheduled to take place on Wednesday, 24 February 2016 at which time the minutes of the last meeting will become available.

Councillor Johnson noted that the last available minutes to Council were dated 8 July 2015 and the last available minutes available on the Vale of Glamorgan Council's website were dated September 2014. He also commented that the recent regeneration project (installation of Beach Huts at Barry Island), had proved to make a loss and he felt the regeneration funding had been utilised without proper consultation or planning and was concerned that information was not being fed back to either party.

Councillor S Hodges suggested that it be formally noted in the minutes of this meeting that Council are disappointed with the lack of annual public engagement in respect of regeneration and the lack of information being provided.

Councillor Egan noted that he would raise the issue of the minutes not being updated accordingly at the next meeting of the Barry Advisory Board.

**RESOLVED:**

1. That it be formally noted in the minutes of this meeting that Council are disappointed with the lack of annual public engagement in respect of regeneration and the lack of information being provided.
2. That Councillor Egan raises the issue of the minutes not being updated accordingly at the next meeting of the Barry Regeneration Advisory Board scheduled to be held on Wednesday, 24 February 2016.

607.

**TO APPROVE A SCHEDULE OF PAYMENTS FOR FEBRUARY 2016 (FINAL)**

Members were asked to approve a schedule of payments for February 2016 (Final).

**RESOLVED** that the schedule of payments for February 2016 (Final), comprising various direct debits and cheques numbered 1628 to 1639 inclusive in the total sum of £6,111.59 be approved, subject to the relevant paperwork being in order.

608.

### **MINOR AUTHORITY REPRESENTATIVES VACANCIES**

Members were advised of a number of vacancies which will occur in respect of Minor Authority Representatives due to the current term of office coming to an end.

#### **RESOLVED:**

1. That the information outlined in the report be received and noted, and any Councillor interested in either continuing as Minor Authority Representative or becoming a representative on any of the above schools contact the office for an application form, which will then be considered by the Council's Personnel Committee, returning the completed application form to the Acting Town Clerk.
2. 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.

8.10 pm – Councillors Brooks and Williams left the room.

609.

### **CEMETERY APPROACH**

Councillors were advised of the progress in respect of Cemetery Approach following receipt of an email from John Dent, the Major Project Manager for the Vale of Glamorgan Council.

Members discussed and agreed that the only way forward was a formal commitment that the land at Cemetery Approach would be transferred as an asset and it may be helpful if a suggestion is made to the Vale of Glamorgan Council that this Council contacts Fields in Trust.

Members discussed and it was deemed appropriate that an urgent meeting is arranged with representatives of the Vale of Glamorgan Council to discuss a way forward in respect of the future of the land, in particular the issue of it being an asset transfer.

Councillor Egan suggested that the meeting should take place after the Engagement Event, at which time information can be fed back from this event and the concerns of Council can be reiterated.

Members agreed that prior to the meeting taking place, a letter should be sent to the Vale of Glamorgan Council underlining this Council's concerns and reiterating this Council's stance that the land must be transferred as an asset.

**RESOLVED:**

1. That a meeting be arranged between this Council and the Vale of Glamorgan Council once the Engagement Event has taken place, at which time information can be fed back and the concerns of Council can be reiterated.
2. That a letter be sent to the Vale of Glamorgan Council outlining this Council's concerns and reiterating this Council's stance that the land must be transferred as an asset.

8.20 pm – Councillors Brooks and Williams returned to the room.

610.

**NOMINATION OF MAYOR ELECT FOR 2016/17**

It was moved by Councillor Wilkinson and seconded by Councillor C Curtis that Councillor Williams be nominated as Mayor Elect for the 2016/17 municipal year.

It was also moved by Councillor Johnson and seconded by Councillor S Hodges that Councillor N Hodges be nominated as Mayor Elect for the 2016/17 municipal year.

A vote was taken, the outcome of which was:-

For Councillor Williams – 14

For Councillor N Hodges – 4

**RESOLVED** that Councillor Williams be nominated as Mayor Elect for the 2016/17 municipal year.

611.

**NOMINATION OF DEPUTY MAYOR ELECT FOR 2016/17**

It was moved by Councillor Egan and seconded by Councillor Evans that Councillor Kuhnell be nominated as Deputy Mayor Elect for the 2016/17 municipal year.

It was also moved by Councillor Johnson and seconded by Councillor Wiliam that Councillor N Hodges be nominated as Deputy Mayor Elect for the 2016/17 municipal year.

A vote was taken, the outcome of which was:-

For Councillor Kuhnell – 14

For Councillor N Hodges – 4

**RESOLVED** that Councillor Kuhnell be nominated as Deputy Mayor Elect for the 2016/17 municipal year.

612. **DRAFT SCHEDULE OF MEETINGS 2016/17**

Members were provided with a draft schedule of meetings for 2016/17.

**RESOLVED** that subject to the outcome of the Vale of Glamorgan Council list of dates for 2016/17 a final draft be submitted to the Annual Meeting of Council scheduled to be held on Tuesday, 10 May 2016.

8.30 pm - Councillor Egan left the room.

613. **MEMBERSHIP OF ONE VOICE WALES**

Members were asked to give consideration to whether Barry Town Council should continue as members of One Voice Wales.

Members agreed that the services provided by One Voice Wales were good value for money, the advice received was sound and the demand for their services was ever increasing.

**RESOLVED** that Council's Membership of One Voice Wales be renewed for a further 12 months at a cost of £6,535, with effect from April 2016.

8.35 pm – Councillor Egan returned to the room

614. **RESPONSES RECEIVED IN RESPECT OF TRANSATLANTIC TRADE AND INVESTMENT PARTNERSHIP (TTIP)**

Members were provided with copies of the responses received from or on behalf of Ministers and organisations contacted in respect of a motion put to Council at its meeting held on 14 December 2015.

Councillor Egan noted that he was pleased with the number of responses received in reply to the Council's initial letter. Members discussed the content of the letter received from Alun Cairns MP and resolved that they would like to invite Mr Cairns to a meeting of Full Council to discuss his stance on the issue of TTIP further and details of this invitation. It was also agreed that a press release should be sent to local press stating the Council's disappointment at Mr Cairn's response, but also highlighting the positive responses received.

**RESOLVED:**

1. That Alun Cairns MP is invited to a meeting of Full Council to discuss his stance on the issue of TTIP.
2. That a press release be sent to local press stating the Council's disappointment at Mr Cairn's response, but also highlighting the positive responses received.

615. **DATE OF NEXT MEETING**

**RESOLVED** the date of the next meeting of Full Council will be the Annual Meeting scheduled to be held on Monday, 9 May 2016 at 7 pm in the Memorial Hall Theatre.

616. **EXCLUSION OF 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.

8.40 pm – Councillor Egan left the room.

617. **TO RECEIVE AND NOTE THE MINUTES OF THE MEMORIAL HALL & THEATRE WORKING PARTY'S MEETING HELD ON 20 JANUARY AND 9 FEBRUARY 2016 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN, PLUS A COPY OF THE MEMORIAL HALL & THEATRE FINANCIAL STATEMENTS FOR 30 SEPTEMBER 2014**

Councillors Brooks and S Hodges made the following clarifications in respect of the recommendations contained within the minutes of the meeting held on Tuesday, 8 February 2016;

- The “Capital Loan” is in respect of the repairs to the roof.
- Financial Statements have provided proof that the Memorial Hall & Theatre Trust does not have the finances to fund the repairs to the roof themselves.
- That recommendation 2 will provide the Memorial Hall with the financial stability to be able to source match funding and other grant funding opportunities.
- That recommendation 3 should be read as two parts, as follows;
  - That £130,000 be placed into the 2016/17 budget for grant funding for the Memorial Hall & Theatre.
  - That an additional £20,000 funding be provided on the stipulation it be used to recruit to a post to assist the Venue Manager in her role for a period of 3 years.
- That the loan is only due to be repaid if the organisation fails, as it is secured against the building.

- That recommendation 4 (recommendation 5 when recommendation 3 is split into 2 parts) should read 2015/16, rather than 2016/17.

**RESOLVED:**

1. That the offer of a capital loan be made to the Trust as previously offered, but that the legal mortgage time scale be reduced to a period of 10 years from the original 25 years, in the sum of up to £58,669.
2. That the funding agreement currently being discussed be for a period of three years from April 2016 – March 2019.
3. That £130,000 be placed into the 2016/17 budget for grant funding for the Memorial Hall & Theatre.
4. That an additional £20,000 funding be provided on the stipulation it be used to recruit to a post to assist the Venue Manager in her role for a period of 3 years.
5. That a one-off payment of £3,000 be offered to help the Trust set up a “Friends” organisation, in the hope that this will bring forward much needed volunteers, and that Council consider funding this from the “New Initiatives” budget for 2015/16

8.55 pm – Councillor Egan returned to the room.

618.

**TO RECEIVE AND NOTE THE MINUTES OF THE RESHAPING OF SERVICES WORKING PARTY’S MEETING HELD ON 27 JANUARY 2016 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Councillor Egan began discussions by stating that progress was no further forward and Council were still in the position whereby they are awaiting further detailed information from the Vale of Glamorgan Council.

The Acting Town Clerk informed members that she had been in contact with Tom Bowring of the Vale of Glamorgan Council and could provide the following update;

*“Vale officers had visited the Town Hall site and had mapped out what the requirements of any relocation of current Vale staff would involve. Tom Bowring had met with Andy Borsden (responsible for the Library and Arts Central) and Mr Borsden had agreed to provide them with more information once he was in receipt of it. Karen Bowen and Tom Bowring are meeting again with property colleagues soon to provide them with an update in respect of Barry Town Council’s proposed requirements so Vale Officers should be in a position to provide an*

*update in the next couple of weeks and arrange for a follow up discussion.”*

**RESOLVED:**

1. That the above information be received and noted.
2. That a follow-up meeting between Vale Officers and Barry Town Council representatives be arranged in the next couple of weeks once an update is available.

619. **SUSPENSION OF STANDING ORDER 3(Y)**

**RESOLVED** that Standing Order 3(y) be suspended for a period of ten minutes.

620. **TOWN COUNCIL INSURANCE**

Members were provided with details relating to the renewal of the Town Council’s insurance.

The Responsible Finance Officer made members aware that a quotation had been received from a third company, but they were still higher than the recommendation.

**RESOLVED** that the Barry Town Council enter into a new three year long term agreement for insurance services with Zurich Insurance at a cost of £6,288.

The meeting ended at 9.02 pm.

Signed .....  
(Town Mayor)

Dated .....

**BARRY TOWN COUNCIL**

**MINUTES OF A SPECIAL MEETING OF FULL COUNCIL HELD ON TUESDAY, 22 MARCH 2016 AT 7.00 PM**

**PRESENT:** Councillor Pritchard (Town Mayor), together with Councillors Bertin, Brooks, C Curtis, Egan, Evans, Hardy, N Hodges, S Hodges, Johnson, Powell, Wilkinson and Williams.

**ALSO PRESENT:** Angie Norman – Acting Town Clerk  
Mark Sims – Responsible Finance Officer  
Robyn Walsh – Administrator  
Police Sgt Bryn Glennie – South Wales Police  
Stuart Taylor – Head of External Relations (Post Office)

The Mayor requested that a minute silence be held for Emlyn Williams, a former Councillor who had recently passed away.

621. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Cash, R Curtis, Davey, Drake, Hamilton, Kuhnell, Payne and Wiliam.

622. **DECLARATIONS OF INTEREST**

The following declarations were received;

<b>Councillor</b>	<b>Agenda Item</b>	<b>Reason</b>	<b>Comments</b>
Councillor Brooks	Agenda Item 5a – Cemetery Approach	Vale of Glamorgan Council Councillor	Advised she would leave the room while the item was being discussed.
Councillor Williams	Agenda Item 5a – Cemetery Approach	Owns property adjacent to the development	Advised she would leave the room whilst the item was being discussed.

623. **PRESENTATION FROM POLICE SGT BRYN GLENNIE – DOMESTIC ABUSE**

Sgt Glennie began his presentation by advising members of the recent “White Ribbon Campaign.” A campaign aimed at males standing up against domestic abuse and taking responsibility for the issue. He noted that whilst he accepted that women can also be the perpetrators, statistics show that women are more likely to be a victim (71% of offenders are male) and in general suffer greater injury because of it. He requested that Councillors visit the campaign online and make an online pledge to support the cause.

Sgt Glennie defined the definition of domestic abuse as;

*“The use of violence or aggression towards someone you are meant to love”*

He provided Councillors with local statistics in order for them to understand the issue the Police face locally;

1,417 - Unique domestic abuse victims  
1,908 - Domestic abuse incidents responded to

Sgt Glennie explained that the figures were high, but did not necessarily give an accurate picture as to the true extent of the issue as they did not account for the incidents victims did not report and that women will usually have suffered at least 10 separate incidents of domestic abuse until the first report is made. He also noted that women over 50 tend not to report abuse due to them being more accepting of these types of incidents and asked Councillors to encourage their constituents to report any kind of abuse to Police where it can be dealt with appropriately.

Sgt Glennie referred to a local charity; Atal y Fro and informed members of the work they do within the community to tackle domestic abuse. He advised that they aim to help prevent offences and work with the families to build healthy relationships or amicable separations. He noted that they work within the schools and Barry are very lucky to be one of the few communities who offer “Perpetrator Programmes.”

Members were advised of new legislation within the *Serious Crime Act 2015; Section 76 - Controlling or coercive behaviour in an intimate or family relationship*. He advised that this new legislation would enable Police to prosecute offenders for being too controlling, whereas before they would have to wait until a physical assault had taken place, this legislation enables authorities to intervene at a much earlier stage. He also made members aware of *“Domestic Violence Protection Orders,”* which provide Police with the power to ban offenders from their homes for a period of time.

Sgt Glennie concluded his presentation by asking members to talk openly with their constituents regarding domestic abuse and to remember that; *“every week, men kill two women.”*

Councillor Brooks noted that it was also important to appreciate the work of the Community Safety Partnership of which she is a board member and the Domestic Violence Strategic Forum which brings all agencies together to build strategies around the issue. She also noted that the Vale of Glamorgan Council were one of the first to receive the “White Ribbon Award.”

Councillor Bertin queried the prosecution levels.

Sgt Glennie responded that it was difficult to provide an accurate response to this question as it varies by offence type, but advised that “violence with injury” in general has a prosecution rate of 50-55% and that prosecution success rates depend highly on the cooperation from the victim.

Councillor Powell requested clarity on the statistics provided at the beginning of the presentation;

Sgt Glennie explained that the figure of 1,417 represented unique victims, whilst the figure of 1,908 represented the number of incidents responded to, which meant that of the 1,417 unique victims, a proportion of those victims had reported abuse on more than one occasion.

Councillor Powell commented that with preventions such as the power to ban offenders from their own home, it must be frustrating as victims may withdraw their complaint. However, with the new legislation enabling victimless prosecutions, has this helped?

Sgt Glennie responded that each case is risk assessed and Officers use their own professional judgement to decide on which action needs to be taken. He also advised of other preventions, such as Police Watch and Neighbour Watch which involves making neighbours aware of the situation. However, he also informed members that victimless prosecutions are a good tool, but Police need a lot of evidence in order to proceed which is why it is imperative that Officers complete a thorough investigation.

Councillor S Hodges noted that she is an Independent Custody Visitor and whilst she is not usually aware of the offence committed, she has dealt with angry males in the past and queried how they are dealt with upon release.

Sgt Glennie responded that whilst Police cannot manage every eventuality, steps have been put in place to control them as far as reasonably and practically possible, which involve;

- No phone calls to be made to victim
- Custody release process involves a risk assessment
- If it has not been possible to charge the offender, the victim is telephoned prior to their release so they are aware of the situation.
- A Perpetrator Helpline (provided by the RESPECT Charity) will be introduced soon which will be offered to offenders as part of their release pack.

Councillor Egan queried if the new legislation in respect of “Controlling and Coercive Behaviour,” will help cover verbal abuse that turns into controlling behaviour, which may then result in suicide by the victim.

Sgt Glennie responded that the new legislation helps bridge the gap that was there before legally and that it is the Polices’ job to gather evidence to support the allegations.

Councillor Brooks provided details of “Clare’s Law,” a scheme introduced in 2014 which gives members of the public the right to ask Police where they have a concern that their partner may pose a risk to them or where they are concerned that the partner of a member of their family or a friend may pose a risk to that individual.

Councillor Evans queried how heavily is alcohol abuse involved in domestic violence?

Sgt Glennie responded that in reality alcohol abuse is not the cause for domestic abuse and that a violent partner is abusive whether they are sober or under the influence of alcohol. The issue with alcohol consumption is that it increases the risk of domestic abuse as it decreases the fear factor/fear of consequences in perpetrators.

Councillor Johnson noted that the figure of 1,417 unique victims was a reflection of the issue when you considered that it represented 2% of adults living in the Vale of Glamorgan. He added that he was pleased with the legislation and that Council had passed a motion supporting the Violence Against Women Act and queried if there was anything we could do as a Council.

Sgt Glennie responded that Council could consider investing in local charities such as Atal y Fro and in the youth of the community, such as educating them to understand “healthy relationships,” aiming to break the cycle of abuse.

Councillor N Hodges noted that it was in his opinion that Council should consider investing funds within Atal y Fro, publicising this and the work they do.

Councillor Wilkinson added that she had worked with Domestic Abuse victims and issues for a long time through her work with Unison. She had found throughout this work that there were often times of the year where she would see an increase in domestic abuse being reported. She also noted a worrying issue that had been highlighted in the media recently of grandchildren attacking grandparents, an issue that is of high concern to her.

Stuart Taylor of the Post Office informed members that he was the Chairman of Crimestoppers in South Wales and noted that he would be keen to work in partnership with the Police when promoting their campaigns.

Councillor Hardy requested that Mr Taylor provide her with his contact details as she was hopeful they may be able to work together towards different initiatives/partnerships.

Councillor S Hodges thanked Sgt Glennie for his presentation and proposed to members that Council should consider discussing how they could contribute positively to the campaign at the next meeting of the Working Party once more information was available to them.

Councillor Egan agreed that this would be a sensible way forward and suggested that Atal y Fro are invited to the next meeting of the Working Party.

The Mayor thanked Sgt Glennie for attending.

Sgt Glennie left the meeting.

**RESOLVED** that Atal y Fro are invited to the next meeting of the Working Party to discuss a way forward in which Barry Town Council can support and build upon their commitment to support the Violence Against Women Act.

624.

**DISCUSSIONS WITH STUART TAYLOR – HEAD OF EXTERNAL RELATIONS, WALES, MIDLANDS AND SOUTH, POST OFFICE LTD**

Councillor Egan began discussions by stating that Council had passed a motion condemning the closure of the Crown Post Office within Barry. He expressed his disappointment at the lack of alternatives to closure offered in the correspondence received from Post Office Ltd.

Mr Taylor thanked Council for inviting him to the meeting and began by stating that Post Office issues are always extremely emotive and is a reflection of how much the services they provide are valued by the community. He explained that the proposed closure had derived from the expectations from Government and the UK Tax Payer that Post Offices should fund themselves and be able to match cost with income, with this in mind they had been unable to find a way to increase revenue and various financial implications such as staff wages, overheads and the fact they do not own the building had all influenced the proposed closure.

Mr Taylor also explained that many people are opting to conduct their business elsewhere with many choosing to go online and pay through direct debits, thus reducing footfall and transactions completed within the branch. He noted that out of the 170 services the Post Office offer, only 1 of those was a service that only the Post Office could provide and that was a Postal Order.

Mr Taylor noted that the Post Office had been open to hearing from businesses that may be able to take on services currently provided by the Crown Post Office and during the Expression of Interest stage had received interest from a business. However, after closer investigations

it was deemed this business was in too close a proximity to an existing Post Office branch. He also stated that the Post Office will remain open to suggestions even though the Expression of Interest period is over and would welcome any proposals.

Mr Taylor stated that 5 branches within 2 miles of each other demonstrated the high density Barry as a town had and was something many other towns do not have. He noted that the consultation period would run between 16 March 2016 and 8 June 2016 and would welcome any comments, suggestions or proposals within this period.

Any decisions in respect of closures would be decided after this term of consultation, and any resulting action would be anticipated end of August/early September.

Councillor Powell noted that he appreciated Mr Taylor's honesty, but referred to his earlier comment in respect of "5 branches within 2 miles of each other," and stated that "one size doesn't fit all," he added that all towns are different and the Vale of Glamorgan have a very large older people's community. He queried as Post Office do not own the building, are there any restrictions that have been placed upon them which may restrict what they can and can't do to increase profits?

Mr Taylor responded that he was not aware of any sub-letting restrictions. However, the reason the Post Office will not consider this avenue is due to security reasons, also the financial impact that would be created should separate access need to be implemented for users to gain access to restricted areas of the building whilst maintaining the security of the Post Office customers and staff.

Councillor Powell also queried what initiatives have been trialled in an attempt to increase profits?

Mr Taylor responded that all Crown Post Office branches are supported by Post Office Sales & Merchandising Teams and are given weekly sales and development training. He explained that things such as cost of the building and wages are non-negotiable and these are the types of financial implications that are influencing the proposed action. He noted that as well as the above, Post Office also offered other services such as Telecom Services, Mortgages and Financial Services, but these had evidently not been enough. He also reassured members that current staff would be either relocated or offered a voluntary redundancy package.

Councillor Johnson stated that he felt the consultation had been completed in "bad faith," since no other alternatives had been explored prior to proposing closure of the site and asked the following questions with responses received from Mr Taylor in italics;

1. What was the distance between the interested business and the current Post Office that was deemed too close and so resulted in the refusal of the proposal?

*Mr Taylor stated that he was unable to go into the finer details, but it was in close proximity to a current Post Office which would undermine the services they are already providing the community. He noted that for a business to be feasible the most likely location would be in close proximity to the current Crown Post Office.*

2. Which services provided at the Crown Post Office are not available within a 2 mile radius?

*King Square Branch – Only unable to provide Image & Identity Services.*

*Barry Road Branch – Only unable to provide Digital Application services.*

3. Would the other post office branches within Barry have the capacity to deal with the additional footfall anticipated from the closure of the Crown Post Office?

*It would be expected that customers would utilise all Post Offices available to them and so would not place a strain on one particular Post Office. He noted that the opening hours of the available Post Offices are very good and would enable customers to visit them at hours suitable to them, such as before or after normal working hours.*

4. What would happen to the large memorial currently in place within the Post Office foyer?

*There is a society that works to protect these memorials and so it would remain in the Royal Mail building until such a time that a rededication ceremony could take place, but it would remain the property of Royal Mail.*

Councillor S Hodges reiterated and supported the concerns raised by her colleagues and challenged Mr Taylor's statement that five Post Offices would service the area of Barry, in particular as Barry is an ever growing town with changing needs and population numbers and noted that what may be deemed as sufficient now, may not be the case in the future and this was an additional concern.

Mr Taylor made members aware of "White Space Post Offices," built when a large development with additional Post Office needs is identified. He stated that if areas grow, the possibility of a new branch would be explored to accommodate this change in need.

Mr Taylor concluded discussions by encouraging members to get involved with the consultation and advised that the Post Office need practical examples as to why members of the community may not be able to access alternative branches and that issues surrounding access and capacity were really the only issues that would be considered as a reason to not close the service at this stage and so it was important to gather these examples. He also added that as part of the consultation there would be a Customer Forum and the Post Office would be looking for a building to host this at, he queried if the Council may have access to a suitable building and would contact Officers to discuss this further.

The Mayor thanked Mr Taylor for attending the meeting.

Mr Taylor left the meeting.

625.

**RECOMMENDATION FROM THE WORKING PARTY TO REVIEW THE MANAGEMENT & PERFORMANCE OF THE TOWN COUNCIL'S OPERATIONS**

Vale of Glamorgan Destination Management Partnership

Members were asked to elect a representative of Barry Town Council onto the Vale of Glamorgan Destination Management Partnership.

It was moved by Councillor Egan and seconded by Councillor C Curtis that Councillor Evans be nominated as representative on the Vale of Glamorgan Destination Management Partnership.

It was also moved by Councillor S Hodges and seconded by Councillor Johnson that Councillor N Hodges be nominated as representative on the Vale of Glamorgan Destination Management Partnership.

A vote was taken, the outcome of which was:-

For Councillor Evans – 9

For Councillor N Hodges – 4

Councillor Johnson queried what reporting mechanism would Councillor Evans be using to keep Council updated as to the work of the partnership?

It was noted that minutes of the meeting would be kept on the Outside Bodies folder and Councillor Evans could provide a verbal report as and when required.

**RESOLVED** that Councillor Evans be nominated as the representative for Barry Town Council on the Vale of Glamorgan Destination Management Partnership.

8.45 pm - Councillors Brooks and Williams left the room.

**CEMETERY APPROACH**

Members were asked to consider the amended Draft Heads of Terms and Deed of Grant between Barry Town Council and the Vale of Glamorgan Council.

Councillor Egan noted that rather than transferring the asset to Council, the Vale of Glamorgan Council had compromised to a 999 year lease.

Members agreed the following either needed to be amended or clarity sought;

- Clarity to be sought on the protocol for future amendments to the contract and consideration should be given to a review date at which time terms of the contract can be reviewed.
- Amendment to no. 11 to include "...aside from successor councils."
- Ensure it is clear within no. 14 that Councils are able to utilise gardens for profit.
- No. 18 – Restriction on Alcohol – clarity to be sought to allow Council the ability to lift the restriction should users want to utilise the building for a wake.

Councillor Egan addressed the concerns in respect of the alcohol restriction and informed members that the restriction had been included due to the concern from a number of residents during the consultation period, but advised that the restriction was focused more on the gardens rather than the community building and was to deter youths from using the park as a place to drink alcohol and partake in anti-social behaviours.

**RESOLVED:-**

1. That the following either be amended or clarified;
  - Clarity to be sought on the protocol for future amendments to the contract and consideration should be given to a review date at which time terms of the contract can be reviewed.
  - Amendment to no. 11 to include "...aside from successor councils."
  - Ensure it is clear within no. 14 that Council are able to utilise gardens for profit.
  - No. 18 – Restriction on Alcohol – clarity to be sought to allow Council the ability to lift the restriction should users want to utilise the building for a wake.

2. That subject to the above the Heads of Terms and Deeds of Grant be signed by the Town Mayor witnessed by the Council's solicitor.

9 pm - Councillors Brooks and Williams returned to the meeting.

627. **SUSPENSION OF STANDING ORDER 3(Y)**

**RESOLVED** that Standing Order 3(y) be suspended for a period of five minutes.

628. **EXCLUSION OF 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.

629. **RECOMMENDATION FROM PERSONNEL COMMITTEE**

National Living Wage

Members were requested that in the absence of a pay award settlement between Local Government Employers and Unions, Council approve the payment of the National Living Wage of £7.20 per hour with effect from 1 April 2016, to any staff member who is not currently receiving this amount.

Members noted that this item had previously been agreed and resolved at a meeting of the Finance, Policy & General Purposes Committee held on Monday, 21 March 2016.

**RESOLVED** that in the absence of an agreement in respect of a pay award for local government employees, it be noted that at a meeting of the Finance, Policy & General Purposes Committee held on Monday, 21 March 2016 officers were authorised to make arrangements to ensure that the one member of staff currently being paid less than the proposed National Living Wage of £7.20 be paid this with effect from 1 April 2016, to ensure that Barry Town Council is compliant with legislation.

The meeting ended at 9.03 pm.

Signed .....  
(Town Mayor)

Dated .....

## BARRY TOWN COUNCIL

### MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD ON MONDAY, 9 MAY 2016 AT 7.00 PM

**PRESENT:** The Retiring Mayor (Councillor E Pritchard), together with Councillors Brooks, Cash, C Curtis, R Curtis, Davey, Egan, Evans, Hamilton, Hardy, N Hodges, S Hodges, Johnson, Kuhnell, Payne, Powell, Sword, Wiliam, Wilkinson and Williams

**ALSO PRESENT:** Angie Norman – Acting Town Clerk  
Mark Sims – Acting Deputy Clerk  
Julie Hurd – Mayor’s Secretary  
Robyn Walsh – Administration  
Becky Blackwell – Administration  
James Adshead – Temporary Finance Clerk

630. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Bertin and Drake.

631. **DECLARATIONS OF INTEREST**

A declaration of interest was received from Councillor Wiliam in respect of agenda item 47 (Barry Island Story Trail).

632. **TO ELECT A TOWN MAYOR FOR THE 2016/17 MUNICIPAL YEAR**

Nominations were received for the position of Mayor of Barry Town Council for the municipal year 2016/17 as follows:

Councillor Williams – nominated by Councillor Powell and seconded by Councillor Hardy.

Councillor N Hodges – nominated by Councillor Wiliam and seconded by Councillor S Hodges

A vote was taken, the result of which was that Councillor Williams be elected as Town Mayor for the 2016/17 municipal year by a majority vote of 16 members to 4 in favour of Councillor Williams.

**RESOLVED** that Councillor Williams be elected Town Mayor of Barry for the 2016/17 municipal year.

633. **TOWN MAYOR’S DECLARATION OF ACCEPTANCE OF OFFICE**

The newly elected Town Mayor made her Declaration of Acceptance of the Office of Mayor, in the presence of the Acting Town Clerk.

634. **TO ELECT A DEPUTY TOWN MAYOR FOR THE 2016/17 MUNICIPAL YEAR**

Nominations were received for the position of Deputy Mayor of Barry Town Council for the municipal year 2016/17 as follow:

Councillor Kuhnell – nominated by Councillor Sword and seconded by Councillor Egan.

Councillor N P Hodges – nominated by Councillor Wiliam and seconded by Councillor S Hodges.

A vote was taken, the result of which was that Councillor Kuhnell be elected as Deputy Town Mayor for the 2016/17 municipal year by a majority vote of 16 members to 4 in favour of Councillor Kuhnell.

**RESOLVED** that Councillor Kuhnell be elected Deputy Town Mayor of Barry for the 2016/17 municipal year.

635. **DEPUTY MAYOR'S DECLARATION OF ACCEPTANCE OF OFFICE**

The newly elected Deputy Town Mayor made his Declaration of Acceptance of the Office of Deputy Town Mayor, in the presence of the Acting Town Clerk.

636. **RETIRING MAYOR'S SPEECH**

The retiring Mayor, Councillor Emma Pritchard began her speech by stating that serving Barry had been an honour and privilege. She thanked Councillor Williams for being her Deputy and for all the support she had provided during her term of office.

She noted it had been a busy, but enjoyable year presenting trophies, cheques, laptops, resuscitation dolls and Playstations to name but a few, also noting the honour of granting Freedom of the Town to World Champion boxer Lee Selby and an outstanding all-round sportsman James Savory.

She noted the community spirit she had witnessed through being invited to various events organised by local community groups within Barry and advised that through visiting Age Concern and Friends & Neighbours it was at these events, she had her eyes opened to the many outstanding, unrecognised people that give of their time to help others. With this in mind, she created the Town Mayor's Award (Youth & Adult Award) to be nominated by their peers. She requested the permission of the new Town Mayor to present the winners with their awards, to which Councillor Williams granted.

**Adult Winner** – Gaye Fifield due to the number of decades she had committed herself to her community, her work at Barry Hospital, tireless fundraising for charities and in her retirement volunteering at Age Concern and the co-ordinator of Friends & Neighbours.

Mrs Fifield collected her award from the Town Mayor.

**Youth – Highly Commended** – Louis Davies due to his extensive volunteering at various organisations which include; Barry Beavers Disabled Swimming Club, St John's Ambulance, Explorer Scot,

member of Parliament at Barry Comprehensive School and Barry Youth Action.

Master Davies collected his Certificate from the Town Mayor.

**Youth Winner** – Eleri Borges due to her various volunteering efforts which include being an active member at St. Mary's Church, volunteering at the local foodbank and at a local veterinary surgery, coaching young people swimming, fundraising, being a Scout and member of Barry Youth Action.

Miss Borges collected her award from the Town Mayor.

As well as the Town Mayor's Award, the retiring Mayor also informed the congregation of the Town Mayor's own Scout Troop of which she developed through working closely with the District Commissioner, Chris Parsons, whom she also thanked for all his support and help in setting up this initiative.

As well as the above, Councillor Pritchard also noted the Showcasing the Youth event held in partnership with the Royal Air Force Association and thanked them and all the other members of the Showcasing Committee for their commitment to the youth of Barry.

Councillor Pritchard then went on to discuss her chosen charities during her term of office which were Tÿ Hapus and MNDA. She thanked them for all their support and especially Tÿ Hapus who regularly opened their doors to allow her to host Coffee Mornings every month.

To end her speech, Councillor Pritchard thanked all the staff at Barry Town Council, fellow Councillors, the former High Sheriff Heather Stevens, Jane Hutt AM, family, friends and her children.

637. **APPOINTMENT OF MAYOR'S CHAPLAIN AND DATE OF CIVIC SERVICE**

The newly appointed Mayor, Councillor Charlotte Williams, advised that her Chaplain would be Father Ben Andrews of St Mary's Church and that her Civic Service would be confirmed at a later date.

638. **TOWN MAYOR'S SPEECH**

The newly elected Town Mayor, Councillor Williams began her speech by firstly thanking the outgoing Mayor, Councillor Emma Pritchard for her productive year in office and her fellow Councillors for having the confidence in her and noted she would endeavour to work hard to keep building relationships with the people of Barry and to represent the town in a positive light.

She also extended thanks to her husband, family and friends who had supported her throughout her busy year as Deputy Mayor.

The Mayor noted that within her role as Deputy Town Mayor she was able to meet a diverse range of people and learn about the fantastic local third sector in Barry and was looking forward to meeting these people again. She advised that she planned to continue with the previous Mayor's initiatives and work closely with the younger generation of Barry.

She introduced her Consort for the year as her husband, Gareth Williams, noting that they are both looking forward to meeting people who live in Barry and spending more time finding out about community projects and activities within the town.

The Mayor announced her chosen charities as being;

1. The Down's Syndrome Association
2. Life After Stroke Association
3. Breast Cancer Now

The Mayor thanked all those present for attending and invited guests to join her in the Bedwas Hall for a buffet reception.

The meeting ended at 7.45 pm.

Signed .....  
(Town Mayor)

Dated .....

## BARRY TOWN COUNCIL

### MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD ON TUESDAY, 10 MAY 2016 AT 7.00 PM

**PRESENT:** The Mayor (Councillor Williams), together with Councillors Bertin, C Curtis, R Curtis, Davey, Egan, Evans, Hamilton, Hardy, N Hodges, S Hodges, Johnson, Kuhnell, Powell, Pritchard (arrived at 7.25 pm), Sword, Wiliam (arrived at 7.10 pm), Wilkinson and Williams

**ALSO PRESENT:** Angie Norman – Acting Town Clerk  
Robyn Walsh – Administration  
Eleri Borges – Barry Youth Action  
Rhys Powell – Barry Youth Action  
Ve Van de Voorde – Barry Youth Action

Prior to the beginning of the meeting, the Mayor informed members that a card of condolence had been sent to Councillor Drake on behalf of Councillors in respect of the sad loss of her husband.

639. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Brooks, Drake and Payne.

Members were advised that Councillors Pritchard and Wiliam would be late.

640. **DECLARATIONS OF INTEREST**

The following declarations were received;

<b>Councillor</b>	<b>Agenda Item</b>	<b>Reason</b>	<b>Comments</b>
Councillor Bertin	Agenda item 46a – Jazz Festival	Brother is a member of the organisation	Advised he would leave the room whilst the item was being discussed
Councillor C Curtis	Agenda Item 43 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
	Agenda item 55 – Reshaping Working Party Minutes	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
	Agenda Item 56 – Town Hall Progress Update	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.

Councillor R Curtis	Agenda Item 43 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
	Agenda Item 55 – Reshaping Working Party Minutes	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
	Agenda Item 56 – Town Hall Progress Update	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
Councillor Egan	Agenda Item 43 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
	Agenda Item 45 – Pop-Up Library	Cabinet Member at the Vale of Glamorgan Council	Advised he would leave the room whilst the item was being discussed.
	Agenda Item 53 – Memorial Hall & Theatre Trust Working Party	Brother is a Trustee	Advised he would leave the room whilst the item was being discussed
	Agenda Item 54 – Personnel Minutes	Brother is employee of One Voice Wales	Advised he would leave the room whilst the item was being discussed
	Agenda Item 55 – Reshaping Working Party Minutes	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
	Agenda Item 56 – Town Hall Progress Update	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
Councillor N Hodges	Agenda Item 43 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
	Agenda Item 55 – Reshaping Working Party Minutes	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
	Agenda Item 56 – Town Hall Progress	Vale of Glamorgan Councillor	Received dispensation to speak & vote on

	Update		this item.
Councillor Johnson	Agenda Item 43 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
	Agenda Item 46(a) – Jazz Festival	Involved in the organisation of the event	Advised he would leave the room whilst the item was being discussed.
	Agenda Item 55 – Reshaping Working Party Minutes	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
	Agenda Item 56 – Town Hall Progress Update	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
Councillor Powell	Agenda Item 43 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
	Agenda Item 55 – Reshaping Working Party Minutes	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
	Agenda Item 56 – Town Hall Progress Update	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
Councillor Wilkinson	Agenda Item 43 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
	Agenda Item 55 – Reshaping Working Party Minutes	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
	Agenda Item 56 – Town Hall Progress Update	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
Councillor Wiliam	Agenda Item 43 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
	Agenda Item 50 – Barry Island Story Trail	Governor at Barry Island Primary School	Advised he would leave the room whilst the item was being

			discussed.
	Agenda Item 55 – Reshaping Working Party Minutes	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
	Agenda Item 56 – Town Hall Progress Update	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
Councillor Williams	Agenda Item 42 – Cemetery Approach	Owens a property adjacent to the development	Advised she would leave the room whilst the item was being discussed.

641.

**TO APPROVE AND SIGN THE MINUTES OF A MEETING OF COUNCIL HELD ON 22 FEBRUARY 2016 AND A SPECIAL MEETING OF COUNCIL HELD ON 22 MARCH 2016 AS A CORRECT RECORD**

Meeting held on 22 February 2016

Councillor Johnson requested that it be noted in the minutes the responses received by Council relating to the letters sent in respect of “Transatlantic Trade and Investment Partnership (TTIP)”.

Responses received;

- Alun Cairns MP
- Welsh Local Government Association
- Derek Vaughan MEP
- Dr Kay Swinburne – MEP for Wales
- Department for Business Innovation & Skills
- Edwina Hart AM – Welsh Government
- Jill Evans MEP

**RESOLVED** that the minutes of a meeting of Council held on 22 February 2016 and a Special Meeting of Council held on 22 March 2016 be approved and signed as a correct record, subject to the amendment above.

642.

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

Councillor S Hodges requested the following information;

1. Could the Leader, Mayor and Senior Officers inform Council what meetings they have attended on behalf of the Council over the last three months?

<i>The Mayor</i>	<i>Leader</i>	<i>Acting Town Clerk</i>
<i>None to report</i>	<i>17.02.2016 – One Voice Wales Area Meeting</i>	<i>07.03.2016 – Met with representatives of the Memorial Hall Theatre &amp; Trust re Funding Agreement</i>
	<i>15.03.2016 – Meeting with John Dent and ATC to discuss this Council's issues in respect of Heads of Terms for Cemetery Approach.</i>	<i>15.03.2016 - Meeting with John Dent and Cllr Egan to discuss this Council's issues in respect of Heads of Terms for Cemetery Approach.</i>
		<i>16.03.2016 – Attended the launch of Cymru 2050 Delivery of Future Generations</i>
		<i>23.03.2016 – Met with Chris Johns of OVW to discuss Health &amp; Safety Policies</i>
		<i>13.04.2016 – OVW Larger Council Meeting</i>
		<i>14.04.2016 – OVW Training – Finance Advanced</i>
		<i>16.04.2016 – SLCC Area Meeting</i>
		<i>25.04.2016 – OVW Area Meeting</i>

2. The Dorothy Rees Memorial Dinner was used to promote the Labour candidate in the Assembly elections. This was stated in the invite. The Mayor attended the dinner taking with her the Dorothy Rees Box owned by Barry Town Council. Can I have assurances from the leadership of this Council and Officers that the Mayor will cease forthwith using the position to promote the Labour Party and using valuables or assets owned by Barry Town Council in promoting the Labour Party?

*Councillor Egan responded that the Mayor did not attend the lunch and the Dorothy Rees Box was not taken to the lunch by the Mayor and assured members that valuables or assets owned by Barry Town Council would not be used to promote any political party.*

*Councillor S Hodges responded that the information provided by Councillor Egan was conflicting with the response she had received from the Acting Town Clerk and requested that the Acting Town Clerk provide some clarity.*

*The Acting Town Clerk responded that the Dorothy Rees Box was collected from the Council Offices by Councillor Brooks.*

*Councillor Egan reiterated his previous response.*

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

None were received.

Councillor Wiliam arrived at 7.10 pm.

644. **TO RECEIVE A POLICE REPORT**

**RESOLVED** that the police report be received and noted.

645. **BARRY YOUTH ACTION**

The Mayor requested (with permission from Council) that item 40 (Barry Youth Action) be moved forward.

Representatives from Barry Youth Action; Eleri Borges and Rhys Powell provided members with an update of the various works Barry Youth Action were currently involved with:-

1. Attended the Spring Breakfast hosted by Jane Hutt AM.
2. PCSO attended the BYA March Meeting to discuss Gladstone Park.
3. Compiled a Leisure Centre Satisfaction Survey which had identified that a major concern was the lack of cleanliness in the changing rooms.
4. Consultation Workshops (Welsh & Youth) in respect of Gladstone Park.
5. Designing a presentation and leaflets highlighting the work of Barry Youth Action
6. Two members were recognised in the Town Mayor's Awards (Eleri Borges – Winner / Louis Davies – Highly Commended)
7. Will be bag packing at Asda on 28/05/2016 to raise funds for the Showtime Event at Barry Island.

**RESOLVED** that the verbal report received from Barry Youth Action representatives be received and noted.

647. **TO RECEIVE COMMUNICATIONS FROM THE TOWN MAYOR**

Members were advised that the Mayor was aiming to put together a team to take part in a Dragon Boat Race to be held at Cosmeston Lakes on Saturday, 28 May 2016.

648. **TO RECEIVE AND NOTE THE MINUTES OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE MEETINGS HELD ON 21 MARCH AND 11 APRIL 2016 AND TO CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN**

Monday, 21 March 2016

Councillor S Hodges referred to the declarations received from Councillors Davey and Pritchard, in particular the fact that neither Councillor left the room whilst their respective item was being discussed. She requested clarity from Officers on best practice in these instances, especially where by an organisation could feel an act of prejudice may have taken place due to a Councillor choosing not to leave the room whilst an item they have declared an interest in is being discussed.

The Acting Town Clerk responded that it is the choice of the Councillor whether they feel it necessary to leave the room or not. However, if an instance were to occur whereby an organisation felt they were treated unfairly for example, she would have to seek advice on how to proceed.

Councillor Johnson requested that the Acting Town Clerk provide an update in respect of the Action Sheet;

- F284(1) - Status to be changed to "On-going"
- F284(4) - Status to be changed to "On-going"
- F284(9) - Status to be changed to "Complete"
- F285(2) - Cheques to be signed at meeting.
- F293(2) - On agenda for discussion.

**RESOLVED** that the minutes of the Finance, Policy & General Purposes Committee Meetings held on 21 March and 11 April 2016 be received and noted.

649. **TO RECEIVE AND NOTE THE MINUTES OF THE HALLS, CEMETERIES & COMMUNITY FACILITIES COMMITTEE MEETING HELD ON 4 APRIL 2016 AND TO CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED** that the minutes of the Halls, Cemeteries & Community Facilities Committee Meeting held on 4 April 2016 be received and noted.

650. **TO RECEIVE AND NOTE THE MINUTES OF THE PERSONNEL COMMITTEE'S MEETING HELD ON 29 FEBRUARY 2016 AND A SPECIAL MEETING OF PERSONNEL HELD ON 15 MARCH 2016 AND TO CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED** that the minutes of the Personnel Committee's Meeting held on 29 February 2016 and a Special Meeting of Personnel held on 15 March 2016 be received and noted.

651. **TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE'S MEETINGS HELD ON 1 MARCH, 5 APRIL AND 3 MAY 2016 AND TO CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN**

To be noted that Councillor Wiliam was in attendance at the Planning Meeting held on Tuesday, 5 April 2016 as an observer.

**RESOLVED** that the minutes of the Planning Committee's Meetings held on 1 March, 5 April and 3 May 2016 be received and noted, subject to the amendments above.

652. **TO RECEIVE AND NOTE THE MINUTES OF THE WORKING PARTY TO CONSIDER CONSULTATIONS RECEIVED HELD ON 20 APRIL 2016 AND TO CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED** that the minutes of the Working Party to Consider Consultations Received held on 20 April 2016 be received and noted.

653. **TO RECEIVE AND NOTE THE MINUTES OF THE WORKING PARTY TO REVIEW THE MANAGEMENT AND PERFORMANCE OF THE TOWN COUNCIL'S OPERATIONS HELD ON 9 MARCH 2016 AND TO CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED** that the minutes of the Working Party to Review the Management and Performance of the Town Council's Operations held on 9 March 2016 be received and noted.

7.25 pm – Councillor Pritchard arrived.

654. **TO ELECT A LEADER OF THE COUNCIL FOR 2016/17**

Members were asked to elect a Leader of Council for 2016/17, noting that the leader of the majority (Labour) group will be the Leader of the Council, in accordance with Standing Order 33.

**RESOLVED** that Councillor Pritchard be elected as Leader of the Council for the municipal year 2016/17.

**APPOINTMENT OF COUNCIL COMMITTEE'S FOR THE 2016/17 MUNICIPAL YEAR AND NEW DRAFT TERMS OF REFERENCE**

**(a) Appeals Committee**

Councillors Brooks, R Curtis, N Hodges and Payne

**(b) Finance, Policy & General Purposes Committee**

The Mayor, Councillor Williams (ex-officio) together with Councillors C Curtis, Davey, Drake, Pritchard, S Hodges, Payne and Sword

**(c) Halls, Cemeteries & Community Facilities Committee**

The Mayor, Councillor Williams (ex-officio) together with Councillors Bertin, Brooks, R Curtis, Evans, N Hodges, Kuhnell, Sword

**(d) Memorial Hall Theatre & Trust Working Party**

Councillors Brooks, C Curtis, Hardy and S Hodges

**(e) Personnel Committee**

The Mayor, Councillor Williams (ex-officio) together with Councillors Egan, Evans, Hamilton, Hardy, Powell, William and Wilkinson

**(f) Planning Committee**

The Mayor, Councillor Williams (ex-officio) together with Councillors Bertin, Cash, C Curtis, S Hodges, Johnson, Kuhnell, Payne and Pritchard

**(g) Reshaping of Services Working Party**

Councillors Brooks, Drake, Evans, Kuhnell, N Hodges, S Hodges and Pritchard

**(h) Working Party to Consider Consultations Received**

Councillors Kuhnell, N Hodges, Pritchard and Wilkinson

**(i) Working Party to Review the Management and Performance of the Town Council's Operations**

Councillors Brooks, Hamilton, N Hodges and Pritchard

Members were also asked to agree the Terms of Reference for each committee, noting one amendment to the Terms of Reference in respect of the Personnel Committee;

*“To authorise Officers to pay any member of staff in receipt of less than a proposed amendment to the National Living Wage accordingly to ensure the Council is compliant with legislation.”*

**RESOLVED:**

1. That the above members be appointed to Committees for the ensuing municipal year as per Standing Order 4(g) appendix 1.
2. That the Terms of Reference for each Committee are approved, including the amendment to the Personnel Committee’s Terms of Reference.

656.

**TO ELECT THE CHAIRPERSONS AND VICE-CHAIRPERSONS OF THE COMMITTEES LISTED ABOVE**

In accordance with the provisions of Standing Order 7.1 (p) the Council was asked to elect the Chairs and Vice-Chairs of its various Committees;

**Finance, Policy & General Purposes Committee**

Councillor Pritchard was nominated as Chair of the Finance, Policy & General Purposes Committee by Councillor C Curtis and seconded by Councillor Davey.

**RESOLVED** that Councillor Pritchard be elected Chair of the Finance, Policy & General Purposes Committee for the municipal year of 2016/17

Councillor C Curtis was nominated as Vice-Chair of the Finance, Policy & General Purposes Committee by Councillor Davey and seconded by Councillor Pritchard.

**RESOLVED** that Councillor C Curtis be elected Vice-Chair of the Finance, Policy & General Purposes Committee for the municipal year of 2016/17

**Halls, Cemeteries & Community Facilities Committee**

Councillor Evans was nominated as Chair of the Halls, Cemeteries & Community Facilities Committee by Councillor Kuhnell and seconded by Councillor R Curtis.

**RESOLVED** that Councillor Evans be elected Chair of the Halls, Cemeteries & Community Facilities Committee for the municipal year of 2016/17

Councillor Kuhnell was nominated as Vice-Chair of the Halls, Cemeteries & Community Facilities Committee by Councillor Evans and seconded by Councillor R Curtis.

**RESOLVED** that Councillor Kuhnell be elected as Vice-Chair of the Halls, Cemeteries & Community Facilities Committee for the municipal year of 2016/17

**Personnel Committee**

Councillor Hardy was nominated as Chair of the Personnel Committee by Councillor Hamilton and seconded by Councillor Wiliam.

**RESOLVED** that Councillor Hardy be elected as Chair of the Personnel Committee for the municipal year of 2016/17

Councillor Hamilton was nominated as Vice-Chair of the Personnel Committee by Councillor Hardy and seconded by Councillor Wilkinson.

**RESOLVED** that Councillor Hamilton be elected as Vice-Chair of the Personnel Committee for the municipal year of 2016/17

**Planning Committee**

Councillor Kuhnell was nominated as Chair of the Planning Committee by Councillor C Curtis and seconded by Councillor Pritchard.

Councillor Johnson was nominated as Chair of the Planning Committee by Councillor S Hodges and seconded by Councillor Johnson.

A vote was taken, the result of which was;

**FOR**

Councillor Kuhnell	3 (votes)
Councillor Johnson	3 (votes)

In the result of a tie, the Acting Town Clerk was asked for advice on how to proceed. She advised that she would need to clarify how to proceed under these circumstances.

Councillor C Curtis was nominated as Vice-Chair of the Planning Committee by Councillor Kuhnell and seconded by Councillor Pritchard.

Councillor Johnson was nominated as Chair of the Planning Committee by Councillor S Hodges and seconded by Councillor Johnson.

A vote was taken, the result of which was;

**FOR**

Councillor C Curtis	3 (votes)
Councillor Johnson	3 (votes)

Councillor S Hodges requested that the vote that had taken place tonight in respect of both positions (Chair and Vice-Chair of the

Planning Committee) be formally recorded as the result and a written response be provided by the Acting Town Clerk.

**RESOLVED:**

1. That the result of the vote taken in respect of the appointment of the Chair and Vice-Chair of the Planning Committee be officially recorded, with no subsequent vote allowed to take place.
2. That the Acting Town Clerk seek advice to establish a way forward in respect of a tied vote and provide this information in a written format for all Councillors.

657.

**TO APPOINT OR NOMINATE REPRESENTATIVES ONTO JOINT AND OUTSIDE BODIES, AND NOTE MINOR AUTHORITY REPRESENTATIVE POSITIONS THAT ARE DUE FOR NOMINATION IN 2016/17**

Councillor N Hodges raised concerns on whether the organisations listed were still in existence and it was determined that letters should be sent to each organisation to determine whether they are still active or not.

Councillor Egan advised that although Pride in Barry had not been active recently, they were still in existence, but are trying to reorganise themselves at present due to the Chairman resigning. However, this should not affect the fact that the Council representative should still be invited to attend their Annual General Meeting.

The following membership changes were also noted:-

The representative be changed from Councillor Egan to Councillor Pritchard for the following:-

One Voice Wales  
Pride in Barry  
Vale of Glamorgan Community Liaison Committee

The representative be changed from Councillor Pritchard to Councillor Williams for the following as the Town Mayor of Barry for 2016/17:-

Barry Youth Action Group  
Gibbonsdown Children's Centre  
Vale Centre for Voluntary Services

Councillor S Hodges sought clarification on whether, as a substitute on the Community Liaison Committee, it would be acceptable for her to stand in as said substitute at future meetings of the Community Liaison Committee, should no other representative of Barry Town Council be present.

The Leader responded that this is not an issue and this is the reason the Council have substitutes.

**RESOLVED:**

1. That letters are sent to each organisation to notify them of the Council's representatives and to enquire whether they still meet and request that future notifications of meetings be forwarded to the relevant representative/s and the Town Clerk.
2. That should a representative of Barry Town Council not be present at future Vale of Glamorgan Community Liaison Committee meetings it be accepted that Councillor S Hodges will take part in the meeting without having to gain prior authorisation.
3. That the information relating to the Minor Authority Governors be received and noted and the appropriate advertisement be placed in local press.

658. **TO APPROVE THE COUNCIL'S STANDING ORDERS**

Members were requested to approve the Council's Standing Orders.

Councillor S Hodges requested assurances that no changes had been made to them, to which the Acting Town Clerk confirmed no amendments had been made.

**RESOLVED** that the Council's Standing Orders be approved.

659. **TO APPROVE THE COUNCIL'S FINANCIAL REGULATIONS**

Members were requested to approve the Council's Financial Regulations.

The Acting Town Clerk advised members that the Model set of Financial Regulations had been recalled by One Voice Wales due to some of the regulations not relating to Wales. She advised members that they could accept the current Financial Regulations and revisit the Model Financial Regulations at a meeting of the Working Party when they become available.

**RESOLVED:**

1. That a meeting of the Working Party is arranged to discuss the Model Financial Regulations when they become available.
2. That the current Financial Regulations are approved in the interim.

660.

**SCHEDULE OF PAYMENTS FOR MAY 2016 AND TO DETERMINE THE COUNCIL'S CHEQUE SIGNATORIES FOR 2016/17**

Members were requested to approve a schedule of payments for May 2016, consisting of direct debits and cheques numbered 1698 to 1783 inclusive, in the amount of £55,870.85 and determine the Council's cheque signatories for 2016/17.

Members were advised that usually the cheque signatories are any two Councillors and either the Town Clerk or the Deputy Town Clerk, but due to the vacancy of the role of Town Clerk, only the Deputy Town Clerk is on the current mandate and this would need to be revisited once the position of Town Clerk had been filled.

**RESOLVED:**

1. That the information relating to salary payments for November 2015 through to March 2016 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 May 2016 comprising various direct debits and cheques numbered 1698 to 1783 inclusive, in the total sum of £55,870.85, be approved subject to the relevant paperwork being in order;
3. That the Council's cheque signatories for 2016/17 remain the same noting that once the position of Town Clerk has been recruited they will need to be approved as a signatory.

661.

**TO DETERMINE THE CHEQUE SIGNATORIES FOR THE TOWN MAYOR'S CHARITY ACCOUNT FOR 2016/17**

**RESOLVED** that the signatories for the Mayor's Charity Account for the ensuing municipal year be Councillor Williams and the Acting Town Clerk, noting that once the position of Town Clerk has been recruited this will need to be approved as a signatory.

662.

**SCHEDULE OF TOWN COUNCIL MEETINGS FOR 2016/17**

**RESOLVED** that the dates contained within the draft schedule of Town Council meetings for 2016/17 be approved.

663.

**THE LOCAL AUTHORITIES (MODEL CODE OF CONDUCT) (WALES) (AMENDMENT) ORDER**

Members were advised of the Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016 and to ensure that they adopt the amendments accordingly, no later than Tuesday, 26 July 2016.

Councillor S Hodges referred to page 3612 - Local Authorities (Grant of Dispensations) (Wales) Regulations 2001 and queried what the mechanics would be of this?

The Acting Town Clerk responded that she would look into this and respond to Councillor S Hodges' query at a later date.

**RESOLVED:**

1. That the Acting Town Clerk look into the mechanics of the Local Authorities (Grant of Dispensations) (Wales) Regulations 2001 and respond to Councillor S Hodges' query accordingly.
2. That the amendments to the Code of Conduct as per the Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016 be adopted.

7.45 pm – Councillor Egan left the meeting.

664. **MOTION FOR ONE VOICE WALES ANNUAL GENERAL MEETING**

Members were advised of correspondence received from One Voice Wales inviting Member Councils to propose a maximum of two motions for debate at the AGM to be held on Saturday, 1 October 2016.

The Leader proposed with Councillor Wilkinson seconding that the following motion be put forward;

*“That One Voice Wales membership fees are not increased by more than 1%”*

**RESOLVED** that the following motion is included on the One Voice Wales AGM agenda to be held on Saturday, 1 October 2016;

*“That One Voice Wales membership fees are not increased by more than 1%”*

665. **BARRY REGENERATION BOARD**

7.47 pm – Councillor Egan returned to the meeting.

Councillor Johnson noted that within the minutes for the meeting held on 3 November 2015 of the Barry Regeneration Advisory Group, Councillor Egan was noted in his capacity as Leader of Barry Town Council, rather than in a personal capacity as previously stated.

Councillor Egan responded that he had previously been a member of the Barry Regeneration Board, which he had been a member of as a Council representative. He advised that this was a different group to the Barry Regeneration Advisory Group which he had applied to be a member of in a personal capacity.

He noted that he could not explain the administration error, but advised members he would be resigning from this group and noted that anybody could apply to be a member and encouraged members to do so.

All members agreed that Barry Town Council needed a presence on the Barry Regeneration Advisory Group in light of Councillor Egan's resignation and so it was proposed by Councillor William with Councillor Pritchard seconding that Barry Town Council write to Councillor Burnett requesting that Barry Town Council be permitted two delegates and two substitutes to attend these meetings, made up of both the majority and opposition parties.

**RESOLVED** that Barry Town Council write to Councillor Burnett requesting that Barry Town Council be permitted two delegates and two substitutes to attend these meetings, made up of both the majority and opposition parties.

666.

### **CORPORATE PLAN**

Members were provided with an update on the Council's Corporate Plan.

Councillor S Hodges noted the following amendment;

*“Page 17 – Provide speakers for community groups and schools to explain the role of the Council – Investigate the possibility of the Mayor, Leader or **Town Clerk** attending school Council Meetings to provide information on the role of Council.”*

Councillor S Hodges referred to Appendix 2 of the plan and noted that auditors have advised Council need to establish funds for certain special projects, it was noted that the list contained active projects, but also not so active projects and suggested the appendix be deferred to a meeting of Finance, Policy & General Purposes for further discussion.

### **RESOLVED:**

1. That the following amendment be made to page 17 of the Corporate Plan;

*“Provide speakers for community groups and schools to explain the role of the Council – Investigate the possibility of the Mayor, Leader or **Town Clerk** attending school Council Meetings to provide information on the role of Council.”*

2. That the Corporate Plan, in particular Appendix 2 be deferred to a meeting of Finance, Policy & General Purposes for further discussion.

8.10 pm – The Mayor left the meeting.

667.

### **CEMETERY APPROACH**

In the absence of the Mayor, the Deputy Mayor, Councillor Kuhnell chaired this item of the meeting.

Members were provided with an update on the current situation in respect of the Cemetery Approach project.

Members were pleased with the Draft Heads of Terms and authorised the Acting Town Clerk to contact John Dent of the Vale of Glamorgan Council to inform him of this.

Members agreed that recommendations 1 and 2 should be discussed in greater depth at a meeting of the Working Party.

#### **RESOLVED:**

1. That the information collated from the Public Engagement Event and the names provided by members of the Soroptimist Society for the Cemetery Approach project should be referred to a meeting of the Working Party for greater discussion.
2. That the Acting Town Clerk contact John Dent of the Vale of Glamorgan Council to inform him that Council would like to move forward with the Draft Heads of Terms.

8.15 pm – The Mayor returned to the meeting.

668.

### **RESHAPING OF SERVICES**

Members were provided with news on the proposed Reshaping of Services programme between the Unitary Authority and Town & Community Councils in the Vale of Glamorgan.

Discussions were held in respect of correspondence received from the Clerk of Cowbridge Town Council, it was agreed that the Clerk should enter into discussions to gain ideas and build a working relationship. Council felt it premature to begin discussions in respect of “clustering,” and advised the discussions should be limited to sharing ideas and collaborative thinking.

#### **RESOLVED:**

1. That the “Guidance on Clustering” and “Community Asset Transfer Guidance” provided by the Vale of Glamorgan Council be received and noted.
2. That the Acting Town Clerk respond to the Clerk of Cowbridge Town Council informing him that this Council welcomes Clerks discussing Reshaping of Services and sharing ideas and expertise.

669.

**URGENT ACTIONS UNDERTAKEN SINCE LAST MEETING OF COUNCIL**

Councillors were advised of any Urgent Actions that had been undertaken by the Clerk, in conjunction with the Group Leaders since the last meeting of Council held on 22 February 2016. These included the following;

- a) Coleridge Festival
- b) Cowbridge & Penarth Town Council
- c) Memorial Hall & Theatre Funding

**RESOLVED** that the information be received and noted.

8.25 pm – Councillor Egan left the meeting.

670.

**POP-UP LIBRARY – UPDATE**

Members were provided with a review of the delivery of a mobile (pop-up) library service for the period 1 January 2016 to 22 April 2016 and asked to determine whether to extend the Service Level Agreement for the delivery of a mobile (pop-up) library service.

Councillor Hardy began discussions by suggesting the following ways in which the pop-up library may be improved and recommended the extension of the Service Level Agreement for a further year from 1<sup>st</sup> June 2016, subject to the following changes to the existing model to ensure maximum benefit for Barry residents and value for money;

1. That if the pilot of an additional service on a Wednesday is proved to be viable then it becomes part of the planned delivery of the pop-up library, ensuring additional access to those people using Community Centres, broadening reach and enhancing accessibility.
2. That there are assurances that those library staff who are able to participate in the pop up library service are placed on a rota and be made available to ensure that there is a consistent and reliable service provided (where a volunteer driver is not available this will be carried out by 2 appropriate library staff).
3. That the required actions highlighted from the Risk Assessment are addressed, namely that all staff involved within the pop up library delivery are provided with the required health and safety training.
4. In addition to the above, feedback should also be included from people who are making use of the mobile library to hear about what difference the service is making to them.

Councillor Johnson responded that he had expressed concerns in respect of the model in December 2015 and referenced the figures as being depressing, with an average of 6 people utilising the service a week.

Councillor N Hodges agreed with Councillor Johnson and stated that Council need to consider ending the agreement rather than extending it, and look to develop the initiative in an alternative way such as donating books to residential homes.

Councillor Powell reminded members that the service was still in its infancy and new initiatives take time to grow and agreed with the points raised by Councillor Hardy.

Councillor S Hodges noted that the current model was not effective and discussions need to be held with library staff in respect of its future.

Councillor William suggested that Council need to think of more creative ways to deliver the service as the current model is not sustainable.

Councillor Wilkinson agreed that the model needed to be reviewed in more depth and a discussion should be held to discuss ideas to improve the service and enhance its cost effectiveness.

Councillor S Hodges agreed with Councillor Wilkinson but added these discussions should include library staff.

**RESOLVED:**

1. That the information contained within the report be received and noted.
2. That a meeting be arranged to include library staff to discuss the current model and a way forward in respect of the pop-up mobile library service.

8.40 pm – Councillor Egan returned to the meeting.

671.

**REQUESTS FOR FINANCIAL ASSISTANCE**

**1. Annual Grant Awards**

Members were provided with requests for Financial Assistance.

**a) Vale Jazz Festival 2016 – S. 145 Local Government Act 1972**

Members discussed and agreed that they would like to support the festival in the amount of £500 providing consideration is given next year to providing an event further East of Barry.

**b) Family Fun Days 2016/17 – Power of Well-being, Local Government Act 2000**

Members discussed and also agreed that they would like to support the event in the amount of £1,200, but would like consideration to be given to holding “Fun Days” in areas that have not been utilised before such as Buttrill’s Field and Victoria Park.

**c) Barrivale Bridge Club – Local Government Miscellaneous Act 1976 s19 (3)**

Members discussed and agreed they would like to support the club’s purchase of a “Bridgemate Pro Base Pack” to the amount of £200.

**RESOLVED** that in accordance with the provisions of section 137, 144 & 145 of the Local Government Act 1972, Section 19 of the Local Government (Miscellaneous Provisions) Act 1976 and the Power of Well-being, Local Government Act 2000; Grants are awarded as follows:-

1. That the Vale Jazz Festival are awarded £500 subject to consideration being given to providing an event further East of Barry should the Festival continue next year.
2. That the Family Fun Days 2016/17 are awarded £1,200 in principal and consideration is given to holding a “Fun Day” in an area they have not previously utilised, such as Buttrill’s Field or Victoria Park.
3. That Barrivale Bridge Club are awarded £200 in contribution to the purchase of a “Bridgemate Pro Base Pack”.

**2. Application for assistance to celebrate Queen’s 90<sup>th</sup> Birthday**

**a) Adrian Gratton – Local Government Act 1972 – S137**

Members were provided with an application from a resident requesting grant assistance for celebrations to mark the 90<sup>th</sup> Birthday of Her Majesty Queen Elizabeth II.

Members utilised the previously agreed formula of £2 per head and agreed the amount of £240.

**RESOLVED** that in accordance with Section 137 of the Local Government Act 1972 the applicant be awarded £240 (120 people at £2 a head) and the applicant be informed of the committee’s decision accordingly.

8.50 pm – Councillor Wiliam left the meeting.

672. **BARRY ISLAND STORY TRAIL**

Members were provided with information on costings for the Barry Island Story Trail that was originally considered at a meeting of Council held on 22 February 2016.

The Leader proposed that the item be deferred to a meeting of the Working Party.

**RESOLVED** that the Barry Island Story Trail plus information on costings be deferred to a meeting of the Working Party.

8.50 pm – Councillor Wiliam returned to the meeting.

673. **PROTOCOL FOR MARKING THE DEATH OF A FORMER MAYOR OR COUNCILLOR OR LOCAL HOLDER OF HIGH OFFICE**

Members were provided with a Draft Protocol for Marking the Death of Former Mayor or Councillor or Local Holder of High Office for staff and Councillors to adhere to.

**RESOLVED:**

1. That the Protocol for Marking the Death of a Serving/Former Mayor/Councillor, Holder of High Local Office or Person of Reverence within the Community is adopted.
2. That the protocol is adopted in conjunction with the Protocol for Marking the Death of a Senior National Figure or Local Holder of High Office previously provided by the Vale of Glamorgan Council as per the guidelines issued by the National Assembly of Civic Offices in line with the intentions of the Government and Royal Household.

674. **COMMUNITY ACTION SELF HELP (CASH) GRANTS 2016/17**

Councillors were advised that a letter had been received from the Vale of Glamorgan Council inviting Town and Community Council's to make application for Community Action Self Help (CASH) Grant Funding for 2016/17.

Members discussed various ideas and concluded that the criteria was now set out in such a way that it was unlikely Barry Town Council would be able to successfully apply for a grant in the future and therefore Councillor S Hodges proposed that the issue be referred to a meeting of the Community Liaison Committee at the Vale of Glamorgan Council for discussion.

**RESOLVED** that a request be made for Community Action Self Help (CASH) Grant scheme to be included on a future agenda of the Community Liaison Committee at the Vale of Glamorgan Council for discussion.

675.

**BARRY ISLAND – BEATS, EATS AND TREATS – REQUEST FROM THE VALE OF GLAMORGAN COUNCIL**

Members were requested to consider correspondence received from Mark Petherick of the Vale of Glamorgan Council in respect of support for an event they are looking to hold at Barry Island on the 4<sup>th</sup> & 5<sup>th</sup> of June 2016; Beats, Eats and Treats.

Members discussed and agreed that it was an event they would like to support to the suggested amount of £2,500, but felt that rather than hiring the infrastructure items each year, it should be suggested to the Vale of Glamorgan Council that they consider purchasing the items if they decided to consider hosting the event on an annual basis.

Concerns were raised in respect of the proposed “Punch & Judy” show and its appropriateness in conjunction with the Council’s recently introduced domestic abuse policy and commitment to support the Welsh Government’s Violence Against Women, Domestic Abuse & Sexual Violence Act 2015. As a result, it was agreed that Council make their reservations known in respect of this, requesting that it be removed from the programme.

**RESOLVED:**

1. That Council supports the event Beats, Eats & Treats to the amount of £2,500 to help with the hire of infrastructure items required for the event, with a suggestion being made that the Vale of Glamorgan Council consider purchasing the items if they decide to consider hosting the event on an annual basis.
2. That the Council’s reservations are made in respect of the proposed “Punch & Judy” show and its appropriateness in conjunction with the Council’s recently introduced domestic abuse policy and commitment to support the Welsh Government’s Violence Against Women, Domestic Abuse & Sexual Violence Act 2015, requesting that it be removed from the programme.

676.

**SUSPENSION OF STANDING ORDER 3(Y)**

**RESOLVED** that Standing Order 3(y) be suspended for a period of fifteen minutes.

677.

**DATE OF THE NEXT MEETING**

**RESOLVED** that the date of the next meeting of Full Council is scheduled to be held on Monday, 27 June at 7 pm.

678. **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.

9 pm – Councillor Egan left the meeting.

679. **TO RECEIVE AND NOTE THE MINUTES OF THE MEMORIAL HALL & THEATRE WORKING PARTY HELD ON 4 APRIL 2016 AND TO CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN**

The Acting Town Clerk informed members that the Memorial Hall & Theatre Trust Funding Agreement was now complete and agreed by both parties and that she was waiting for it to be signed by both Councillor Brooks and the Memorial Hall & Theatre Trust, both of which had advised they would sign the following day.

The Acting Town Clerk also advised that the Capital Works Funds would not be released until Council were in receipt of a quote for the works to be completed.

**RESOLVED** that the minutes of the Memorial Hall & Theatre Working Party held on 4 April 2016 be received and noted.

9.05 pm – The Acting Town Clerk left the meeting.

680. **TO RECEIVE AND NOTE THE MINUTES OF A SPECIAL MEETING OF THE PERSONNEL COMMITTEE HELD ON 21 APRIL 2016 AND TO CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN**

Members considered the recommendations contained within the report in relation to the recruitment process in respect of a new Town Clerk and were advised that rather than utilising an assessment centre at a cost of £9,500 - £12,000, members may wish to consider Psychometric Testing at a cost of approximately **£1,300**.

Members were also advised that a quote had been received in respect of Paul Egan of One Voice Wales co-ordinating the recruitment programme for the position of Town Clerk to the amount of **£6,500**.

Members were also made aware that ACAS were able to provide the necessary training for those Councillors who would be interviewing for the post of Town Clerk to the amount of **£835**.

Members discussed an approximate advertising budget of **£2,500** for the position, noting that the advertisement would need to be in both English and Welsh.

It was noted that recommendations 12.1 and 12.4 (h) if agreed should be subject to consultation with staff.

**RESOLVED:**

1. That the proposals for dealing with the current and future position of the Town Council in relation to staffing structure and job roles be accepted subject to consultation with staff.
2. That the content of the job descriptions of current roles and those additional roles that may become options for consideration depending on the outcome of the reshaping of services agenda be accepted.
3. That the TOIL policy and delegated decision matrix appended to the report be accepted.
4. That once the TOIL policy has been approved by the appropriate committee it be approved, subject to agreement of the relevant unions.
5. That the future monitoring of how complaints are dealt with by staff should be dealt with by Full Council.
6. That future appraisals of the Town Clerk be undertaken by the Leader of Council, Leader of the Opposition and the Chair of the Personnel Committee.
7. That review periods within the annual appraisal cycle be implemented.
8. That following the recruitment of a Town Clerk member/officer engagement events be introduced.
9. That a one-off ex-gratia payment be made to the Deputy Town Clerk to reduce her level of built up TOIL, to bring it within the recognised acceptable amount, but that it be made clear that in future TOIL should be used as soon as possible after being accrued to avoid such build-up of TOIL in future.
10. That the Responsible Finance Officer be requested to prepare a report for consideration at the appropriate committee in relation to IT improvements suggested in respect of a memorial headstone inspection system and the introduction of an improved document retrieval system.
11. That the staff suggestion scheme be reviewed with a report being put to the next meeting of the Personnel Committee and staff be asked for their thoughts on the workings of the scheme for inclusion in the report.

12. That the Responsible Finance Officer be requested to provide a report to the appropriate committee on the practice and implications of changing the basis of determining pay levels based on the national scales agreed by the NALC and SLCC (LC1 to LC4).
13. That Council be requested to endorse the change to the job designation of "Administrative Assistant) to "Administrator," subject to consultation with staff.
14. That the request from the Mayor's Secretary for an increase in hours be refused.
15. That the interview panel for recruitment of the new Town Clerk will consist of five members to be made up of:- The Leader of Council, the Leader of the opposition, the Chair of the Personnel Committee and two other members of the Personnel Committee yet to be confirmed.
16. That the interview training for Councillors who will sit on the interviewing panel provided by ACAS be accepted to the amount of £835.
17. That the Chair of the panel will have a casting vote should there be a split decision.
18. That shortlisted applicants will be required to complete a Psychometric Test to the amount of £1,300 to assess their competency for the role and then those who meet this requirement will then be invited for interview, whereby they will be expected to prepare and give a presentation and a number of tasks that are yet to be confirmed.
19. That the quote of £6,500 from Paul Egan of One Voice Wales to co-ordinate the recruitment programme for the position of Town Clerk and to discuss a timescale for the process be accepted.
20. That the job advert for position of Town Clerk once complete will be advertised in the Western Mail, One Voice Wales, Local Authorities and the SLCC website, subject to costings.
21. That the minutes of a Special Meeting of the Personnel Committee held on 21 April 2016 be received and noted.

9.10 pm – The Acting Town Clerk and Councillor Egan returned to the meeting.

681.

**TO RECEIVE AND NOTE THE MINUTES OF THE RESHAPING WORKING PARTY HELD ON 21 APRIL 2016 AND TO CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN**

Members received the minutes of the Reshaping Working Party held on 21 April 2016 and were asked to consider any recommendations contained therein.

**RESOLVED:**

1. That the Chair of the Memorial Hall & Theatre Working Party and Acting Town Clerk meet initially with the Secretary and Venue Manager of the Memorial Hall Theatre to start the discussions in respect of the break clause in the lease agreement.
2. That a joint press release be drawn up between Barry Town Council and the Vale of Glamorgan Council to be issued once the above meeting has taken place.
3. That the minutes of the Reshaping Working Party held on 21 April 2016 be received and noted.

682.

**UP-DATE ON PROGRESS BETWEEN BARRY TOWN COUNCIL AND THE VALE OF GLAMORGAN COUNCIL IN RESPECT OF TOWN HALL**

Members received an update on the progress between Barry Town Council and the Vale of Glamorgan Council in respect of the Town Council relocating their offices to the Town Hall.

**RESOLVED**

1. That the progression of this project is moved via the mechanism of a meeting of the Reshaping Working Party.
2. That the “Next Steps” proposed by Vale of Glamorgan Council be approved.

The meeting ended at 9.13 pm.

Signed .....

(Town Mayor)

Dated .....

## BARRY TOWN COUNCIL

### MINUTES OF A MEETING OF FULL COUNCIL HELD ON MONDAY, 27 JUNE 2016 AT 7.00 PM

**PRESENT:** The Mayor (Councillor Williams), together with Councillors Brooks, Cash, C Curtis (arrived at 7.05pm), R Curtis, Davey, Drake, Egan, Evans, Hamilton, Hardy, N Hodges, S Hodges, Johnson, Kuhnell, Payne, Powell, Pritchard and Wiliam (arrived at 7.10pm).

**ALSO PRESENT:** Angie Norman – Acting Town Clerk  
Mark Sims – Acting Deputy Town Clerk  
Becky Blackwell – Administration  
PS Mark Jones – South Wales Police

683. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Bertin and Wilkinson. Councillor Hardy gave apologies for Barry Youth Action.

684. **DECLARATIONS OF INTEREST**

The following declarations were received;

<b>Councillor</b>	<b>Agenda Item</b>	<b>Reason</b>	<b>Comments</b>
Councillor Brooks	Agenda Item 20 – Cemetery Approach	Vale of Glamorgan Councillor	Advised that she would leave the room whilst the item was being discussed
Councillor Egan	Agenda Item 21 – Reshaping of Services Update	Vale of Glamorgan Councillor	Received dispensation to speak and vote on this item
	Agenda Item 28 – Discussions with Memorial Hall and Theatre Trust	Brother is a Trustee	Advised that he would leave the room whilst the item was being discussed
Councillor Powell	Agenda Item 28 - Discussions with Memorial Hall and Theatre Trust	Member of the Royal British Legion	Advised that he would leave the room whilst the item was being discussed
Councillor Pritchard	Agenda Item 28 - Discussions with Memorial Hall and Theatre Trust	Member of the Royal British Legion	Advised that she would leave the room whilst the item was being discussed

Councillor William	Agenda Item 21 – Reshaping of Services Update	Vale of Glamorgan Councillor	Received dispensation to speak and vote on this item
Councillor Williams	Agenda Item 20 – Cemetery Approach Update	Lives within close proximity to development	Advised that she would leave the room whilst the item was being discussed and that Councillor Kuhnell would take the Chair for that item

685.

**TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL'S ANNUAL MEETING HELD ON 9 & 10 MAY 2016**

Councillor S Hodges referred to minute number 642 (2) and advised that Councillor Egan's response did not read well and suggested that Councillor Brooks should apologise for going against Council's wishes.

Councillor S Hodges referred to minute number 670 whereby she asked for clarification from officers on which Councillors would be in attendance at the Mobile Library meetings.

Councillor S Hodges requested an update on the items marked in red on the action sheets.

The Acting Town Clerk proceeded to update members of the outstanding items from the action sheets.

**RESOLVED** That the minutes of the Council's Annual Meeting held on 9 & 10 May 2016 be approved and signed as a correct record, taking note of the above comments.

686.

**TO RECEIVE A POLICE REPORT**

PS Mark Jones was in attendance from Barry Police and he gave a very detailed update to Council.

Councillor S Hodges expressed concern regarding the crime recorded in the Baruc Ward and asked if there was a pattern. PS Mark Jones advised that there was no pattern and that the crimes did not relate to those with 'intent'.

He also advised members that there had been a large influx of graffiti within Barry with certain 'tags' appearing over the town with a total of 80 crimes of graffiti being reported, including the vandalism of the Holton Road Community Mural. He advised that with the hard work of

PCSOs and CCTV arrests had been made in connection to these crimes.

Councillor Egan expressed concern over the continuing anti-social behaviour at Barry Waterfront. PS Mark Jones advised that he would look into the configuration within this area.

Councillor Johnson wished to congratulate the Police for their hard work in making the arrests for the graffiti crimes. He asked if there had been any trouble relating to alcohol at sporting events following the Euro 2016 tournament. PS Mark Jones advised that there had been none reported within Barry. Councillor Johnson also asked about the introduction of body cams. PS Mark Jones advised that there are currently 2 body cams in use at Barry Police stations and they work very well in securing evidence, especially for drunk and disorderly arrests.

Councillor Kuhnell raised concerns at the activity at Barry Dock train station underpass at night and asked if these could be investigated. PS Mark Jones made a note of this and advised that he would take this back to the station and investigate further.

The Mayor thanked PS Mark Jones, he left the meeting.

**RESOLVED:** that the Police report be received and noted

687.

**TO RECEIVE COMMUNICATIONS FROM THE MAYOR**

The Mayor advised members of her Civic Service which is due to be held on Sunday, 17 July at 3pm at St. Mary's Church, a Drag Night which is due to be held on Friday 21 October at Barry Rugby Club and that officers had been requested to arrange a special meeting of Full Council scheduled for Thursday 21 July at 6pm to receive a verbal report from the interview panel to provide a recommendation on the appointment of a new Town Clerk.

688.

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

Councillor S Hodges requested the following information;

1. Will the Senior Management Staff, Mayor and Leader, provide details of meetings they have attended since the last Full Council. Could you provide information on when the meeting took place, with whom and any outcome of the meeting?

<i>The Mayor</i>	<i>Leader</i>	<i>Acting Town Clerk</i>	<i>Acting Deputy Town Clerk</i>
<i>22/06/2016 – Grants Presentation, the Mayor wished to thank both Councillors and Staff who attended and helped on the evening</i>	<i>22/06/2016 – One Voice Wales/SLCC joint conference in Swansea</i>	<i>25/05/2016 – Clerks meeting, Llantwit, Cowbridge and Barry – discussed reshaping/clustering and many other issues, including the possibility of creating a consortium for the purchase of stationary – to be discussed further at next meeting</i>	<i>Had attended the following: 24/05/2016 &amp; 25/06/2016 Vale of Glamorgan Council – Recruitment and selection training course</i>
<i>23/06/2016 – Meeting with all three charities to discuss the year ahead</i>		<i>26/06/2016 – Meeting with Mark Petherick – Cabinet officer Vale of Glamorgan Council – Beats, Eats and Treats</i>	<i>01/06/2016 – Understanding the Law Training Course &amp; Pinnacle telecom - Account Manager to review line/call charges the result was a reduction of 10%.</i>
		<i>01/06/2016 – One Voice Wales Training – Understanding the Law</i>	<i>16/06/2016 Vale of Glamorgan Council – HR officer re Personnel Matters</i>
		<i>06/06/2016 – Meeting with RT, KL and BB re Memo Lease</i>	
		<i>15/06/2016 – Meeting with Vale of Glamorgan Officers re Mobile Library</i>	

		16/06/2016 – Meeting with Vale of Glamorgan Council HR to discuss Personnel Matters	
		22/06/2016 – One Voice Wales/SLCC joint conference in Swansea	
		23/06/2016 – Meeting with John Dent of Vale of Glamorgan Council re Cemetery Approach	

2. Is the new Leader of Council willing to establish good working relations with the voluntary organisation Pride in Barry? Is the new Leader willing to write to Pride in Barry with a view to establishing in partnership a working Blue Plaque Scheme for the town?

*Councillor Pritchard advised that the Council are always willing to work with organisations within Barry and that she had looked back through recent minutes in respect of the Blue Plaque Scheme and it had been proposed by Councillor S Hodges at a meeting of Finance, Policy and General Purposes committee held on 19 October 2015 that if successful in the move to Town Hall, Council revisit the Blue Plaque Scheme. It was resolved at that meeting that the Blue Plaque Scheme be deferred until that time.*

*Councillor S Hodges said that she asked the question on the Leaders willingness to work with the voluntary organisation.*

*Councillor Pritchard reiterated her previous response.*

Councillor Johnson queried the following;

3. What is the value and percentage of business that we carried out in the 2015/16 financial year with businesses located in (a) Barry and (b) Wales compared with the total amount of procurement expenditure of the Council? How does this compare with previous years for which we have records?

The Acting Deputy Town Clerk responded with the following information;-

	<u>2014/15</u>	<u>2015/16</u>
<b>Barry</b>	£96,999 (20%)	£81,493 (33%)
<b>Wales</b>	£321,356 (66%)	£117,195 (47%)
<b>Outside Wales</b>	£66,158 (14%)	£50,339 (20%)

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

None were received.

690. **TO RECEIVE AND NOTE THE MINUTES OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE'S MEETING HELD ON 6 JUNE 2016 AND TO GIVE CONSIDERATION TO RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED** That the minutes of the Halls, Cemeteries & Community Facilities Committee's meeting held on 6 June 2016 be received and noted.

691. **TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE'S MEETING HELD ON 7 JUNE 2016 AND TO CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED** that the minutes of the Planning Committee's Meeting held on 7 June 2016 be received and noted.

692. **TO RECEIVE REPORTS FROM REPRESENTATIVES SERVING ON OUTSIDE BODIES**

Members were reminded that copies of agendas and the minutes of meetings of Outside Bodies are available for inspection in the lever-arch file kept in the main office.

693. **BARRY YOUTH ACTION – TO RECEIVE AND NOTE THE MINUTES OF MEETINGS HELD BY BARRY YOUTH ACTION ON 22 MARCH 2016, 19 APRIL 2016 AND 9 MAY 2016**

Members were provided with the minutes from the meeting of Barry Youth Action held on 22 March 2016, 19 April 2016 and 9 May 2016.

Councillor Hardy gave a brief update from Barry Youth Action and advised members that at a recent bag packing fundraiser at Asda they had raised £446.57 towards the Showcasing of the Youth event due to be held in September 2016.

Councillor Johnson asked what the process was for electing new members for their committee. Councillor Hardy responded and advised that she was unsure of the exact process but believed that they are elected through the school process by their peers. She advised that she would find that information out and advise at a future meeting.

Councillor S Hodges noted that on the three sets of minutes a representative did not attend from this Council and suggested that the number of substitutes be widened so that more representatives from Barry Town Council can attend and asked for this item to be placed on the next agenda of Full Council for discussion. Councillor Hardy advised that the notice period for meetings had been short and this was the result of the non-attendance for two of the three meetings.

### **RESOLVED**

- 1) That the minutes of meetings held by Barry Youth Action on 22 March, 19 April and 9 May 2016 be received and noted.
- 2) That an item be placed on the next meeting of Full Council to discuss the number of representatives of Barry Town Council members to attend Barry Youth Action meetings.

694.

### **BARRY REGENERATION ADVISORY BOARD**

Councillor Johnson advised that it is a group not a board and should be changed to reflect this and requested an update on the situation of receiving minutes and had Councillor Egan stood down as a representative.

Councillor Egan responded that Councillor Johnson is correct that they are a group not a board and that he had advised the chair of the group that he has stood down as a member. He also said that he is unaware of any minutes being available.

Councillor Johnson also advised that the annual forum was an interesting event and looks forward to the results when they are finalised and that they should be referred to a meeting of Full Council once they have been received from the Vale of Glamorgan Council.

### **RESOLVED**

- 1) That once the results from the Annual Forum are available that they are referred to the next available meeting of Full Council for discussion.
- 2) That the Acting Town Clerk write a chasing letter to Councillor Burnett on this matter.

695.

**TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE FAIRTRADE ADVISORY COMMITTEE HELD ON 14 JUNE 2016 AND TO GIVE CONSIDERATION TO RECOMMENDATIONS THEREIN**

Councillor Kuhnell informed members that the Scout Fete is being held on Saturday, 2 July. He explained that the Fairtrade Committee had discussed and agreed that it might be premature to agree to have a stall at the next Beats, Eats and Treats Event due to the possibility of a new Council being in place and did not want to make that decision for them. Councillor S Hodges explained that minute (165) should be reworded to reflect the explanation given by Councillor Kuhnell as it does not read well.

Councillor Kuhnell also advised that the next Fairtrade Committee Meeting it will be in two parts, the first part will be about shop local and the second part being an ordinary meeting of the Fairtrade Advisory Committee.

**RESOLVED** That the minutes of the Fairtrade Advisory Committee held on 14 June 2016 be received and noted, subject to minute number 165 being reworded.

696.

**TO APPROVE A SCHEDULE OF PAYMENTS FOR JUNE 2016 (FINAL)**

Members were updated by the Acting Deputy Town Clerk on a replacement cheque for Celtic Mowers.

**RESOLVED:**

1. That the information relating to salary payments for April and May 2016 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 June 2016 (final) comprising various direct debits and cheques numbered 1835 to 1856 inclusive in the total sum of £13,075.16 also noting that previously issued cheque no. 1801 had been cancelled and replaced with 1867, payable to Celtic Mowers, be approved, subject to the relevant papers being in order.

697.

**RISK ASSESSMENTS**

Members were provided with the Risk Assessments for 2015/16 and were asked to note the information mentioned within the report and to approve the risk assessment report for 2015/16.

Councillor Powell asked for clarification on who compiles the risk assessments and wanted to know if the persons responsible at the Cemetery and Pioneer Hall are carrying out or consulted on the risk assessments. He was concerned due to the fact that if something was to happen then the person compiling the risk assessments would be responsible. It needs to be clear within the reports that the responsible people acknowledge the reports.

**RESOLVED:**

1. That the information contained within the report be received and noted.
2. That the Risk Assessment report for 2015/16 be approved.
3. That in future it is made clear that the relevant staff have been involved in the preparation of the risk assessments for the different area of operation within the Council.

698.

**ANNUAL ACCOUNTS FOR YEAR ENDING 31 MARCH 2016**

Members were provided with the draft Town Council accounts and the Annual Return for the year ending 31 March 2016 for approval prior to their submission to the external auditors, Grant Thornton.

Councillor Johnson asked a number of questions that were answered by the Acting Deputy Town Clerk relating to Capital Financing Account (page 3903) and the statement of movement of reserves (page 3894).

Councillor Johnson expressed concern over the precept that this Council receives, he wants to see this Council spend that money on projects around Barry.

Councillor Pritchard advised that she is mindful of the money the Council has in reserves but wished to remind members that there is a potential move for this Council which will require money, the current Cemetery Approach project and also reshaping of services.

Councillor N Hodges was concerned as he believed that there was a budget already set up for the Council's move, the Acting Town Clerk responded that one had not been put together.

Councillor S Hodges wished to emphasise what Councillors N Hodges and Johnson had said and that this council needs capital projects to use the reserves.

The Acting Deputy Town Clerk then explained that this has been referred to the next Finance, Policy and General Purposes Committee for discussion.

Councillor Pritchard wished to reiterate her previous comments and that she wants to see the best for Barry and its residents and this Council to come up with ideas to enhance Barry.

**RESOLVED** That the draft financial statements and annual return for the year ending 31 March 2016 be approved.

699. **ANNUAL REVIEW OF INTERNAL CONTROL**

Members were provided with a report to carry out an annual review of the effectiveness of the Council's system of internal control.

**RESOLVED** that members receive and note the information provided within the report and approve the annual review of internal control.

700. **BUDGET MONITORING REPORTS 1 APRIL TO 31 MAY 2016**

Members were informed about the Council's income and expenditure in the 2016/17 financial year as at the end of May 2016.

Councillor Johnson requested clarification on the Professional Fees mentioned within the Budget Monitoring Reports.

The Acting Deputy Town Clerk advised that this overspend is in respect of the cost of a temporary Finance Assistant provided from an agency during the current acting up arrangements while the recruitment of a new Town Clerk is being undertaken.

**RESOLVED** that the budget monitoring report for May 2016, indicating actual income and expenditure up to the end of month two in the 2016/17 financial year, noting the projected overspend of £7,202 for 2016/17 be received and noted.

701. **URGENT ACTIONS SINCE LAST MEETING OF COUNCIL**

Members were advised of any Urgent Actions that had been undertaken by the Clerk in conjunction with Group Leaders, since the last meeting of Council held on 10 May 2016.

Councillor S Hodges requested an update with regard to item e. The Acting Town Clerk advised that Senior Officers had met with a HR officer from the Vale of Glamorgan Council and that advice and guidance had been sought.

**RESOLVED** That the Urgent Actions be received and noted.

702. **CEMETERY APPROACH**

The Mayor and Councillor Brooks left the room and the Deputy Mayor, Councillor Kuhnell took the Chair for this item.

Members were provided with an update on the current position in respect of the Cemetery Approach Project.

Members were requested to give consideration to the shortlist of suggested names for the Cemetery Approach project provided by the Working Party and their suggestion that the shortlist is put to a public vote through the media, Council's Website and Social Media pages.

The Acting Town Clerk advised that she had met with John Dent of the Vale of Glamorgan Council and that he asked about the provision of a fence on the boundary adjacent to the allotment and the boundaries adjacent to the footpath and a few houses on Barry Road. She mentioned that Mr Dent had suggested that the Vale of Glamorgan Council think the fencing is unnecessary and would be an unwanted cost but the architect had suggested the fencing. The Acting Town Clerk also clarified that there is fencing currently in situ.

Members discussed the fencing in detail and agreed to re-visit the suggestion of fencing once the project had been completed.

The Acting Town Clerk displayed the types of paving that will be laid at the project site for member's information.

**RESOLVED:**

1. That a public vote should be held to decide the names that have been shortlisted by the Working Party and this should be done through press releases, social media and the Council Website.
2. That members receive and note the response received from John Dent and to revisit the installation of fencing once the project has been completed.

The Mayor and Councillor Brooks returned to the meeting.

703. **RESHAPING OF SERVICES UPDATE**

Nothing to report

704. **NOTES OF A MEETING TO DISCUSS THE FUTURE OF THE POP-UP LIBRARY HELD ON 15 JUNE 2016**

Members were provided with the notes of a meeting to discuss the future of the Pop-Up Library held on 15 June 2016.

Councillor Pritchard advised that Vale of Glamorgan Officers suggested a re-modelling of the Pop-Up Library and suggested that the scheme continues to see how the new model works out.

Councillor Johnson was concerned that the model was broad and that the value of a book to loan would be £10 which would not be good value for money. He also asked when the next review will take place.

The Acting Town Clerk advised that a report will be submitted to the next Finance, Policy and General Purposes Committee for review and have asked for an update should any further information arise.

Discussions continued with Councillor S Hodges requesting that the notes from the meeting to discuss the future of the pop-up library held on the 15 June 2016 be amended to reflect 'elderly' customers to put them into context.

**RESOLVED** That members receive and note the notes from the meeting to discuss the future of the pop-up library that was held on the 15 June 2016 subject to the amendment being made.

705. **ANNUAL MEETING DATES MAY 2017**

Members were informed of the need to amend the date for the Annual Meeting of council in May 2017.

**RESOLVED** That the amendment to the Schedule of Meetings for 2016/17 to move the date of the Annual Meeting in 2017 from 8 and 9 May 2017 to the following week, 15 and 16 May 2017 be approved.

706. **ST PAUL'S CHURCH, BARRY – STONE PLAQUES**

Members were made aware of an enquiry received from Rev. Robert Parish, Rector of Merthyr Dyfan, in respect of two stone plaques that are currently situated in St. Paul's Church, next door to High Street School, Barry.

Members discussed the stone plaques and agreed that it is something the Town Council should display. It was decided that the stone plaques be installed in the Cemetery Chapel.

**RESOLVED** That members agree to the installation of the two slate memorial plaques commemorating the fallen of the Parish of Merthyr Dyfan in the Chapel at Merthyr Dyfan Cemetery.

707. **PARTNERING OCEAN WATERSPORTS TRUST**

Members were provided with a letter received by the Mayor from Philip Walters of the Ocean Watersports Trust.

Members discussed in detail the potential of being a partner of the Ocean Watersports Trust and decided that more clarity was needed but offer a letter of partnership to enable them to apply for the grant they require. A further discussion is needed regarding the Council nominating a Trustee.

## **RESOLVED**

1. That an offer letter be sent to the Ocean Watersports Trust agreeing to partnership in principle without appointing a trustee until further discussions have taken place.
2. That representatives from the Ocean Watersports Trust be invited to a meeting of the Councils Review Working Party to discuss the matter of appointing a trustee.

### 708. **DATE OF THE NEXT MEETING**

**RESOLVED** that the date of the next meeting of Full Council is scheduled to be held on Monday, 12 September at 7 pm, with a meeting of Special Full Council scheduled to be held on Thursday 21 July 2016 at 6pm.

### 709. **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.

### 710. **DISCUSSIONS WITH MEMORIAL HALL THEATRE AND TRUST**

Councillors Egan, Powell and Pritchard left the meeting.

Members were provided with information on a meeting held between the Memorial Hall & Theatre Venue Manager and Secretary and Councillor Brooks as Chair of the Memorial Hall & Theatre Working Party and the Acting Town Clerk.

Members briefly discussed the report and it was suggested that the Council talk to the RBL before exploring storage options further.

Councillor S Hodges suggested that if the Council are prepared to pay for the storage then the RBL should be asked to apply for a grant like any other organisation for financial assistance.

**RESOLVED:** that the Royal British Legion be approached regarding the potential move of Barry Town Council.

Councillors Egan, Powell and Pritchard returned to the meeting.

711.

**REQUEST FROM BARRY LIBRARY**

Members were provided with information of a request made by Barry Library.

The report was discussed at length and various options were explored. Members felt that if the Council were to support the proposed idea then Barry Town Council would request that they were recognised as a funder and that the Mayor be invited to the event.

Councillor Pritchard summarised the discussions and recommended that the Town Council agree in principle to fund half the cost of the event with a limit of no more than £3,000.

**RESOLVED:** that Barry Town Council agree in principle to funding half the cost of the proposed event with a limit of no more than £3,000. Officers are to investigate full costings further and report back to Councillor S Hodges and Pritchard for a decision.

The meeting ended at 8.55 pm.

Signed .....  
(Town Mayor)

Dated .....

## **BARRY TOWN COUNCIL**

### **MINUTES OF A SPECIAL MEETING OF THE COUNCIL HELD ON THURSDAY, 21 JULY 2016 AT 6.00 PM**

**PRESENT:** The Mayor (Councillor Williams), together with Councillors Brooks, C Curtis, R Curtis, Davey, Drake, Egan, Evans, Hardy, N Hodges, S Hodges, Johnson, Powell, and Pritchard.

**ALSO PRESENT:** Mark Sims – Acting Deputy Town Clerk

712. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Bertin, Cash, Hamilton, Payne and Wiliam.

713. **DECLARATIONS OF INTEREST**

There were no declarations of interest received.

714. **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.

715. **APPOINTMENT OF TOWN CLERK**

Members received a verbal report from the Leader of Council regarding the recruitment process for the position of Town Clerk. The Leader advised that a fair, transparent and robust process had been undertaken with the interview panel receiving interview training, advice and assistance from Mr Paul Egan of One Voice Wales during the selection and recruitment process.

Seventeen applications had been received with ten candidates shortlisted. The candidates completed psychometric testing, presentations and a written test, which were carried out over two days. Following the Council's decision Mr Paul Egan will contact all candidates to offer the position to the successful candidate and offer all candidates feedback. The Leader advised that the interview panel had selected a first choice and a reserve from the candidates interviewed.

Members had informed discussions regarding the two candidates selected and the recruitment process undertaken. Members were asked to consider the appointment of EF to the post of Town Clerk at scale LC7 (SCP 52-57) £46,727 - £52,858 plus a permanent staff supplement allowance of £3,336. Members were also asked to consider AP as the reserve candidate if EF declined the offer.

**RESOLVED THAT:**

1. EF be offered the post of Town Clerk at scale LC7 (SCP 52-57) £46,727 - £52,858 plus a permanent staff supplement allowance of £3,336 subject to a six month probation with an induction program and appraisal mechanism being implemented upon their appointment.
2. AP be offered the post of Town Clerk if EF declines the offer of the post of Town Clerk.

The meeting ended at 6.25 pm.

Signed .....  
(Town Mayor)

Dated .....

## BARRY TOWN COUNCIL

### MINUTES OF A MEETING OF THE COUNCIL HELD ON MONDAY, 12 SEPTEMBER 2016 AT 7.00 PM

**PRESENT:** The Mayor (Councillor Williams), together with Councillors Bertin, (arrived at 8.10 pm), Brooks, C Curtis, Davey, Drake, Egan (arrived at 8 pm), Evans, N Hodges, S Hodges, Johnson (arrived at 8 pm), Kuhnell, Powell, Pritchard, Sword, Wiliam and Wilkinson (arrived at 8 pm).

**ALSO PRESENT:**

Angie Norman	-	Acting Town Clerk
Mark Sims	-	Responsible Finance Officer
Robyn Walsh	-	Administrator
Louis Davies	-	Barry Youth Action
Gethin Lodge	-	Barry Youth Action
Ve Van de Voorde	-	Barry Youth Action

716. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Cash, Hamilton, Hardy, Payne and Police Inspector Robert Miles.

Members were advised that Councillors Bertin, Egan, Johnson and Wilkinson would be arriving late.

717. **DECLARATIONS OF INTEREST**

<b>Councillor</b>	<b>Agenda Item</b>	<b>Reason</b>	<b>Comments</b>
Councillor Brooks	Agenda item 25 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
	Agenda item 26 – Cemetery Approach – Result of votes for names	Cabinet Member at Vale of Glamorgan Council	Advised that due to the item requiring no discussion other than to receive a public vote that she would remain in the room whilst the item was discussed.

	Agenda item 31 – Cemetery Approach Update	Cabinet Member at Vale of Glamorgan Council	Advised she would leave the room whilst the item was being discussed.
Councillor C Curtis	Agenda item 25 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
Councillor Drake	Agenda Item 25 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
Councillor Egan	Agenda Item 25 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
Councillor N Hodges	Agenda Item 25 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
Councillor Johnson	Agenda Item 21 (c) – Barry Arts Festival	A member of Barry Arts Festival	Advised he would leave the room whilst the item was being discussed.
	Agenda Item 25 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
Councillor Powell	Agenda Item 25 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
Councillor Wiliam	Agenda Item 25 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
Councillor Wilkinson	Agenda Item 25 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
Councillor Williams	Agenda item 26 – Cemetery Approach – Result of votes for names	Owns a property adjacent to the development	Advised that due to the item requiring no discussion other than to receive a public vote that she would

			remain in the room whilst the item was discussed.
	Agenda item 31 – Cemetery Approach Update	Owns a property adjacent to the development	Advised she would leave the room whilst the item was being discussed.

The Acting Town Clerk advised that in future she would ensure that declarations in respect of “Reshaping of Services” will be placed on the agenda to be moved en bloc to save time.

**RESOLVED** that in future, declarations in respect of “Reshaping of Services” will be placed on the agenda to be moved en bloc to save time.

718.

**TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL’S MEETING HELD ON 27 JUNE 2016 AND A SPECIAL MEETING HELD ON 21 JULY 2016**

It was noted that the following declarations were omitted from the minutes of the meeting of Full Council held on 27 June 2016 and were as follows:-

Councillor C Curtis	Agenda Item 21 - Reshaping of Services Update	Vale of Glamorgan Councillor	Received dispensation to speak and vote on this item
Councillor N Hodges	Agenda Item 21 - Reshaping of Services Update	Vale of Glamorgan Councillor	Received dispensation to speak and vote on this item
Councillor Johnson	Agenda Item 21 – Reshaping of Services Update	Vale of Glamorgan Councillor	Received dispensation to speak and vote on this item

Councillor S Hodges noted her thanks to the Acting Town Clerk in respect of minute no. 706.

**RESOLVED** that the minutes of the Council’s meeting held on 27 June 2016 and a Special Meeting held on 21 July 2016 be approved and signed as a correct record, subject to the amendments above.

719.

### **TO RECEIVE A POLICE REPORT**

The Acting Town Clerk advised that due to operational commitments Police Inspector Robert Miles was unable to attend the meeting.

However, he had provided the following update for members in respect of comments raised at the last meeting of Council:-

*He advised that regarding the “activity at Barry Dock Train Station underpass” referring to a possible person sleeping rough; this person had been spoken to by PCSO’s and had moved on from the area after being directed to the nearest homeless shelter and since the area had been patrolled regularly, no further sightings had taken place. No further anti-social behaviour had been detected in the area.*

*He also noted that regarding the “continuing anti-social behaviour at Barry Waterfront,” the vehicle nuisance appeared to have subsided following increased patrols and an intelligence picture being built with the area being placed on a briefing slide for all Officers to be aware and patrol the area / provide more intelligence / target any misbehaviour. He advised that this was on-going and that Officers had been reporting back that on their patrols they are not encountering any anti-social behaviour.*

The Acting Town Clerk advised that should Councillors have any questions that she would forward them to Inspector Miles.

**RESOLVED** that the police report be received and noted.

720.

### **TO RECEIVE COMMUNICATIONS FROM THE MAYOR**

The mayor advised members of the following dates:-

<b>Date</b>	<b>Time</b>	<b>Location</b>	<b>Event</b>
Wednesday, 21 September 2016	6.30 pm	Council Offices	Meet & Greet new Town Clerk
Saturday, 24 September 2016	From 7.30 pm	Academy Espresso Bar and The Borough	Barry Jazz & Blues
Sunday, 25 September 2016	From 11 am	Romilly, Park, Barry	Teddy Bears Picnic & Treasure Hunt Walk
Friday, 21 October 2016	12 – 4 pm		Showcasing the Youth
Friday, 21 October 2016	7 pm	Barry Rugby Club	Jolene Dover – Drag Night
Sunday, 13 November 2016	From 11 am	Cenotaph (Council Offices)	Remembrance Day

Sunday, 18 December 2016	From 7 pm	St. Mary's Church, Barry	Candlelight Service
TBC	TBC	St. Mary's Church, Barry	Awareness & Wellbeing Day with her chosen charities

721.

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

A question was received from Councillor S Hodges:-

*“Could the Mayor, Leader and Senior Officers, please provide details of all meetings they attended on behalf of this Council since the last full Council meeting. Please could you inform Council with whom you met and the details of any items of significant merit which came out of those meetings?”*

<b>The Mayor</b>	<b>Leader</b>	<b>Acting Town Clerk</b>
16.07.2016 - Meeting with Valeways to discuss Teddy Bears Picnic	03.08.2016 – Meeting with Barry Memorial Hall and Acting Town Clerk to discuss Cenotaph*	03.08.2016 – Meeting with Barry Memorial Hall and Leader to discuss Cenotaph
	07.09.2016 – Meeting with Rhian Lees (Pride in Barry Chairman)**	04.08.2016 – Meeting with Alison Woolcock in respect of “Lighting up the Chapel” in aid of Ovarian Cancer on 15.11.2016 at 6 pm
		08.08.2016 – Meeting with Colin Smith to discuss “Talking Bins”
		07.09.2016 – Meeting with Dave Knevett and Steve Sloman at Porthkerry Cemetery to discuss various matters, in particular the future of the cemetery in relation to a possible extension.

\* The Leader advised members that any further feedback provided from Barry Memorial Hall in respect of the items discussed at the meeting held on Wednesday, 3 August 2016 will be placed on the next meeting of Full Council to be held on Monday, 19 December 2016 for further discussion.

\*\* The Leader also advised members that following her meeting with Rhian Lees of Pride in Barry that she would like to invite her to the next meeting of Full Council to be held on Monday, 19 December 2016 to discuss their vision.

**RESOLVED:**

1. That any further feedback provided from Barry Memorial Hall in respect of the items discussed at the meeting held on Wednesday, 3 August 2016 will be placed on the next meeting of Full Council to be held on Monday, 19 December 2016 for further discussion.
2. That Rhian Lees of Pride in Barry be invited to the next meeting of Full Council to be held on Monday, 19 December 2016 to discuss their vision.
3. That the above engagements be received and noted.

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

None were received.

723. **TO RECEIVE AND NOTE THE MINUTES OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE'S MEETING HELD ON 25 JULY 2016 AND TO GIVE CONSIDERATION TO RECOMMENDATIONS THEREIN**

Councillor S Hodges queried which meeting the minutes of the recent Shop Local meeting would be directed to in the future?

The Acting Town Clerk advised that they will be placed on the next meeting of the Shop Local Advisory Committee (subject to the formation of the Committee being agreed) and would then be noted at a meeting of Full Council.

**RESOLVED**

1. That the minutes of the Finance, Policy & General Purposes Committee's Meeting held on 25 July 2016 be received and noted.
2. That all future minutes of the Shop Local Advisory Committee (subject to formation of the Committee being approved) be submitted to Full Council.

724.

**TO RECEIVE AND NOTE THE MINUTES OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE'S MEETING HELD ON 5 SEPTEMBER 2016 AND TO GIVE CONSIDERATION TO RECOMMENDATIONS CONTAINED THEREIN**

Members were asked to consider minute no. A277 – *Introduction of Talking Bins on Barry Island* and the recommendation contained therein.

Councillor S Hodges commented that the scheme was an excellent idea and would have a fantastic impact. She also noted her thanks to the Acting Town Clerk for bringing the idea forward.

**RESOLVED:**

1. That Barry Town Council work in partnership with the Vale of Glamorgan Council to purchase and install four talking bins on Barry Island at a cost of £1,980 + VAT and that authorisation be given to Officers to continue discussions with Colin Smith to implement this scheme.
2. That the minutes of the Halls, Cemeteries and Community Facilities Committee's Meeting held on 5 September 2016 be received and noted.

725.

**TO RECEIVE AND NOTE THE MINUTES OF THE PERSONNEL COMMITTEE'S MEETING HELD ON 4 JULY 2016 AND TO GIVE CONSIDERATION TO RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED** that the minutes of the Personnel Committee's meeting held on 4 July 2016 be received and noted.

726.

**TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE'S MEETINGS HELD ON 5 JULY, 2 AUGUST AND 6 SEPTEMBER 2016 AND TO GIVE CONSIDERATION TO RECOMMENDATIONS CONTAINED THEREIN**

The Leader referred to minute no. PL489 and the recommendations contained therein, noting that although this had been dealt with under an urgent action she would like to revisit this recommendation due to the costings involved if continued. She advised that she had sought advice from the Acting Town Clerk who advised that due to it being resolved under an urgent action it would be possible to review this decision before the six month period is over. (Advice received from One Voice Wales)

The Leader advised of two alternatives she would like to explore:

1. Planning Applications that are submitted outside of the usual Planning Committee cycles are dealt with under Leaders Urgent Actions with the Chairman of the Planning Committee.
2. Planning Committees are run on a 21 day cycle, resulting in 4 extra meetings a year with an additional cost of £737 per year.

Councillor S Hodges advised that she would need further information in respect of both options before she could make an informed decision and advised that she felt this should be discussed further at a meeting of the Planning Sub-Committee. She also noted that she would not like to lose ward members opinions/comments on planning applications that Affect their ward and this could be a potential issue should option 1 be resolved in the future.

Councillor C Curtis noted that she would like to see costings of both proposed options and that emergency protocol should be considered if option 2 was to be resolved.

Councillor S Hodges requested that other Town Councils are contacted to enquire what their procedure was. The Acting Town Clerk advised that she had completed this exercise and could provide Council with the results in a future report.

Councillor Powell queried what is the frequency/likelihood of Council having to hold a Planning Sub-Committee?

The Acting Town Clerk responded that at present the Planning Sub-Committee are having to meet every month, but she could not comment on what the future trend would be without holding a monitoring period.

**RESOLVED:**

1. That a report based on the two options above be provided to a meeting of the Planning Sub-Committee for their consideration to include costings of options, emergency protocols and details of the procedures other Town & Community Councils have implemented.
2. That the minutes of the Planning Committee's meetings held on 5 July, 2 August and 6 September 2016 be received and noted.

727.

**TO RECEIVE AND NOTE THE MINUTES OF THE FAIRTRADE ADVISORY COMMITTEE'S MEETING HELD ON 7 SEPTEMBER 2016 AND TO GIVE CONSIDERATION TO RECOMMENDATIONS CONTAINED THEREIN**

Members considered the recommendations contained therein and resolved the following with any amendments in bold:-

## RESOLVED:

1. That a Shop Local Advisory Committee is established.
2. That the Acting Town Clerk writes to the Vale of Glamorgan Council to enquire if they would consider forming a partnership in respect of the promotion of "Shop Local".
3. That a budget is set **in principal** for the purpose of promoting "Shop Local," **subject to Council receiving a report based on potential costings.**
4. **That Officers explore options in respect of Christmas Lights being placed in shop windows at Park Crescent, with a report being referred to a meeting of the Working Party for their recommendations.**
5. That **Councillor Pritchard** is nominated to represent the Council at the Barry Town Centre Forum, subject to an invitation being received from Chris Edwards (Town Centre Development Officer) of the Vale of Glamorgan Council.
6. **That should Councillor Pritchard be unable to attend the Barry Town Centre Forum, Councillor S Hodges will attend as her substitute to represent Barry Town Council.**
7. That an email forum is established to engage with local traders/organisations to ensure a better structured meeting.
8. That a register of local, **independent** traders is established.
9. That Officers write to the Vale of Glamorgan Council to enquire if the information boards situated outside the various train stations could be updated.
10. That the Shop Local Advisory Committee will meet on Monday, 3 October 2016 at 6 pm in the Council Chamber.
11. That this Council reserves a stall at the forthcoming Beats, Eats and Treats event to be held on the weekend 3/4 June 2017 and the stall be used to promote the Town Council and its services.
12. That the minutes of the Fairtrade Advisory Committee held on 7 September 2016 be received and noted.

728. **TO RECEIVE A PETITION FROM THE FAIRTRADE ADVISORY COMMITTEE COLLECTED AT THE SCOUT'S FETE ON 2 JULY 2016**

The Chairman of the Fairtrade Advisory Committee presented the Mayor with the petition which had been signed and collected at the Scout's Fete held on 2 July 2016 by Barry residents calling upon local shops to stock more Fairtrade products.

**RESOLVED** that the Mayor received the Petition from the Fairtrade Advisory Committee collected at the Scout's Fete held on 2 July 2016.

729. **TO RECEIVE REPORTS FROM REPRESENTATIVE SERVING ON OUTSIDE BODIES**

Members were reminded that copies of agendas and minutes in respect of meetings of Outside Bodies were available for inspection in the lever-arch file kept in the main office.

**RESOLVED** that reports from representatives serving on Outside Bodies be received and noted.

730. **COUNCILLOR R CURTIS RESIGNATION**

Councillors were formally advised of the resignation of Councillor Rob Curtis from his position as Councillor at Barry Town Council for Gibbonsdown Ward.

Councillor S Hodges noted that it was important to have faith in the Police, Crown Prosecution Service, Judiciary Service and Ombudsman and the decisions they have made.

She also thanked the Acting Town Clerk.

**RESOLVED:**

1. That the resignation of Councillor Rob Curtis as an elected member of Barry Town Council with effect from 10 August 2016 be received and noted.
2. That members await further information from Officers in due course as to how the vacancy is to be filled.

731. **MOTIONS FOR ONE VOICE WALES ANNUAL GENERAL MEETING – SATURDAY, 1 OCTOBER 2016**

Members were requested to give consideration to the "Final Motions" being put forward at the One Voice Wales Annual General Meeting to be held on Saturday, 1 October 2016.

Members discussed the motions and agreed the following ways in which they would like the two representatives (Councillors Pritchard and Hardy) to vote on each individual motion;

**1. One Voice Wales**

- 1) SUPPORT
- 2) SUPPORT

**2. Mold Town Council**

SUPPORT

**3. Solva Community Council**

NO MANDATE

**4. Kidwelly Town Council**

DO NOT SUPPORT

Councillors N Hodges and Wiliam noted that they would not wish to support this motion as it seemed to punish the outlet, rather than holding the person dropping the litter accountable.

Louis Davies of Barry Youth Action made members aware that litter was a priority 3 action that they are looking to tackle.

Councillor C Curtis noted that she was in support of the motion and referenced Broad Street as being a particular area that she had witnessed being littered, and that outlets should take some responsibility for the mess.

Councillor S Hodges explained that when fast food outlets apply for planning permission, rubbish is conditioned into their terms. She felt that in supporting this motion, outlets would be penalised twice and this would not be fair.

Councillor Powell added that it is the individual dropping the litter which is causing the problem and not the business. He also commented that these premises are already charged an enhanced rate due to the additional services they utilise through waste management etc.

A vote was taken the results of which were 2 in favour of supporting the motion, 9 in favour of not supporting the motion and 2 abstentions and therefore it was **RESOLVED** that the motion not be supported by Barry Town Council.

The Acting Town Clerk advised that a motion could be submitted next year to deal with the issue of littering.

**5. Langstone Community Council**

NO MANDATE

**6. One Voice Wales – Amendment by Barry Town Council**

SUPPORT

**RESOLVED:**

1. That Councillors Pritchard and Hardy vote on the following motions to be heard at One Voice Wales Annual General Meeting to be held on Saturday, 1 October 2016 as follows:-

**SUPPORT**

1. **One Voice Wales**
2. **Mold Town Council**
6. **One Voice Wales – Amendment by Barry Town Council**

**NO MANDATE**

3. **Solva Community Council**
5. **Langstone Community Council**

**DO NOT SUPPORT**

4. **Kidwelly Town Council**

2. That Council consider submitting a motion to deal with the issue of littering to the next One Voice Wales Annual General Meeting to be held in 2017.

732.

**BARRY REGENERATION ADVISORY GROUP**

Members were provided with a copy of a response received from Councillor Lis Burnett (Deputy Leader & Cabinet Member for Regeneration and Education) of the Vale of Glamorgan Council in respect of Councillor Egan's intention to step down from the above group.

Members noted their disappointment with the response received and the lack of clarity as to which capacity the Town Council had been offered a place on the panel. Members agreed that they had previously been told that Councillor Egan had been a member of the panel in a

personal capacity, rather than as a representative of Barry Town Council. However, the response received had contradicted that.

8pm - Councillors Egan, Johnson and Wilkinson arrived.

The Leader shared members concerns and recommended that Officers respond to Councillor Lis Burnett requesting:-

1. Clarity – is the present Leader to replace Councillor Egan as a representative of Barry Town Council or as an individual in a personal capacity?
2. And if the present Leader is replacing Councillor Egan as a representative of Barry Town Council why has the remit of this group changed?
3. And if Barry Town Council are officially represented at this group, can the position of allowing substitutes be re-visited to allow Barry Town Council the opportunity to elect substitutes should the Leader be unavailable to attend?

**RESOLVED:**

1. That Officers respond to Councillor Lis Burnett requesting:-
  - Clarity – is the present Leader to replace Councillor Egan as a representative of Barry Town Council or as an individual in a personal capacity?
  - And if the present Leader is replacing Councillor Egan as a representative of Barry Town Council why has the remit of this group changed?
  - And if Barry Town Council are officially represented at this group, can the position of allowing substitutes be re-visited to allow Barry Town Council the opportunity to elect substitutes should the Leader be unavailable to attend?
2. That the response received from Councillor Lis Burnett be received and noted.

733.

**SCHEDULE OF PAYMENTS FOR SEPTEMBER 2016 (INTERIM)**

Members were provided with a schedule of payments for September 2016 (interim) for their approval.

**RESOLVED:**

1. That the information set out relating to salary payments for June, July and August 2016 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 payment for September 2016 (interim) comprising various direct debits and cheques numbered 1935 to 1947 inclusive in the total sum of £25,080.51 be approved, subject to the relevant papers being in order.

734.

**BUDGET MONITORING REPORTS TO 31 AUGUST 2016**

Members were informed of the Council's income and expenditure in the 2016/17 financial year as at the end of August 2016.

8.10 pm – Councillor Bertin arrived.

Councillor Johnson queried the current overspend in *Professional Fees*.

The Responsible Finance Officer responded that Council had not budgeted for the temporary worker that had been employed to help during the interim period whilst recruiting the post of Town Clerk. He advised that where an overspend had been noted in *Professional Fees*, there is currently an underspend in *Salaries* which will offset this.

Councillor Johnson also queried what plans (if any) Council had to spend the money that was currently unspent in the following budget headings; *Corporate Advertising, Corporate Events, New Initiatives and Place Plans*.

The Responsible Finance Officer responded that the following projects had not yet been accounted for and would reduce the totals at the year-end:-

Rotary Club Fireworks  
Freedom of Towns  
High Street Christmas Lights

The Responsible Finance Officer advised that he would compile his response in an email and circulate to all members.

**RESOLVED:**

1. That the Responsible Finance Officer compile his response to Councillor Johnson's questions and circulate to all members.

2. That the budget monitoring report for August 2016, indicating actual income and expenditure up to the end of month five in the 2016/17 financial year, noting the projected overspend of £88,207 for 2016/17 be received and noted.

735.

### **BARRY YOUTH ACTION**

#### **a. Minutes of a meeting held on 14 June 2016**

Representatives of Barry Youth Action informed members that they had completed a Bag Packing Scheme and raised £446 for charity.

They had also visited Gladstone Gardens, Barry and identified the following improvements that could be made:-

- Upgrade tennis courts
- New bedding flowers
- Improve play equipment
- Increase benches & bins

They also advised that they would have a stall at Showcasing the Youth and they would also be fundraising at this event for their chosen charities.

Members were advised of the 3 priorities Barry Youth Action had determined from their Annual General Meeting, which were:-

1. Youth Activities
2. Youth Homelessness
3. Bins/Litter

**RESOLVED** that the minutes of the Barry Youth Acting meeting held on Tuesday, 14 June 2016 be received and noted.

#### **b. Number of representatives attending meetings of Barry Youth Action**

Members were given the opportunity to discuss the Council representation on the Barry Youth Action Group.

The Leader advised that she felt it would be good if all Councillors were given the opportunity to be called upon to attend Barry Youth Action Meetings.

Councillor S Hodges commented that it would be ideal to have a pool of available Councillors and suggested it be noted which Councillors would be happy to substitute should the nominated Council representatives be unavailable.

Councillors Bertin, Brooks, Johnson, Kuhnell, Powell, Pritchard, Wiliam and Wilkinson advised that they would like to be contacted should Council require a substitute should the Council representatives be unavailable.

**RESOLVED** that Councillors Bertin, Brooks, Johnson, Kuhnell, Powell, Pritchard, Wiliam and Wilkinson are added to a list of available Councillors that Officers can contact should the Council's nominated representatives be unavailable to attend a meeting of Barry Youth Action.

8.25 pm – Councillor Johnson left the room.

736. **URGENT ACTIONS UNDERTAKEN SINCE LAST MEETING OF COUNCIL**

Councillors were advised of any urgent actions that had been undertaken by the Acting Town Clerk in conjunction with Group Leaders, since the last meeting of Council held on 27 June 2016.

**RESOLVED** that the urgent actions undertaken since the last meeting of Council be received and noted.

8.27 pm – Councillor Johnson returned to the meeting.

737. **RESPONSE RECEIVED FROM LOCAL GOVERNMENT (STANDARDS COMMITTEES, INVESTIGATIONS, DISPENSATIONS AND REFERRAL) (WALES) (AMENDMENT) REGULATIONS 2016**

Members were advised of a response received from the Head of Legal Services (and Monitoring Officer) at the Vale of Glamorgan Council in response to a letter sent to her in respect of the Local Authorities (Grant of Dispensation) (Wales) Regulations 2001.

**RESOLVED** that the response from the Vale of Glamorgan Council, noting the anticipated process should the need arrive to refer an application for dispensation to another authority be received and noted.

738. **FLY A FLAG FOR THE COMMONWEALTH**

Members were advised of an email received from One Voice Wales asking Community & Town Councils to give consideration to "Flying a Flag for the Commonwealth on 13 March 2017".

Councillor N Hodges made members aware that the scheme was run by a private business and so he would not be supporting it.

The Acting Town Clerk advised members that if agreed, she would ensure no further reports would be brought to Council on this matter. Members agreed.

**RESOLVED:**

1. That Council does not participate in the "Fly a Flag for the Commonwealth" event.
2. That no further reports will be brought before this Council in respect of this matter until otherwise requested.

739. **ROTARY CLUB OF BARRY FIREWORK FIESTA 5<sup>TH</sup> NOVEMBER 2016**

Members were advised of an increase in the cost of the annual fireworks display.

Councillor S Hodges requested that as well as the usual promotion the Council would undertake in respect of this event, Council may wish to consider seeking advice from the RSPCA in relation to Pet Safety due to the number of dogs she has witnessed at this event and promote this too.

**RESOLVED:**

1. That Barry Town Council continues to be an official partner with the Rotary Club of Barry for the Annual Fireworks Display at a cost of £6,400.
2. That as well as the usual promotion the Council would undertake in respect of this event, Council seek advice from the RSPCA in relation to Pet Safety around Bonfire Night and promote this too.

740. **RESHAPING OF SERVICES**

Members were provided with a report which was submitted to a recent cabinet meeting at the Vale of Glamorgan Council in respect of the Reshaping Services Programme.

Councillor N Hodges noted his disappointment at the speed of which progression was taking. He recommended that Council send a strong letter to the Vale of Glamorgan Council urging urgent action. He noted that this Council was capable of doing a lot more and are prevented from doing business due to the lack of progression.

The Leader added that the information supplied was not the information needed.

**RESOLVED:**

1. That the information provided by the Vale of Glamorgan Council in relation to the Reshaping Services Programme Update be received and noted.
2. That a strong letter is sent to the Vale of Glamorgan Council urging urgent action.

741.

**CEMETERY APPROACH – RESULT OF VOTES FOR NAMES**

Members were provided with the result of the public vote to name the development at Cemetery Approach.

Members reviewed the results and agreed that the development would be named Cemetery (Approach) Gardens as per the decision of the final vote.

Councillor S Hodges noted that the name should be translated to Welsh as per the Council's Welsh Language Policy.

Councillor Wiliam advised members that the Welsh translation does not have to be literal and the second most popular choice would be the Welsh translation the Council could use.

Members also decided that the brackets within the name should be removed and so agreed that the land at Cemetery Approach is to be named:-

Cemetery Approach Gardens - Gerddi'r Fynwent

Councillor Johnson added that in future better engagement with the public is to be had due to the disappointing total number of voters.

**RESOLVED** that the name of the land at Cemetery Approach following the result of the public vote is to be a combination of the top two results (with a combined result of 31 votes):-

Cemetery Approach Gardens - Gerddi'r Fynwent

742.

**POP-UP MOBILE LIBRARY**

Members were provided with an update on the delivery of a mobile (pop up) library service.

The Leader advised that she did not want to make a decision until further information had been provided in respect of costings and recommended that this item be deferred until such time that this information is available.

**RESOLVED:**

1. That the information contained within the report be received and noted.
2. That until further information has been provided in respect of costings this item be deferred.

743. **DATE OF NEXT MEETING**

**RESOLVED** that the Town Council's next meeting is scheduled to be held on Monday, 19 December 2016 at 7 pm in the Council Chamber.

744. **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.

745. **FREEDOM OF THE TOWN**

Members were provided with details of two nominations that had been received for the Freedom of the Town.

**Nomination 1**

Members discussed this nomination and agreed that whilst the nominee's achievements were excellent, she did not meet the criteria at this time, but could potentially meet it in the future.

They also agreed that although she did not meet the criteria at present, she was an inspiration to young female footballers and an event should be organised in conjunction with the Mayor and Barry Town United AFC with young female footballers invited to attend a training session with her.

**Nomination 2**

Members discussed this nomination and agreed that as a private business they did not meet the criteria.

\*\*\*

Councillor N Hodges suggested that Councillors may wish to review the qualification criteria to encourage nominations from other areas such as science, artistic, literacy, journalism etc.

Councillor Powell suggested that in the future it would be beneficial to know a bit more about the proposer, for example; where they live, their relationship to the nominee etc.

Councillor C Curtis requested that letters are sent to the proposers informing them of Council's decision and thanking them for their nomination.

**RESOLVED:**

1. That nominations 1 and 2 are not awarded Freedom of Town.
2. That arrangements are made to organise an event/training session in conjunction with Nomination 1, Barry Town United AFC and the Mayor with young female footballers invited to attend.
3. That the qualification criteria is reviewed at a future meeting of the Working Party.
4. That in future more information is requested from the proposer to include details such as where they live, their relationship to the nominee etc.
5. That letters are sent to the proposers informing them of Council's decision and thanking them for their nomination.

8.50 pm – Councillors Brooks and Williams left the room.

746.

**CEMETERY APPROACH UPDATE**

In the absence of the Mayor, the Deputy Mayor Councillor Kuhnell took the Chair.

Members were provided with an update in respect of the Cemetery Approach Project.

Concerns were raised in respect of the total figure of £418,920.98 contained within the recommendation with Councillors requesting assurances that their total contribution to the project would be no more than the previously agreed figure of £250,000.

**RESOLVED** that the main works contract for the delivery of the project at Cemetery Approach, Barry be awarded to Ground Control Ltd under the provisions of a JCLI Landscape Works contract at a value of £418,920.98 subject to:-

- Approval of the Vale of Glamorgan Council's Cabinet.

and

- The Town Council's total contribution to the project being no more than the previously agreed figure of £250,000.

8.55 pm – Councillors Brooks and Williams returned to the meeting.

747.

**POTENTIAL RELOCATION OF COUNCIL OFFICES**

The Leader advised members that she did not have an update in respect of the potential relocation of the Council Offices to the Town Hall.

Councillor S Hodges suggested that this Council sends correspondence to the Leader of the Vale of Glamorgan Council detailing the Council's concerns at the lack of progression.

**RESOLVED** that this Council sends correspondence to the Leader of the Vale of Glamorgan Council detailing the Council's concerns at the lack of progression.

The meeting ended at 9 pm.

Signed .....  
(Town Mayor)

Dated .....

## BARRY TOWN COUNCIL

### MINUTES OF A MEETING OF THE COUNCIL HELD ON MONDAY, 19 DECEMBER 2016 AT 7.00 PM

**PRESENT:** The Mayor (Councillor Williams), together with Councillors Aviet, Bertin, Curtis, Davey, Drake, Egan, Evan, Hamilton, Hardy, N Hodges, S Hodges, Johnson, Kuhnell, Powell, Pritchard and Wilkinson

**ALSO PRESENT:**

Emily Forbes	-	Town Clerk
Angie Norman	-	Deputy Town Clerk
Mark Sims	-	Responsible Finance Officer
Becky Blackwell	-	Administrator
Rhian Lees	-	Pride in Barry
Bethan Watkins	-	Barry Youth Action
Rhydian Price	-	Barry Youth Action
Keri Latham	-	Barry Youth Action

748. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Brooks, Cash, Payne, Sword and William

749. **DECLARATIONS OF INTEREST**

Members were made aware that Councillors have received dispensation to speak and vote on item 18 – Reshaping of Services and this was listed on the agenda front page.

Councillor I Johnson queried the list as some councillors were not present at the meeting and therefore cannot submit declarations. The Deputy Town Clerk advised that this was agreed at the last Full Council and that the declarations of interest of those councillors not in attendance would not be recorded in the minutes.

The Mayor, Councillor Williams, declared an interest in item 7 advising that she would be referring the question to the Leader for a response.

**RESOLVED:-**

<b>Councillor</b>	<b>Agenda Item</b>	<b>Reason</b>	<b>Comments</b>
Councillor C Curtis	Agenda item 18 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
Councillor Drake	Agenda Item 18 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on

			this item.
Councillor Egan	Agenda Item 18 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
	Agenda Item 33 – Memorial Hall and Theatre Trust	Brother is a Trustee	Advised he would leave the room whilst the item was being discussed.
	Agenda Item 34 – Pop-Up/Mobile Library	Cabinet Member at Vale of Glamorgan Councillor	Advised he would leave the room whilst the item was being discussed.
Councillor Hamilton	Agenda Item 18 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
Councillor N Hodges	Agenda Item 18 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
Councillor Johnson	Agenda Item 18 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
Councillor Powell	Agenda Item 18 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
Councillor Wilkinson	Agenda Item 18 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
Councillor Williams	Agenda Item 7 – Questions from Councillors re Cemetery Approach	Owns a property adjacent to the development	Advised she would leave the room whilst the item was being discussed.
	Agenda item 18 – Cemetery Approach	Owns a property adjacent to the development	Advised she would leave the room whilst the item was being discussed.

The Mayor welcomed new Councillor Julie Aviet to the meeting and also the new Town Clerk Emily Forbes.

The Mayor also asked members to allow item 22 to be discussed after item 6 to allow members of Barry Youth Action to provide an update earlier as they were unable to stay for the full meeting. It was also agreed that on future agendas Barry Youth Action will be placed on the agenda to follow the Police report.

**RESOLVED** that the Barry Youth Action report be placed on the agenda following the Police Report in future.

750.

**TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL'S MEETING HELD ON 12 SEPTEMBER 2016**

The Mayor asked members to move the minutes of the Council's standing committees en-bloc, however, Councillor S Hodges advised that she had questions with regard to the some of the minutes and would not be happy with this. Therefore, it was agreed that the minutes would be considered individually.

With reference to minute no. 727(6) Councillor S Hodges queried the provision of substitutes to the Barry Town Forum. The Town Clerk advised that she had contacted Barry Town Centre Forum and they had advised that the Town Council cannot send substitutes but that she would contact the Forum and query the reasons. Councillor S Hodges thanked the Town Clerk for her clarification and asked if Council could have a copy of their Terms of Reference.

Councillor Johnson queried the amount of time it takes to receive answers from a previous meeting of Council, he asked if there was a quicker process.

Councillor S Hodges wished to add the Adjudication Panel for Wales in the list with regard to minute number 730 to ensure accuracy within the minutes.

Councillor S Hodges asked for updates with regard to the action sheets as follows:-

721 (1) – Feedback from the Memorial Hall - The Town Clerk advised that she was awaiting feedback which had now been received but had been received too late to be placed on the agenda. Councillor S Hodges requested that the information be circulated to the working party members.

727 (9) – Councillor N Hodges asked for an update on the noticeboards outside train stations, the Town Clerk advised that no response had been received.

731 (2) – Councillor S Hodges requested an update on the motion submitted to One Voice Wales. The Deputy Town Clerk advised that the motion was carried on the day and One Voice Wales may consider this next year.

732 (1) – Councillor S Hodges requested an update on whether a response had been received from Councillor Lis Burnet requesting clarity on the present Leader replacing Councillor Egan on the Barry Regeneration Group. The Deputy Town Clerk advised that Councillor Egan was present at those meetings as an individual and the Vale of Glamorgan Council has now advised that the new Leader of Council may replace him on the Committee. Councillor S Hodges asked for a copy of their remit as it was frustrating that they have changed the rules regarding representatives from Barry Town Council.

739 (1) – Councillor S Hodges advised that Barry Rotary Club had emailed their thanks to the Town Council and asked if an email was common practice. The Responsible Finance Officer advised that the Barry Rotary Club had phoned last year but hence why he had circulated the email this year.

739 (2) – Councillor S Hodges asked if the Town Council had received a response from the RSPCA with regard to Bonfire night. The Deputy Town Clerk advised that a response was received but that it had been received 3 days before Bonfire night thus too late for the officers to action.

741 – Councillor S Hodges asked if the proposed name for Cemetery Approach would be adopted by the Vale of Glamorgan Council and if it fits with their requirements. The Town Clerk advised that the communications team at the Vale of Glamorgan had received the proposed name in both English and Welsh with no problems being reported. Councillor Egan advised that once the Vale of Glamorgan had finished construction it was his impression that the land would be given to the Town Council. Councillor Johnson asked for clarification to ensure there is no objection with regard to the name.

745 (1) – Councillor Johnson asked for an update with regard to the Mayor holding an event for Barry Town AFC young female players. The Deputy Town Clerk advised that she hoped to be meeting with Sophie Ingles in the future to discuss the event.

747 – Councillor N Hodges requested an update with the potential relocation of the Council Offices. Councillor Pritchard advised that she had received a letter in which it stated that the Town Hall would not be vacated in the near future due to constraints within the Vale of Glamorgan Council. The Town Clerk advised that she had discussed the potential move with Rob Thomas from the Vale of Glamorgan Council who advised that it would not be viable for the asset to be transferred due to the amount of work being undertaken at the Vale of

Glamorgan Offices with various office moves. There could be other options for Asset Transfer in the future and a meeting was being held with officers in the New Year.

A heated discussion took place and it was decided that Councillor Pritchard would check with the Leader of the Vale of Glamorgan Council if the communication received from him can be shared with the members of Council as the letter was addressed private and confidential to her personally.

#### **RESOLVED**

1. That the minutes of the Council's meeting held on 12 September 2016 be approved and signed as a correct record.
2. That the Town Clerk contacts the Barry Town Centre Forum to request a copy of their Terms of Reference.
3. That the information received, which was too late to be placed on the Memorial Hall and Theatre Working Party agenda, be forwarded to all Working Party members.
4. That the Town Clerk contacts the Barry Regeneration Group to request their Terms of Reference.
5. That the Town Clerk contact Vale of Glamorgan Officers for clarification in respect of the Cemetery Approach Development.
6. That the Leader contacts the Leader of the Vale of Glamorgan Council to enquire if the letter sent by him regarding the Town Hall can be circulated to members.

751.

#### **TO RECEIVE A PRESENTATION FROM RHIAN LEES – PRIDE IN BARRY**

The Mayor welcomed Rhian Lees to the meeting.

Rhian introduced herself and explained that the previous Chair, Paul Haley had approached her in November 2015 to see if she would be interested in taking over as Chair. Then at a meeting of Pride in Barry in June she had been appointed as the new chairperson for the organisation. Rhian gave an in-depth report about Pride in Barry, advising members why she was suitable for the role, what she had done since taking over the role and how Pride in Barry and Barry Town Council could work together. She also advised that the current constitution is outdated and that she is concentrating on creating a new one with the support of GVS. She listed her main aims in working with Barry Town Council:-

- Promote Shop Local
- Tackle littering
- Resurrect the Blue Plaque Scheme
- Support the Town Council with Social Media.

Councillor S Hodges asked Rhian if Pride in Barry had a main priority. Rhian advised that there was not one particular priority but key aims are to increase civic awareness, promote environmental improvement and enhancement and generate pride within the Town.

Councillor Johnson advised Rhian to check with the Vale of Glamorgan Council with regard to duplicating services and to be careful not to 'tread on any toes' with regard to what she had proposed.

Councillor Powell wished to congratulate Rhian on her new appointment and he said that he is filled with confidence that Rhian will do well as the new Chair. He felt somewhat confused on the comment regarding an outdated constitution as this Council interfaces with Pride in Barry but had not been informed or invited to any meetings for some time. He asked if there was a copy of the old constitution and he if the Town Council was invited to the meeting in which Rhian was appointed.

Rhian responded that there was not a selection process with regard to the new Chairperson but mentioned that Councillors S & N Hodges were at the meeting. She also advised that GVS had commented on the constitution and therefore felt it needed updating.

The Mayor thanked Rhian for her presentation and for attending the meeting.

752.

### **TO RECEIVE A POLICE REPORT**

Police Sergeant David Barclay provided members with a police report as follows:-

Sergeant Barclay informed members that there had been a spike in the levels of crimes being reported and this was due to a change in the way that crime is being recorded. He advised that there are two operations in force in Barry which will focus on Holton Road, Broad Street and High Street areas over the festive period. He advised of some significant arrests in Barry and informed members that he was working towards improving the CCTV coverage in Barry with a view to getting a number of cameras working again. Sergeant Barclay advised members that in January there will be an introduction of body worn cameras and handheld devices within South Wales Police which it is anticipated will see a decrease in public offences and an increase in the way a crime is reported.

Councillor Johnson asked if it was possible for the Council to provide a template so that crime figures can be provided to the Council in a way that would clearly provide a comparison over the years. Also he advised that he was happy with the progress with regard to body worn cameras.

Councillor Bertin advised that he would email his question to Police Sergeant Barclay via the Council Offices.

Councillor S Hodges suggested that the Council write a letter of concern to the Vale of Glamorgan Council with regard to the inactive CCTV cameras within Barry.

**RESOLVED:-**

1. That the police report be received and noted.
2. That a letter of concern be sent to the Vale of Glamorgan Council with regard to the inactive CCTV cameras with Barry.
3. That a template be sent to the Police so that crime figures can be provided to the Council for comparison.

Item 22 was brought forward

753.

**BARRY YOUTH ACTION**

Two members of Barry Youth Action updated members on their recent work. They advised that they had taken part in the Remembrance Day parade, helped at the Mayors 2k Santa Fun Run which was a great success and had a meeting with Llamau where a discussion about youth homelessness was had. They also advised that they are in the process of identifying the lack of bins on school routes to tackle litter and that they had a meeting with the Deputy Town Clerk regarding the 'Talking Bins'. They have also reported to the Vale of Glamorgan Council on the lack of basketball hoops within Barry and are working with the Vale of Glamorgan Council to install more equipment.

Councillor Johnson congratulated members on the recent work they have carried out and asked if the Barry Youth Action report is available in Welsh to take into account the Council's Welsh Language Policy. He also asked for feedback on what was discussed with regard to fainting at the Remembrance Sunday Parade.

Bethan Watkins advised that the group have not made any suggestions on what to do in respect of the fainting as it is not their place to do so, she advised that their annual report was in the processes of being translated.

The Mayor thanked the representatives of Barry Youth Action for their update.

**a. Minutes of a meeting held on 19 July, 28 September and 23 November 2016**

**RESOLVED:**

1. That the minutes of the Barry Youth Action meeting's held on 19 July, 28 September and 23 November 2016 be received and noted.

**b. BYA Report September 2014 – August 2015**

**RESOLVED:**

2. That the Barry Youth Action Report (September 2014 – August 2015) be received and noted.

754.

**TO RECEIVE COMMUNICATIONS FROM THE MAYOR**

The Mayor advised members that she had recently attended a certificate presentation at Vale Plus and they wished to pass on their gratitude with regard to the grant that they had received from Barry Town Council. She advised members that she has currently raised £2,540 from all her events and that she has a few more events planned, one of which is a quiz night due to be held at Market Street Club, Barry on Friday 13 January 2017. The Mayor wished to invite members to her parlour for a festive drink following the meeting.

8.25 pm – The Mayor left the room.

755.

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

The following question was received from Councillor S Hodges:-

*“In November 2015 press reports confirmed the start of work on Cemetery Approach to convert the land to community gardens on both sides of the road.*

*Joint working and funding between the Vale Council and Barry Town Council was agreed. At that time the then Labour Leader spoke of expected completion of the gardens by March 2016.*

*It's now December 2016. Numerous meetings between the Vale Council and Barry Town Council have taken place. In the last 12 months the only “progress” witnessed is the Vale Council cutting back overgrown weeds on the site.*

*I am very disappointed at the lack of progress.*

*Could the Mayor explain to Council why there has been such a delay in delivering this joint scheme?*

*Council the Mayor explain in detail what action the leading group has taken to identify the causes for the delay and what action they have taken to progress the scheme?*

*When is work likely to re-start on creating the gardens?*

*When will the gardens be open for public use?"*

The Leader responded that Agenda item 27 would address Councillor S Hodges' questions in respect of the delays explaining that these were due to contract appointment and tender process of the Vale of Glamorgan Council, work scheduling of contractors as well as road closure timelines of the Vale of Glamorgan Council.

8.35pm – The Mayor returned to the room.

The following question was received from Councillor Johnson:-

*"The Vale of Glamorgan Council has recently announced the tax base for the 2017/18 financial year. What would be the Barry Town Council precept for the next financial year, compared to this financial year, if the Council chose to make no increase on a household level?"*

The Responsible Finance Officer responded that the tax base had increased from £19,212 to £19,676. If the Council chose to make no increase in a household level (therefore keeping at £51.29 per Band "D") then the precept would be £1,009,182 for 2017/18 compared to £985,383 for 2016/17, thus providing a cash increase of £23,799.

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

None were received.

757. **TO RECEIVE AND NOTE THE MINUTES OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE'S MEETING HELD ON 17 OCTOBER AND TO GIVE CONSIDERATION TO RECOMMENDATIONS THEREIN**

Councillor N Hodges provided an update with regard to minute no. F325 (a) that Barnardo's have been supporting the primary school element of the Atal-y-Fro application since the Summer and suggested that the Council does not proceed further. The Town Clerk advised

that she had chased correspondence with Atal y Fro clearly outlining this Council's concerns but had still not received a response.

Councillor S Hodges raised an issue with minute number F329 resolution point (2) she advised that it explained where the amount would come from but not where it was going to, for clarity she felt that this needed updating. The Responsible Finance Officer advised that it would go into the Christmas Lights budget and the minutes would be amended for accuracy purposes.

Councillor S Hodges asked for an update on minute number F325 (3c). The Responsible Finance Officer advised that the total amount was £321 which would serve approx. 250 people.

Councillor S Hodges requested an update for all the items in red on the action sheets. The Responsible Finance Officer advised that F328 (3) is due in October 2017 with regard to the Costco membership, he advised that the card was recently used to purchase water for the Santa Fun Run.

The Responsible Finance Officer gave an update with regard to F325 (4) at the request of Councillor S Hodges and advised that a presentation date is yet to be arranged.

The Deputy Town Clerk advised members that there is a communication problem with Clear Skies with regard to the BACAS handheld system and that the Officers are still trying to make the purchase. The Deputy Town Clerk also gave an update on the Columbaria and advised that the Glamorgan Gem had advertised the new service in its Bereavement section which had already generated interest.

**RESOLVED** that the minutes of the Finance, Policy & General Purposes Committee's Meeting held on 17 October 2016 be received and noted.

758.

**TO RECEIVE AND NOTE THE MINUTES OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE'S MEETING HELD ON 21 NOVEMBER 2016 AND TO GIVE CONSIDERATION TO RECOMMENDATIONS CONTAINED THEREIN**

Councillor Evans wished to receive the minutes en-bloc. The Deputy Town Clerk advised that there were corrections to be made, on two occasions a 'RECOMMENDATION' was made which should have been 'RESOLVED' points, minute numbers A291 and A292 refer.

**RESOLVED** that the minutes of the Halls, Cemeteries and Community Facilities Committee's Meeting held on 21 November 2016 be received and noted subject to the above amendments.

Councillor N Hodges wished to update members that a capital bid for the extension of Porthkerry Cemetery was refused by the Vale of Glamorgan Council.

759.

**TO RECEIVE AND NOTE THE MINUTES OF THE PERSONNEL COMMITTEE'S MEETING HELD ON 26 SEPTEMBER 2016 AND 28 NOVEMBER 2016 TO GIVE CONSIDERATION TO RECOMMENDATIONS CONTAINED THEREIN (DETAIL PROVIDED LATER IN AGENDA IN RESPECT OF MINUTE NUMBERS 274, 275 AND 276)**

The Town Clerk wished to advise members that there was no update for minute number R271(3)

**RESOLVED:**

1. That members note recommendations derived from minute no.'s 274, 275 & 276, but defer any decision making until agenda item 35 when a more detailed report is available.
2. That the minutes of the Personnel Committee's meeting held on 26 September 2016 and 28 November 2016 be received and noted.

760.

**TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE'S MEETINGS HELD ON 4 OCTOBER, 1 NOVEMBER AND 6 DECEMBER 2016 AND PLANNING SUB-COMMITTEES HELD ON 20 SEPTEMBER, 18 OCTOBER AND 15 NOVEMBER 2016 AND TO GIVE CONSIDERATION TO RECOMMENDATIONS CONTAINED THEREIN**

Councillor Kuhnell wished to move the minutes for the Planning Committee and Planning Sub-Committees en-bloc, Councillor Curtis seconded.

Councillor Johnson requested that the order of the minutes be set consecutively for clarity.

**RESOLVED:**

1. That a Planning Sub-committee meeting is to be held on the third Tuesday of the month, subject to there being planning applications that need to be considered prior to the date of the next ordinary meeting of the Planning Committee, to meet the 21 day turn around and that this be for a trial period of 6 months with a review at that time.
2. That the minutes of the Planning Committee's meetings held on 4 October, 1 November and 6 December 2016 and Planning

Sub-Committees held on 20 September, 18 October and 15 November 2016 be received and noted.

3. That the minutes of the ordinary Planning Committee meetings and those of the Planning Sub-Committee meetings be provided in date order in future.

761. **TO RECEIVE AND NOTE THE MINUTES OF THE FAIRTRADE ADVISORY COMMITTEE'S MEETING HELD ON 16 NOVEMBER 2016 AND TO GIVE CONSIDERATION TO RECOMMENDATIONS CONTAINED THEREIN**

The Deputy Town Clerk advised that there were corrections to be made, on three occasions a 'RECOMMENDATION' was made which should have been 'RESOLVED', minute numbers 181, 182 and 183 refer.

**RESOLVED** that the minutes of the Fairtrade Advisory Committee held on 16 November 2016 be received and noted.

762. **TO RECEIVE AND NOTE THE MINUTES OF THE SHOP LOCAL ADVISORY GROUP MEETINGS HELD ON 7 NOVEMBER 2016 AND TO GIVE CONSIDERATION TO RECOMMENDATIONS CONTAINED THEREIN**

There was a brief discussion about a meeting that was held in Park Crescent and it was felt that all members were not made aware of the meeting. Councillor Hamilton wished to address this issue stating that it had not been a formal meeting and it was a meeting with ward members and local residents.

**RESOLVED:** That the minutes of the Shop Local Advisory Group's Meeting held on 7 November 2016 be received and noted.

763. **TO RECEIVE REPORTS FROM REPRESENTATIVE SERVING ON OUTSIDE BODIES**

Members were reminded that copies of agendas and minutes in respect of meetings of Outside Bodies were available for inspection in the lever-arch file kept in the main office.

**RESOLVED:** that reports from representatives serving on Outside Bodies be received and noted.

764. **COMMITTEE MEMBERSHIP**

Members were asked to consider the vacancy on the Halls, Cemeteries and Community Facilities Committee.

Members were made aware that following the resignation of Councillor R Curtis, a bi-election had been held for the ward of Gibbonsdown for which Councillor Julie Aviet was duly elected noting that as she is a Labour Councillor this has not changed the number of seats available to each political group.

**RESOLVED:** that Councillor Julie Aviet will sit on the Halls, Cemeteries and Community Facilities Committee and the necessary amendments will be made to the Committee Membership details.

765.

**LOCAL GOVERNMENT ACT 1972: ATTENDANCE OF MEMBERS AT MEETINGS**

Members were requested to consider granting dispensation to a Councillor in the event that they are unable to meet the requirement of Section 85 of the Local Government Act 1972 concerning attendance at meetings.

Councillor S Hodges stated that this Councillor was a great asset to this Council and will be missed, especially on the Planning Committee. She also felt that if this Councillor would not be returning than another member from the Cadoc Ward should be placed on the committee as she felt that having a ward member from each ward on the committee is invaluable for the knowledge they have. Councillor Pritchard advised that she would consult with the ward members.

**RESOLVED:**

1. That in the event of the Councillor named within the report, due to medical grounds, is unable to attend a meeting of the Town Council within the six month period ending on 4 May 2017, she will remain a Member of the Council.
2. That the Leader consults with Cadoc Ward members regarding the vacancy on the Planning Committee.

766.

**RESHAPING OF SERVICES**

Members were provided with a copy of a Cabinet Report submitted to the Vale of Glamorgan Council Cabinet on 3 October 2016 and a Power Point Presentation given to the Community Liaison Committee in October 2016 as a result of that Cabinet Report.

Members discussed Reshaping of Services at length some expressing their disappointment with the lack of progress being made.

Councillor Hardy suggested that a discussion could take place at the Council's Corporate Plan day scheduled for January.

Discussions continued with the Mayor asking for progress to be made.

**RESOLVED:**

1. That the Cabinet Report be received and noted along with the Power Point Presentation given to the Community Liaison Committee in October 2016 as a result of that Cabinet Report.
2. That a meeting between the Barry Town Council Leader and the Leader of the Vale of Glamorgan Council be arranged to discuss Reshaping of Services.

767.

**BARRY REGENERATION ADVISORY GROUP**

Members were provided with a copy of the Minutes of the Barry Regeneration Advisory Group held on 24 February 2016, a report submitted to the meeting of the Advisory Group meeting held on 11 October 2016 and a report on Sense of Place led Regeneration in Barry submitted to the Vale of Glamorgan Council's Cabinet Meeting held on 26 September 2016.

**RESOLVED** that the above documents, noting the update on the information provided in respect of the Project Pipeline Process, be received and noted.

768.

**SCHEDULE OF PAYMENTS FOR DECEMBER 2016**

Members were provided with a schedule of payments for December 2016.

**RESOLVED:**

1. That the information relating to salary payments for September, October and November 2016 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 2016 comprising of various direct debits and cheques numbered 2057 to 2087 inclusive, in the amount of £10,616.93 be approved, subject to the relevant papers being in order.

769.

**BUDGET MONITORING REPORTS TO 30 NOVEMBER 2016**

Members were informed about the Council's income and expenditure in the 2016/17 financial year as at the end of November 2016.

Councillor Johnson asked for more clarity on project headings with a breakdown on Corporate Advertising in future reports.

## **RESOLVED**

1. that the budget monitoring report for November 2016, indicating actual income and expenditure up to the end of month eight in the 2016/17 financial year, noting the projected overspend of £55,304 for 2016/17, be received and noted.
2. That a breakdown is provided in relation to Corporate Advertising in future reports.

At 9.00 pm Standing Order 3(y) was suspended for half an hour until 9.30 pm. This was moved and seconded by members.

770.

### **SHOP LOCAL BUDGET REQUEST**

Members were provided with a report detailing recommendations that had been made at recent Committees and were requested to consider a budget allocation for Shop Local.

Councillor Egan stated that he was disappointed that the original recommendation was not agreed and said that this Council needs to show commitment to the traders that the scheme will work. He suggested that £50,000 be placed into a 'ring fenced' budget. Councillor S Hodges wished to formally seconded Councillor Egan's proposal but requested more information and clarity if the £50,000 is a one off proposal or annual proposal. She suggested that a 3 year fixed period would be a good idea so that the scheme can be reviewed on its success.

A lengthy discussion continued regarding the budget request following which it was:-

**RESOLVED** that £50,000 be transferred from the general reserve and placed into a 'ring fenced' earmarked reserve for Shop Local with any expenditure from the Shop Local reserve being agreed by either Full Council or the Finance, Policy and General Purposes Committee following a recommendation from the Shop Local Advisory Committee.

771.

### **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.

9.25 pm - The Deputy Town Clerk, Responsible Finance Officer and the Administrator left the room.

772.

**RECOMMENDATION FROM MEETING OF THE PERSONNEL  
COMMITTEE HELD ON 28 NOVEMBER 2016**

It was agreed that there was insufficient time to discuss this item and therefore the meeting was adjourned at 9.29 pm. It was agreed to reconvene the adjourned meeting to complete all remaining business on the agenda in January 2017.

The meeting ended at 9.30 pm.

Signed .....  
(Town Mayor)

Dated .....

**MINUTES OF A RECONVENED MEETING OF COUNCIL HELD ON TUESDAY, 17 JANUARY 2017 AT 7.00 PM (ADJOURNED MEETING HELD ON MONDAY, 19 DECEMBER 2016)**

**PRESENT:** The Mayor (Councillor Williams), together with Councillors Aviet, Brooks, Curtis, Drake, Egan, Evan, Hamilton, N Hodges, S Hodges, Johnson, Kuhnell, Powell, Pritchard, Wiliam and Wilkinson

**ALSO PRESENT:** Emily Forbes - Town Clerk  
Mark Sims - Responsible Finance Officer  
Robyn Walsh - Administrator

773. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Drake, Hardy and Payne.

774. **DECLARATIONS OF INTEREST**

Declarations of interest were received from:-

Councillor Egan	Agenda Item 33 – Minutes of the Memorial Hall & Theatre Working Party	Brother is a Trustee	Advised he would leave the room whilst the item was discussed
Councillor Brooks	Agenda Item – 27 – Cemetery Approach	Cabinet Member at the Vale of Glamorgan Council	Advised she would leave the room whilst the item was discussed
Councillor Williams	Agenda Item – 27 – Cemetery Approach	Development is adjacent to her property	Advised she would leave the room whilst the item was discussed

775. **URGENT ACTIONS UNDERTAKEN SINCE LAST MEETING OF COUNCIL**

Members were advised of Urgent Actions that had been undertaken by the Town Clerk in conjunction with Group Leaders, since the last meeting of Council held on 12 September 2016.

**RESOLVED** that the Urgent Actions undertaken since the last meeting of Council are received and noted.

**VOTES CAST BY BARRY TOWN COUNCIL REPRESENTATIVES  
AT ONE VOICE WALES ANNUAL GENERAL MEETING – 1  
OCTOBER 2016**

Members were provided with feedback on the votes cast by its representatives, Councillors Hardy and Pritchard at the One Voice Wales Annual General Meeting held on 1 October 2016.

Councillor Johnson requested that members are reminded of each of the motions and any details such as amendments made to the motions which would not have originally been available to Council when putting forward Council's mandate.

The Leader advised of the following updates:-

Organisation	Motion	Mandate	Outcome
One Voice Wales	1. That the business and assets of the Association be transferred to Un Llais Cymru – One Voice Wales Limited (the "Company") on the terms and subject to the conditions set out in the transfer agreement to be entered into by the Association and the Company. 2. That, following the transfer of the business and assets as set out in the resolution 1 above, the Association be dissolved pursuant to rule 7 of the constitutional laws of the Association	Support	There were insufficient member councils at the AGM and therefore no vote could be taken
Mold Town Council	One Voice Wales calls upon the UK Government to ensure that sufficient funds are made available at a national level in Wales to replace the EU funds which could eventually be lost as a direct consequence of the Brexit vote in the referendum. This is to	Support	Motion carried

	ensure that Local Authorities, organisations and other groups in Wales will be able to continue to bid for much needed funding for local projects for community and environmental improvements as we have in the past under the EU.		
Solva Community Council	At present “the power to trade” is not exercisable by a Community or Town Council. If buying or selling of goods or services is classed as “trade” then the powers of Community and Town Councils to address the concerns of their community are severely limited. Conference calls upon One Voice Wales to appeal to the Welsh Government to review and amend current legislation to allow Community and Town Councils to have the power to trade in order to enable local councils to respond to local need, support well-being and deliver sustainable local solutions to local problems.	No mandate given	Voted in support – motion carried
Kidwelly Town Council	Conference calls upon One Voice Wales to urge the Welsh Government to impose a levy on fast food outlets to help cover the costs of removing fast food packaging from the highway	Do not support	Further discussion took place with an amendment being proposed, as the representatives had been instructed not to support the original proposal it was

			felt that they had no mandate to vote on the amendment – therefore they abstained – Amendment was carried
Langstone Community Council	One Voice Wales urges to the UK Government to take urgent action to repeal Section 8 (1) (i) of the Local Government Act 1972 which effectively prevents Community and Town Councils from contributing financially towards the maintenance of Church buildings or Property held for an ecclesiastical charity.	Support	Motion carried
One Voice Wales	That membership fees are uplifted by up to 3% for the financial year 2017 – 18.  Amendment by Barry Town Council that One Voice Wales fees should not be raised more than inflation based on the CPI figure (at the time of proposing this motion, 23 <sup>rd</sup> June 2016, this was 0.3%)	In favour of the amendment	The amendment was not accepted by the majority, so therefore voted against the original proposal – original amendment carried.

Councillor Johnson queried the amendment made in relation to the motion put forward from Kidwelly Town Council.

As this information was not to hand, the Town Clerk advised that she would email all members with the amendment following the meeting.

Councillor Johnson queried what the process would be in respect of the first motion due to there being insufficient member councils at the AGM for a vote to take place.

The Leader advised that she would find this out and report back to members.

Councillor Johnson also requested that future update reports regarding the outcome of the One Voice Wales Annual General Meeting should include a summary of the original motion and any amendments that were proposed to enable a better understanding of the events of the meeting.

**RESOLVED:**

1. That the Leader updates all members regarding the process that will take place as there were insufficient member councils at the AGM for a vote to take place in respect of the first motion submitted by One Voice Wales.
2. That the Town Clerk advises all members of the amendment to Kidwelly Town Council's motion following the meeting.
3. That future update reports regarding the outcome of the One Voice Wales Annual General Meeting should include a summary of the original motion and any amendments that were proposed.
4. That the information provided in the report in respect of the votes cast by Barry Town Council Representatives at the One Voice Wales Annual General Meeting held on 1 October 2016 and the outcome of each vote be received and noted.

777.

**DINAS POWYS BY-PASS**

Members were presented with a letter received from Andrew RT Davies AM (Leader of the Welsh Conservatives) in respect of a public meeting that was held regarding a proposed by-pass for Dinas Powys, where over 150 residents attended with the overwhelming majority expressing support for a by-pass. The letter requested that Barry Town Council respond to Andrew Davies with the Council's position on the proposed Dinas Powys by-pass, to enable him to make representations on behalf of the community.

Councillor Johnson stated that the by-pass would be of great importance to the people of Barry with many residents travelling through to Cardiff via Dinas Powys for the purpose of leisure and commuting back and forth to work. Councillor Johnson suggested that Council should put their support in writing to Andrew Davies AM, copying various representatives of Barry (at all levels) and the Vale of Glamorgan Council Cabinet Member into the correspondence.

The Leader responded that before responding to the letter, Council would need to consult with the residents of Barry to collate their views and opinions on the matter.

Councillor S Hodges responded that Councillors are elected to be representatives of the people of Barry.

Councillor Johnson proposed, with Councillor S Hodges seconding that this Council put their support for the Dinas Powys By-pass in writing to Andrew RT Davies AM, copying various representatives of Barry (at all levels) and the Vale of Glamorgan Council Cabinet Member into the correspondence.

Councillor Wilkinson noted that her constituency has more concerns than those being proposed, such as standard of living.

Councillor Egan stated that he opposed the motion and explained that without seeing any plans regarding the by-pass it would be difficult to state how it would benefit the people of Barry. He proposed an amendment to the motion that this Council should submit a general comment regarding the difficulties the people of Barry face when commuting to Cardiff for work and leisure purposes.

Councillor Brooks advised that she agreed with Councillor Egan and as there were no plans to refer to and there was nothing in the Local Development Plan, she could not put forward an opinion.

The debate became heated with the Mayor calling for order.

It was also noted that as Councillor Johnson had submitted a motion he only had the right to reply.

Councillor Hamilton seconded the amendment proposed by Councillor Egan.

The debate became heated with the Mayor calling for order.

Councillor N Hodges stated that with the economy being as poor as it is, everybody was suffering. However, this did not deter from the fact that progress could still be made in other areas of the community and this would be an excellent development to reduce traffic congestion within Barry. He advised that with the growing population of Cardiff and Barry, the situation was only going to get worse and this proposal offered a solution.

The debate became heated with the Mayor calling for order.

Councillor Johnson concluded that although the proposed Dinas Powys by-pass was not included in the Local Development Plan, this does not exclude it from being a possibility. He reiterated that traffic congestion would only get worse and the by-pass would be of benefit to many residents.

A vote was taken on the amendment made by Councillor Egan to the original motion that this Council writes to Andrew RT Davies AM expressing concerns for the people of Barry commuting to and from Cardiff for work and leisure purposes, noting that the Vale has the highest level of commuting than any other Unitary Authority and this Council calls on the Welsh Government to consider a solution to this problem, the result of which was that the amendment was **CARRIED** by way of a majority vote.

For	-	<b>12</b>
Against	-	<b>4</b>
Abstentions	-	<b>0</b>

A vote was taken on the motion proposed by Councillor Johnson that this Council should place their support in respect of a potential Dinas Powys By-pass in writing to Andrew RT Davies AM, copying various representatives of Barry (at all levels) and the Vale of Glamorgan Council Cabinet Member into the correspondence, the result of which was that the motion was **LOST** by way of a majority vote.

For	-	<b>4</b>
Against	-	<b>12</b>
Abstentions	-	<b>0</b>

**RESOLVED** that this Council writes to Andrew RT Davies AM expressing concerns for the people of Barry commuting to and from Cardiff for work and leisure purposes, noting that the Vale has the highest level of commuting than any other Unitary Authority and this Council calls on the Welsh Government to consider a solution to this problem.

6.30 pm – The Mayor and Councillor Brooks left the meeting for the duration of item 27.

The Deputy Mayor chaired the following item in the absence of the Mayor.

778. **CEMETERY APPROACH**

Members were provided with an update on the Cemetery Approach Project.

The Town Clerk advised that as well as the information contained within the report she also had a verbal update she was able to provide to members:-

- A Project Monitoring/Site Visit had taken place on Monday, 16 January 2017.
- Clearance of the road had begun.
- The next stage would be the tarmacking of the road.

- The kerb and trees had been lifted.
- Trees at the Cemetery entrance will be removed Tuesday, 24 January 2017 with the Cemetery closing to burials on this date. Members were advised that the side entrance (health & safety reasons) to the Cemetery would be opened to enable members of the public to visit graves.
- The next site meeting was arranged for Monday, 13 February 2017.
- The first invoice for works would be received at the end of January by the Vale of Glamorgan Council, who would then invoice Council for half this amount.

Councillor S Hodges queried which mechanisms were in place for the reporting of problems/issues.

The Town Clerk responded that any issues would first go through the Project Manager who would then in turn notify John Dent of the Vale of Glamorgan Council, who would then contact the Town Clerk. She also advised that there was a set agenda item on progress and delays on the agenda for the Site Visits.

Councillor Johnson noted that the Vale of Glamorgan Council have reported there will be delays. He queried what the anticipated date of completion was.

The Town Clerk responded that as far as she was aware it was still a 12 week project and phase 1 (landscaping) should be completed by April.

Councillor S Hodges queried if Funeral Directors had been kept informed of the disruptions as it was a major impact on their services.

The Town Clerk advised that the closures and works had been communicated to them and that site workers were also being updated with burial sheets so they are aware when a burial is taking place and can minimise noise.

**RESOLVED** that the Cemetery Approach report be received and noted.

6.40 pm – The Mayor and Councillor Brooks returned to the meeting.

6.40 pm – Councillor Wiliam left the meeting.

779.

### **TOWN CLERKS REPORT**

Members were provided with an update on the Town Clerk's first eleven weeks in post including meetings and training attended and key streams of work currently being progressed.

Councillor S Hodges thanked the Town Clerk for including this update as she found it very useful.

Councillor S Hodges requested clarity regarding the internal meetings between the Town Clerk and Leader of Council and if the letter sent to the Town Council regarding the “possible relocation of the Town Council Offices to the Town Hall” was discussed at any point during the internal meetings listed.

The Town Clerk responded that she could not recall at which meeting a discussion would have taken place.

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

780.

**PROPOSED PHOTOGRAPHIC COMPETITION**

Members were provided with details of a possible photographic competition that Officers feel this Council could establish.

The Leader stated that she felt it was a great idea and proposed (with Councillor Hamilton seconding) that it be deferred to a meeting of the Working Party for further discussion.

Councillor N Hodges requested that the item be discussed rather than deferred to a meeting of Working Party. He explained that he felt the idea although well-presented was not in keeping with the Council’s vision and was not a sustainable long-term project.

Councillor Powell stated that a motion to defer the item to a meeting of the Working Party had been submitted (and seconded), he advised that if Councillor N Hodges did not agree with the motion then he should vote against it. Councillor Powell then raised a point of order that as the motion had been proposed and seconded, Council should move to the vote.

The debate/discussions became heated with the Mayor calling for order a number of times.

The Mayor advised that if behaviour did not improve that she would close the meeting and leave.

The Town Clerk provided members with clarity regarding Standing Orders, informing members of Standing Order 10 (2) for their information.

Councillor Johnson stated that if this continued throughout the whole agenda then there would be no opportunity to debate an item and requested that Council behave democratically.

The Mayor stated that as the motion had been seconded she would move directly to the motion as proposed by Councillor Pritchard.

Councillor N Hodges queried why the item had been placed on an agenda of Full Council if it was not to be debated.

The Town Clerk read Standing Order (1) (o – s) for member's information and clarification.

Throughout this clarification the Town Clerk was interrupted on a number of occasions, thereby stopping and restarting reading of the Standing Orders.

At the end of the Town Clerk's clarification the debate again became extremely heated.

The Mayor called for order. As the Mayor could still not be heard she closed the meeting and left.

The meeting ended at 7.50 pm.

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

**MINUTES OF A MEETING OF COUNCIL HELD ON MONDAY, 6 FEBRUARY 2017**  
**AT 7.00 PM**

**PRESENT:** The Mayor (Councillor Williams), together with Councillors Aviet, Brooks, Curtis, Davey, Drake, Egan, Hamilton, Hardy, N Hodges, S Hodges, Johnson, Kuhnell, Powell, Pritchard, Wiliam (arrived at ) and Wilkinson

**ALSO PRESENT:** Emily Forbes - Town Clerk  
Angie Norman - Deputy Town Clerk  
Mark Sims - Responsible Finance Officer  
Robyn Walsh - Administrator

781. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Cash, Evans, Payne and Sword.

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

782. **DECLARATIONS OF INTEREST**

A declaration of interest was received from Councillor Egan in respect of agenda item 6 (to receive and note the minutes of a meeting of the Memorial Hall & Theatre Working Party held on 29 November 2016) due to his brother being a trustee. He advised he would leave the room whilst the item was being discussed.

\*\*\*

Prior to the continuation of the agenda, the Town Clerk advised members that historically this meeting would have discussed the budget setting only. However, as not all business had been transacted at the last reconvened meeting of Full Council held on Tuesday, 17 January 2017 legally, this must then be transacted at the next meeting, whatever its character.

Councillor S Hodges requested clarity regarding the structure of the meeting, in particular if Council were able to move that part 2 of the meeting be discussed at the end of the meeting in order to ensure that the Budget item is discussed.

The Town Clerk responded that it was her understanding that legally items not transacted at the previous meeting must be put first.

**BUSINESS NOT TRANSACTED AT THE MEETING HELD ON TUESDAY, 17 JANUARY 2017**

783.

**PROPOSED PHOTOGRAPHIC COMPETITION**

Members were provided with details of a possible photographic competition that Officers felt could be established.

The Leader advised members that she would like to engage in a full debate surrounding this proposal and so proposed, with Councillor Brooks seconding that this item be deferred to a meeting of the Working Party for a full and proper debate.

Councillor S Hodges commented that members may wish to consider that it is near the end of a 5 year term and so it may not be appropriate to commit a new administration to the proposed scheme at this time. She noted that the report did not contain any resources information and the proposal could be seen to be competing with other not-for-profit local organisations and so Councillor S Hodges proposed, with Councillor N Hodges seconding that this Council defers this item to a meeting of a Working Party held in the term of the new administration for a full and proper debate before returning to a meeting of Full Council.

The Leader advised that she accepted the amendment to the motion.

A vote was taken on the proposal that this Council defers this item (Photographic Competition) to a meeting of a Working Party held in the term of the new administration for a full and proper debate before returning to a meeting of Full Council. The result of which was unanimously in favour of the motion.

**RESOLVED:-**

1. That the item be deferred to a meeting of the Working Party to Review the Management and Performance of the Town Council's Operations to be held once the new administration is in place following the May elections.
2. That the report be received and noted.

784.

**PROPOSED EVENT TO COMMEMORATE THE END OF WORLD WAR I NOVEMBER 2018**

Members were provided with information on a proposed event to mark the end of the First World War in November 2018.

The Leader proposed that this item be deferred for decision by the new administration.

Councillor N Hodges noted that within the report it was stated that budget provision should be allocated in the 2017/18 and 2018/19

budgets to ensure that any costs are covered. He felt that budget allocation from the 2018/19 budget would be sufficient.

**RESOLVED:-**

1. That the report be amended to include budget allocation for the 2018/19 budget only.
2. That the report be received and noted.
3. That the report be deferred to a meeting held once the new administration is in place.

785.

**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 was advisable in the public interest that the press and public are excluded from the meeting for the consideration of items 6 – 10.

7.10 pm – Councillor Egan and the Press left the room.

786.

**TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE MEMORIAL HALL & THEATRE WORKING PARTY HELD ON 29 NOVEMBER 2016 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Members received the minutes of the meeting of the Memorial Hall & Theatre Working Party held on Tuesday, 29 November 2016.

Councillor Brooks commented that the meeting had been productive and a mutual trust had been built.

Councillor S Hodges agreed with Councillor Brooks' comments. However, she raised concerns that the Memorial Hall Trust may not be fully aware of the Council's intentions not to move to the Town Hall and this should be formally conveyed to them.

Councillor Brooks advised that a meeting was to be arranged in April. However, she would be happy to meet with representatives of the Memorial Hall Trust informally as the Chair of the Working Party to make them aware of the situation and Council's intentions.

**RESOLVED:-**

1. That Councillor Brooks meet with representatives of the Memorial Hall Trust informally as the Chair of the Working Party to make them aware of the situation regarding discussions previously held surrounding the Council's possible move to the Town Hall.

2. That the minutes of the Memorial Hall & Theatre Working Party held on 29 November 2016 be received and noted.

7.15 pm - Councillor Wiliam arrived  
Councillor Egan returned to the meeting.

787.

### **POP-UP/MOBILE LIBRARY**

Members were provided with an update on the Pop-Up/Mobile Library funding following further information requested at the last meeting of Full Council in order to aid decision making.

The Town Clerk advised members that Barry Town Council's Service Level Agreement (SLA) formally ended on 31 May 2016, with a meeting being held with a view to extending the SLA for a year from 1 June 2016 and a £12,000 budget also being agreed in the annual budget for 2016/17. However, as the budget was agreed, but the SLA not updated the report was to clarify this and confirm the SLA.

Councillor Johnson noted that he was aware the Pop-Up Library scheme was a Labour pledge. However, the scheme had not been a success with previous data suggesting that the costs are the equivalent to £10 per book loaned. He advised that the report contained no further information regarding the number of loans and whether these had increased. He suggested that the new administration should consider stopping the scheme at the end of the Service Level Agreement (May 2017) and that with no other suggestions to improve the scheme he could not see a positive way forward for it. He reminded members of an earlier suggestion that Council may wish to consider in the future which was to extend the Books 4 Schools initiative to residential homes to ensure all residents are given a book of their choice as this was, in his opinion, a much better use of public money.

The Leader responded to Councillor Johnson's comments that she would like to see the Pop-Up library become a success. She noted that previous discussions had involved rolling out the scheme to nurseries and playgroups. She noted that within the report, reference was made to increasing the service to 2 days per week and this was not a recommendation she would be happy to support at this time, preferring to continue with the current service level agreement at present. She suggested that to move forward the Town Clerk should arrange to meet with the Chief Librarian.

Councillor Johnson formally proposed, with Councillor S Hodges seconding that the new administration agree the recommendations.

The Town Clerk advised that the recommendation relating to budget was in reference to the 2016/17 financial year.

Councillor Johnson withdrew his proposal.

Councillor Johnson requested that discussions are held post May 31<sup>st</sup> 2017 regarding the future of this scheme.

Councillor S Hodges stated that the scheme required a complete review and it appeared to be that the issue of a voluntary driver seemed to be a consistent issue. She stated that it was evident that an alternative model was required in order to make this scheme a success.

**RESOLVED:-**

1. That the continuation of funding for the Pop-Up/ Mobile Library as per the details contained within the report is agreed.
2. That the Town Clerk meets with the Vale of Glamorgan Principal Librarian and signs an SLA in line with the decision made at point 2 for the financial year 2016/17, and at this meeting discussions are held regarding the present delivery model of this scheme.
3. That the Pop-Up/Mobile Library scheme is fully reviewed by the new administration following the end of the SLA which expires on 31 May 2017.

7.22 pm – The Deputy Town Clerk, Responsible Finance Officer and Administrator left the room.

788.

**RECOMMENDATION FROM MEETING OF THE PERSONNEL COMMITTEE HELD ON 28 NOVEMBER 2016**

Councillor Hardy spoke on the paper prepared with eleven Recommendations from the Personnel Committee.

Attached to the paper were the previous set of Personnel Committee minutes which were acknowledged by all members at the outset of the discussion. The eleven recommendations were then discussed.

**RESOLVED:-**

1. That the following policies be adopted as drafted: Recruitment and Selection, Redundancy, Agile Working, Anti-harassment and Bullying and Lone Working.
2. That training costs of up to £2,500 be agreed to enable Council to fulfil its Health and Safety obligations with an increase to the Training Budget being approved.
3. That the Town Clerk updates the Health and Safety Policy, including headings set out within her report and that she seeks assurance through the Health and Safety Consultant utilised previously at a cost of £187.50, (fees are £375 per day

and suggested half a day's activity), that the policy meets requirements

There was a detailed discussion regarding Recommendations 4,5,6 & 7 pertaining to the proposed post of Community Development Officer.

A motion was put forward that this item be deferred to a meeting of the Personnel Committee on 6 March 2017 for further discussion and then to a following meeting of Full Council, the result of which was that the motion was **CARRIED** by way of a majority vote.

For	-	<b>12</b>
Against	-	<b>4</b>
Abstentions	-	<b>1</b>

**RESOLVED:**

4. That this item be deferred to a meeting of the Personnel Committee on 6 March 2017 for further discussion and then to a following meeting of Full Council.

A discussion then followed regarding Recommendations 8 and 9 and the phased implementation of the Staff Review and timelines. The Council agreed to the phased approach in order to fully implement the outcomes of the Staff Review, with the Town Clerk leading on Phase 2 and the Deputy Town Clerk leading on Phase 3:

**RESOLVED:**

5. That the Council agreed to the phased approach in order to fully implement the outcomes of the Staff Review, with Phase 1 deferred to Personnel Committee on 6 March 2017 and the Town Clerk leading on Phase 2 to be completed by April 2017.
6. That Phase 3 of this review is undertaken by the Deputy Town Clerk by May 2017, who will provide a detailed report including options to a future Personnel Committee meeting

**Phase 2:** Management and Support Team Structure and Staff Consultation (April 2017)

**Phase 3:** External Services (Cemetery and Pioneer Hall) study and review with Staff Consultation (May 2017)

A discussion then took place regarding Recommendation 10 and an amended motion was put forward, that 'On successful completion of the Town Clerk's Probation period that the Council rebrand the Town

Clerk's role as Chief Officer (Town Clerk) and the Deputy Town Clerk as Deputy Chief Officer'

The result of which was that the motion was **CARRIED** by way of a majority vote.

For	-	<b>12</b>
Against	-	<b>4</b>
Abstentions	-	<b>1</b>

The final Recommendation 11 reference salary increments for training completed was amended and it was suggested that this item be deferred and considered as part of Job Evaluations in Phase 2 Review agreed in the previous item.

This was unanimously agreed.

**RESOLVED:**

7. That Recommendation 11 was deferred and considered as part of Job Evaluations in the Phase 2 Review.

In relation to this, Cllr Johnson raised a new recommendation that this Council becomes a Living Wage Employer.

The Town Clerk advised that as per Standing Orders, this would require notice as a new written motion. The Town Clerk read from the Standing Orders Section 10 setting out which motions did not require written notice.

As per Standing order 10 (iv) this was referred to the next meeting of Personnel Committee on 6 March 2017 without further discussion.

**RESOLVED:**

8. That a report regarding this Council becoming a Living Wage Employer is deferred to the next meeting of the Personnel Committee to be held on Monday, 6 March 2017 as per Standing Order 10 (iv)

7.45 pm – The Deputy Town Clerk, Responsible Finance Officer and Administrator returned to the room.

789.

**SCHEME OF DELEGATION**

Members were made aware that the Council had previously adopted a Scheme of Delegation drafted in April 2016 which was incomplete awaiting the appointment of the Town Clerk. This piece of work had now been completed and was presented before Committee for adoption.

**RESOLVED** that this final version of the Scheme of Delegation be approved and adopted.

790.

**ANCHOR MEMORIAL**

Members were provided with background information regarding an Anchor Memorial sited at No. 1 Dock, Barry (in front of Y Rhodfa flats), in order to inform a Full Council decision regarding its future management and maintenance.

The Leader proposed to move all six recommendations.

Councillor S Hodges stated that Council are extremely generous when considering unwanted items. However, she felt that this memorial had not been orphaned and due to the fact that the Vale of Glamorgan Council had contributed financially to the installation of this memorial, this Council should not look to move forward with the proposal without formal written confirmation from the Vale of Glamorgan Council that this is something they would be prepared to consider and their reasoning. She also advised that there would be financial implications to consider should the Council take on this asset, such as insurance and maintenance costs. She also reiterated that Council were considering decisions that should be deferred for the new administration to consider.

Councillor Johnson queried if any discussions regarding this were held between the Town Clerk and Leader of the Vale of Glamorgan Council at their most recent meeting.

The Town Clerk responded that it had been discussed briefly at the end of the meeting, but she had advised VOG representatives that the item was to be discussed at this meeting of Full Council.

Councillor S Hodges reiterated her stance that she would expect to see correspondence from the Vale of Glamorgan Council first stating their position with regard to the memorial.

Councillor Curtis stated that she fully supported the report. However, agreed that there were cost implications that needed to be explored before Council agree on a way forward.

The Leader noted that it was her belief that the maintenance was the responsibility of the Merchant Navy in conjunction with the Scouts and Cadets who would help with the ongoing maintenance of the memorial, and that the only item to consider was the holder of the license which was the centre of the debate.

Councillor S Hodges noted that she was not against the proposal, but there was not enough information regarding cost to consider it any further at this time.

Councillor Egan commented that he was also in support of the proposal and agreed with Councillor Curtis' comments. He explained that the memorial was for the people of Barry and should have originally been installed through the Town Council for that reason.

Councillor Wiliam queried what difference it would make if the Town Council held the license rather than the Vale of Glamorgan Council if it is already being maintained?

Councillor Wilkinson stated that she supported the proposal and proposed with Councillor S Hodges seconding that it be deferred to a meeting of the Finance Committee to gather costings before being submitted to a future meeting of Full Council.

Councillor Egan suggested that rather than using the terminology of the word "offer" contained within recommendation 1, that this be amended to "agree in principle".

Councillor Powell stated that he agreed with the recommendations, noting that recommendation (1) states the Council would be "offering" to take on the license as a memorial for the people of Barry who left home and never returned during both World Wars. He stated that it was within the Town Council's remit to agree a budget reflecting what the Town Council would be prepared to ring fence for the maintenance.

Councillor S Hodges reiterated her support for Councillor Wilkinson's proposal, suggesting alternative wording of "Council is mindful of supporting to take on the current License..." rather than the word "offer".

Councillor Johnson noted that he would support the recommendation in principal, but he would need more assurance as to who will carry out the maintenance and the on-going costs involved.

A vote was taken on the proposal that this Council agrees in principle to take on the Licence, currently held by the Vale of Glamorgan Council, for the maintenance and management of the Anchor Memorial and that further discussions regarding the costing and on-going maintenance are deferred to a meeting of the Finance Committee for a full discussion before being submitted back to a meeting of Full Council.

Councillor S Hodges asked the Town Clerk to clarify if she felt the wording:- "in principle"/"minded to" shared the same meaning.

The Town Clerk responded that she understood that they did.

A vote was taken on the proposal, the result of which was unanimously in favour.

**RESOLVED** that this Council is minded to agree in principle to take on the Licence, currently held by the Vale of Glamorgan Council, for the

maintenance and management of the Anchor Memorial and that further discussions regarding the costing and on-going maintenance are deferred to a meeting of the Finance Committee for a full discussion before being submitted back to a meeting of Full Council.

**BUSINESS NOT TRANSACTED AT THE MEETING HELD ON TUESDAY, 17 JANUARY 2017 - ENDED**

791. **INCLUSION OF THE PRESS AND PUBLIC**

8.15 pm – The Press returned to the room.

792. **TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL'S MEETING HELD ON 19 DECEMBER 2016 AND THE RECONVENED MEETING HELD ON 17 JANUARY 2017**

**Minutes of a meeting of Full Council held on Monday, 19 December 2016**

The following amendments were noted:-

Councillor Evans was recorded incorrectly as Councillor Evan.

Minute No. 750 (747) – Councillor N Hodges was recorded incorrectly as requesting an update regarding the potential relocation of the Council Offices, it had been Councillor Johnson who raised this query.

Minute No. 753 – Councillor Johnson noted that it was not recorded accurately in the minutes, that he was asking the Barry Youth Action members for further information regarding anymore discussions they may have had in respect of the issue of young people fainting at Remembrance Day as this was an issue they had raised with him when he had attended their meeting.

The Deputy Town Clerk advised Councillor Johnson that prior to the Remembrance Day Service, two meetings are held which are attended by the Group Leaders of the various organisations in attendance on Remembrance Day. They are advised at these meetings to inform parents that it is important their child has breakfast prior to the service to reduce the likelihood of fainting.

Councillor Johnson queried whose insurance would cover any injuries resulting from a child fainting?

The Deputy Town Clerk advised it would be the individual's group insurance.

Minute No. 755 – Amendment to:- *"The Responsible Finance Officer responded that the tax base had increased from ~~£19,212 to £19,676~~ 19212 to 19676.."*

Minute No. 770 – Councillor Johnson queried what the timescales were with regard to the £50,000 budget allocation for the purpose of the Shop Local Campaign as it was not recorded within the minutes.

The Town Clerk advised that the budget had been allocated from the current reserve and that there was no specific timeframe for which the budget would need to be used by. She advised that the budget allocation would be reviewed.

Councillor S Hodges requested an update with regard to items contained within the Action Sheet that were not recorded with any updates:-

Minute No. 752 (2) & (3) – The Town Clerk advised that these actions would be undertaken within the next week.

Minute No. 765 (2) – The Leader advised that she would ensure this action is undertaken following the meeting.

**Minutes of a reconvened meeting of Full Council held on Tuesday, 17 January 2017**

The following amendments were noted:-

Councillor Evans was recorded incorrectly as Councillor Evan.

Minute No. 777 – Councillor Johnson noted that his motion was to send a letter to Ken Skates (Cabinet Member for Infrastructure) and not Andrew RT Davies AM as recorded throughout the minutes.

He also noted that the way in which the votes relating to this item had been recorded the wrong way around and this should be amended accordingly.

The times that the Mayor and Councillor Brooks returned to the meeting and Councillor Wiliam arrived at the meeting were recorded incorrectly and should be amended to 7.40 pm.

**RESOLVED** that the minutes of the Council's meeting held on 19 December 2016 and the reconvened meeting held on 17 January 2017 be approved and signed as a correct record, subject to the amendments above.

793.

**DRAFT BUDGET 2017/18**

Members were asked to consider the Town Council's draft budget for 2017/18 and determine the precept to be levied on the Vale of Glamorgan Council.

The Responsible Finance Officer advised members that a previous request from the Halls, Cemeteries and Community Facilities

Committee had been inadvertently omitted from the Finance Budget Meeting and if members were agreeable he would also like to request that members consider the amount of £205 to be included within the budget to enable Council to become a member of the National Association for Memorial Masons (NAMM). He also explained that if Council agree to this inclusion then the figure of £1,883 to be placed in reserves would be amended to £1,678.

Councillor Johnson requested clarity regarding outstanding spends in particular those attached to Special Projects and what actual expenditure is anticipated to be:-

Corporate Advertising  
Corporate Events  
New Initiatives Min No. F96 refers

The Responsible Finance Officer responded that this was unknown at this time and until Council determines otherwise the out-turn figure will remain the same.

Councillor Johnson queried the Plant and Machinery Reserve budget, in particular what it will be used for and if it should be included within the list of reserves.

The Responsible Finance Officer responded that the reserve was created this year with the aim to accrue monies in order to replace machinery as and when required. He also advised that it could be listed within the reserves if Council wish.

Councillor N Hodges queried the following budget headings and their expenditure if they are not fully spent as he anticipated they will not be:-

Water pipe Survey/Invest to Save

*The Responsible Finance Officer advised any unspent money from this budget heading would be transferred to the Cemetery Improvement Fund.*

Fairtrade

*Members were advised that an email had been received detailing the costs of Fairtrade signs which would be attached to welcome signs around Barry. He advised that this amounts to approximately £2,400.*

Barry Youth Action

*Members were advised that Council had not yet been billed for this and so that figure was likely to alter.*

Place Plans

*On-going project.*

Councillor Hardy queried the budget allocation for website costs and stated that informal discussions had been held regarding the quality of the website. She advised that if Council were to consider making improvements to the website then the current budget provision may not allow for this and so could the budget allocation be revisited at a different time depending upon Council's future decisions?

The Responsible Finance Officer responded that as potential website improvements had not been discussed through Committee and therefore no recommendation had been forwarded, the budget only included the cost for website maintenance. However, the figure could be increased should Council deem it necessary.

Councillor Hardy also noted that budget provision for Councillor Training and H&S Fees may also need to be revisited at a later date. The Responsible Finance officer explained that as an increase to this had not been formally agreed it had not been included within the budget. However, this could be included should members wish to do so.

Councillor Johnson noted the standstill precept proposal. He stated that with the increase in housing, Council could still increase revenue without offering a 2p per week per house reduction to the people of Barry. He noted that Council were increasing expenditure and asked if Council would be able to cope with the strains of a standstill budget? And is the budget appropriate to the Council's ambitions, also taking into consideration the potential creation of a Community Development Officer which as yet had not been budgeted for. He stated that in the past it was in his opinion that far too much had been placed into reserves and now Council were in a position where very little was being transferred to reserves which he felt was a good position to be in. He noted that in his opinion it was a political move. However, Council should be sure they are able to financially support the ambitions of the Council. He ended his speech by stating that he was proud to support not increasing the precept and thanked the Responsible Finance Officer for his hard work.

The Leader also thanked the Responsible Finance Officer and proposed with Councillor Brooks seconding that the draft budget, noting that this would require a precept of £985,383 to be levied on the Vale of Glamorgan Council for the 2017/18 year, equating to £50.08 per Band "D" Council Tax Payer, be approved.

The Town Clerk requested confirmation that the budget would include membership to NAMM and increases to the budget headings Councillor Hardy had previously mentioned.

The leader responded that the budget would include the additional £205 to become a member of NAMM. However, the budget headings

raised by Councillor Hardy would be discussed at an alternative meeting and agreed as and when required.

Councillor Kuhnell queried what the protocol was when a Councillor discusses part 2 items under part 1 as it was his belief that a Councillor had broken that protocol.

Councillor N Hodges noted that the information had been discussed previously under Part 1 at a different meeting of Council.

Councillor Powell suggested that the issue of a Councillor breaking confidentiality protocol and the budget recommendations were two separate discussions and to aid progress he suggested that the Town Clerk investigates the protocol issue and Council move to the budget.

8.40 pm – Councillor Aviet left the room.

A vote was taken on the recommendations that the draft budget, noting that this would require a precept of £985,383 to be levied on the Vale of Glamorgan Council for the 2017/18 year, equating to £50.08 per Band “D” Council Tax Payer be approved and the surplus for the year is transferred, currently projected to be £16,753, to the general reserve increasing the reserve to £411,107 at the year end. The result of which was unanimously in favour, noting that one Councillor was not present in the room and so was unable to vote.

**RESOLVED:**

1. That the Town Clerk investigates whether a breach in confidentiality protocol had been made and reports back to Council.
2. That the draft budget, noting that this would require a precept of £985,383 to be levied on the Vale of Glamorgan Council for the 2017/18 year, equating to £50.08 per Band “D” Council Tax Payer be approved.
3. That the surplus for the year is transferred, currently projected to be £16,753, to the general reserve increasing the reserve to £411,107 at the year end.

The meeting ended at 8.45 pm.

Signed .....

Dated .....  
(Town Mayor)

**MINUTES OF A MEETING OF COUNCIL HELD ON MONDAY, 20 FEBRUARY 2017 AT 7.00 PM**

**PRESENT:** The Mayor (Councillor Williams), together with Councillors Aviet, Brooks, Curtis, Davey, Drake, Egan, Evans, Hamilton, N Hodges, S Hodges, Johnson, Powell, Wiliam (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 Wiliam may be late arriving to the meeting.

795. **DECLARATIONS OF INTEREST**

The following declarations were received:-

<b>Councillor</b>	<b>Agenda Item</b>	<b>Reason</b>	<b>Comments</b>
Councillor Aviet	Agenda item 23 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
Councillor Brooks	Agenda Item 22 – Cemetery Approach	Cabinet Member at the Vale of Glamorgan Council	Advised she would leave the room whilst the item was being discussed
	Agenda item 23 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
Councillor C Curtis	Agenda item 23 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.

Councillor Drake	Agenda Item 23 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
Councillor Egan	Agenda Item 23 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
	Agenda Item 25 – One Voice Wales	Brother is an employee of One Voice Wales	Advised he would leave the room whilst the item was being discussed.
Councillor Hamilton	Agenda Item 23 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
Councillor N Hodges	Agenda Item 23 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
Councillor Johnson	Agenda Item 23 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
Councillor Powell	Agenda Item 23 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
Councillor Wilkinson	Agenda Item 23 – Reshaping of Services	Vale of Glamorgan Councillor	Received dispensation to speak & vote on this item.
Councillor Williams	Agenda item 22 – Cemetery Approach	Owens a property adjacent to the development	Advised she would leave the room whilst the item was being discussed.

796.

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

The following amendments were noted:-

Councillor Wiliam's arrival time to the meeting was left blank and should be recorded as "7.15 pm".

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.

797.

### **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 15<sup>th</sup> 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.

798.

**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.

799.

**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

800.

**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.

805. **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.

806. **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 Hodges 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.

815.

**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 15<sup>th</sup> will be the Mayor Making Ceremony only and the meeting on 16<sup>th</sup>

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 15<sup>th</sup> and 16<sup>th</sup> 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.

823.

### **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.

824.

### **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.

825.

### **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.

826.

**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)

**MINUTES OF AN EXTRAORDINARY MEETING OF COUNCIL HELD ON THURSDAY, 23 MARCH 2017 AT 7.00 PM**

**PRESENT:** The Mayor (Councillor Williams), together with Councillors Aviet, Davey, Drake, Egan, Hamilton, Hardy, N Hodges, S Hodges, Powell, Pritchard, Wiliam and Wilkinson

**ALSO PRESENT:** Emily Forbes - Town Clerk  
Clive Farrant - Planning Officer  
Robyn Walsh - Administrator

The Mayor requested that a minute silence be observed as a mark of respect to those who had died, been injured or affected by the attacks in Westminster.

830. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Brooks, Curtis, Evans, Johnson, Kuhnell and Payne.

831. **DECLARATIONS OF INTEREST**

None were received.

832. **RECOMMENDATION FROM THE PLANNING COMMITTEE HELD ON 7 MARCH 2017**

The Mayor opened the meeting by explaining to those present that the single item to be discussed was a recommendation from Barry Town Council's Planning Committee held on Tuesday, 7 March 2017.

She explained that this recommendation related to an Environmental Permit Application that Biomass UK No. 2 Ltd had made to Natural Resources Wales in order to obtain a licence to operate a gasification facility at Woodham Road, Barry.

The Mayor made members and the public aware that the business to be transacted was a decision as to whether Barry Town Council wished to set a budget to seek objective and unbiased professional advice on whether the Environmental Permit Application met the required regulations. She added that Natural Resources Wales would make their decision whether to grant the licence by Monday, 8 May 2017. It was also noted that Officers had recommended that this professional advice would enable Barry Town Council to make an informed response to the Natural Resources Wales Consultation which had been received. Members noted that the Planning Committee had agreed with the recommendations which were now before Full Council for decision.

The Mayor noted that members of the public may not be familiar with the structure of a Council meeting and so explained that Barry Town Council has a set of Standing Orders which are the Council's written rules, referring to Standing Order 3(f) she advised that "members of the public may make representations in respect of business on the agenda and the period of time designated for public participation at a Council meeting is no more than 15 minutes."

With the above in mind, the Mayor advised that in respect of the agenda, she would first ask Councillors for their input and would then open the public participation session for a maximum of 15 minutes. Upon conclusion of the public participation session, she would then request that Councillors vote on the recommendations.

The recommendations were as follows:-

1. That a budget is set aside to seek professional advice (via consultancy) in order to make informed representations regarding the Biomass UK No. 2 Ltd Environmental Permit Application;
2. That a limit for that budget of £5,000 is agreed;
3. That if the above is agreed, the Town Clerk be empowered to secure consultancy services as soon as possible, given timelines.

The Leader began discussions by thanking the public for their attendance and noted that members of the Planning Committee had strongly objected twice to the construction of the incinerator and that view had not changed. She explained that Barry Town Council did not have the expertise to put forward informed representations in order to represent the people of Barry fully.

Councillor Pritchard proposed, with Councillor Wilkinson seconding an amendment to the recommendation that rather than a budget of £5,000, Council agree a budget of £7,000. She explained the reasons for proposing an increase to the budget were that she was mindful of time restraints and that it would be difficult to schedule other meetings to increase a budget and was concerned that the recommended budget of £5,000 may not be enough.

Councillor S Hodges noted that she would also propose an amendment to the recommendation. She advised that the Town Council is a statutory consultee, with the Vale of Glamorgan Council having a legal obligation to consult with the Town Council on planning matters. However, the Town Council does not have a legal obligation to comment on environmental licences and therefore, Council must firstly resolve if they wish to make representations or not.

She advised that she had spoken with the Town Clerk and understood the way in which the recommendation of £5,000 had been calculated. However, she noted that she was also mindful of time restraints with meeting scheduling for decisions and proposed that Council resolve to agree a new budget heading of £10,000 which can be utilised by the Town Clerk in order to obtain expert advice not only in this instance, but for use in the future when the need may arise again for Council to seek expert advice.

Councillor S Hodges asked the Town Clerk to confirm the amount held in unallocated reserves.

The Town Clerk responded that the amount held in unallocated reserves was £484,000.

Councillor S Hodges stated that with the above information, she was confident Council could afford the proposed budget and was grateful for the public's support to spend public money in this way.

Councillor N Hodges seconded the amendment proposed by Councillor S Hodges.

Councillor N Hodges commented that the incinerator was a "monstrosity" and the potential for its development had been a constant possibility for over 12 years. He noted that he had always voted against its construction and was proud that the Town Council had always strongly objected against it. He concluded that the development was in an inappropriate place and was a danger to the economic health of Barry, as well as the public's.

Councillor Wiliam stated this was the last chance Council may have to stop the incinerator and was supportive of Councillor S Hodges' motion.

Councillor Wilkinson asked Councillor S Hodges to clarify her amendment to the proposal.

Councillor S Hodges clarified that her proposal was to create a specific budget heading of £10,000 of which the Town Clerk can utilise to source expert advice as and when it is required.

Councillor Hamilton noted that with the elections approaching some Councillors were being politically motivated. He advised that the reserves were earmarked for future projects to which some members disagreed and argued that they were "unallocated" funds. He explained that the first application to construct the incinerator was rejected by the Vale of Glamorgan Council Planning Committee. However, it was then appealed and Biomass UK Ltd won their appeal. He explained that the application was then considered again by the Vale Planning Committee and had they refused it a second time, it was his opinion that the

application would have been appealed and won again, thus incurring huge charges.

Councillor Egan noted that he was not standing in the forthcoming elections and stated that as a Barry resident, he is deeply concerned about Barry and its future. He noted that it was a very important matter, and reminded members that it was only the environmental permit that they could influence now. He proposed a further amendment to the original recommendation and Councillor S Hodges' amendment which was that this Council agrees a budget heading of £10,000 which the Town Clerk can utilise to source expert advice as and when required, and the Leaders of both oppositions are given delegated powers to increase this budget should the need be required.

Councillor Pritchard seconded Councillor Egan's amendment.

Councillor Drake noted that she had also voted against the application and agreed that Council need to obtain the best advice possible.

Councillor S Hodges advised that she had proposed the budget of £10,000 due to Council's Financial Regulations stating that any services above this amount would require further processes which would further delay the process. She stated that she supported Councillor Egan's amendment.

Councillor Pritchard concluded that it was apparent that all members supported the amendment put forward by Councillor Egan.

Councillor S Hodges clarified her first proposal to empower the Council to make a response by ensuring that it is resolved as Council's intention to make representations to National Resources Wales.

It was also confirmed that the advice received should be brought before a further meeting of Full Council.

The Mayor opened the public participation session, of which the following were the main concerns:-

- 200 tonnes of chip wood waste, MDF and chemically treated wood.
- Pollution to include Nano particles and nitrogen oxide.
- A health assessment to the risks to the public has not been completed.
- Construction has begun without an environmental licence.
- Aviva Investments are behind Biomass UK No.2 Ltd

- Urban location – too close to people
- Need expert advice to ensure the most vulnerable people are protected.
- Atmospheric pollution
- Cardiff Airport's weather gauge has been utilised for some data which is not a true representation of the wind conditions in Barry.
- Local data on the wind direction in Barry must be collected.
- Fire risk circle – within the specific 1km radius schools, the town centre, homes, library, a supermarket have all been identified as being at risk should a fire occur.
- Concerns regarding the £10,000 budget and urged Council to approach companies with caution that may have a connection to Biomass UK No.2 Ltd or its partners.
- Short term investment for a long term goal.
- High concerns regarding the long term impact the incinerator may have.
- Inappropriate road infrastructure in case of an emergency.
- It was urged that members of the public should take more notice of what is going on around them to avoid a similar situation reoccurring in the future.

The Mayor thanked the public for their comments and read Standing Order 3(m) regarding the prohibited use of cameras and recording devices.

The Mayor then moved to a vote:-

1. That this Council wishes to make representations to Natural Resources Wales in relation to the Environmental Permit Application received from Biomass UK No.2 Ltd.
2. That a budget heading is created for the Town Clerk to engage expert advice as and when required to an initial limit of £10,000.
3. That should the Town Clerk require additional finances in respect of engaging an expert in order for the Council to make representations to Natural Resources Wales within the stated time limitations, that the two Group Leaders are granted

delegated powers to authorise additional funds on behalf of the Town Council.

4. That the Town Clerk is authorised to secure consultancy services as soon as possible, given the timelines.

A vote was taken of which the result was unanimously in favour of the recommendations, which were carried.

**RESOLVED:-**

1. That this Council makes representations to Natural Resources Wales in relation to the Environmental Permit Application received from Biomass UK No.2 Ltd.
2. That a budget heading is created for the Town Clerk to obtain expert advice as and when required to an initial limit of £10,000.
3. That should the Town this an expert in order for the Council to make representations to Natural Resources Wales within the stated time limitations, the two Group Leaders are granted delegated powers to authorise additional funds on behalf of the Town Council.
4. That the Town Clerk is authorised to secure consultancy services as soon as possible, given the timelines.

The Mayor thanked members of the public for their attendance.

The meeting ended at 7.50 pm.

Signed .....

Dated .....  
(Town Mayor)

**MINUTES OF AN EXTRAORDINARY MEETING OF COUNCIL HELD ON TUESDAY, 25 APRIL 2017 AT 7.00 PM**

**PRESENT:** The Mayor (Councillor Williams), together with Councillors Aviet, Bertin, Brooks, Curtis, Davey, Drake, Egan, Evans, Hamilton, N Hodges, S Hodges, Johnson, Kuhnell, Powell, Wiliam and Wilkinson

**ALSO PRESENT:** Emily Forbes - Chief Officer (Town Clerk)  
Robyn Walsh - Administrator

The Mayor welcomed all those present to the meeting and explained that Council meetings are usually held in the Council Chamber. However, the venue had been moved to Barry Memorial Hall to accommodate the level of public interest, given the Town Council's health and safety responsibilities.

The Mayor began by explaining that Natural Resources Wales were currently in the process of determining whether they will grant a licence to Biomass UK to operate the Gasification facility at Woodham Road and have consulted with a number of bodies as part of their decision making process.

Members of the public were reminded that at the last Extraordinary meeting of Barry Town Council held on 23 March 2017, it was resolved that:-

1. This Council makes representations to Natural Resources Wales in relation to the Environmental Permit Application received from Biomass UK No.2 Ltd.
2. That a budget heading is created for the Town Clerk to obtain expert advice as and when required to an initial limit of £10,000.
3. That should the Town Clerk require additional finances in respect of engaging an expert in order for the Council to make representations to Natural Resources Wales within the stated time limitations, t the two Group Leaders are granted delegated powers to authorise additional funds on behalf of the Town Council.
4. That the Town Clerk is authorised to secure consultancy services as soon as possible, given the timelines.

Therefore, she stated that the business to be transacted at the meeting would be:-

1. To review the report that this Council has received on whether the Environmental Permit Application submitted by Biomass UK No.2 meets required regulations.

2. To formulate and agree on this Council's response to the Natural Resources Wales Consultation.

The Mayor then advised members of the public of the Council's Standing Orders which are the written rules of Council:-

Standing Order 3(m) – Forbids the use of cameras, camcorders and other recording devices in all Council, Committee and Sub-Committee meetings.

Standing Order 3(f) – members of the public may make representations in respect of business on the agenda.

The Mayor advised that the period of time designated for public participation at a Council meeting is not more than 15 minutes and a person who speaks at any meeting should direct their comments towards the Mayor. She advised that only one person is permitted to speak at a time and she would direct the order of speaking.

Therefore, in respect of agenda item 3 the order of speaking was confirmed as Councillors would be asked for their input first, followed by a public participation session for a maximum of 15 minutes after which time the opportunity would be given to Councillors for any other comments before moving to agenda item 4 which was to formulate and agree the Council's response to the consultation.

833. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Hardy and Pritchard.

834. **DECLARATIONS OF INTEREST**

None were received.

835. **TO REVIEW THE REPORT COMMISSIONED IN RELATION TO THE BIOMASS UK NO.2 ENVIRONMENTAL PERMIT APPLICATION**

The Chief Officer advised that the Executive Summary which had been distributed to members of the public before the meeting stated that Capita had been instructed to review documents submitted to Natural Resources Wales in support of the Environmental Permit application for the proposed wood gasification facility at Woodham Road, Barry and that the report sought to address whether the application documents were of a suitable standard to allow the Environmental Permit application to be determined. It also sought to identify any additional information required, either by way of simple clarification, or 'further information' to supplement what had been provided.

The Chief Officer stated that the report was very detailed and had raised a number of issues that needed clarifying, in particular:-

1. Air Quality data
2. Noise Assessment

Councillor Brooks added that the report was extremely detailed and she was pleased it had noted two very important areas for concern. She advised that the report had studied what the Council could object to and noted on page 18 of the report that Capital had raised a number of issues and comments during the review process and that the key area of concern was the discrepancy between the database files containing process data, and the process data provided in the air quality assessment. The report advised that these files, alongside the model input files, should be reviewed for their accuracy. The report also noted that in terms of Noise Assessment, Capita did not consider that the Entran Noise Assessment report provided confidence that the proposals sufficiently control noise emissions from the proposed development and that there are a number of inconsistencies in the report and the methodology applied for the BS 4142 assessment, unrealistic assumptions and uncertainties in the reference noise measurements and calculation method.

Councillor Brooks noted that the report contained a number of discrepancies and provided sound reasons on which to base an objection to the permit application.

Councillor Drake advised that the report contained a number of issues and referred to the Stack Height Assessment (SHA) contained within the report which noted that a SHA had been conducted in the Air Quality Assurance process and had been undertaken by Stopford Energy and Environment in 2014 using a benchmark stack height of 43 m. She noted that the proposed gasification unit's stack height was 44 m and although not a huge difference, it was still a discrepancy. She noted that there were discrepancies in the emissions rates and these need to be addressed by the applicant. She commented that the report was the basis to put forward a very good case to Natural Resources Wales. She also noted that Jane Hutt AM had arranged a meeting with Natural Resources Wales and other party Leaders to relay these concerns.

Councillor S Hodges began by explaining that the Town Council are statutory consultees and cannot make decisions. She advised that the Town Council had always maintained a strong objection to the gasification unit. She also advised that the Town Council were not statutory consultees for Natural Resources Wales and that she and Councillor Drake had requested that the Planning Committee submit a comment in respect of the environmental permit request from Biomass UK to Natural Resources Wales as they considered it to be a very important issue. From this an extraordinary meeting of Council was called and it was resolved that expert advice be sought in the form of a report which had now been received from Capita.

Councillor S Hodges noted that she had emailed the Chief Officer on Wednesday, 5 April 2017 to query if the deadline for comments to Natural Resources Wales had been extended and as far as she was aware the deadline had not been extended. She requested that the Chief Officer provide clarity regarding this later on in the meeting. She noted that it was very important that a way forward was reached at the meeting.

Councillor S Hodges advised that she and Councillor Drake met with representatives of Biomass UK and noted their confidence that their application would pass with no issues raised. She advised that since receiving the report from Capita she was shocked at how careless the application was.

Councillor S Hodges stated that Biomass UK would have the opportunity to address the issues raised which she believed they would and that once they had Council should agree tonight that their revised application should be forwarded to Capita once again for them to review and make comment.

She advised that she had made a submission to the Vale of Glamorgan Council under the Freedom of Information Act and was extremely concerned regarding their response to question 5(a) under the consultation regarding the level of residential units surrounding the development. She advised that the Vale of Glamorgan Council had advised that the nearest residential properties to the development were located at Dock View Road. She advised that she was alarmed that the Vale of Glamorgan Council had not mentioned "The Quays" development, which although not built yet would be located 200 – 300 m away from the development. She proposed that with this in mind, the report should also be forwarded to the Vale of Glamorgan Planning Department.

Councillor Johnson stated that there had been lots of comments and debate regarding the terminology of the structure and whether it should be referred to as an incinerator or gasification unit. He advised it was both. He also noted the confusion regarding responsibility for planning permission advising that the Planning Inspectorate had passed the application after it had been refused by the Vale of Glamorgan Planning Committee. However, it was then passed by the Vale of Glamorgan Planning Committee on 30 July 2015 after being re-submitted with adjustments.

Councillor Johnson noted that the main concern within the report was noise. However, a number of inconsistencies had been identified which was the benefit of an independent report. He stated that he did not agree with the report stating that "no harm" had been identified following the Air Quality Assurance and that it was documented that Barry is one of the worst places for Air Quality. Nor did he agree with Capita's conclusion that the efficient use of raw materials was

acceptable. He also highlighted concerns regarding the Fire Prevention Plan which was detailed regarding the procedures should a fire take place within the plan, but there were no assurances should something go seriously wrong and the plan for residents of Barry's safety which concerned him greatly. He noted that although the report may conclude that some areas are acceptable, as a Council these conclusions do not need to be accepted and concerns can still be raised regarding them.

The Mayor opened the discussion to members of the public reminding them that public participation was to be kept to a maximum of 15 minutes.

Councillor S Hodges raised a point of order and queried which standing order the Mayor referred to for public participation.

The Chief Officer stated that it was Standing Order 3(g).

Councillor S Hodges confirmed that the Standing Order read:-

"The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed fifteen minutes unless directed by the Town Mayor of the meeting."

She advised that the standing order in its entirety allowed for manoeuvre.

The Mayor added that standing order 3(h) stated that "a member of the public shall not speak for more than ten minutes." However, to allow for more members of the public to be given the opportunity to speak she would allow extra speaking time with no individual speaking for longer than ten minutes.

Alexis of the Docks Incinerator Action Group (DIAG) said that they were grateful to the Council for commissioning the report and welcomed the main findings which had found discrepancies in Biomass's air quality and noise assessments. However, he noted that there were still several areas of Biomass's plans that needed to be reviewed. He requested that the Council commissions further independent research into the fire risks, and also the potential impact of the incinerator on the health of the most vulnerable people such as children, asthmatics and COPD sufferers. They also advised that they would like Council to commission site-specific wind data in order to challenge Biomass's reliance on wind data from Cardiff Airport.

The Mayor reminded members of the public of standing order 3(m) which forbids the use of cameras and video recording devices in Council meetings.

Max Wallace of Friends of the Earth stated that the report was damning in his opinion in two respects which were that the report made no

assessment of the Fire Service Report and wind data had not been looked at even though this was requested of them in the brief provided to them by Barry Town Council. He advised that wind data needed to be collected locally and it was important to understand the pollution plume. He said it was not sufficient to rely on amateur wind data and a professional wind station should be used. He also noted that no assessment of the effect on public health had been included and he had discussed this with the Public Health Board for Wales and queried why they had not mentioned any risks to health in their report even though they had accepted that people's health would be at risk.

Richard Bertin (Independent Councillor for Court ward) stated that he was very passionate about this issue and was pleased to see the report had been completed and it was his hope that the licence would be refused due to the discrepancies found which could not be ignored.

An individual spoke to also make members aware of the dangers of Chromium VI which he described as being "quite lethal and a toxic metal," he added that this was mentioned within the report. However, he felt that due to the dangers of this component he felt they weren't addressed sufficiently enough.

Councillor William noted that Chromium VI was responsible for skin cancers.

An individual also spoke to state that she felt the report was an excellent starting point and that Biomass need to be made aware that they will be constantly scrutinised. She felt that there were things elected members could do to prevent this situation occurring again and urged them to "not let it happen again."

Matthew Jones stated that as a group they needed to guarantee that Natural Resources Wales (NRW) are the ultimate authority and should they be successful in their fight to stop the licence being granted that a higher power does not undermine this decision by NRW.

An individual spoke to explain he had attended a recent meeting with Carwyn Jones and questions had been raised regarding the suitability of the site in question which Mr Jones had refused to answer. He also raised concerns regarding a potential conflict of interest between Biomass UK and Natural Resources Wales.

An expectant mother explained that it was a very upsetting issue for her and that she was shocked that it had been constructed so close to Dow Corning. She expressed huge fears regarding the safety of both sites and the safety of her family living so close to the development. She stated that she was extremely worried and wants more data/research collected.

An individual stated that the proposed incinerator was the only one in Wales that has not had to complete an “Environmental Impact Assessment”.

Another individual spoke to state that if Natural Resources Wales grant the licence then it would be easier for Biomass UK to change the clauses of the licence and begin burning house hold waste.

Another individual spoke to state that it was of great importance to ensure the message is directed to Central Government.

836.

**TO FORMULATE AND AGREE A RESPONSE TO THE NATURAL RESOURCES WALES CONSULTATION ON THE SAID ENVIRONMENTAL PERMIT APPLICATION**

Councillor S Hodges referred to an earlier question regarding Biomass being able to change the clauses of the permit should Natural Resources Wales grant the licence. She explained that the current set-up at the plant would not allow for house hold rubbish to be burnt at the front, but this could be accommodated to the rear of the site which could be modified to accommodate it.

Councillor Powell stated that he felt the publics comments should go forward with the report within the introduction that would be sent to Natural Resources Wales.

Councillor Brooks emphasised the importance of businesses and members of the public writing letters of representation to Natural Resources Wales and recommended that anyone wishing to write a letter but had not done so before, visit [www.beautifulbarry.co.uk](http://www.beautifulbarry.co.uk) where there are a number of templates that people could use.

Councillor Egan stated that the meeting had been successful and it was very important that Council respond to Natural Resources Wales within the current deadline of Monday, 8 May 2017.

Councillor Egan proposed with Councillor Hamilton seconding that the report compiled by Capita and commissioned by Barry Town Council be sent to Natural Resources Wales and it is made clear within the Executive Summary and conclusions what is wrong with the application and that as a Council, “we expect Natural Resources Wales to reject the permit application”. He also proposed that clarification is sought from Natural Resources Wales regarding the deadline, noting that if the deadline has been extended it gives Council more time to look at the concerns raised by residents in more detail.

Councillor S Hodges noted that she agreed with Councillor Egan’s proposal. However, proposed that the wording be amended to state “based on our independent report the Environmental Permit cannot be determined”.

Councillor Egan stated that he would be happy with any proposals that stop the permit from being granted. He noted that he chose the wording within his proposal due to the application being flawed and as such the licence should not be granted. He advised that the application may be re-written by Biomass UK to address the concerns set out within the report produced by Capita and this would give Council another opportunity to further scrutinise the application once again and that commitment to the people of Barry should also be agreed.

Councillor S Hodges agreed with the wording proposed by Councillor Egan. She also noted that the report needed to be sent to all MP's, AM's, Public Health Wales, South Wales Fire & Rescue for their comments too. She stated that the report should be returned to Capita with a request that they review the Fire Risk Assessment noting that procedures are not in place for the wider community and the developments neighbours should a catastrophic emergency take place. She also stated that should a revised application be received from Biomass UK that it should be agreed that this report is also forwarded to Capita so they can conduct a further review. Councillor S Hodges also stated that as well as the above, the report should also be sent to the Vale of Glamorgan Planning Department so they can consider their response to the consultation based on the report.

Councillor Curtis noted that when the report is sent to the Vale of Glamorgan Planning Department it should be noted that their response to the consultation did not take into consideration noise pollution and proposed developments surrounding the site that had not been built yet.

The Chief Officer clarified the motions as follows:-

1. That this Council submits representations to Natural Resources Wales making it clear what is wrong with the application and that this Council expects Natural Resources Wales to reject the licence application.
2. That expert opinion is sought from Capita in respect of the Fire Risk Assessments.
3. That if a further application/response is received from Biomass UK to address the issues outlined within the report that Capital are instructed to review the application again to determine if the issues have been adequately addressed.
4. That the report is forwarded to the Vale of Glamorgan Planning Department advising them that their response to the consultation did not take into consideration noise pollution and proposed developments surrounding the site that had not been built yet.

5. That the report produced by Capita and commissioned by Barry Town Council is sent to Public Health Wales, all AM's and MPS, Cardiff & Vale University Health Board and South Wales Fire & Rescue for their comments.
6. That the report is made available for public inspection on the Town Council's website ([www.barrytowncouncil.gov.uk](http://www.barrytowncouncil.gov.uk))
7. That the Chief Officer contacts Natural Resources Wales to enquire if the deadline for comments has been extended.
8. That if the deadline for comments has not been extended that the Council's comments/report are submitted to Natural Resources Wales no later than Monday, 8 May 2017.

The Mayor requested a vote on the motions as above. The result of which was unanimously in favour and so it was:-

**RESOLVED:-**

1. That this Council submits representations to Natural Resources Wales making it clear what is wrong with the application and that this Council expects Natural Resources Wales to reject the licence application.
2. That expert opinion is sought from Capita in respect of the Fire Risk Assessments.
3. That should a further application/response be received from Biomass UK to address the issues outlined within the report provided by Capital and that Capita be instructed to review the amended application to determine whether the issues have been adequately addressed.
4. That the report is forwarded to the Vale of Glamorgan Planning Department advising them that their response to the consultation did not take into consideration noise pollution and proposed developments surrounding the site that had not been built yet.
5. That the report produced by Capital at the request of Barry Town Council is sent to Public Health Wales, all AM's and MPS, Cardiff & Vale University Health Board and South Wales Fire & Rescue for their comments.
6. That the report is made available for public inspection on the Town Council's website ([www.barrytowncouncil.gov.uk](http://www.barrytowncouncil.gov.uk))

7. That the Chief Officer contacts Natural Resources Wales to enquire whether the deadline for comments has been extended.
8. That if the deadline for comments is not extended t the Council's comments/report are submitted to Natural Resources Wales no later than Monday, 8 May 2017.

The Mayor thanked members of the public for their attendance.

The meeting ended at 8.15 pm.

Signed .....

Dated .....

(Town Mayor)

**MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD ON MONDAY,  
15 MAY 2017 AT 7 PM**

**PRESENT:** The Retiring Mayor (Charlotte Williams), together with Councillors Andrews, Aviet, Bailey, Bertin, Brooks, Charles, Collins, Drake, Hampton, Hawkins, N Hodges, S Hodges, Hooper, Johnson, Lloyd-Selby, Payne, Perkes, Richardson, Rowlands, Wiliam, Wilkinson and Wright.

**ALSO PRESENT:**

Emily Forbes	-	Chief Officer
Angie Norman	-	Deputy Chief Officer
Mark Sims	-	Responsible Finance Officer
Robyn Walsh	-	Administrator
Becky Blackwell	-	Administrator
Rhian Burns	-	Temporary Administrator

1. **PRAYER BY OUTGOING MAYOR'S CHAPLAIN**

Prayers were taken by Father Ben Andrews.

2. **ROLL CALL**

The Chief Officer took a roll call of all those present.

3. **TO ELECT A TOWN MAYOR FOR THE 2017/18 MUNICIPAL YEAR**

Nominations were received for the position of Mayor of Barry Town Council for the municipal year 2017/18 as follows:

Councillor N Hodges – nominated by Councillor Johnson and seconded by Councillor Wiliam.

A vote was taken, the result of which was that Councillor N Hodges be elected as Town Mayor for the 2017/18 municipal year by a majority vote of 15 members in favour of Councillor N Hodges.

4. **TO RECEIVE THE NEWLY ELECTED TOWN MAYOR'S DECLARATION OF ACCEPTANCE OF OFFICE**

The newly elected Town Mayor made his Declaration of Acceptance of the Office of Mayor, in the presence of the Chief Officer.

5. **TO FILL ANY VACANCIES LEFT UNFILLED AT THE ELECTION BY REASON OF INSUFFICIENT NOMINATIONS**

No vacancies to note.

6. **TO DECIDE WHEN ANY DECLARATIONS OF ACCEPTANCE OF OFFICE WHICH HAVE NOT BEEN RECEIVED AS PROVIDED BY LAW SHALL BE RECEIVED**

Members were made aware that all Councillors had attended the Office prior to the meeting to sign the Declaration of Acceptance of Office.

7. **APOLOGIES FOR ABSENCE**

None were received.

8. **DECLARATIONS OF INTEREST**

None were received.

9. **TO ELECT A DEPUTY TOWN MAYOR FOR THE 2017/18 MUNICIPAL YEAR**

Nominations were received for the position of Deputy Town Mayor of Barry Town Council for the municipal year 2017/18 as follows:

Councillor A Hampton – nominated by Councillor Charles and seconded by Councillor Wright.

A vote was taken, the result of which was that Councillor A Hampton be elected as Deputy Town Mayor for the 2017/18 municipal year by a majority vote of 15 members in favour of Councillor A Hampton.

10. **TO RECEIVE THE DEPUTY TOWN MAYOR'S DECLARATION OF ACCEPTANCE OF OFFICE**

The newly elected Deputy Town Mayor made his Declaration of Acceptance of the Office of Mayor, in the presence of the Chief Officer.

11. **TO RECEIVE THE RETIRING MAYOR'S SPEECH**

The retiring Mayor, Charlotte Williams began her speech by expressing her honour to have been given the opportunity of Mayor by her colleagues and had spent some time reflecting over the past year.

She thanked her Deputy, Karl Kuhnell who was not present for all his support during her term and noted that it has been a busy and rewarding year of which she had attended 89 public engagements and held 17 personal charity events.

Charlotte added that in addition to these events she had also had the great honour of hosting an evening to award Freedom of the Town to Teresa Goodwin (IFFA World Field Archery Champion) in recognition of her achievements.

### **Barry Town Mayor's Award**

The retiring Mayor explained to those present that last year had been the first year that the Barry Town Mayor's Awards had been introduced, an award presented to an individual nominated by their peers for demonstrating true community spirit.

### **Barry Town Mayor's Award (Adult Winner)**

Winner - Mrs Mary Thomas  
Nominator - Miss Jackie Memory

Mrs Thomas was nominated for giving her time to various local activities throughout her life, a founder member of Barry Branch Tenovus which was established 50 years ago. She is also an active member and is the most senior member of Barry Soroptimist International (Barry and District). Charlotte explained that despite being employed, Mary had always found time to undertake voluntary work and following her retirement she had continued to show a commitment to communities of Barry. As far back as 1939 Mary was volunteering as a member of Barry Amateur Swimming Club where she helped to teach swimming to young people. Her commitment has continued over many years in a variety of settings which include areas such as health, sport and education.

Mrs Thomas collected her award from the Town Mayor.

### **Barry Town Mayor's Award (Youth Winner)**

Winner - Master Bailey Sloan  
Nominator - Mr Paul Halstead

Charlotte explained that there were many examples of Bailey's kindness towards others within the application, but noted that he loves to raise money for others and is keen to collect shoe boxes filled with gifts for his Christmas Gift Appeal again this year, he has undertaken 100 acts of kindness and subsequently undertook a further 200 acts of kindness and this has now become a way of life for him. Charlotte explained that life can be extremely challenging for Bailey because of the disorders that he has been diagnosed with which is why the award is very special and well deserved.

Master Sloan collected his award from the Town Mayor.

\*\*\*\*

Charlotte concluded her speech by recognising her three chosen charities; Stroke Association, Breast Cancer Now and the Down's Syndrome Association. She advised that she was pleased to announce that her current total raised for the three charities was in excess of £6,000.

She thanked all the organisations and individuals who had supported her events and the staff at Barry Town Council, her friends and family and members of the public.

She noted that she was very proud to have introduced two new events which were the Santa Fun Run and the Dragon Boat Race supported by the local scouting group and that she was even more delighted that due to their success they would now become regular events organised by Barry Town Council.

She ended her speech by taking the opportunity to say thank you to the incoming Mayor and wished him the best of luck.

12.

**TO RECEIVE THE NEWLY ELECTED MAYOR'S NOTIFICATION OF THE APPOINTMENT OF THEIR CHAPLAIN AND ARRANGEMENTS FOR THEIR CIVIC SERVICE ON MAYORAL SUNDAY AND TO RECEIVE THE NEWLY ELECTED TOWN MAYOR'S SPEECH**

The newly elected Town Mayor, Councillor N Hodges began his speech by welcoming guests bilingually in both English and Welsh noting how honoured he was to be elected Mayor of Barry and that he loved Barry and would do all he could to promote and improve it.

He explained to guests that the history of Barry surrounds us, from the hall the ceremony had taken place in, to the Eisteddfod Chair he was sat in from an event held nearly 100 years ago. He also noted Merthyr Dyfan Cemetery which is lovingly cared for by Barry Town Council and is not only a place of rest and peace, but a repository for our memories and history. He added that he would lead a walk around the cemetery as part of the Valeways Walking Weekend to be held on 28 May 2017 and all were welcome to attend.

He noted that the Town's present has challenges and that in the last year, Barry Town Council had listened to its citizens and actively opposed the imposition of the incinerator and had helped focus and encourage the people of Barry against it.

He also mentioned Barry United AFC as a metaphor of Barry, from despair only a few years ago to a vibrant community club who were now successful at all levels and wearing the Town Crest proudly on their shirts and added that he would be inviting the club to the Mayor's Parlour to share in and delight in their success.

He noted that the town motto was particularly apt:-

*"Cadernid, Cyfiawnder, Cynnydd – Stability, Justice, Progress"*

Looking to the future, he stated that there is a new Council with a new purpose who would promote and involve citizens in a positive and shared future.

He concluded his speech by announcing that his Chaplain for his year in office would be Graham Ellis and his chosen charities would be Tŷ Hafan and the British Heart Foundation.

The Mayor of Barry thanked the outgoing Mayor, Charlotte Williams and commented upon her successful year and promised to keep up the many new initiatives she had introduced.

The Mayor then proposed a vote of thanks from all Councillors.

13. **ADJOURNMENT OF MEETING**

The Mayor adjourned the meeting to be reconvened on Tuesday, 16 May 2017 at 7 pm in the Council Chamber, Town Council Offices, Gladstone Road, Barry. The Mayor thanked everyone for attending and invited guests to join him in the Bedwas Hall.

Signed .....

Dated .....  
(Town Mayor)

**MINUTES OF THE ADJOURNED ANNUAL MEETING OF THE COUNCIL HELD ON TUESDAY, 16 MAY 2017 AT 7 PM**

**PRESENT:** The Mayor (Councillor N Hodges) together with Councillors Andrews, Aviet, Bertin, Brooks, Charles, Collins, Drake, Hampton, S Hodges, Hooper, Johnson, Payne, Perkes, Richardson, Rowlands, Wiliam, Wilkinson and Wright.

**ALSO PRESENT:**

Emily Forbes	-	Chief Officer
Angie Norman	-	Deputy Chief Officer
Mark Sims	-	Responsible Finance Officer
Robyn Walsh	-	Administrator

14. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Bailey, Hawkins and Lloyd-Selby.

15. **DECLARATIONS OF INTEREST**

None were received.

16. **THE LOCAL AUTHORITIES (MODEL CODE OF CONDUCT) (WALES) ORDER 2008 AND THE LOCAL AUTHORITIES (MODEL CODE OF CONDUCT) (WALES) (AMENDMENT) ORDER 2016**

Councillor S Hodges queried if the Model Code of Conduct was for adopting as a Council or if it should just be noted.

The Chief Officer responded that it was to be noted as members had signed up to it when declaring their acceptance of office.

**RESOLVED** that the Local Authorities (Model Code of Conduct) (Wales) Order 2008 and the Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016 be received and noted.

17. **TO APPROVE AND SIGN THE MINUTES OF A MEETING OF COUNCIL HELD ON 20 FEBRUARY 2017 AND EXTRAORDINARY MEETINGS OF COUNCIL HELD ON 9 AND 23 MARCH 2017 AND 25 APRIL 2017 AS A CORRECT RECORD**

The Chief Officer provided members with an update with regard to the action sheet derived from the Extraordinary Meeting of Council held on Tuesday, 25 April. She informed members that the response to the consultation had been submitted and that Capita had responded that they were unable to complete the Fire Risk Assessment until the building was complete. However, they could review the Fire Prevention Plan and this had been agreed as an action.

Councillor S Hodges queried if Councillors would be given the opportunity to review Capita's findings.

The Chief Officer responded that she would ensure the report is placed on the next agenda of Full Council to be held on Wednesday, 31 May 2017 if she is in receipt of it by this date. However, if it is not received prior to this date she would arrange an Extraordinary Meeting of Council for it to be discussed.

**RESOLVED:**

1. That the minutes of a meeting of Council held on 20 February 2017 and Extraordinary Meetings of Council held on 9 and 23 March 2017 and 25 April 2017 are approved and signed as a correct record.
2. That the report from Capita based on the Fire Prevention Plan is reviewed by Council at either the meeting of Full Council to be held on Wednesday, 31 May 2017 or an Extraordinary Meeting of Council is called.

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

None were received.

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

A member of the public requested that consideration is given to the containment and pollution records when Capita reviews the Fire Prevention Plan.

The Chief Officer advised that she could forward these comments.

**RESOLVED** that the Chief Officer ask Capita to give consideration to the containment and pollution records when they review the Fire Prevention Plan.

20. **COMMUNICATIONS FROM THE TOWN MAYOR**

The Mayor advised that the date for his Civic Service was yet to be confirmed but it was hoped that it would be at Merthyr Dyfan Cemetery Chapel.

21. **TO RECEIVE AND NOTE THE MINUTES OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE MEETINGS HELD ON 27 MARCH AND 10 APRIL 2017 AND TO CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN**

Councillor S Hodges requested that options for a larger venue or the possibility of the event being split over two evenings are explored for

the Grant Giving evening as problems had been experienced in the past with the current venue due to its smaller size. The Chief Officer responded that she would look into alternative larger venues.

**RESOLVED:**

1. That the Chief Officer explores the possibility of an alternative larger venue or holding the grant giving over two evenings.
2. That the minutes of the Finance, Policy & General Purposes Committee Meetings held on 27 March and 10 April 2017 be received and noted.

22. **TO RECEIVE AND NOTE THE MINUTES OF THE HALLS, CEMETERIES & COMMUNITY FACILITIES COMMITTEE MEETING HELD ON 3 APRIL 2017 AND TO CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED** that the minutes of the Halls, Cemeteries & Community Facilities Committee meeting held on 3 April 2017 be received and noted.

23. **THAT THE MINUTES OF THE PERSONNEL COMMITTEE'S MEETING HELD ON 6 APRIL 2017 AND TO CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED** that the minutes of the Personnel Committee's meeting held on 6 April 2017 be received and noted.

24. **TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE'S MEETINGS HELD ON 7 & 21 MARCH AND 4 & 19 APRIL 2017 AND TO CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED** that the minutes of the Planning Committee's meetings held on 7 & 21 March and 4 & 19 April 2017 be received and noted.

25. **TO RECEIVE AND NOTE THE NOTES OF A MEETING OF THE SHOP LOCAL BARRY ADVISORY GROUP MEETING HELD ON 30 MARCH 2017 AND TO GIVE ANY RECOMMENDATIONS CONTAINED THEREIN**

Councillor S Hodges suggested that as there were not enough members present to approve the minutes that they be deferred until the next meeting of the Planning Committee.

The Deputy Chief Officer advised that a member does not need to be present at the meeting to approve the accurateness of the minutes.

**RESOLVED** that the notes of a meeting of the Shop Local Barry Advisory Group meeting held on 30 March 2017 be received and noted.

26. **TO RECEIVE AND NOTE THE MINUTES OF THE WORKING PARTY TO CONSIDER CONSULTATIONS RECEIVED HELD ON 11 APRIL 2017 AND TO CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED** that the minutes of the Working Party to Consider Consultations Received held on 11 April 2017 be received and noted.

27. **TO ELECT A LEADER OF THE COUNCIL FOR 2017/18 NOTING THAT AS THERE IS NO OVERALL MAJORITY PARTY THE LEADER OF THE COUNCIL WILL BE ELECTED BY THE COUNCIL IN ACCORDANCE WITH STANDING ORDER 33 (1)(B)**

Members were asked to elect a Leader noting that as there was no overall majority party that the Leader of the Council will be elected by the Council in accordance with Standing Order 33 (1)(b).

Councillor Brooks was nominated by Councillor Wilkinson and seconded by Councillor Aviet.

**RESOLVED** that Councillor Brooks be elected as Leader for the 2017/18 municipal year.

28. **TO APPOINT THE FOLLOWING COUNCIL COMMITTEES FOR THE ENSURING MUNICIPAL YEAR AND APPROVE THEIR TERMS OF REFERENCE**

The Mayor made members aware that Council had adopted the Widdicombe principles when deciding the political make-up of Committees. He advised that the total allocation of seats for division on the Standing Committee's will be Labour 13, Plaid Cymru 8, Conservatives 7 and Independent 1.

He then requested that the Leaders stand and declare which Councillors they would like to put forward for each Council Committee.

**1. To appoint to the Council's Standing Committees**

**a. Finance, Policy & General Purposes**

Councillors Bertin, Brooks, Drake, S Hodges, Hooper, Lloyd-Selby and Rowlands

**b. Halls, Cemeteries & Community Facilities**

Councillors Andrews, Aviet, Bailey, N Hodges, Johnson, Richardson and Rowlands

**c. Personnel**

Councillors Charles, Hooper, Payne, Perkes, Wiliam, Wilkinson and Wright

**d. Planning**

Baruc	-	Councillor S Hodges
Buttrills	-	Councillor Lloyd-Selby
Cadoc	-	Councillor Payne
Castleland	-	Councillor Collins
Court	-	Councillor Perkes
Dyfan	-	Councillor Bailey
Gibbonsdown	-	Councillor Hawkins
Iltyd	-	Councillor Charles

**2. To appoint to Working Parties and non-standing committees**

**a. Memorial Hall & Theatre Working Party**

Councillors Aviet, Bertin, Brooks and Wiliam

(Noting that Councillor Hampton gave the Conservative seat on this Committee to Councillor Bertin (Independent))

Councillor Hampton queried if attendance at the Working Parties was restrictive to only members elected to the non-standing committee?

The Mayor responded that any Councillor can attend a Working Party as a non-voting observer.

**b. Reshaping of Services Working Party**

Councillors Bertin, Hawkins, S Hodges, Hooper, Lloyd-Selby and Richardson (Conservative TBC)

(Noting that Councillor Hampton gave one out of two Conservative seats on this Committee to Councillor Bertin (Independent))

Councillor S Hodges expressed her disappointment that some members were not utilising the full allocation of seats available to their party.

Councillor Hampton responded that he is not only a member of this Council, but also of the Vale of Glamorgan Council. He advised that he was not responsible for the establishment of the additional working party groups that had been introduced during the previous administration, but he would ensure that he advises Council of who will be allocated which committee at a later date.

**c. Working Party to Consider Consultations**

Councillors Andrews, Drake and N Hodges (Conservative TBC)

**d. Working Party to Review the Management & Performance of the Town Council's Operations**

Councillors Brooks, Drake and N Hodges (Conservative TBC)

**RESOLVED:**

1. That the above members be appointed to Committees for the ensuing municipal year as per Standing Order 4(g) appendix 1.
2. That the Terms of Reference for each Committee are approved.

29. **TO ELECT THE CHAIRPERSONS AND VICE-CHAIRPERSONS OF THE COMMITTEES LISTED ABOVE**

In accordance with the provisions of Standing Order 7.1 (p) the Council was asked to elect the Chairs and Vice-Chairs of its various Committees;

**Finance Policy & General Purposes**

Councillor Brooks was nominated as Chair of the Finance, Policy & General Purposes Committee.

**RESOLVED** that Councillor Brooks be elected Chair of the Finance, Policy & General Purposes Committee for the municipal year of 2017/18.

Councillors S Hodges and Lloyd-Selby were both nominated as Vice-Chairperson of the Finance, Policy & General Purposes Committee. A vote was taken of which each candidate received 3 votes and so it was agreed that the vote would be taken again at the first meeting of the

Finance, Policy & General Purposes Committee to be held on Monday, 24 July 2017.

**RESOLVED** that a vote would be taken again at the next meeting of the Finance, Policy & General Purposes Committee to be held on Monday, 24 July 2017 for the purpose of electing a Vice-chairperson of this Committee.

### **Halls, Cemeteries & Community Facilities**

Councillor N Hodges was nominated as Chair of the Halls, Cemeteries & Community Facilities Committee.

**RESOLVED** that Councillor N Hodges be elected as Chair of the Halls, Cemeteries & Community Facilities Committee for the municipal year of 2017/18.

Councillor Aviet was nominated as Vice-chairperson of the Halls, Cemeteries & Community Facilities Committee.

**RESOLVED** that Councillor Aviet be elected as Vice-chairperson of the Halls, Cemeteries & Community Facilities Committee for the municipal year of 2017/18.

### **Personnel**

Councillor Charles was nominated as Chair of the Personnel Committee.

**RESOLVED** that Councillor Charles be elected as Chair of the Personnel Committee for the municipal year of 2017/18.

Councillor Payne was nominated as Vice-chairperson of the Personnel Committee.

**RESOLVED** that Councillor Payne be elected as Vice-Chairperson of the Personnel Committee for the municipal year of 2017/18.

### **Planning**

Councillor Hawkins was nominated as Chair of the Planning Committee.

**RESOLVED** that Councillor Hawkins be elected as Chair of the Planning Committee for the municipal year of 2017/18.

Councillors S Hodges and Perkes were both nominated as Vice-Chairperson of the Planning Committee. A vote was taken of which the result was Councillor Perkes be elected as Vice-chairperson with 3 votes to 2.

**RESOLVED** that Councillor Perkes be elected as Vice-chairperson of the Planning Committee for the municipal year of 2017/18.

30.

**TO RECEIVE REPORTS FROM REPRESENTATIVES SERVING ON OUTSIDE BODIES AND ELECT REPRESENTATIVES TO SERVE ON OUTSIDE BODIES**

Members were requested to elect representatives to serve on a number of outside bodies as follows:-

**Barry: A New Community**

Councillor Brooks queried the details of this group to which the Chief Officer responded that she was unsure if the group was still functioning, but she would confirm this and report back to a future meeting so as Council can make an informed decision regarding its representation.

**Barry Ideas Bank Advisory Board**

Councillor Drake

**Barry YMCA**

Councillor S Hodges

**Barry Youth Action**

Councillor N Hodges (Town Mayor)

Councillor Payne (Representative)

Councillor Johnson (Substitute)

**Gibbonsdown Children's Centre**

Councillor N Hodges (Town Mayor)

Councillor S Hodges

Councillor Brooks

Councillor Bertin

**One Voice Wales**

Councillor S Hodges (Representative)

Councillor Brooks (Representative)

Councillor Rowlands (Substitute)

**Pride in Barry**

Councillor N Hodges (Town Mayor)

Councillor Brooks

**Public Service Board Workshops/Events**

Councillor Lloyd-Selby (Representative)

Councillor S Hodges (Substitute)

**Sense of Place (To be established in 2017/18)**

Councillor S Hodges (Representative)

Councillor Payne (Substitute)

**Town Centre Forum**

Councillor Hooper (Representative)  
Councillor Payne (Substitute)

**Vale Centre for Voluntary Services Project Steering Group**

The Chief Officer advised members that she was not sure if this organisation was still in operation and so she would report back to a future meeting of Council so an informed decision with regard to representation could be made at that time.

**Glamorgan Voluntary Service Network**

Councillor N Hodges (Town Mayor)

**Vale of Glamorgan Biodiversity Partnership**

Councillor N Hodges (Chair of Halls, Cemeteries & Community Facilities Committee)  
Councillor Aviet (Vice-chairperson of Halls, Cemeteries & Community Facilities Committee)

**Vale of Glamorgan Destination Management Partnership**

Councillor Hooper (Representative)

**Vale of Glamorgan Community Liaison Committee**

Councillor S Hodges (Representative)  
Councillor Perkes (Substitute)  
Councillor Bertin (Substitute)

**Vale of Glamorgan Project Board**

Councillor N Hodges (Chair of Halls, Cemeteries & Community Facilities Committee)

**RESOLVED:**

1. That the above appointments be agreed
2. That letters are sent to each organisation to notify them of the Council's representatives and request that future notifications of meetings be forwarded to the relevant representative(s) and the Chief Officer.
3. That the Chief Officer contact both Barry: A New Community and the Vale Centre for Voluntary Services Project Steering Group to enquire if they are still operational and any responses received are reported back to a future meeting of Council so a decision with regard to representation can be made.

31.

**TO APPROVE THE COUNCIL'S STANDING ORDERS**

The Chief Officer informed members of a number of changes that had been made to the Council's Standing Orders and highlighted that due

to the Mayor being elected as Chair of the Halls, Cemeteries & Community Facilities Committee that Standing Order 4(e) will need to be amended to read that:-

*“The Town Mayor shall be an ex-officio non-voting member of every Standing Committee other than Chair of the Halls, Cemeteries & Community Facilities Committee..”*

**RESOLVED** that the Council’s Standing Orders be approved subject to the following amendment to Standing Order 4(e):-

*“The Town Mayor shall be an ex-officio non-voting member of every Standing Committee other than Chair of the Halls, Cemeteries & Community Facilities Committee..”*

32. **TO APPROVE THE COUNCIL’S FINANCIAL REGULATIONS**

**RESOLVED** that the Council’s Financial Regulations be approved.

33. **TO DETERMINE THE COUNCIL’S CHEQUE SIGNATORIES FOR 2017/18**

Members were requested to determine the Council’s cheque signatories for 2017/18.

Councillor Brooks  
Councillor Hooper  
Councillor Charles  
Councillor Perkes  
Councillor N Hodges

**RESOLVED** that the following are Council cheque signatories for 2017/18:-

Any two of                      Councillor Brooks  
   Councillor Hooper  
   Councillor Charles  
   Councillor Perkes  
   Councillor N Hodges

Plus either/or                Emily Forbes                -                Chief Officer  
   Angie Norman                -                Deputy Chief Officer

34. **TO DETERMINE THE CHEQUE SIGNATORIES FOR THE TOWN MAYOR’S CHARITY ACCOUNT FOR 2017/18**

Members were requested to determine the cheque signatories for the Mayor’s Charity Account for 2017/18.

Councillor N Hodges (Town Mayor)

Plus either or:- Emily Forbes (Chief Officer)  
Angie Norman (Deputy Chief Officer)

**RESOLVED** that the following are cheque signatories for the Mayor's Charity Account for the ensuing municipal year:-

Councillor N Hodges (Town Mayor)

Plus either or:- Emily Forbes (Chief Officer)  
Angie Norman (Deputy Chief Officer)

35. **SCHEDULE OF TOWN COUNCIL MEETINGS FOR 2017/18**

Members were requested to consider the schedule of Town Council meetings for 2017/18.

The Chief Officer advised members that the 2018 Annual Meeting dates were incorrect and should be Monday, 14 May 2018 and Tuesday, 15 May 2018.

The Responsible Finance Officer advised that the date of Tuesday, 15 May 2018 scheduled for the Planning Committee would also need to be amended to accommodate this.

The Chief Officer agreed and suggested Tuesday, 23 May 2018 would be a more suitable date for the Planning Committee to meet.

**RESOLVED** that the Schedule of Town Council Meetings for 2017/18 be approved, subject to the amendments above.

36. **COUNCILLOR INDUCTION**

The Chief Officer informed members that the report set out plans to ensure a robust initial induction process for Councillors.

The Chief Officer advised that Induction Training for Councillors had been arranged for 7<sup>th</sup> June 2017 in the Council Chamber, but queried if members wished for her to source an alternative date due to the General Election having since been announced for 8 June 2017.

Members agreed that they would like an alternative date to be sourced.

The Chief Officer also advised that she had sourced Planning Aid Wales Training and that this would be open to all Councillors to attend and that site visits to Pioneer Hall, Merthyr Dyfan Cemetery and the Memorial Hall would also be arranged.

The Deputy Chief Officer also made members aware that the first Halls, Cemeteries & Community Facilities Committee meeting to be held on Monday, 5 June 2017 would involve a site visit to Merthyr

Dyfan Cemetery first with the meeting of the Committee taking place straight after in the Cemetery Chapel. She advised that all Councillors were welcome to attend the site visit.

The Chief Officer also made members aware that an induction pack would be available to them which would be provided on a USB stick, but hard copies would be made available upon request.

**RESOLVED:**

1. That an alternative date is sourced for the One Voice Wales training due to the original date being close to the date of the General Election on 8 June 2017.
2. That Planning Aid Wales Training is delivered to all members to the cost of £400.
3. That members note that site visits will be arranged in due course.
4. That member's note that a Councillor Induction Pack will be made available to them on an USB stick and that hard copies will be made available upon request.

37. **TO REVIEW AND ADOPT THE TOWN COUNCIL'S ANNUAL REPORT FOR 2016/17**

Members were provided with a draft copy of the Town Council's Annual Report for 2016/17.

Councillor Johnson noted his thanks to Officers for the hard work that had been put into the production of the report. However, he felt that there was too much content with regard to Local Government Reform and that the content with regard to Good Governance was not entirely relevant to an Annual Report. He also advised that the figures relating to the income and expenditure for 2016/17 should be on the same page as the pie charts and that a date should be inserted next to the figure under "Reserves Amounts" for clarity purposes.

Members agreed that the document would need to be thoroughly reviewed before publication due to a number of grammatical errors being identified.

Councillor Bertin suggested that details of the Council's Facebook, Twitter, Email and general contact information should be included at the back of the document.

**RESOLVED** that subject to the following amendments that the Town Council's Annual Report for 2016/17 be approved and adopted:-

1. That the content regarding “Local Government Reform” be reduced.
2. That the content regarding “Good Governance” be reviewed for relevance.
3. That the figures relating to income and expenditure for 2016/17 be moved to be on the same page as the pie charts that they relate to.
4. That a date is inserted next to the figure under “Reserves Amounts” for clarity purposes.
5. That the document is thoroughly reviewed for any grammatical errors.
6. That details of the Council’s Facebook, Twitter, Email and general contact information are included at the back of the document.

38. **TO REVIEW AND ADOPT THE TOWN COUNCIL’S CORPORATE PLAN**

Councillor Brooks expressed how delighted she was with the Corporate Plan and how detailed and aspirational it was. She noted that it provided the “professional image” that Council had strived for and complimented the Annual Report in its design wonderfully stating that the two documents link together well. She thanked the hard work of staff and Councillors and explained that the Corporate Plan would be a live document to be continually reviewed and updated.

Councillor Johnson agreed with Councillor Brooks comments and noted that the plan sets ambition with regard to the Community Development Officer post and the proposed Marketing & Communication Strategy. He noted that the website was of a particular concern for him and that efforts must be made to ensure it is kept up to date and is user friendly.

Councillor Bertin suggested that the vision could be more detailed.

The Chief Officer responded that the vision had derived from the Corporate Planning Day where those who had attended discussed the Council’s vision and agreed it should be short and sharp and incorporate the “BTC” of “Barry Town Council” which was the rationale behind the finished vision statement.

Councillor S Hodges suggested that as a Council the Corporate Plan needs to be at the forefront of everything the Council does and so she suggested that a general discussion surrounding it is held at the

Finance, Policy & General Purposes Committee to be held on Monday, 24 July 2017.

**RESOLVED:**

1. That the Town Council's Corporate Plan be approved and adopted.
2. That the Corporate Plan is placed on the agenda of the Finance, Policy & General Purposes Committee to be held on Monday, 24 July 2017 for a general discussion.

39. **TOWN COUNCIL'S INSURANCE POLICIES**

Members were asked to receive and note the Town Council's insurance policy that was renewed in April 2017.

**RESOLVED** that the Town Council's insurance policy that was renewed in April 2017 be received and noted.

40. **TOWN COUNCIL'S RISK REGISTER**

Members were requested to receive and note the Town Council's Risk Assessment Register that was approved at the meeting of the Finance, Policy & General Purposes Committee held on 27 March 2017.

**RESOLVED** that the Town Council's Risk Assessment Register that was approved at the meeting of the Finance, Policy & General Purposes Committee held on 27 March 2017 be received and noted.

41. **TO REVIEW AND ADOPT THE TOWN COUNCIL'S STAFF HANDBOOK**

Members were asked to consider the Town Council's Staff Handbook which had been provided to them separately.

A number of Councillors advised that they had not been in receipt of this document and queried if they could approve it if they had not had the opportunity to review it.

The Chief Officer advised that the handbook had been compiled of various policies that had all been agreed at previous Committees and the amendments were formatting, layout and ordering of the previously ratified policies.

**RESOLVED** that the Staff Handbook be adopted.

42. **DATE OF NEXT MEETING**

**RESOLVED** that the next meeting of Full Council will be held on Wednesday, 31 May 2017 at 7 pm.

43. **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.

44. **TO RECEIVE AND NOTE THE MINUTES OF THE MEMORIAL HALL & THEATRE WORKING PARTY HELD ON 6 APRIL 2017 AND TO CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN**

Councillor Brooks provided new Councillors with a brief overview of the history of the relationship between the Town Council and Barry Memorial Hall.

Councillor S Hodges requested an update with regard to minute no. 88 (2). The Chief Officer responded that no response had been received, but she would follow up this action.

**RESOLVED:**

1. That the Chief Officer follow up the action in respect of minute no. 88 (2).
2. That the minutes of the Memorial Hall & Theatre Working Party held on 6 April 2017 be received and noted.

The meeting closed at 8.10 pm.

Signed .....

Dated .....  
(Town Mayor)

**MINUTES OF A MEETING OF THE COUNCIL HELD ON WEDNESDAY, 31 MAY 2017 AT 7 PM**

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

**ALSO PRESENT:**

Emily Forbes	-	Chief Officer
Angie Norman	-	Deputy Chief Officer
Mark Sims	-	Responsible Finance Officer
Robyn Walsh	-	Administrator

The Mayor requested that before any business was transacted a minute silence be held to remember those who had been affected by recent tragedies in Manchester.

The Leader proposed that the Mayor write to the Mayor of Manchester to offer the town's condolences.

The Mayor responded that he had already written to the Mayor of Manchester offering the town's support and condolences.

45. **APOLOGIES FOR ABSENCE**

None were received.

46. **DECLARATIONS OF INTEREST**

Councillors Aviet, Bailey, Brooks, Charles, Collins, Drake, Hampton, N Hodges, Johnson, Perkes, Rowlands, Wiliam, Wilkinson and Wright declared an interest in agenda item 19 (Reshaping of Services) due to them being Councillors of the Vale of Glamorgan Council also and advised they had received dispensation to speak and vote on the item.

Councillor Wilkinson declared an interest in agenda item, "Margaret Avenue Site Business Case."

47. **TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL'S ANNUAL MEETING HELD ON 15 & 16 MAY 2017**

Councillor Lloyd-Selby advised that she had given her apologies for the Annual Meeting held on Tuesday, 16 May 2017.

Councillor S Hodges advised that the preamble recorded at minute no. 24 had taken place when discussing minute no. 25 and this should be amended accordingly for accuracy.

Councillor Johnson advised that minute no. 28 stated that the total allocation of seats for division on the Standing Committee's was Labour 13, Plaid Cymru 8, Conservatives 7 and Independent 1 and so

it should be reflected that Councillor Hampton did not give his seat to Councillor Bertin on this Committee, but it was an Independent seat by right.

The Chief Officer gave members the following update with regard to the action plan:-

Minute no. 19 - Capita had been contacted with the additional comments and the report received was seen later within the agenda.

Minute no. 30(3) - The Chief Officer had conducted an investigation with regard to whether the noted groups were operational and reported that she could not find any confirmation that Barry: A New Community were still running nor any information to contact them. She also advised that the Vale Centre for Voluntary Services Project Steering Group no longer met.

Minute no. 31 - Amendments to Standing Orders had been made as agreed and was available on memory sticks provided to Councillors.

Minute no. 33 - Amendments to Council Cheque Signatories had been amended as agreed.

Minute no. 36(2) - Advised that members had been contacted with an alternative date for the delivery of Planning Aid Wales Training and further information would be provided once a date had been agreed.

Minute no.'s 37(1) – 37(6) - Advised that the amendments had been carried out, but due to problems with the photocopier final versions of the documents were not available for distribution as anticipated.

Minute no. 44(2) – The Chief Officer had followed up this action and advised that Council would be in receipt of costings shortly.

**RESOLVED** that the minutes of the Council's Annual Meeting held on 15 & 16 May be approved and signed as a correct record, subject to the amendments above.

48.

#### **TO RECEIVE A POLICE REPORT**

The Deputy Chief Officer advised that a police representative was unable to attend the meeting. However, Inspector Tinkler had queried if members were happy with the format of the crime figures.

Councillor Johnson suggested that it would be helpful to receive the crime figures in a way that was comparable with previous figures Council had received so they could monitor meaningful changes and requested that these comments are forwarded to Inspector Tinkler.

#### **RESOLVED:**

1. That the Police Report be noted.

2. That the Deputy Chief Officer report back to Inspector Tinkler that members would like to receive the crime figures when there is a meaningful change to report and that the figures should be comparable across one page.

49.

**BARRY YOUTH ACTION – MINUTES OF A MEETING HELD ON 8 FEBRUARY 2017**

The Mayor welcomed representatives of Barry Youth Action to the meeting who provided members with the following report of their recent activities:-

- Leaflets/posters had been produced.
- Four BYA meetings had taken place.
- Met with Senior Librarian of Barry Library to discuss ways in which the Library could engage with young people more providing ideas such as later opening times and holding revision sessions.
- Visited St. Helens Junior School and 11<sup>th</sup> Barry Sea Scouts to promote BYA with plans to also visit 372 Air Squadron Unit.
- Had attended a Child Sexual Exploitation Session.
- Bag packed at Asda in order to raise money for the Youth Time event which had unfortunately been cancelled.
- Attended the Barry Town Council Annual Meeting.
- The Litter Task Group were currently writing a report to detail their findings that there is a need for more noticeable bins in particular at St. Richard Gwyn High School and Bryn Hafren High School.
- Taken part in a consultation surrounding a youth park.
- Attended a fitness session at Gladstone Park.
- Planning art work shops at the Children's ward at Barry Hospital.
- Partaking in a Youth Exchange with our twin town and queried if Council could support them in this.

The Mayor responded that in respect of their request for support of their youth exchange that Council would need more information in order for them to make a decision.

The Mayor also offered members of the Barry Youth Action to shadow him for the day if they wished.

**RESOLVED:**

1. That the minutes of the Barry Youth Action meeting held on 8 February, 14 March, 5 April and 4 May 2017 be received and noted.
2. That the verbal report provided by members of the Barry Youth Action be received and noted.

3. That Barry Youth Action provides further information to Council in respect of the support they require for their planned Youth Exchange.

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

The Mayor began by congratulating Councillor Charles on her recent appointment as Mayor of the Vale of Glamorgan and Councillor Rowlands as Deputy Mayor.

The Mayor advised members that he had attended a number of engagements:-

- Tall Ships
- Opening of the Barry & Jazz Festival
- Barry Watersports Open Day
- St. Baruc's Sports Day

He also advised members that his Civic Service would take place on Sunday, 16 July 2017 at Merthyr Dyfan Cemetery Chapel, a date for the Grant Giving Presentation would be communicated shortly and an event to commemorate the 35<sup>th</sup> anniversary of the Falkland War would be taking place on Sunday, 11 June 2017 at the cenotaph outside Barry Memorial Hall.

**RESOLVED** that the Mayor's communications be received and noted.

51. **TO CONSIDER QUESTIONS FROM COUNCILLORS IN ACCORDANCE WITH THE PROVISIONS OF STANDING ORDER 3(E)**

None were received.

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

None were received.

53. **TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE'S MEETINGS HELD ON 23 MAY 2017 TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Councillor Johnson advised that he and Councillor Richardson had attended the meeting as an observer but this had not been recorded within the minutes.

Councillor Bailey advised that he had contacted the officer after hours to forward his apologies.

**RESOLVED** that the minutes of the Planning Committee's meeting held on 23 May 2017 be received and noted, subject to the amendments above.

54. **MINUTES OF A MEETING OF THE SHOP LOCAL BARRY ADVISORY GROUP HELD ON 25 MAY 2017**

Councillor Hooper proposed that Council agree that expenditure of up to £1,500 be approved from the Shop Local budget for the purpose of High Street Traders providing a Village Fete on Saturday, 8 July 2017 at High Street due to the fact that the event will be used as the launch of Shop Local and an additional amount of £500 be approved for the purpose of purchasing marketing items for the launch of Shop Local at this event.

Councillor Brooks advised that she was supportive of the proposal but queried if the proposed figure was definitive?

Councillor Hooper advised that it was an estimate based on the High Street Traders calculations.

The Chief Officer also advised members that the proposed date for the event had been changed to Saturday, 12 August 2017 and she could confirm that the date did not conflict with any other events.

**RESOLVED** that expenditure of up to £1,500 is approved from the Shop Local budget for the purpose of High Street Traders providing a Village Fete on Saturday, 12 August 2017 at High Street due to the fact that the event will be used as the launch of Shop Local and an additional amount of £500 is approved for the purpose of purchasing marketing items for the launch of Shop Local at this event.

55. **TO RECEIVE REPORTS FROM REPRESENTATIVE SERVING ON OUTSIDE BODIES**

Members were reminded that copies of agenda 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.

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

Members received a motion from Councillors S Hodges and Johnson.

Councillor Johnson explained that the Living Wage was an important symbol for any organisation to recognise and important that the wage that is paid is enough to be lived on. He advised that he had visited many of his constituents who had raised the issue of being paid a living wage as high importance to them. He stated that the issue of being a Living Wage employer is a moral one and Barry Town Council should

be taking the lead. He concluded that the discussion of becoming a Living Wage employer had taken place at previous Council meetings, but it had been rejected. He stated Council had the finances and he proposed with Councillor S Hodges seconding the motion that Barry Town Council becomes an accredited Living Wage Employer.

Councillor Brooks advised that she would like to put forward an amendment to the motion. She explained that there was currently on-going work with staff job evaluations and an assessment upon the impact of becoming a Living Wage employer would need to be undertaken prior to a formal decision being made. She stated that Barry Town Council were followers of the "green book" and that she would propose with Councillor Perkes seconding that the issue of Barry Town Council becoming a Living Wage employer is passed to the Personnel Committee for them to investigate with a specific remit to investigate any costings attached and the impact upon the Council as a whole and that the findings of this investigation are brought to a meeting of Full Council to be held on Monday, 4 September 2017.

Councillor Bertin stated that he was in support of Councillor Johnson's motion and that the Living Wage must become a part of the Leadership Strategy and becoming a Living Wage employer was the morally right thing to do. He also noted that evidence had shown that staff are happier when paid the Living Wage.

Councillor Hooper advised that he would also be supporting Councillor Johnson's motion and noted that from prior discussions the change would only affect one member of staff with the motion showing good common sense. He requested that Councillor Brooks withdraw her amendment stating that poverty is a huge issue.

Councillor Hampton advised that he was supportive of Councillor Johnson's motion in principal and that he was aware that a procedure needed to be followed. However, he stated that the fact job evaluations were currently taking place should not affect the motion.

Councillor S Hodges advised that specific details had been requested previously and members were told at that time that Barry Town Council becoming a Living Wage employer would only affect one member of staff. She advised that she was concerned that if the motion is halted due to the issue of job evaluations that it may be perceived by staff that they will come below the Living Wage.

The Chief Officer advised members that if Barry Town Council were to become a Living Wage employer that this would affect 3 members of staff out of 20. She advised members of their current rate per hour and that in order to ensure that the NJC Framework (that Council were committed to for current grading/banding of job roles) is used that the wage payable per hour would be £8.55 (10 p above the Living Wage). She also advised that this would equate to a cost implication of £938

for the 2017/18 financial year and a cost implication of £1,126 for the 2018/19 financial year.

Councillor Bailey advised that he was also supportive of the motion in principle and suggested that reframing of the staff salaries that may be indirectly affected by Barry Town Council becoming a living wage should be done in the context of the current job evaluations.

Councillor Charles advised that she was also supportive of the motion in principle, but would like to be in receipt of more facts and figures to enable her to make an informed decision. She stated that the proposal may have a huge impact on the entire organisation not just those it directly affects.

Councillor Brooks stated that she was not against the motion. However, further issues needed to be investigated such as the differentials in pay grades as all staff may need to be uplifted in their salary to ensure a sufficient gap between salary scales if implementing the Living Wage.

Councillor Johnson advised that he would not be withdrawing his motion and he would be disappointed to be part of a Council that does not pay the Living Wage. He advised that Trade Unions recognise the importance of the green book, but also that changes can be made at a local level. He concluded that many people he had spoken to want the issue of Living Wage to be more widely promoted and that he accepted the technical points made, but these should not detract from his original motion.

A vote was taken on the amendment proposed by Councillor Brooks and seconded by Councillor Perkes that “the issue of Barry Town Council becoming a Living Wage employer is passed to the Personnel Committee for them to investigate with a specific remit to investigate any costings attached and the impact upon the Council as a whole and that the findings of this investigation are brought to a meeting of Full Council to be held on Monday, 4 September 2017 for a full and frank discussion to be had at this time as to whether or not Barry Town Council should become a Living Wage employer” the result of which was that the amendment was **TIED** with the Mayor advising that in the event of a tie, he was able to cast a second vote which he used to vote against the amendment.

Against	-	12
For	-	11

A vote was taken on the original motion proposed by Councillor Johnson and seconded by Councillor S Hodges that Barry Town Council becomes an accredited Living Wage employer the result of which was that the motion be **CARRIED** by way of a majority vote.

Against	-	0
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For - 15  
Abstentions - 7

**RESOLVED** that Barry Town Council becomes an accredited Living Wage employer.

57. **SCHEDULE OF PAYMENTS FOR MAY 2017**

Members were provided with a schedule of payments for May 2017.

**RESOLVED:**

1. That the information contained within the report relating to salary payments for February, March and April 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 May 2017 (Final) comprising various direct debits and cheques numbered 2253 to 2270 inclusive, in the amount of £16,773.64 be approved, subject to the relevant papers being in order.

58. **BUDGET OUT TURN FOR 2016/17**

Members were advised of the Council's out turn for the year ending 31 March 2017.

Councillor Johnson queried if the surplus for the year of £97,195 that will be transferred to the General Reserves was the amended figure that Council were originally told which was £72,305. He also queried if the figures before them included a payment to Barry Memorial Hall in the amount of £84,000.

The Responsible Finance Officer confirmed that the original figure predicted to be transferred to the General Reserve was £72,305 but this has since been amended at year end to £97,195. He also advised that this did include the sum paid to Barry Memorial Hall.

**RESOLVED** that the budget out-turn report for 2016/17 be received and noted.

59. **URGENT ACTIONS SINCE LAST MEETING OF COUNCIL**

Members were informed of any Urgent Actions that had been undertaken by the Chief Officer in conjunction with Group Leaders, since the last meeting of Council held on 20 February 2017.

**RESOLVED** that the information relating to Urgent Actions undertaken since the last meeting of Council held on 20 February 2017, be received and noted.

60.

**REQUEST FOR FUNDING FROM CADOXTON CONSERVATION GROUP**

Members were provided with a request for funding from Cadoxton Conservation Group. It was noted that Council had previously supported Cadoxton Conservation Group in the form of a grant in order for them to hold a street party to commemorate the Queen's birthday. The group had advised that due to the success of this event they were now hoping to hold another community event this year and would the Council considering funding this in the same way.

Councillor S Hodges stated that she welcomed the application and news that the previous event had been a success and so suggested that Council may wish to consider supporting the event using the previously agreed formula of £2.50 per head and with the proviso that either the Mayor or Deputy Mayor are invited to attend the event.

Councillor Brooks advised that she was also delighted to receive the application and the news that the previous event had been such a success. She proposed that Council consider increasing the previously agreed formula to £3 per head.

Councillor S Hodges advised that she was happy to support Councillor Brook's proposal, but that it should be noted that the same formula of £3 per head would need to be used for similar applications in the future.

**RESOLVED:**

1. That the previous formula of £2.50 per head used when calculating grant money for the purpose of community/street parties is increased to Cadoxton Conservation Group is awarded a grant for the purpose of organising a community picnic and fun day based on the formula of £3 per head and that the Mayor or Deputy Mayor be invited to attend.

61.

**BARRY REGENERATION ADVISORY BOARD/SENSE OF PLACE**

The Chief Officer advised that the papers before them were to note and that the Sense of Place Project Board would meet in the future with Council already having decided who will represent them on this board. Councillor Johnson made members aware of comments he had made at the Scrutiny Committee for Environment and Regeneration that had not been recorded regarding the identity of those who had been consulted, his concerns that the process was seen as "owned" by the Cabinet and his concerns regarding what streams of funding will be available to replace those that have been lost.

Councillor Bertin advised that he echoed Councillor Johnson's comments and he was concerned for the future of the scheme. He

queried if the Mayor could write to the Vale of Glamorgan Council requesting that they continue the scheme.

Councillor Bailey advised that he recognised the importance of regeneration in Barry and that there was a potential second funding stream available. However, he was unsure if this would be open to new applications. He suggested that Council write to Welsh Government asking them to reconsider re-opening applications for this funding stream.

Councillor Brooks advised that the report before them was to note and that Council were currently awaiting further information. She suggested Council write to the Vale of Glamorgan Council querying when the Place Board will be active and if Barry Town Council will be included.

Councillor S Hodges supported all suggestions made.

**RESOLVED:**

1. That the report be received and noted.
2. That the Mayor writes to the Vale of Glamorgan Council on behalf of the Council to request that they continue the regeneration scheme.
3. That the Chief Officer writes to the Vale of Glamorgan Council querying when the Place Board will be active and if this Council will be included.
4. That the Chief Officer writes to the Welsh Government asking them to reconsider re-opening applications for this funding stream.

62.

**CEMETERY APPROACH**

The Chief Officer provided members with a brief outline of the history of the project and advised of the following update:-

Phase 1

- Landscaping nearly complete.
- Majority of soft landscaping yet to complete.
- Tarmac of the roads to be completed.
- Placement of benches and bollards to be completed.
- Anticipated formal opening – 16 June 2017

Phase 2

- Community building
- Project Board Meeting (Councillor N Hodges is Council representative)

- Accept the Heads of Term Lease (Asset transfer 999 years) Lease to power station at sight also being transferred.

Councillor Rowlands queried if an old Victorian lamp which had been removed from the site had been located?

The Chief Officer responded that she had contacted the Vale of Glamorgan Council who confirmed they had removed the lamp in the first phase of the development, but were unable to locate where it was now.

Members queried if all Councillors would be able to attend the formal opening of the gardens with the Chief Officer responding that they could and would be invited.

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

63. **RESHAPING OF SERVICES**

The Chief Officer advised members that she had attended a meeting with Rob Thomas of the Vale of Glamorgan Council and other Senior Officers to look at potential services that could be devolved to the Town Council with a view to collating a tangible list of services for members to consider. She advised that she hoped to be in receipt of further information early July and would call a meeting of the Reshaping of Services Committee to discuss this.

**RESOLVED** that the verbal update in respect of Reshaping of Services be received and noted.

8 pm – Councillor Wilkinson left the meeting.

64. **MARGARET AVENUE SITE BUSINESS CASE**

Members were advised that following a meeting between the Chief Officer and Mark Ellis of the Vale of Glamorgan Council, a proposal had been prepared for Councillors to consider supporting a new community allotment and children's play area at Margaret Avenue, Barry.

Councillor Brooks suggested that the proposal be referred to a meeting of the Working Party with the applicants being invited to the meeting to discuss the proposal further.

Councillor S Hodges advised that she agreed with Councillor Brooks' recommendation and that she was concerned the proposal was in relation to Reshaping of Services and required a more strategic approach.

Councillor S Hodges also proposed that the Chief Officer write to the Vale of Glamorgan Council to query the status of any Section 106

money and determine what is available and where it can be utilised effectively.

**RESOLVED:**

1. That the proposal is forwarded to a meeting of the Working Party with the applicants being invited to this meeting to discuss the proposal further.
2. That the Chief Officer writes to the Vale of Glamorgan Council to query the status of any Section 106 money and determine what is available and where it can be utilised effectively.

8.05 pm – Councillor Wilkinson returned to the meeting.

65. **MOBILE LIBRARY**

Members were provided with a written report from Chris Edwards, Library Services Manager regarding future options available to Council in their future choice regarding the current mobile library provision based on the current figures provided within the report.

Councillor Brooks began by stating that the report was extremely comprehensive and that Council had tried various options regarding the delivery of the mobile library. However, it was unfortunate that the service wasn't being utilised as much as Council had hoped. She advised that within the report, the option for future possible delivery that she wished to explore was option 3 due to the focus on dementia friendly activities which would fit with the Town's aims to become a Dementia Friendly Town.

The Mayor noted that discussion would need to take place surrounding the Service Level Agreement end date which was due to be renewed 31 May 2017.

Councillor S Hodges requested that the report be forwarded to a meeting of the Working Party stating that it was too early to consider further options. She noted that the service had not been value for money and was a duplication of current library services rather than enhancing them.

Councillor Johnson seconded Councillor S Hodges proposal and requested that further information with regards to costings for the various options are provided to a meeting of the Working Party.

Councillor Brooks confirmed that she was happy for the report and further information to be forwarded to a meeting of the Working Party as suggested by Councillor S Hodges.

Councillor Lloyd-Selby advised that she shared the same concerns regarding the low number of users. However, she was mindful of the effect stopping the service abruptly may have on the residents that do

utilise the service and queried if there was a transition service the library could offer?

The Mayor confirmed that an agreement would need to be reached that evening regarding the Service Level Agreement.

Councillor Brooks proposed that the Service Level Agreement is renewed until a final decision is made on the future of the Mobile Library on a rolling month by month basis.

The Mayor queried when Council would next have the opportunity to discuss the matter.

Councillor Brooks confirmed that it would be placed on the next agenda of Full Council to be held on Monday, 4 September 2017.

Councillor Johnson proposed with members agreeing that the current Service Level Agreement is extended to the end of September in line with the Council's next meeting of Council to be held on 4 September 2017.

**RESOLVED:**

1. That further information is sought from Chris Edwards (Library Services Manager) in relation to the costings of the various options proposed within his report.
2. That the current Service Level Agreement for the provision of the Mobile Library is extended to the end of September 2017.
3. That once the Chief Officer is in receipt of the information from Chris Edwards, it be referred to a meeting of the Working Party Group for further discussion with any recommendations being forwarded to a meeting of Full Council to be held on Monday, 4 September 2017.

Councillor Wiliam proposed that in light of members of the public being present that members consider bringing item 28 forward for discussion. Members agreed.

66.

**CAPITA REVIEW OF BIOMASS FIRE PREVENTION PLAN**

Members were provided with a review of the Biomass Fire Prevention Plan as commissioned from Capita with the Chief Officer providing a brief summary of the findings.

Councillor Brooks suggested that the report should be forwarded to Natural Resources Wales requesting that Biomass are asked to provide further information as the report suggests.

Councillor S Hodges noted that the report was not as detailed as Council originally believed they would receive due to the fact that

Capita are unable to provide a full report until the construction of the site is complete. She noted that the information received from Biomass within their application was contradictory and poor and that she agreed the review should be forwarded to Natural Resources Wales, also stating that she was mindful that the report may need to be looked at again once the unit is complete.

Councillor Johnson stated that he agreed with Councillors S Hodges and Brooks and highlighted inaccuracies contained within Biomass' application. He also requested that clarity be sought regarding whether the report only addresses the fire risk on site or whether it has taken into consideration the impact on the wider community surrounding the unit.

Councillor Bertin stated that he also had concerns and thanked the Council for their contribution.

Councillor Drake referred to the further information request Natural Resources Wales had sent to Biomass UK in respect of their original application and the numerous concerns they had raised with regard to the Fire Prevention Plan. She also noted that the report Council were now in receipt of from Capita highlighted even further concerns that should be cross referenced with Natural Resources Wales' report.

Councillor Hampton noted his disappointment with the report received from Capita stating that he felt it lacked enough information.

The Chief Officer clarified that the report before Council was rather an appendix to the original report produced by Capital and would be forwarded alongside this to Natural Resources Wales. She explained that the review of the Fire Prevention Plan was commissioned as a request from a meeting of Full Council and that unfortunately Capita had only been able to undertake a desktop review due to the site not being operational.

Councillor Collins suggested that the report backed up her original concerns even more and that Natural Resources Wales need to ensure that the unit is controlled and monitored.

Councillor S Hodges commented that she was aware the report would be short due to the unit not being operational. However, members should be made aware that it should be read in conjunction with the first report received from Capita.

Councillor Bailey stated that due to the unit being categorised as a Schedule 2 rather than a Schedule 1 development that this categorisation negated the need for an Environmental Impact Assessment to take place. He informed members that Andrew RT Davies had requested that the categorisation be reconsidered, but Council should write a letter to the Planning Inspectorate in respect of

the Biomass Ltd UK application to apply pressure and enquire as to how the unit had been miscategorised.

Councillor Wiliam seconded Councillor Bailey's suggestions and noted that the report was extremely damning.

Councillor Perkes commented that the report aided the campaign movement.

Councillor Wilkinson stated that the report was not what Council had hoped for, but it was helping Council in its cause.

Councillor Rowlands queried if a full report regarding the Fire Prevention Plan could be undertaken once the unit was operational?

The Mayor responded that a further report may need to be commissioned at this time.

Councillor Lloyd-Selby raised a concern regarding the Fire Report with it being high risk to workers as well as residents.

Councillor Hooper queried if the report could be published in the public domain. The Chief Officer advised that she could do this once an edited version was available should any personal information needed to be redacted.

#### **RESOLVED**

1. That the review of the Fire Prevention Plan as undertaken by Capita is forwarded to Natural Resources Wales alongside Council's original report (also produced by Capita) and any further responses/information relating to this matter are brought before the next meeting of Full Council or an Extraordinary Meeting of Full Council and the report is made public once an edited version is available.
2. That a letter be sent to the Planning Inspectorate in respect of the Biomass Ltd UK application to apply pressure and enquire as to how the unit had been miscategorised.

67.

#### **MOTIONS FOR ONE VOICE WALES 2017 ANNUAL GENERAL MEETING**

Members were advised that as a member Council of One Voice Wales they were invited to propose a maximum of two motions for debate at the Annual General Meeting on Saturday, 30 September 2017.

Councillor Brooks advised that she felt a motion regarding Town & Community Council needing more representations around planning matters would be an ideal motion for Council to consider.

The Mayor advised that the deadline for the submission of motions was Friday, 30 June 2017 and that a meeting of Full Council was due to be held on Monday, 26 June 2017 and so requested that Councillor Brooks consider suitable wording for her suggested motion and that any other Councillor who would like to put forward a motion do so by contacting the Chief Officer prior to the meeting of Full Council.

**RESOLVED** that Councillor Brooks consider suitable wording for her suggested motion and that any other suggestions be considered at a meeting of Full Council scheduled for Monday, 26 June 2017.

68. **CHIEF OFFICER'S REPORT**

Members were provided with an update from the Chief Officer since the last report on 20 February 2017 which included meetings and training attended and key streams of work being progressed.

Councillors congratulated the Chief Officer on passing her probation period and her "outstanding" performance achieved at her recent appraisal.

**RESOLVED** that the Chief Officer's report be received and noted.

69. **REQUEST FROM BARRY MALE VOICE CHOIR**

Members were asked to consider an offer received from the Barry Male Voice Choir to lay a wreath at Langemark Cemetery on behalf of the town of Barry in memory of all Welsh Soldier who lost their lives during the battle for Ypres, in particular the battle that took place at Pilckem Ridge.

**RESOLVED** that Barry Town Council accept the offer received from the Barry Male Voice Choir to lay a wreath at Langemark Cemetery on behalf of the town of Barry in memory of all Welsh Soldier who lost their lives during the battle for Ypres and that the wreath is paid for by Council.

70. **MODEL LOCAL RESOLUTION PROTOCOL FOR COMMUNITY & TOWN COUNCILS**

Members were provided with a Model Local Resolution Protocol for Community & Town Councils to adopt.

Councillor Brooks proposed that Council consider adopting it.

Councillor S Hodges queried if it were necessary and that she would prefer if Council contact Debbie Marles of the Vale of Glamorgan Council for advice.

Councillor Brooks noted that the protocol was good practice and that is why she would recommend Council consider adopting it.

The Mayor referenced part of the protocol and queried how Council would take it forward.

Councillor S Hodges suggested that the protocol should be placed on the agenda of the next meeting of the Personnel Committee for a full discussion and a recommendation as to whether Council should adopt the protocol or not.

**RESOLVED** that the Model Local Resolution Protocol for Community and Town Councils be placed on the agenda of the next meeting of the Personnel Committee to be held on Monday, 3 July 2017 for a full discussion and a recommendation as to whether Council should adopt the protocol or not.

71. **A4226 FIVE MILE LANE IMPROVEMENTS**

Members were made aware that Carillion are one of the contractors that are tendering for the A4226 Five Mile Lane Road Improvements Scheme. Carillion had been in contact with the Council to invite any interested Councillors to meet with them to discuss the scheme in general and to discuss how Carillion could best engage with the local community if they were to be successful.

Councillor Brooks suggested that if Councillors had any comments they could be submitted to the Chief Officer who could forward them to Carillion.

The Mayor advised that at present Carillion were a potential contractor and opening up a dialogue with only one may be seen as favouring. He advised that Carillion may wish to send a representative to a meeting with the Chief Officer, Mayor and Leaders.

Councillor Lloyd Selby noted that opening a dialogue may be useful to discuss community benefits and an opportunity to identify potential projects.

**RESOLVED** that the Chief Officer invite a representative of Carillion to attend a meeting between the Chief Officer, Mayor and Group Leaders to discuss the scheme and how Carillion could best engage with the local community if they were to be successful, noting that the same opportunity would be given to any other contractor tendering for this contract whom showed the same interest in attending such a meeting.

72. **APPOINTMENT OF COMMUNITY COMMITTEE MEMBER (COMMUNITY COUNCILLOR) TO THE STANDARDS COMMITTEE**

Members were asked to confirm if they would be happy to support Councillor Cuddy in continuing his role as the Town & Community representative to the Standards Committee of the Vale of Glamorgan Council.

Councillor Brooks advised that she has concerns with the lack of feedback experienced from Councillor Cuddy and proposed that Council nominate Councillor Payne as the representative to this Committee due to her expertise and knowledge.

Councillor S Hodges noted that she agreed with Councillor Brook's nomination. However, the letter before them was not asking for nominations, but rather whether or not Council objected to Councillor Cuddy continuing as the Community Committee Member to the Standards Committee. She advised that Councillor Cuddy was not maintain high standards and would object to Councillor Cuddy continuing within this role.

**RESOLVED:**

1. That Barry Town Council objects to Councillor Cuddy automatically continuing as the Community Committee Member to the Standards Committee for a further term and that this objection is submitted to Debbie Marles of the Vale of Glamorgan Council no later than Friday, 9 June 2017.
2. That Councillor Payne is nominated as the Town Council's representative should Councillor Cuddy not be reinstated by way of a majority vote.

73. **MINUTES OF THE VALE OF GLAMORGAN COUNCIL CABINET MEETING HELD ON 20 MARCH 2017**

**RESOLVED** that the minutes of the Vale of Glamorgan Council Cabinet Meeting held on 20 March 2017, be received and noted.

74. **MINUTES OF A MEETING OF THE COMMUNITY LIAISON COMMITTEE HELD ON 22 MARCH 2017**

**RESOLVED** that the minutes of a meeting of the Community Liaison Committee held on 22 March 2017, be received and noted.

75. **DATE OF NEXT MEETING**

**RESOLVED** that it be noted that the next meeting of the Town Council is scheduled to be held on Monday, 26 June 2017.

76. **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.

Those in the public gallery left the meeting.

77.

### **RECRUITMENT OF COMMUNITY DEVELOPMENT OFFICER**

Members were asked to consider the recruitment of a Community Development Officer as a new post to the Council in order to meet the Council's Strategic Objectives set out in its Corporate Plan. It was explained that the Council requires additional dedicated resource which will focus on maximising community engagement, developing a portfolio of projects and servicing non-Standing Committees.

#### **RESOLVED:**

1. That a new post of Community Development Officer is agreed at Grade 7, initially on a Fixed Term Contract for 12 months, with a view to appointing permanently subject to an annual review.
2. That the Job Description and Person Specification are agreed.
3. That the post is advertised internally and externally and a recruitment budget is set of £500
4. That if an internal candidate is successful at interview, the post be offered on a secondment basis for 12 months and the substantive post recruited to on a temporary basis for the period.

78.

### **UPDATE ON RECRUITMENT OF PLANNING OFFICER**

Members were advised that temporary support had been secured through Prosper Planning until 31 August 2017. Following the Job Evaluation review of the review of the post, the 10 hour a week Planning Officer post will be advertised for permanent recruitment with a potential 1 September 2017 start date.

**RESOLVED** that the verbal update provided by the Chief Officer be received and noted.

79.

### **REQUEST TO RECRUIT ADMINISTRATIVE SUPPORT**

Members were advised that the Chief Officer has highlighted previously the organisational requirements for more administrative support. Members were provided with various options to consider in order to address this issue.

#### **RESOLVED:**

1. That Council agrees to increase resources for additional Administrative capacity within the Management and Support Team.
2. That a Grade 3/4 Administrator is agreed and that the Chief Officer develops a new Job Description and Person Specification for the role for review and adoption electronically via Personnel Committee.

3. That the Chief Officer recruits to the new role as per the recruitment policy.

The meeting closed at 8.58 pm.

Signed .....

Dated .....  
(Town Mayor)

**MINUTES OF A MEETING OF THE COUNCIL HELD ON MONDAY, 26 JUNE 2017  
AT 7 PM**

**PRESENT:** The Mayor (Councillor N Hodges) together with Councillors Andrews, Aviet, Bailey, Bertin, Brooks, Collins, Drake, Hampton, Hawkins, S Hodges, Hooper, Johnson, Lloyd-Selby (arrived at 7.50 pm), Payne, Perkes, Richardson, Rowlands, Wiliam, Wilkinson and Wright

**ALSO PRESENT:** Emily Forbes - Chief Officer  
Angie Norman - Deputy Chief Officer  
Mark Sims - Responsible Finance Officer  
Robyn Walsh - Administrator

Councillor Brooks presented the Deputy Chief Officer with a gift from the Labour group in recognition of her forthcoming wedding.

80. **APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Charles.

Members were made aware that Councillor Lloyd-Selby would be late arriving to the meeting due to her attendance at a Governor Training session.

81. **DECLARATIONS OF INTEREST**

Councillors Aviet, Bailey, Brooks, Collins, Drake, Hampton, N Hodges, Johnson, Perkes, Rowlands, Wiliam, Wilkinson and Wright declared an interest in agenda item 21 (Reshaping of Services) due to them being Councillors of the Vale of Glamorgan Council also and advised they had received dispensation to speak and vote on the item.

Councillor Johnson declared an interest in agenda item 18 (a) (Request for Funding – Pukka Productions) as he is a member of Barry Arts who collaborates with Pukka Productions.

82. **TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL'S  
MEETING HELD ON 31 MAY 2017**

Councillor Johnson referred to minute no. 48 and clarified that he had meant that the crime figures received needed to be comparable with previous figures they had received so they could monitor any meaningful changes.

The Chief Officer advised that Minute no. 60 should be amended throughout to read "Cadoxton Conservation Group".

Councillor Wilkinson referring to minute no. 62 queried why Councillors had not been formally invited to the opening of Cemetery Gardens.

The Chief Officer responded that it had been included in the Mayor's Weekly Engagement list and clarified that at the previous meeting she had stated the photo opportunity would only include the Group Leaders and the Mayor and other Councillors could attend if they wish.

Councillor Wilkinson stated that in respect of minute no. 64 she had declared an interest in this item and left the meeting as the minutes showed, but her declaration of interest had not been recorded accordingly.

Councillor Bailey referring to minute no. 66 clarified that he had suggested Council write a letter to apply pressure and enquire as to how the unit had been miscategorised and as such an action has been omitted.

Councillor Perkes stated that Councillor Lloyd-Selby had raised a concern regarding the Fire Report with it being high risk to workers as well as residents and this had not been recorded within the minutes.

The Mayor clarified that minutes of the meeting do not record all comments and members should be mindful of this.

The Chief Officer and Mayor gave members the following updates with regard to the action plan:-

Minute no. 54 – That the expenditure of £1,500 had been transferred to the High Street Traders for their forthcoming event and that items had been purchased for the purpose of launching Shop Local. The Chief Officer advised that leaflets were also being printed and Councillors would be contacted to arrange a leaflet drop.

Minute no. 61(2) - The Mayor confirmed that he had written to the Vale of Glamorgan Council on behalf of the Council to request they continue with the regeneration scheme.

Minute no. 61(3) – The Chief Officer advised that she had written to the Vale of Glamorgan Council to query when the Place Board would be active and if this Council would be included. She advised that she had received a response and that Council would be alerted to any progress during 2017.

Minute no. 61(4) – The Chief Officer confirmed that she had written to the Welsh Government asking them to reconsider re-opening applications for the regeneration funding stream and that she was awaiting a response.

Minute no. 64(1) – Working Party Meeting scheduled to be held on Monday, 31 July 2017.

Minute no. 34(2) – The Chief Officer confirmed that she had written to the Vale of Glamorgan Council to query the status of any Section 106

money and that she had received a response which stated they would forward a list of banked Section 106 money to her shortly.

Minute no. 65(3) – Service Level Agreement had been signed and Working Party scheduled for Monday, 31 July 2017 to discuss the proposal further.

Minute no. 71 – Carillion invited to attend meeting on Tuesday, 27 June 2017 at 9 am in the Council Offices. All Councillors invited to attend.

Minute no. 77(3), 79(2) and 79(3) –All vacancies advertised accordingly.

### **RESOLVED**

1. That the minutes of the Council's Meeting held on 31 May 2017 be approved and signed as a correct record, subject to the amendments above.
2. That a letter be sent to the Planning Inspectorate in respect of the Biomass Ltd UK application to apply pressure and enquire as to how the unit had been miscategorised.

### **83. TO RECEIVE A POLICE REPORT**

The Mayor welcomed Sergeant Locke to the meeting who provided members with his report.

Councillor Johnson asked how the Police would react to crime during the warmer summer months and what operations were in place at High Street and Broad Street during the evening?

Sergeant Locke responded that hot spots of anti-social behaviour are identified through the completion of Anti-Social Behaviour Forms which are then shared with Partners and the Safer Vale with discussions then being held regarding implementing certain measures such as better lighting to reduce the level of crime. The Police monitor to identify repeat victims and locations so that higher patrols can be put in place.

Sergeant Locke also advised in relation to patrols at High Street and Broad Street, Operation Raven had been implemented and that 4 officers patrol the area. He advised that they have also worked with Licensing to enforce takeaway closing times to reduce the level of numbers that congregate in these areas at the early hours of the morning.

Councillor Johnson stated that as planning applications had been received to extend the opening hours of takeaway restaurants, most likely due to this enforcement and queried if the Police would advise Council to reject these types of application.

Sergeant Locke responded that his recommendation would be to oppose such applications with a mind to maintain the towns night time economy and that it was hoped the reduction in hours takeaways being open would reduce staff costs etc. and the loss of income at present would even itself out in the long run once people realise takeaways will be closed earlier and so will visit them before they close and thus reducing crime later on in the evening.

Councillor Bertin queried if big shows in Cardiff were reducing policing levels in Barry.

Sergeant Locke responded that they do not and that Barry has a minimum staffing level where shifts overlap and rest days are cancelled in the event of sickness.

Councillor Aviet commented that she had visited the Barry and Cardiff Custody suite recently and was appalled by the rudeness of the staff.

Sergeant Locke advised that he would feed this back to the relevant suites.

Councillor S Hodges advised that she had been a Lay Visitor for a number of years and encouraged Councillor Aviet to report her concerns directly to them.

Councillor Brooks noted that Court Ward and other Wards has a significant increase with regard to Violence Against a Person and asked for Sergeant Locke's comments.

Sergeant Locke responded that Violence Against a Person included all violent behaviour with or without injury and included such offences as spitting and shouting or swearing. He also noted that all crime must be reported now whether any further action was taken which was also accountable for the rise in these figures.

The Mayor thanked Sergeant Locke for attending the meeting.

Sergeant Locke left the meeting.

**RESOLVED** that the Police Report be received and noted.

84. **BARRY YOUTH ACTION – MINUTES OF A MEETING HELD ON 31 MAY 2017**

**RESOLVED** that the minutes of the Barry Youth Action meeting held on 31 May 2017 be received and noted.

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

The Mayor began by advising members that the Annual Grant Giving Evening had been a lovely evening and that he had also attended the Lifeguard Club Open Day, Mayor's Scout Troop Neckerchief

Presentation, Cemetery Gardens Opening and the Barry Arts Festival Opening.

He advised members of the following events:-

Thursday, 29 June 2017 – Afternoon Tea & Prosecco – from 2 pm at the Council Chamber.

Saturday, 1 July 2017 – Barry Scout Fete – all Councillors invited to volunteer at Town Council stall.

**RESOLVED** that the Mayor's communications be received and noted.

86. **TO CONSIDER QUESTIONS FROM COUNCILLORS IN ACCORDANCE WITH THE PROVISIONS OF STANDING ORDER 3(E)**

None were received.

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

None were received.

88. **TO RECEIVE AND NOTE THE MINUTES OF THE HALLS, CEMETERIES & COMMUNITY FACILITIES COMMITTEE'S MEETING HELD ON 5 JUNE 2017 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

The Mayor noted his thanks to the Deputy Chief Officer for arranging a site visit to the Cemetery prior to the meeting taking place.

Councillor Andrews referred to minute no. A11 stating that her recorded comments do not give justification for why she suggested that the probate fee should be £20 and not increased to £30. She clarified that she had suggested this due to the transfer fee with probate being £10 at present and felt that any increase should be done in incremental stages.

**RESOLVED** that the minutes of the Halls, Cemeteries & Community Facilities Committee's meeting held on 5 June 2017 be received and noted, subject to the amendments above.

89. **MINUTES OF A MEETING OF THE PLANNING COMMITTEE HELD ON 6 JUNE 2017**

**RESOLVED** that the minutes of the Planning Committee held on 6 June 2017 be received and noted.

90. **TO RECEIVE 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.

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

None were received.

92. **WALES AUDIT OFFICE**

Members were provided with correspondence received from Mr Anthony Barrett, Assistant Auditor General regarding Audit fees and other matters relating to the 2015-16 audit.

Councillor Johnson queried if members thought it might be beneficial if a report is forwarded to a meeting of the Finance, Policy & General Purposes Committee which could go into more detail regarding the issues the report highlighted. Members agreed.

**RESOLVED:**

1. That the Wales Audit Office report be received, noting the Auditor General's future governance themes for the financial years 2017 – 2018 to 2020 – 2021.
2. That a further report be submitted to a meeting of the Finance, Policy & General Purposes Committee to be held on Monday, 16 October 2017 providing more detail regarding the issues the Wales Audit Office report highlighted including Internal Audit and use of reserves which will be the focus for the 2017/18 Audit.

93. **ACCOUNTS FOR YEAR ENDING 31 MARCH 2017**

Members were provided with the draft financial statements and annual return for the year ending 31 March 2017 for approval prior to their submission to the external auditors, Grant Thornton.

Councillor Bertin queried if the format of the report could be changed to include pie charts and graphs so that it was easier to digest the financial information.

The Responsible Finance Officer responded that at present Council use the "FRSSE (Financial Reporting Standards for Small Entities) Format." However, Council can opt not to use this in the future. He explained that the Annual Report contained graphs and the information is displayed dependent upon the audience.

The Mayor suggested that the format of the report may be an item that the Finance, Policy & General Purposes Committee could discuss.

Councillor Bertin suggested a format similar to that the Vale of Glamorgan Council use which is to use “smiley faces” to indicate negative and positive information.

Councillor Johnson responded that the use of “smiley faces” could be subjective.

Councillor Hooper (referring to page 624) queried where the total of £250,000 is invested.

The Responsible Finance Officer responded that it had been invested in a short term money market deposit with Lloyds Bank.

Councillor Hooper queried if Council were committed to ethical investments and if there was a strategy in relation to this. He noted that local investments and start-up loans for local businesses could be explored within this strategy.

The Chief Officer advised that Council do have an Investment Strategy and have a commitment to invest in the CCLA Public Sector Deposit Fund and also advised that the Investment Strategy is reviewed on an annual basis.

Councillor Hooper reiterated that the strategy does not specify if Council’s investments will be invested ethically and that this should be addressed at the Finance, Policy & General Purposes Committee. Members agreed.

Councillor Johnson requested clarity regarding the “Capital Financing Account.”

The Responsible Finance Officer responded that the Capital Financing Account represents a balancing figure on the balance sheet and capital resources applied to finance capital expenditure or for the repayment of external loans. It also includes the reversal of depreciation to ensure it does not impact upon the amount to be met from precept and that it does not represent a reserve that the Council can use to support future expenditure.

Councillor Brooks thanked the Responsible Finance Officer.

The Mayor also noted the benefit of the Budget Meetings and thanked all those who attend.

**RESOLVED:**

1. That the draft financial statements and annual return for the year ending 31 March 2017 be approved.

2. That the draft financial statements and annual return for the year ending 31 March 2017 are submitted to the external auditors, Grant Thornton.
3. That the format of the report be discussed at a future meeting of the Finance, Policy & General Purposes Committee.
4. That the Investment Strategy is discussed at a future meeting of the Finance, Policy & General Purposes Committee, in particular consideration of Council's investments are invested ethically.

94.

#### **ANNUAL REVIEW OF INTERNAL CONTROL**

Members were requested to consider a report providing an annual review of the effectiveness of the Council's system of internal control.

Councillor Brooks queried who undertook the review. The Responsible Finance Officer responded that he had undertaken the review using the steps provided in the Governance and Accountability for Local Councils in Wales – A Practitioners Guide (2011) from One Voice Wales and Society of Local Council Clerks.

**RESOLVED** that the aforementioned information is received and noted and the annual review of internal control is approved.

95.

#### **BUDGET MONITORING REPORTS TO 31 MAY 2017 (FINAL)**

Members were informed about the Council's income and expenditure in the 2017/18 financial year as at the end of May 2017.

7.50 pm – Councillor Lloyd-Selby arrived.

Councillor Johnson requested clarification on the projected overspend on M&S/Other Professional Fees. The Responsible Finance Officer advised that this projected overspend related to use of agency staff to cover a period of staff absence due to sickness.

Councillor Payne asked whether use of digital technology could reduce photocopier costs and paper used for agendas. The Chief Officer responded that there is a desire to move towards increased use of digital technology however the Council would need to retain a photocopier as we produce a number of in house items such as Reports, Leaflets and Flyers.

Councillor Hooper requested details regarding the projected total overspend of £16,379 and transfer from reserves. The Responsible Finance Officer advised that based on current projections potential variances from budget of £16,379 would result in the need to use £14,701 from the Council's reserves compared to Council originally including an amount of £1,678 to add to the reserves. He further advised that the budget monitoring report being submitted to the Council's Finance, Policy and General Purposes Committee on 24 July

2017 would include suggested virements and using reserves to address the projected overspends thereby balancing the budget.

**RESOLVED** that the budget monitoring report for May 2017 be received, noting the projected overspend of £16,379 for 2017/18.

96. **TO APPROVE A SCHEDULE OF PAYMENTS FOR JUNE 2017 (FINAL)**

Members were provided with a schedule of payments for June 2017 (final) for approval.

Councillor Bertin queried if the Council's schedule of payments is published online?

The Chief Officer responded that the minutes are published and the agenda front page.

**RESOLVED:**

1. That the information relating to salary payments for May and June 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 June 2017 (Final) comprising various direct debits and cheques numbered 2365 to 2394 inclusive, in the amount of £132,719.35 be approved, subject to the relevant papers being in order.

97. **REQUEST FOR FUNDING**

Councillors were provided with applications from various organisations requesting grant assistance.

At the Finance, Policy and General Purposes Committee's meeting held on 27 March 2017 members considered 63 applications for financial assistance. Four applications were deferred, as detailed below:-

- Pukka Productions Ltd
- Barry Gymnasium Ltd
- Barry Sea Cadets
- Ocean Watersports Trust

Additionally, Council have received three new applications from:-

- Barrybados
- Baruc Art Group
- Eagles Thai Boxing Gym

Members were advised that an amount of £50,000 for Community Grants had been included in the budget for 2017/18 and that the amount spent to date was £38,448 leaving an amount available of £11,552.

Councillor Lloyd-Selby declared an interest in agenda item 18 (a) due to the applicant being a personal friend and advised she would leave the room whilst the item was being discussed.

8.05 pm – Councillors Johnson and Lloyd-Selby left the room.

**a. Pukka Productions**

Members were made aware that the Chief Officer had wrote to Pukka Productions Ltd requesting the further information and had received a response. A copy of Pukka's original grant application was included for information with the details of their response including a more detailed breakdown.

Councillor Brooks proposed members approve the request and suggested a grant of £2,000.

Councillor S Hodges reminded members that in the past Council had funded workshop places for children who currently go to Pukka's Theatre School on a free scholarship basis due to financial circumstances and suggested a figure of £500.

Councillor Brooks agreed with Councillor S Hodges.

Councillor Bailey suggested half the amount of £1,000 to encourage more places.

Councillor Brooks responded that the application suggested they would only require 5 free places.

Councillor Wilkinson queried if Pukka Productions had a Safeguarding Policy as they had signed to say they have one and also signed to say they do not and will agree to adhere to the Council's Safeguarding Policy.

Members agreed with Councillor Wilkinson's concerns and suggested that the Chief Officer clarify this.

Councillor Payne queried if Council were in receipt of Pukka Production's DBS checks.

The Chief Officer responded that she did not think Council could request this due to Data Protection.

Councillor Wiliam suggested that Council agree to a grant of £500 subject to the Chief Officer being satisfied that Pukka Productions has an adequate Safeguarding Policy in place.

8.10 pm – Councillors Johnson and Lloyd-Selby returned to the room.

**b. Barry Gymnasium Ltd**

Members were provided with the response received from Barry Gymnasium Ltd and a copy of their original grant application.

The Chief Officer explained that the query with regard to this application was whether or not it had charity status advising she had since received confirmation that it was.

Councillor Lloyd-Selby advised that she was confused as to what the applicant is requesting funding for and felt there was not enough information provided.

Councillor S Hodges commented that the application would be more feasible if it were requesting support to purchase specialist equipment, rather than funding an expansion as requested and stated that she would be inclined to decline the application based on lack of information.

Councillor Richardson highlighted that the organisation did not have their own Safeguarding policy, with Councillor Wilkinson commenting that this was concerning to her given that they work with vulnerable people.

Councillor William suggested that Council give feedback to the organisation explaining why their application was not successful and ways in which they could improve their application for the future.

**c. Barry Sea Cadets**

Members were provided with the response received from Barry Sea Cadets and a copy of their original grant application.

Members were advised that further to their original query, Barry Sea Cadets had been able to confirm that during April to October they would make use of the BCWAC Facilities at No.1 Dock and that this would be the location of the Defib for that period and would be made available to all groups using the centre. They advised that they had spoken to Bryan Foley who had agreed that it would be a useful addition. They also advised that outside of the boating season they would like to locate it in an accessible place near their HQ.

Councillor S Hodges noted that she would be happy to approve their request, but suggested that Bryan Foley could be contacted in order to source a best value deal for the purchase of the Defib.

Councillor Drake commented that she had looked into the prices of Defibrillators and could confirm the costing they had suggested was accurate.

Councillor Brooks advised that she would like to approve the request subject to the Mayor being invited to attend the installation of it.

Councillor S Hodges suggested that Council approve a grant up to the value of £1,500 for the purchase of a Lifepak CR-T plus Defibrillator, subject to the Mayor being invited to the official installation of it and Bryan Foley being contacted to ensure best value for money is sought.

**d. Barrybados**

Members were made aware that Barrybados was a new application requesting funding and that funding could be provided under Section 144 of the Local Government Act 1972 (Tourism).

Councillor Payne stated that the organisation is a business and does not fit the criteria.

Councillor S Hodges requested clarity regarding this from the Chief Officer.

The Chief Officer responding that although the application is from a private business, the application does state it could meet the Council's well-being objectives in a number of places. There had also been instances of initiatives being funded which benefited private traders.

Councillor Lloyd-Selby commented that she felt it was a great brand and would like to support it as the Town Council and suggested that maybe the Community Development Officer role could look at ways in which this could be possible when they are in post. She also suggested that Shop Local may be a relevant place to explore this.

Councillor Richardson also noted the organisation does not have a Safeguarding Policy.

Councillor Bailey commented that the description of proposed stock in the application was rather vague.

Councillor S Hodges commented that Council have supported Mack Events in the past and suggested that Council need to implement a policy surrounding this, so members are able to make an informative decision with robust reasons for either approval or rejection and suggested that this is forwarded to a

meeting of the Finance, Policy & General Purposes Committee for them to consider a policy for this type of application.

Councillor Brooks suggested that Barrybados may want to contact the Vale of Glamorgan Council (Creative Rural Communities) and this could be suggested to them in their feedback letter.

**e. Baruc Art Group**

Members were provided with a new application received from Baruc Art Group requesting funding.

Members discussed and agreed a grant of £200.

**f. Eagles Thai Boxing Gym**

Members were provided with a new application received from Eagles Thai Boxing Gym requesting funding and advised that funding could be provided under Section 19 of the Local Government (Miscellaneous Provisions) Act 1976 Sub-section 3(a)(Recreation).

Councillor Perkes noted that the application was for equipment and as far as she was concerned members are usually required to purchase their own equipment.

The Chief Officer advised that she was concerned that the club did not have their own constitution or accounts and had not been able to access Sport Wales funding as the sport is not registered. She suggested Council consider re-directing them to the Glamorgan Voluntary Service (GVS) so they can help them in setting up their own constitution.

Councillor Bailey commented that Council shouldn't reject an application based on the sport not being recognised by Sport Wales.

**RESOLVED:**

1. That a grant of £500 is awarded to Pukka Productions to fund 5 workshop places for children who currently go to Pukka's Theatre School on a free scholarship basis due to financial circumstances, subject to the Chief Officer being satisfied that Pukka Productions has an adequate Safeguarding Policy in place.
2. That a grant is not awarded to Barry Gymnasium Ltd and that Council write to the applicant to give feedback and explain why their application was not successful and ways in which they could improve their application for the future.

3. That a grant of up to £1,500 is awarded to Barry Sea Cadets for the purchase of a Lifepak CR-T plus Defibrillator, subject to the Mayor being invited to the official installation of it and Bryan Foley being contacted to ensure best value is being sought.
4. That a grant is not awarded to Barrybados at this time, but a letter is sent to them advising them that once the Community Development Officer role is in post there may be an opportunity for Council to work with them through Shop Local and that they are advised to contact the Vale of Glamorgan Council (Creative Rural Communities) who may be able to help them.
5. That the Finance, Policy & General Purposes Committee are requested to look to implementing a policy that could be used when dealing with applications from private businesses so members are able to make an informative decision with robust reasons for either approval or rejection.
6. That a grant of £200 is awarded to Baruc Art Group.
7. That a grant is not awarded to Eagles Thai Boxing Gym at this time and they are re-directed to GVS for support in writing the Club's constitution.

98. **BARRY REGENERATION ADVISORY BOARD**

No update available.

99. **CEMETERY APPROACH**

The Chief Officer provided members with an update with regard to Cemetery Approach:-

- Phase 1 has been officially opened.
- Week ending 02.07.2017 – subsoiling, wild flowers and rock picking
- The grass seeded side has had some rock and rubble come through and so this side will need to be stripped and re-seeded.
- A number of grasses did not take and as a result have not grown. There will be a plant count in September and all those that haven't taken will be replaced.
- There will be a 24 month contract for maintenance of the area.
- Barry Town Council will be responsible for litter.
- The Highways Department at the Vale of Glamorgan Council will be responsible for the roads.
- Awaiting the Heads of Terms to be signed for the 999 year lease.

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

100.

### **RESHAPING OF SERVICES**

Members were made aware that at the Community Liaison Committee to be held on 4 July 2017 a new representative at the Vale of Glamorgan Council Re-shaping Board and Public Service Board will be nominated. Councillor S Hodges is the Council's representative and will be attending. Members were advised that Barry Town Council Reshaping Services Committee had been arranged for Thursday, 13 July 2017.

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

101.

### **MOTIONS FOR ONE VOICE WALES 2017 ANNUAL GENERAL MEETING**

Members were provided with a letter from One Voice Wales inviting them to propose a maximum of two motions for debate at the AGM on Saturday, 30 September 2017.

Councillor Brooks proposed the following motion:-

“Barry Town Council calls for a concerted commitment to work to strengthen the role of Community and Town Councils in Wales within the planning system using the appropriate elements of the Reform of Local Government Bill. It is essential that the powers of Community and Town Councils within the planning system be enhanced and increased from the present role as advisory bodies, to allow more decisions to be taken at grass roots level which would enable Community and Town Councils to represent the residents within their area and have a voice and play a vital part in the planning strategy within their community. This change is needed to allow Community and Town Councils to fully represent and take decisions on behalf of their electorate.”

Councillor S Hodges agreed with Councillor Brooks' motion.

The Mayor noted that Council must find a seconder member Council so that the motion can be heard.

Councillor Bailey noted that localism and community asset transfer in England is stronger in England than in Wales and Councillor Brooks may want to consider incorporating this into the motion.

Councillor Drake responded that Councillor Bailey's comments could be incorporated into the speech before the motion.

Councillor Bailey confirmed he would email Councillor Brooks with his comments.

Councillor Hooper commented that the motion should also include reference to the Well-being and Future Generations Act.

Councillor Brooks suggested that she would amend the motion and speech and email to Group Leaders for their approval.

Councillor Bertin proposed that a second motion is submitted that:-

“This Council calls on One Voice Wales to make representations to Welsh Government that the ban on fox hunting remains”.

Councillor Brooks stated that the ban on fox hunting was not a devolved power.

Councillor Bertin stated that it was and he had researched this.

Councillor Bailey and the Mayor responded that the Criminal Justice System is not devolved to Welsh Government and so the motion would not be feasible.

Councillor Johnson asked Councillor Bertin to confirm what reasons he had to believe these powers were devolved and where he had seen this.

Councillor Bertin stated that he had researched the issue prior to the meeting and advised he would find the information. However, would Council be agreeable to agreeing the motion, subject to clarity being sought upon whether or not Welsh Government have devolved powers in respect of fox hunting.

The Mayor responded that Councillor Bertin should clarify this before Council can agree to support the motion.

Councillor Bailey noted that if Welsh Government did have the devolved powers to ban fox hunting in Wales then Carwyn Jones AM would have already done so, in his opinion.

**RESOLVED:**

1. That Barry Town Council submits the following motion to the One Voice Wales AGM being held on Saturday, 30 September 2017:-

“Barry Town Council calls for a concerted commitment to work to strengthen the role of Community and Town Councils in Wales within the planning system using the appropriate elements of the Reform of Local Government Bill. It is essential that the powers of Community and Town Councils within the planning system be enhanced and increased from the present role as advisory bodies, to allow more decisions to be taken at grass roots level which would enable Community and Town Councils to represent the residents within their area and have a voice and play a vital part in the planning strategy within their community. This change is needed to allow Community and

Town Councils to fully represent and take decisions on behalf of their electorate.”

2. That any Councillor wishing to submit a comment with regard to the above motion does so by emailing Councillor Brooks.
3. That a seconder for the motion is sought from another member Council.
4. That Councillor Bertin clarify the devolved powers to Welsh Government in respect of the ban on fox hunting and report back to Council if evidence to the contrary is sourced.

102. **DATE OF NEXT MEETING**

The Mayor advised members that an Extraordinary meeting of Full Council will be called on Tuesday, 25 July 2017.

**RESOLVED** that the next meeting of Full Council will be an Extraordinary Meeting and is scheduled to be held on Tuesday, 25 July 2017.

103. **EXCLUSION OF 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.

Those in the public gallery left the meeting.

8.40 pm – The Chief Officer left the room.

104. **PUBLIC SERVICES OMBUDSMAN FOR WALES**

Members were advised of two separate complaints that had been received at Barry Town Council, one against three individual Councillors and one against Barry Town Council.

The Mayor moved that Standing Order 3(y) be suspended for ten minutes until 9.10 pm. This was seconded by members.

A lengthy discussion took place which resulted in it being agreed that Barry Town Council should issue a press release in respect of the complaint received against the Council, with it also being suggested that the Deputy Chief Officer contacts the Ombudsman for advice with regard to how the Council should proceed if they wish to issue a statement.

**RESOLVED:**

1. That the actions of the Deputy Chief Officer in respect of this matter are noted.
2. That the Deputy Chief Officer contacts the Ombudsman for advice with regard to Council issuing a press release and that a draft press release is forwarded to the Leader of Council prior to its submission to the press.

The meeting closed at 9.10 pm.

Signed .....

Dated .....  
(Town Mayor)

**MINUTES OF A MEETING OF THE COUNCIL HELD ON TUESDAY, 25 JULY 2017 AT 7 PM**

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

**ALSO PRESENT:**

Emily Forbes	-	Chief Officer
Angie Norman	-	Deputy Chief Officer
Mark Sims	-	Responsible Finance Officer
Robyn Walsh	-	Administrator
Rhian Burns	-	Administrator

The Mayor requested that all members inform the Office should they have any planned holidays in order to maintain effective communications.

105. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Bertin and Rowlands.

106. **DECLARATIONS OF INTEREST**

Councillors Aviet, Brooks, Charles, Collins, Drake, Hampton, N Hodges, Johnson, Perkes, Wiliam, Wilkinson and Wright declared an interest in agenda item 21 (Reshaping of Services) due to them being Councillors of the Vale of Glamorgan Council also and advised they had received dispensation to speak and vote on the item.

Councillor Lloyd-Selby declared an interest in agenda item 10 (Annual Fireworks Fiesta – request for funding assistance) due to her employer being a beneficiary of the Rotary’s charitable donations.

107. **TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL’S MEETING HELD ON 26 JUNE 2017**

Councillor Wiliam queried why the reason for the Chief Officer leaving the meeting at minute no. 104 had not been recorded. The Chief Officer responded that she had left the meeting due to a personal interest, but the reason did not need to be stated within the minutes.

The Deputy Chief Officer was made aware of an error within the action sheet concerning minute no. 82 which should have read “Cadoxton Conservation Group,” rather than “Cadoxton Conservative Group” as stated within the action sheet.

The Chief Officer provided members with the following updates with regard to the action sheet:-

Minute No. 82(2) - The Chief Officer advised that she had contacted the Planning Inspectorate who had advised that the Council was not in a position to send a letter to the Planning Inspectorate as the classification of the unit had not gone to appeal. However, Council could write a letter to the Vale of Glamorgan Council as the Planning Authority.

The Chief Officer also advised members that a new consultation on Biomass UK No.2 Ltd's response to Natural Resources Wales would be issued 31 July to 28 August 2017 referring to the points resolved at a meeting of Full Council held on Tuesday, 25 April 2017:-

*"Minute No. 836 (3) - That should a further application/response be received from Biomass UK to address the issues outlined within the report provided by Capita and that Capita be instructed to review the amended application to determine whether the issues have been adequately addressed."*

The Chief Officer clarified that since a response had now been received from Biomass UK Ltd she would forward the amended documents to Capita to determine whether the issues have been adequately addressed as per the minute above.

Councillor S Hodges advised members that she had spoken with the Chief Officer prior to the meeting expressing her concerns that she did not want to hold another Extraordinary Meeting and that the deadline from Natural Resources Wales to submit comments to the amended application was 28 August 2017. She requested guidance from Officers as to the remaining budget available for expert advice and advised that extra monies had previously been agreed under Urgent Actions with regard to this item.

Councillor Brooks suggest that, when the report from Capita had been produced it be circulated between Group Leaders.

Councillor S Hodges stated that once the report from Capita had been received a meeting of Council would need to be called during recess and questioned whether members would be agreeable to it being received at a smaller meeting of Council.

Councillor Brooks responded that she would advise it go before an Extraordinary Meeting of Full Council.

Councillor William queried the legalities of calling an Extraordinary Meeting. The Chief Officer responded that Council can call an Extraordinary meeting of Council providing there are 3 days clear notice advising members, but that they would need to take into consideration bank holidays throughout August. She also advised that members would need to take into consideration Officers being on leave and the time it would take to commission the report from Capita,

querying if members would receive the report electronically to save time.

Councillor S Hodges requested that the Chief Officer contact Natural Resources Wales and request an extension in order to give Council further time to consider their response.

The Responsible Finance Officer advised, referring to an earlier question, that there was a budget of £5,000 remaining for the provision of expert advice.

Councillor Johnson noted that he would prefer to hold a public meeting prior to Monday, 28 August 2017.

Councillor Payne suggested that members consider waiting for the Chief Officer to request an extension before agreeing a date for Full Council to meet.

Councillor Lloyd-Selby proposed that Council contact Natural Resources Wales to request an extension for comments, that the response received from Capita is circulated electronically to all members and an Extraordinary Meeting of Full Council is arranged.

Councillor Brooks questioned the practicalities of the above for Senior Officers. The Chief Officer advised that a number of Officers would be on leave throughout August. However, an Officer would be available to authorise the summons. The issue would be the timeframes for Capita in order for them to read the amended application from Biomass UK Ltd and formulate a response for Council to consider within 20 days. She also advised that consideration would be needed with regard to the venue due to the high level of public interest.

Minute No. 101(4) - The Chief Officer informed members that she had not received a response from Councillor Bertin as yet.

**RESOLVED:-**

1. That the minutes of the Council's Meeting held on 26 June 2017 be approved and signed as a correct record, subject to the amendment above.
2. That the Chief Officer writes to the Vale of Glamorgan Council, as the Planning Authority, with regard to the misclassification of the Biomass UK Ltd Gasification Unit (minute no. 82 (2) refers).
3. That as per minute no. 836 (3), the Chief Officer is authorised to instruct Capita to review Biomass UK Ltd's amended application.
4. That the Chief Officer contacts Natural Resources Wales to request an extension to the deadline of 28 August 2017, in order

for Council to be given sufficient time to formulate their response.

5. That once Capita have returned their report to the Chief Officer that it is circulated to all members electronically.
6. That an Extraordinary Meeting of Full Council is held should it be required, to discuss the report as provided by Capita prior to its submission to Natural Resources Wales.

108. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE CONSULTATION WORKING PARTY HELD ON 19 JULY 2017 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED** that the minutes of the meeting of the Consultation Working Party held on 19 July 2017 be received and noted.

109. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE HELD ON 24 JULY 2017 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Councillor Brooks provided members with an update regarding the meeting of the Finance, Policy & General Purposes Committee advising of the following equipment to be purchased should Council agree the recommendation contained within the minutes to increase the M&S Equipment budget by £2,500:-

- New TV Screen, Chrome Cast and full motion bracket (approximate cost of £458.99.
- Computer Equipment and two MS Office licenses (approximate cost of £656)
- A new noticeboard (approximate cost of £880)
- Access to work equipment (approximate cost of £307.08)

**RESOLVED:**

1. That the minutes of the Finance, Policy & General Purposes Committee held on 24 July 2017 be received and noted.
2. That the M&S Equipment budget be increased by £2,500 in order to purchase the new equipment agreed above and that officers action these purchases during the summer recess.

110.

**TO RECEIVE AND NOTE THE MINUTES OF THE PERSONNEL COMMITTEE HELD ON 3 JULY 2017 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN**

Members were provided with the minutes of the Personnel Committee held on 3 July 2017, noting that agenda item 18 refers to one item and was to be discussed under part 2 of the agenda.

Councillor Brooks queried whether the Health and Safety training outlined in Minute number R9(2) (One Voice Wales Training) was for Personnel Committee Members only. The Chief Officer answered that it was a priority for members of the Personnel Committee to attend the training due to Health & Safety being a standing item on the Personnel Agenda, but other Members were welcome to attend if spaces were available.

**RESOLVED:**

1. That the minutes of the Personnel Committee's meeting held on 3 July 2017 be received and noted.
2. That this Council approves expenditure of £120 per year payable to the Living Wage Foundation in order for Officers to be able to action minute no. 56 of the Council meeting held on 31 May 2017 "that Barry Town Council becomes an accredited Living Wage Employer", noting that this payment will enable Barry Town Council to become an accredited Real Living Wage employer.

111

**TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE'S MEETINGS HELD ON 20 JUNE, 4 JULY AND 18 JULY 2017 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

The Deputy Chief Officer referring to the action sheet advised members that it should read "that the Planning Officer **contacts..**," rather than "contents".

Councillor Hawkins queried the progress of minute no. PL30 (1) and was advised that this action had been completed.

**RESOLVED** that the minutes of the Planning Committee's Meetings held on 20 June, 4 July and 18 July 2017 be received and noted.

112.

**TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE SHOP LOCAL BARRY ADVISORY GROUP HELD ON 20 JULY 2017 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Members were provided with the minutes of a meeting of the Shop Local Barry Advisory Group held on 20 July 2017 for their consideration.

Councillor Hooper, (Chair of Shop Local), provided members with a brief overview of the contents of the minutes and requested members to support the recommendations contained therein. Councillor Hooper also remarked that the meeting had been wholly positive with some good partnership working starting to take place between different shopping areas in the town.

Councillor Brooks requested clarity that the requested amounts would be drawn from the Shop Local budget heading to which the Chief Officer responded that they would.

**RESOLVED:**

1. That the minutes of the Shop Local Barry Advisory Group held on 20 July 2017 be received and noted.
2. That expenditure from the Shop Local budget heading of up to £2,800 for the sponsorship of an event to be held at Kings Square, Holton Road, Barry on Saturday, 23 September 2017 to be organised by Holton Road Traders, in order for Shop Local to be officially launched within the Town Centre be approved.
3. That a budget of £2,000 from the Shop Local budget is approved for the production of promotional maps with delegated powers being granted to Group Leaders and the Chief Officer under Urgent Actions should the project require further funding, within reason.

113.

**RESOLUTION TO RECEIVE ELECTRONIC PAPERS**

Members were requested to make a formal resolution on how they wish to receive all future agenda papers.

The Chief Officer stated that she had contacted One Voice Wales in order to ascertain if there are any regulations surrounding the distribution of the Summons by email. One Voice Wales had confirmed that if there was a resolution from Council then this would be within the guidelines.

Councillor Brooks raised a concern that there would be a substantial personal cost to members if papers needed to be printed at home and also queried whether confidential papers should be sent out electronically.

Councillor S Hodges stated that she felt a better system would be a default of Members receiving hard copies of papers but with an 'opt in' approach to receiving electronic copies.

Councillor N Hodges suggested a trial period could be agreed with a review to take place after twelve months should Council resolve to receive all future agenda papers electronically.

Members noted that a small Working Party had been established to discuss the future IT requirements of Council and this could be discussed at this meeting also.

**RESOLVED** that Council adopts an "opt in" option to receiving papers electronically and that agendas are circulated to Councillors in a hard copy format unless otherwise requested by an individual Councillor.

7.40 pm – Councillor Lloyd-Selby left the meeting for the duration of the next agenda item

114. **ANNUAL FIREWORKS FIESTA**

Members were advised of correspondence received from Mr Carl Kerr, Chairman of the Fireworks Committee, Rotary Club of Barry.

The Chief Officer advised members that since this correspondence had been received the Vale of Glamorgan Council had now agreed to fund £500 from car parking funds.

Councillor Brooks queried whether the Rotary Club had put in a grant application to the Council. It was confirmed that they had not. Councillor Brooks then queried whether the Rotary Club had made any approaches to the Traders on Barry Island for help to cover the gap in funding as the Traders profited during a quiet period from the crowds drawn for the fireworks fiesta. Councillor N Hodges replied that historically the Traders had not been approached for funds.

Councillor S Hodges read an extract from the Minutes of a meeting of the Finance, Policy & General Purposes Committee held on Monday, 30 July 2012 where it was resolved that:-

1. The Responsible Finance Officer sends a letter to Mr Carl Kerr of the Rotary Club advising them that Barry Town Council would wish to enter into a joint venture to become an official partner in the event and purchase the fireworks each year in the sum of £5,000.
2. That letter should also advise that the Council would request that the Mayor be invited to attend the presentation of any monies raised to the relevant charities and that the Rotary Club be advised of the Mayor's Charities on an annual basis for them

to consider donating some of the proceeds of the night to those charities.

It was confirmed that despite the requirements outlined from the Council at the time there had been no recognition in publicity for the contribution made. It was also confirmed that the Mayor had not been invited to the presentation of the charity monies, nor had the Mayor's charities been included in the proceeds of the Fireworks Fiesta.

Councillor S Hodges also referred to the minutes of a meeting of Full Council held on 16 September 2013 where it was resolved that "in partnership with the Barry Rotary Club, the Council opt to deliver the 15 minute intense firework display at a cost of £6,000.00." She advised that Council were again not given sufficient credit for this expenditure even though Council were the largest grant giver to this event.

Councillor S Hodges questioned whether the event should be entirely run by Barry Town Council in the future as a Corporate Event, noting that Council had experience of organising large events at Barry Island referring to the Santa Fun Run. She felt there should be some agreement put in place to ensure the Rotary's chosen charities would not miss out.

Councillor Brooks proposed that further discussions could be referred to a meeting of the Working Party, with Councillor N Hodges stating that there may not be sufficient time to consider it fully due to the date of the event.

Councillor Charles stated that she would like to thank the Rotary for running the event to date. She continued that the Rotary Club through its donations was responsible for funding food banks for a huge number of people in Barry. Councillor Charles agreed that Barry Town Council should get more recognition for their support of the event and stated that she felt the Rotary would be amenable to this and that the event should continue to be run by the Rotary Club with the support of the Council rather than Barry Town Council taking over the event.

Councillor Wilkinson stated that she felt the Rotary Club should attend a meeting to explain why no recognition to date had been given to Barry Town Council despite the requirements laid out in 2012.

Councillor Hooper stated that he felt the most important factor was to maximise charity gain. He also raised the question of how the Barry Island Traders could be more involved in the organisation of the event and also whether Traders from the wider Barry area could become involved.

Councillor S Hodges stated that she felt the Rotary Club had badly handled the funding issue given the decision was made by the Vale of

Glamorgan Council to withdraw money over three months ago. She felt the shortfall should be covered this year but that going forward a more collaborative approach between the Rotary Club and Barry Town Council should be made.

Councillor Payne stated that she agreed a collaborative approach would be best and would agree with recommending the item to a Working Party to discuss further.

Councillor William felt that Council should focus on the potential benefits which were the possibility of liaising with businesses on Barry Island which was something the Community Development Officer could take forward and also the charity gains to be made from working collaboratively with the Rotary Club.

**RESOLVED** that the Rotary Club be invited to attend the Working Party Meeting on 31 July 2017 in order to discuss this item further in relation to the funding requirements for the Fireworks Fiesta.

8.05 pm – Councillor Lloyd-Selby returned to the meeting.

115.

#### **GRANTS AND DONATIONS – SEA CADETS**

Members were provided with an update relating to Council's decision to award a grant to the Sea Cadets at the previous meeting of Full Council held on 26 June 2017.

Members were reminded that at the meeting held on 26 June 2017, Council had resolved to issue a grant of up to £1,500 for the purchase of a Lifepak CR-T plus Defibrillator.

However, upon Officers advising the Sea Cadets of the Council's decision suggesting that Bryan Foley is contacted to provide a Public Access Defibrillator it became clear that what the Sea Cadets had been asking for had been misunderstood and with the best of intentions Council making a decision that would not be of great benefit to the Sea Cadets.

Members were advised that as a way forward to resolve the confusion surrounding the grant application from the Sea Cadets that members agree to purchasing a Lifepak CR Plus Trainer (training defibrillator) for £329 ex VAT for the Sea Cadets and then arrange for a Public Access Defibrillator to be installed at the Ocean Watersports facility that would be available for all users of the facility. The cost of a PAD is understood to be between £800 and £1,000 so the cost of the two items would be within the previous decision to provide a grant of up to £1,500 as per minute no. 97 (3)

Councillor Charles advised that the Round Table were currently raising money for a defibrillator and may be able to advise on price.

Councillor S Hodges remarked on the number of requests for funding for defibrillators the Council had received over recent years and asked whether there was any way to map the locations of those available to the public.

Councillor N Hodges agreed this would be a good exercise to carry out in order to pinpoint any gaps in provision and focus future plans to cover those gaps.

Councillor Payne suggested that the map could tie in with a map discussed in the Shop Local Committee Meeting on 20 July 2017.

**RESOLVED:**

1. That the correspondence received from the Sea Cadets be received and noted.
2. That due to the information above that the decision made at Full Council held on 26 June 2017 (minute no. 97(3) refers) is amended to enhance the original request and award
3. That a grant of up to £1,500 is awarded for the purpose of purchasing a Lifepak CR Plus Trainer (training defibrillator) for £329 ex VAT for the Sea Cadets and arrangements are made for a Public Access Defibrillator to be installed at the Ocean Watersports facility that would be available for all users of the facility, noting that the cost of a PAD is understood to be between £800 and £1,000.
4. That the location of current defibrillators in Barry are investigated and brought back to a meeting of Shop Local for them to consider including their locations within a potential map.

116.

**BARRY TOWN COUNCIL AWARDS RECEIVED**

Members were advised that at a recent One Voice Wales Conference, Council were recognised with an award for the Local Council Service of the Year category, specifically the service of the Cemetery.

The Chief Officer advised members that there had been a short turnaround to submit entries to this year's award, but assured members that Council would enter more categories next year.

Members were also advised that the Cemetery had retained its Green Flag status for a second year and that a small ceremony would take place at Barry Island on Tuesday, 8 August 2017 which the Mayor, Deputy Chief Officer and administrator responsible for collating the report would attend. Members were also advised that an official raising of the Green Flag would take place at Merthyr Dyfan Cemetery in September and members would be advised of this date accordingly.

Councillor Charles queried the status of the Bio-diversity pond. The Deputy Chief Officer clarified that Councillor Charles was referring to the surge pool located at the top of the Cemetery and advised that it had been installed for drainage purposes. She clarified that the Bio-diversity pond was located to the left of the entrance of the cemetery.

The Mayor recorded his thanks to all staff for both achievements.

Councillor Hawkins noted that he may know where two Victorian lights removed from Cemetery Approach may be and that he had been told they may have been moved to Cowbridge. Councillor S Hodges stated that the Vale of Glamorgan Council should be contacted to enquire if this were true.

**RESOLVED:**

1. That the verbal report be received and noted.
2. That the Vale of Glamorgan Council is contacted to enquire whether the two Victorian lampposts removed from Cemetery Approach have been relocated to Cowbridge.

117. **URGENT ACTIONS**

Members were informed of an Urgent Action that had been undertaken by the Chief Officer in conjunction with Group Leaders, since the last meeting of Council held on 26 June 2017:-

24 July 2017 – Cheque to replenish Petty Cash

**RESOLVED** that the information contained within the report is received and noted.

118. **DATE OF NEXT MEETING**

**RESOLVED** that the next meeting of Full Council is scheduled to be held on Monday, 4 September 2017.

8.14 pm – Both administrators left the meeting.

119. **EXCLUSION OF 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.

120.

**TO RECEIVE AND NOTE THE NOTES OF A MEETING OF THE MEMORIAL HALL & THEATRE WORKING PARTY HELD ON 4 JULY 2017**

Members were provided with the notes of the meeting of the Memorial Hall & Theatre Working Party held on 4 July 2017 for their information. It was clarified that these were notes for information and not minutes as the meeting was inquorate.

The Leader provided members with a brief update and Councillor William also provided a brief summary. He advised that “during the tour the Councillors heard about the Trusts proposal to convert the Oriol into a second cinema, this would enable the Trust to programme new on-date releases as opposed to having to wait for three to four weeks due to diary blocks when the cinema distributors require seven consecutive show dates for new releases. The initial cinema project costs are estimated to be £80,000.

Whilst discussing the toilet refurbishment project in more detail, he had asked the why the Trust had not asked the Council to consider supporting the second project.” He was advised that the Trust had not thought about other options but the options being brought forward at the meeting were certainly something that they would give consideration to.

**RESOLVED** that the notes of the meeting of the Memorial Hall & Theatre Working Party held on 4 July 2017 be received and noted.

121.

**TO RECEIVE AND NOTE THE MINUTES OF THE RESHAPING SERVICES WORKING PARTY HELD ON 13 JULY 2017 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Members were provided with the minutes of the Reshaping Services Working Party held on 13 July 2017 for their information.

Cllr S Hodges, Chair of the Working Party updated members on positive discussions and sought views on a number of matters.

**RESOLVED**

1. That the minutes of the Reshaping Services Working Party held on 13 July 2017 are received and noted.
2. That the Chief Officer is authorised to develop a more detailed business plan in respect of Minute No.4 and is given delegated responsibility to liaise with Vale of Glamorgan Council officers to move this action forward

3. That the Chief Officer is given the power to pursue the preferred accommodation option as per Minute No. 5, including seeking detailed costs, as well as looking at other options if necessary.

122.

### **RECOMMENDATIONS FROM PERSONNEL COMMITTEE 3 JULY 2017**

Members were provided with a number of staffing recommendations for them to consider from the meeting of the Personnel Committee held on 3 July 2017.

#### **RESOLVED:**

1. That once the Pioneer Hall Staffing review has been completed by Officers and a substantial Job Description agreed, a job evaluation of the two caretaker roles be commissioned and in order to achieve consistency with the Management & Support Team Job Evaluation that was recently completed that One Voice Wales be commissioned to undertake this piece of work.
2. That Council recognises that there is a need to ensure that current cemetery standards are maintained through the recruitment of two trainee cemetery operatives and that these positions are recruited on a staggered basis in September 2017 and September 2018.
3. That once the Cemetery Staffing review has been completed by Officers and a substantial Job Description agreed, a job evaluation of all cemetery staff roles be commissioned and in order to achieve consistency with the Management & Support Team Job Evaluation that was recently completed that One Voice Wales be commissioned to undertake this piece of work.
4. That the Management & Support Team Job Evaluation results are implemented from 1<sup>st</sup> July 2017 at a cost of £13,703 in year one (noting that this amount includes back pay for 2 members of staff who requested the Job Evaluation on 26 October 2016), also noting that a virement is to be sought in the third quarter of the 2017/18 financial year.

123.

### **OUTCOME OF RECENT RECRUITMENT PROCESS**

Members were provided with an updated with regard to the recent recruitment process and advised of any further requirements.

The Mayor congratulated RB and RW on their appointments.

#### **RESOLVED:**

1. That members note the new appointments.

2. That members note arrangements for filling outstanding Administrative vacancies.
3. That members note the extension to the temporary Planning Officer support.
4. That members support a collaborative approach to recruiting a Planning Officer with (an)other Town Council(s) and give authority to the Chief Officer to engage in further dialogue with Penarth Town Council in the first instance and widen this scope to other Town Councils if appropriate, noting that the suggested list in the report is not exhaustive.

124.

**F19 PIONEER HALL ROOF – ACCEPTANCE OF TENDER**

Members were provided with information relating to the tender process for work to replace the Pioneer Hall roof, following tenders that had been opened on 24 July 2017 and discussions that had taken place at the Finance, Policy & General Purposes Committee.

**RESOLVED:**

The resolutions made at the Finance, Policy & General Purposes Committee meeting held on 24 July 2017 be noted and that that further information will be made available to Members once the Chief Officer has obtained the necessary advice to proceed.

The meeting closed at 8:45pm.

Signed .....

Dated .....  
(Town Mayor)

**MINUTES OF A MEETING OF THE COUNCIL HELD ON MONDAY, 4 SEPTEMBER 2017 AT 7 PM**

**PRESENT:** The Mayor (Councillor N Hodges) together with Councillors Andrews, Aviet, Bailey, Bertin, Brooks, Collins, Drake, Hampton, Hawkins, S Hodges, Hooper, Payne, Perkes, Richardson, Rowlands, Wiliam, Wilkinson and Wright

**ALSO PRESENT:**

Emily Forbes	-	Chief Officer
Angie Norman	-	Deputy Chief Officer
Mark Sims	-	Responsible Finance Officer
Robyn Walsh	-	Community Development Officer
Rhian Burns	-	Administrator

The Mayor thanked the members of public for attending and reminded them of the regulations regarding filming and recording public meetings of Council as per Standing Order 3(m).

A minute's silence was held for John Wilton, former youth and community education leader in Barry who sadly passed away on 29 August 2017.

125. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Charles, Johnson and Lloyd-Selby.

126. **DECLARATIONS OF INTEREST**

Councillors Aviet, Brooks, Charles, Collins, Drake, Hampton, N Hodges, Johnson, Perkes, Wiliam, Wilkinson and Wright declared an interest in agenda item 19 (Reshaping of Services) due to them being Councillors of the Vale of Glamorgan Council also and advised they had received dispensation to speak and vote on the item.

127. **NATURAL RESOURCES WALES (NRW) CONSULTATION ON BIOMASS UK NO. 2 LTD'S RE-SUBMISSION; CAPITA REPORT AND FORMULATION OF BARRY TOWN COUNCIL'S RESPONSE TO NRW CONSULTATION.**

The Chief Officer opened the discussion with some background information about the report. It was explained that Barry Town Council had commissioned the report and had asked Capita to review the re-submission from Biomass UK No.2 Ltd to NRW. It was stated that the report was split into three sections – a general overview, fire prevention and noise pollution. A number of concerns specified in the report were highlighted and the key conclusions from each section of the report were read out to the meeting.

Councillor N Hodges informed Members of the public that the report had only been received a few days prior to the meeting and invited them to comment at this point.

Dennis Morgan, a Cadoxton resident raised the question of whether any quantitative analysis had been done on stack emissions? He stated that 226 tonnes of material per annum would be omitted from the stack. This material would include Nitrous oxides, hydrofluoric acid, dioxides and polycyclic hydrocarbon emissions. He queried whether there would be any measures put in place to let the public know when venting of the stacks would be taking place which would be a necessary explosion safety control. He also queried how the provenance of the wood pellets would be monitored as without testing the chemical make up of the emissions would be unknown due to the variability of supply, containing for e.g. creosote, paint chemicals and asbestos. His last comment was to question whether there had been any research done on potential cross contamination of chemical compounds discharged by the Biomass site when combined with those discharged by nearby Dow Corning and Hexion.

Dennis Clarke, a Cadoxton resident outlined his concerns that CIRIA (Construction Industry Research and Information Association) recommendations regarding containment of water through run off had not been adhered to in the Biomass plans. He stated that this could potentially result in the contamination of nearby businesses, houses, the docks and then ultimately the Severn Estuary itself. His other concerns related to DSEAR (Dangerous Substances and Explosive Atmospheres Regulations 2002). He explained that this was not currently covered in the report from Capita as Capita had only been asked to review the re-submission from Biomass and these regulations were not mentioned in the document. Lastly he stated that currently chemicals delivered by boat to Dow Corning were so dangerous that they were covered under COMAH (The Control of Major Accident Hazards Regulations 2015). Mr Clarke felt that the Biomass submission had not taken into account the worst case scenario of an incident at the plant which could potentially create a domino effect involving these substances.

Barry Shaw pointed out a line from the Capita report (Page 4) that stated that the Biomass fire prevention plan was of a 'reasonable quality'. He stated that in his opinion, in order for the plans to be approved it should have been written to a 'very high' standard. He then queried what independent checks would be in place to monitor the waste wood piles and who would be responsible for carrying out these checks? He further stated that whilst consideration had been given to the fact that the plant would provide roughly twenty jobs, no consideration had been given to how many jobs could be potentially lost if local businesses move or close down due to suffering pollution or contamination from the plant. Lastly, Mr Shaw queried whether there was water pressure sufficient to put out a fire at the plant if required.

Another Member of the public raised concerns surrounding the effects of pollution from wood dust. He stated that he felt the issue of dust being omitted through the roller shutter doors being opened and closed over sixty times a day had not been considered at all.

The Mayor thanked the Members of the public for their comments and turned the discussion over to Council members.

Councillor Brooks began by thanking Alexis Leosatis and Andy East for their presentation to the Working Party on 31 July 2017 and stated that the information they had given them had helped to guide Capita to investigate the re-submission in areas it was felt to be insufficient.

Councillor Brooks then gave an overview of the background to the reports the Council had commissioned from Capita and also read out the areas of the report that concerned her most. These were surrounding the thermal cameras inability to pick up below surface hotspots and other issues surrounding fire safety as well as aspects of the noise pollution report. She stated that this was the third report now received and that there were still outstanding issues with the Biomass plans.

Councillor S Hodges stated that she felt all Councillors were in agreement with Councillor Brooks that the plans from Biomass were not sufficient for the application to go ahead. She further stated that the original application had been an outline application only and that the only reserved matter from the Vale of Glamorgan Council had been surrounding landscaping of the site.

Councillor S Hodges then went on to explain that in her opinion the size of the attenuation tanks should have been an issue raised by the Vale of Glamorgan Council and that Councillors S Wiliam and the Mayor had spoken to the planning officer there.

The Mayor drew the Member's attention to item 3.11 of the Capita Fire Prevention Policy – Managing Fire Water. In it the questions raised by Capita are (A) What is the capacity of the underground storage tank? And (B) How was this capacity established as being sufficient? The Mayor stated that to his knowledge there were no underground storage tanks to contain polluted fire water run off and that he was currently awaiting confirmation of this from the Vale of Glamorgan Council. He further stated that if this were the case run off water would be discharged into the sewerage system.

Councillor Wiliam added that the bigger ramification of this point was that if this aspect of the plans was missing, what else could potentially be incorrect. He felt the next step should be for Biomass to be required to submit a brand new application and in the meantime the Chief Planning Officer of the Vale of Glamorgan Council should be invited to

attend a meeting of Full Council. He then stated that NRW had nowhere near the capacity to monitor the Biomass site.

Councillor S Hodges also stated that she would like the Chief Planning Officer to attend a Full Council meeting to explain why the outline application had been deemed sufficient to grant the planning permission.

Councillor Bertin gave his thanks to Barry Town Council for carrying out the report and he felt important points had been raised during the resulting discussion. He also added that he felt the people of Barry had been badly let down by the Vale of Glamorgan Council in allowing the site to progress.

Councillor Perkes stated that she felt the air quality assessment was a particular area of concern for her. In particular the fact that equipment failure was allowed to occur for up to 60 hours per year under the regulations which she felt was unacceptable.

Councillor Payne raised the issue of whether hotspots and therefore fires could occur within the material as it was being transported through Barry and queried if any thought had been given to the routes this material would take through the town.

Councillor Bailey stated that there was uncertainty around the data. He also stated that pressure should be put on Ministers, particularly the Cabinet Secretary for the Environment to call in the application.

Councillor Collins stated that in order to reach the centre of the stacks of materials to test for hotspots a 10m probe would be required which would be unworkable. She also queried how long the water tank - which held water enough to fight a fire for 58 minutes - would take to refill once emptied.

Councillor Rowlands urged the Members of the public to contact the Cabinet Secretary for the Environment (Lesley Griffiths AM) themselves to request the application be called in.

Councillor Hampton echoed the earlier comments that the application should be called in. He also felt that ABP as landowners should be called to account for allowing the plant to go ahead on their property to the detriment of the local area.

**RESOLVED:-**

1. That the Chief Officer submits Barry Town Council's consultation response with the Capita reports to Natural Resources Wales.
2. That the matter of the missing CIRIA, DSEAR and COMAH regulations is raised within the Council's response to NRW.

3. That Marcus Goldsworthy – Head of Planning and Regeneration, Vale of Glamorgan Council be invited to the next Full Council meeting to clarify the outline planning process and decisions made.
4. That pressure is put on the Welsh Government via Ministers and that the Chief Officer writes to the Cabinet Secretary for the Environment as a matter of urgency to call in the application from Biomass.
5. That a copy of the Capita report is sent to the Vale of Glamorgan Council.
6. That the public also write to the Cabinet Secretary for the Environment and /or their local AM/MP to raise their issues.
7. That a representative of ABP be invited to a future meeting of Council.

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

None received.

129. **TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL'S MEETING HELD ON 25 JULY 2017**

**RESOLVED** that the minutes of the Council's Meeting held on 25 July 2017 be approved and signed as a correct record.

130. **TO RECEIVE A POLICE REPORT**

Members were provided with a report of crime statistics from Police Sergeant 411 Wayne Locke. He asked the Members to note that the apparent high number of incidences of rape and sexual assault was due to the reporting of historic offences.

Councillor Bertin noted that there was a high number of staff from South Wales Police currently on sick leave and asked whether this was an issue in Barry and if government spending cuts were a factor in this. Sergeant Locke responded that there were no issues in Barry with sickness absence levels. He also noted that the higher figures could be accounted for by a different attitude amongst management in dealing with absence in particular for mental health issues.

Councillor Payne queried whether any progress had been made in the investigation into the possible attempted abduction of a child on Trinity Street. Sergeant Locke responded that the investigation was ongoing and that the child had helped police in creating an e-fit of the two men

involved as well as being given any support or counselling required. Councillor Payne asked if there was any work being done in schools to educate children about 'stranger danger'. Sergeant Locke responded that there was work being done in secondary schools.

131.

**BARRY YOUTH ACTION – TO RECEIVE AND NOTE MINUTES OF MEETINGS HELD ON 29 JUNE AND 25 JULY, ALONG WITH BYA LITTER REPORT AND ACTION PLANS FOR AUGUST AND SEPTEMBER 2017**

A representative of Barry Youth Action provided members with the following report of their recent activities:-

- Two members attended the Great Get Together inspired by Jo Cox on 17 June.
- Continued support of St Helen's Junior School with road safety concerns.
- Submitted artwork to Barry Hospital which will be used to design the children's ward.
- Attended the Barry Scout & Guides Fete to promote the group and encourage people to take part in the Town Council's Tops & Pants consultation activity.
- Elected several new positions for the new term 2017-2018:
  - Chair & Vice Chair – Jules & Daley
  - BTC Reps – Louis & Daley
  - Make Your Mark Champion – Rhydian
- Held a BYA team day which involved:
  - Taking part in a fitness session at Gladstone Park which was delivered by the Vale Council's Sports and Development Team
  - Taking part in a team building activity in BreakOut Cardiff.
- Two members represented the group at the Twinning Youth Exchange in Fecamp, France.

The representative from BYA then presented Members with the findings of their litter report.

**RESOLVED:**

1. That the minutes of the Barry Youth Action meeting held on 29 June and 25 July 2017 be received and noted.
2. That the verbal report provided by members of the Barry Youth Action be received and noted.
3. That a copy of the litter report be sent to the Halls, Cemeteries and Community Facilities committee for review.

132.

**TO RECEIVE COMMUNICATIONS FROM THE MAYOR**

The Mayor advised members that he had attended a number of engagements:-

- The Green Flag award ceremony for Merthyr Dyfan Cemetery.
- The Shop Local launch at High Street
- Merchant Navy day commemorative service

The Mayor went on to note that he was presenting Barry Town Council with a photograph of the 4<sup>th</sup> Freeman of the Borough, Major Edgar Jones, which the Chief Officer accepted to display at the Council Offices.

He also advised Members that he had received a letter from a member of the public asking him to commend the DIAG group for their work and asking if it was possible to present them an award.

**RESOLVED:**

1. That the Mayor's communications be received and noted.
2. That the Mayor personally writes to members of DIAG and invites them to the Mayor's Parlour in recognition of their efforts.

133.

**TO CONSIDER QUESTIONS FROM COUNCILLORS IN ACCORDANCE WITH THE PROVISIONS OF STANDING ORDER 3(e)**

None received.

134.

**TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE HELD ON 24 JULY 2017 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED** That the minutes of the Finance, Policy & General Purposes Committee held on 24 July 2017 be received and noted with the recommendation in Minute F12 being approved.

135.

**TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE'S MEETINGS HELD ON 1 & 15 AUGUST 2017 TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN.**

**RESOLVED** that the minutes of the Planning Committee's meeting held on 1 & 15 August 2017 be received and noted.

136. **TO RECEIVE REPORTS FROM REPRESENTATIVES SERVING ON OUTSIDE BODIES (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)**

None received.

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

None received.

138. **BUDGET MONITORING REPORT 1 APRIL – 31 JULY 2017**

Members were informed about the Council's income and expenditure in the 2017/18 financial year as at the end of July 2017.

The Responsible Finance Officer noted that the layout of the report had been altered slightly to include the committed spend as requested. Councillor S Hodges thanked the Responsible Finance Officer for making the change and the work undertaken as it was useful for Councillors to see what was committed from budget headings, even if it had not been actually spent yet.

**RESOLVED** that the budget monitoring report for May 2017 be received and noted.

139. **MEMBERS ALLOWANCES 2017/18 – INDEPENDENT REMUNERATION PANEL**

Councillor Brooks provided members with an update regarding the meeting of the Finance, Policy & General Purposes Committee advising of details from the Annual Report from the Independent Remuneration Panel relating to Payments to members of Community and Town Councils for 2017/18 in order to review.

Councillor S Hodges added that this issue had been brought to Full Council as there had been a disagreement between members of the Finance Committee over the issue. Councillor S Hodges further noted that the issue of payments to Councillors was raised every year and had thus far been rejected. She felt that it should once again be rejected as all potential candidates for Councillor roles know it is a voluntary role before running for election. Councillor Hodges also felt a decision to accept remuneration would attract criticism from the public.

Councillor Bailey noted that he would vote against a move to claim expenses and he too felt it would send a poor signal to the public.

Councillor Bertin noted that he felt the advice from the Independent Remuneration Panel was wrong and potentially damaging. He further

noted that he felt the money could be better spent on the local community.

Councillor Rowlands queried whether clarification should be sought on the recommendations surrounding financial loss. He noted that in his opinion there should be provision for Councillors – when required rather than as a matter of course - to be remunerated for loss of earnings or expenses incurred for care. He felt this would encourage diversity of Councillors especially amongst younger potential candidates who may be more likely to be unable to afford to lose any earnings or incur care expenses in carrying out the role.

Councillor Rowlands was asked whether he was proposing a Motion which he declared that he was. The proposal was ‘that determinations 46, 47 and 51 should be approved. There was no seconder for this Motion.

Councillor S Hodges proposed the Motion ‘that only determinations 46, 47 and 48, the provision of civic allowances for the Mayor and Deputy Mayor and Reimbursement of travel costs, be approved. She also requested a recorded vote.

For	Against	Abstentions
Councillor Andrews,		
Councillor Aviet,		
Councillor Bailey,		
Councillor Bertin,		
Councillor Brooks,		
Councillor Collins,		
Councillor Drake,		
Councillor Hampton,		
Councillor Hawkins,		
Councillor N Hodges		
Councillor S Hodges,		
Councillor Hooper,		
Councillor Payne,		
Councillor Perkes,		
Councillor Richardson,		
Councillor Rowlands,		
Councillor Wiliam,		
Councillor Wilkinson		
Councillor Wright		

**RESOLVED:** that only determinations 46, 47 and 48 of the IRP Report, the provision of civic allowances for the Mayor and Deputy Mayor and reimbursement of travel costs, be approved by a unanimous vote.

Urgent actions were received and noted with the Chief Officer stating that Councillor Hampton had agreed with three of the urgent actions but had not been recorded correctly on the paper.

141. **SENSE OF PLACE**

The Chief Officer advised Members that the Sense of Place Project was being taken forward by the Vale of Glamorgan Council. A new Heritage Lottery Fund had opened to develop 'A Great Place Scheme' and it was felt that this could drive forward the ambitions to create a Sense of Place Board for Barry. An application had been submitted by the VOG Council in consultation with the Chief Officer. The application had been successful in getting through the expression of interest phase. Barry Town Council will act as partners to the Vale of Glamorgan Council on the project when the full application goes through.

**RESOLVED** that the information contained within the report is received and noted.

142. **CEMETERY APPROACH GARDENS**

The Chief Officer advised Members that Barry Town Council was currently in negotiations with the Vale of Glamorgan Council to transfer the land for a 999 year lease.

**RESOLVED** that the information contained within the report is received and noted.

143. **RESHAPING SERVICES**

Councillor S Hodges asked for clarification on the colour coding used in the Reshaping Services report. The Chief Officer responded that she would request this information from the Vale of Glamorgan Council.

**RESOLVED** that the information contained within the report is received and noted.

144. **MOTIONS FOR ONE VOICE WALES 2107 ANNUAL GENERAL MEETING**

Members were requested to give consideration to the "Final Motions" being put forward at the One Voice Wales Annual General Meeting to be held on Saturday, 30 September 2017.

**RESOLVED** that the two representatives be given mandate to vote on the motions as follows:-

1. **Monmouth/Newport Area Committee**

SUPPORT

**2. Barry Town Council**

SUPPORT

**3. Talgarth Town Council / Caldicot Town Council**

SUPPORT

**4. Kidwelly Town Council**

SUPPORT

**5. Penarth Town Council Motion**

Representatives to make a decision on how to vote at the meeting following hearing more detail on the proposal.

**6. One Voice Wales Motion**

SUPPORT

145. **CHIEF OFFICER REPORT**

Members were provided with an update from the Chief Officer since the last report on 31 May 2017 which included meetings and training attended and key streams of work being progressed. The Chief Officer invited comments or questions.

Councillor S Hodges questioned why the Chief Officer had met with Penarth Town Council and Dinas Powys Community Council. The Chief Officer responded that her meeting with Penarth was regarding recruitment as agreed by Councillors and her meeting with Dinas Powys was to share experience of becoming an Accredited Living Wage Employer. Councillor S Hodges thanked the Chief Officer for her response.

**RESOLVED** that the Chief Officer's report be received and noted.

146. **COMMUNITY DEVELOPMENT OFFICER REPORT**

The Community Development Officer invited comments and feedback on the report.

Councillor Hooper commented that the recent Shop Local launch at High Street had gone very well and congratulated the Community Development Officer for her work on her first event in the new role.

Councillor Brooks queried whether the traders at the East End of Holton Road were involved in the planned event on Holton Road. The

Community Development Officer responded that although invited, they had not attended any of the recent meetings and that more work would need to be done to encourage their involvement.

Councillor Bertin questioned whether the Community Development Officer would be making use of social media. The Community Development Officer responded that social media was already being used and that she would be making greater use of it in future.

**RESOLVED** that the Community Development Officer's report be received and noted.

147. **COMMITTEE MEMBERSHIP**

Councillor Hampton confirmed the following committee members –

- Reshaping of Services Working Party – Councillor Hampton
- Working Party to Consider Consultations – Councillor Rowlands
- Working Party to Review the Management and Performance of the Town Council's Operations – Councillor Hampton

**RESOLVED** that the committee membership be updated and circulated to all Councillors.

148. **DATE OF NEXT MEETING**

**RESOLVED** that the next meeting of Full Council is scheduled to be held on Monday, 11 December 2017.

149. **EXCLUSION OF 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.

150. **TO RECEIVE AND NOTE THE NOTES OF THE WORKING PARTY TO REVIEW THE MANAGEMENT AND PERFORMANCE OF THE TOWN COUNCIL'S OPERATIONS MEETINGS HELD ON 24 & 31 JULY 2017 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Members were provided with the notes of the meeting of the Working Party to Review the Management and Performance of the Town Council's Operations meetings on 24 & 31 July.

Councillor Brooks informed Members of the discussions and recommendations of the Working Party meetings.

**RESOLVED:**

1. That Council does not support the proposal for the use of land at Margaret Avenue.
2. That the current Pop-up library project funding ceases on 30 September 2017 and is not renewed.
3. That the remainder of the money from the project be held in a special project reserve for future dementia friendly community projects to be explored by the Community Development Officer.
4. That all nine sites currently covered by the library are given a £100 each to buy books, magazines or audio books of their choosing as a project legacy.
5. That the payments for the Fireworks Fiesta go ahead this year as recommended.
6. That for next year and future events, Councillors would like to have a more detailed discussion.

151. **TO RECEIVE AND NOTE THE NOTES OF THE WORKING PARTY TO REVIEW THE MANAGEMENT AND PERFORMANCE OF THE TOWN COUNCIL'S OPERATIONS MEETINGS HELD ON 24 & 31 JULY 2017 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Councillor Brooks informed the Members of the discussions and recommendations of the Working Party meeting.

**RESOLVED:** That Council does not grant or pledge any further funds due to critical concerns surrounding governance, infrastructure (roads, drainage, sewerage, and electricity), financial forecasts and revenue streams and the CIC and CIO status.

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

**RESOLVED** that Standing Order 3(aa) be suspended for a period of fifteen minutes.

153. **PIONEER HALL ROOF – ADVICE RECEIVED**

Members were provided with an update from the Chief Officer.

They were also advised of the outcome of a further tender process in relation to the road works at Merthyr Dyfan Cemetery.

**RESOLVED**

1. Officers be authorised to speak with the Council's technical advisors in relation to the matter raised.
2. Officers be authorised to proceed with the Pioneer Hall roof works as per discussions at the meeting of Full Council on 25 July 2017.
3. Officers be authorised to proceed with the road works within the budget of £25,000 as agreed in the 2017/18 budgets.

The meeting closed at 9:15pm.

Signed .....  
(Town Mayor)

Dated .....

**MINUTES OF A MEETING OF THE COUNCIL HELD ON MONDAY, 11 DECEMBER 2017 AT 7 PM**

**PRESENT:** The Mayor (Councillor N Hodges) together with Councillors Andrews, Aviet, Bailey, Charles, Collins, Hampton (arrived at 7.45pm), S Hodges, Hooper, Johnson, Lloyd-Selby, Payne, Perkes, Richardson, Rowlands, Wiliam, Wilkinson and Wright (arrived at 7.45pm).

**ALSO PRESENT:**

Emily Forbes	-	Chief Officer
Angie Norman	-	Deputy Chief Officer
Mark Sims	-	Responsible Finance Officer
Robyn Walsh	-	Community Development Officer
Rhian Burns	-	Administrator
Callum Couper		ABP

The Mayor thanked the members of public for attending and reminded them of the regulations regarding filming and recording public meetings of Council as per Standing Order 3(m).

154. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Bertin, Brooks, Drake and Hawkins.

155. **DECLARATIONS OF INTEREST**

Councillors Aviet, Charles, Collins, Drake, N Hodges, Johnson, Perkes, Wiliam and Wilkinson declared an interest in agenda item 24 (Reshaping of Services) due to them being Councillors of the Vale of Glamorgan Council also and advised they had received dispensation to speak and vote on the item.

156. **CHEQUE PRESENTATION FROM ROTARY CLUB BARRY**

Barry Rotary Club representatives gave Members a brief overview of the Fireworks Fiesta. They then presented the Mayor with a cheque for £1,467 for the Mayor's Charities from donations made on the night.

157. **CONSULTATION ON NATURAL RESOURCES WALES (NRW) DRAFT DECISION RE: GRANTING OF ENVIRONMENTAL PERMIT FOR WOOD GASIFICATION FACILITY**

The Mayor invited comments and questions from members of the public. Dennis Clark, a Cadoxton Resident and member of DIAG advised that it was the opinion of the group the efforts should be focused on the planning process, which they felt had been flawed due to the lack of an Environmental Impact Assessment. He stated that they felt that expert counsel should be engaged to examine the original application and advise whether an Environmental Impact Assessment should have been carried out. This opinion could then be passed on to the Vale of Glamorgan Council. He also advised that DIAG did not see any worth in seeking a further report from Capita.

Kevin Irish, also a Barry resident, provided members with a report on the release of effluent from the Biomass plant into combined sewer overflows. He stated that there were concerns regarding the release of contaminated water into the sewerage system which could cause corrosion to and overloading of the system, which could then lead to the contaminated water entering the docks and ultimately the Bristol Channel. He also noted that he felt the site of the water tank was too close to the plant itself which could cause issues in the event of a fire or explosion.

A number of other concerns were raised including the risk to public health from emissions, errors in the report from Natural Resources Wales and the short length of the consultation period.

It was noted that Members felt disappointed with the result of the draft permit. It was further noted that should the Biomass permit be granted it would be important that it was as safe as possible with robust, independent monitoring. Members discussed shortcomings they felt had occurred in the consultation process and considered whether they should pursue this to ensure the process had been carried out correctly. Members felt that throughout the process, despite Barry Town Council leading on seeking information and responding to NRW, they had not been invited to meetings with NRW or local representatives and had been excluded from this process.

Members also felt that the planning process should be followed up and suggested that the Council should determine if it could take any action in terms of the planning authority's process.

Councillors felt that the Vale of Glamorgan Council should be asked to prepare an informed and official response to the consultation as this had not been submitted.

Councillors considered that the Town Council had acted impeccably throughout the process and had incurred considerable costs acquiring reports from Capita in order to understand the technical information. Councillors felt that National Resources Wales should have obtained this information and in line with RGN 6 guidelines should have made the consultation accessible and easy to understand and participate in and it was felt that the Town Council should seek reimbursement for the costs incurred in respect these reports.

Councillors Hampton and Wright joined the meeting

## **RESOLVED:**

1. That a budget of £10,000 from the General Reserves be set for technical advice on whether the draft permit is a sound response to the information submitted by the applicant and if the environment regulations had been met; and that assurances are sought as to whether the consultation and planning processes had been correctly followed.
2. That the Chief Officer writes to National Resources Wales seeking reimbursement of the costs incurred by Barry Town Council as a result of all the reports they had commissioned via Capita Ltd, noting the inaccuracies in the report, requesting an extension to the consultation period, given the RGN 6 guidance and requesting that monitoring of the Biomass plant be undertaken by an independent body.
3. That the Chief Officer writes to the Vale of Glamorgan Council requesting an informed, official response to the consultation.
4. That the Chief Officer liaises with DIAG in respect of technical information that they are in possession of which may support the Council's response and a meeting is arranged with Group Leaders.

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

None received.

159. **CALLUM COUPER, PORT MANAGER, ASSOCIATED BRITISH PORTS**

Callum Couper provided members with a brief overview of Associated British Ports' operations across the UK. He noted recent developments at the docks including the release of land for housing and investments that provided finance for developing the docks including the new lock gates at Number 3 dock and the new rail terminal.

Councillor Wilkinson queried why ABP had sold the land on the site of the Biomass Plant. Callum Couper advised that this land had not been sold but had been let on a long term lease as one of many revenue streams required to support investment taking place in the docks.

A discussion took place surrounding the use of the land for the Biomass Plant. Callum Couper noted he had met with DIAG and Jane Hutt AM to explain ABP's position on the matter. He further noted that ABP supported a number of small projects in the area including the Ocean Watersports Trust and the Redbrink Crescent allotments.

ABP's Strategic Pillars were touched on in terms of 'Being a Good Neighbour'. Councillors asked for more explanation on this and felt that this was not being demonstrated for Barry.

**RESOLVED:** That a representative from ABP be invited to a meeting of Full Council on an annual basis.

160. **TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL'S MEETING HELD ON 4 SEPTEMBER 2017**

**RESOLVED:** That the minutes of the Council's Meeting held on 4 September 2017 be approved and signed as a correct record.

161. **TO RECEIVE A POLICE REPORT**

Members were provided with a report of crime statistics from Police Sergeant 411 Wayne Locke. He noted that there were seasonal changes to the crime rate statistics with an increase in shoplifting to be expected at this time of year. He also noted that the increase in the numbers of recorded violence without injury were due to changes in the way statements from victims of domestic abuse were recorded with each incidence of violence now being recorded as an individual event to give a better picture of the situation.

Councillor Wiliam queried whether there was any progress on the investigation into a spate of residential burglaries that had taken place in Baruc ward. Sergeant Locke advised that these burglaries had been linked to a number of incidents across Cardiff and the Vale and arrests had been made.

Councillor Bailey queried the high number of sexual offences reported during the month. Sergeant Locke advised that a number of these were historic.

Councillor Payne queried whether, given the high percentage of murders perpetrated by men with female victims, there were any programmes of education being undertaken. Sergeant Locke responded that there was school liaison taking place and that officers had visited a recent event to promote the White Ribbon campaign. He also noted that officers were targeting crimes such as stalking and harassment to prevent escalation to violent offences.

The Mayor thanked Sergeant Locke for attending the meeting and noted that Barry Town Council would be happy to offer support if possible with any schemes taking place.

Sergeant Locke left the meeting.

**RESOLVED:** That the Police report be received and noted

162. **BARRY YOUTH ACTION – TO RECEIVE AND NOTE MINUTES OF MEETINGS HELD ON 19 OCTOBER AND 16 NOVEMBER**

Alexandra Thomas from Barry Youth Action provided Members with an update of the group's recent activities. Councillor Payne noted that the young people involved with Barry Youth Action had worked very hard and commended them for their dedication.

**RESOLVED:** That the report be received and noted.

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

The Mayor advised members that he had attended a number of engagements noting the following:-

- Amelia Trust Farm Harvest Festival
- Laying of wreaths for the anniversary of the Battle of Britain and for Remembrance Sunday.
- The Party of the Square
- One Voice Wales Conference
- Fireworks Fiesta
- Santa Fun Run

He advised Members that he had attended 59 events since the last meeting of Full Council on 4 September 2017. He also noted that he had attended the Friends and Neighbours Christmas party for which the Council had provided funding.

The Mayor also noted that two recent workshops had been cancelled due to a lack of attendance by Councillors and requested more support from Councillors at Council events.

**RESOLVED:** That the Mayor's communications be received and noted.

164. **TO CONSIDER QUESTIONS FROM COUNCILLORS IN ACCORDANCE WITH THE PROVISIONS OF STANDING ORDER 3(e)**

None received.

165. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE FAIRTRADE ADVISORY GROUP HELD ON 11 SEPTEMBER AND 16 OCTOBER 2017 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Councillor Johnson provided Members with an update on the Fairtrade advisory group's recent activities.

**RESOLVED:** That the minutes of the Fairtrade Advisory Group 11 September and 16 October 2017 be received and noted.

166. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE HELD ON 16 OCTOBER 2017 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Councillor Lloyd-Selby reminded Councillors of the importance of attending the Data Protection training outlined in minute F 27.

**RESOLVED:** That the minutes of the Finance, Policy & General Purposes Committee held on 16 October 2017 be received and noted

167. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE HELD ON 20 NOVEMBER 2017 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Councillor Johnson highlighted the strength of feeling from committee members around completely abolishing burial costs for children. The Deputy Chief Officer advised that the Memorandum of Understanding had now been received and outlined a possible way forward with regards this issue.

**RESOLVED:** That the minutes of the Halls, Cemeteries and Community Facilities Committee held on 20 November 2017 be received and noted and recommendation therein agreed.

168. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE PERSONNEL COMMITTEE HELD ON 27 NOVEMBER 2017 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN, (NOTING THAT CONFIDENTIAL ITEMS APPEAR LATER IN THE AGENDA)**

Councillor Wiliam requested that the second part of paragraph three in minute R 42 be removed.

**RESOLVED:**

1. That the minutes of the Personnel Committee held on 27 November 2017 be received and noted and all the recommendations approved excepting R54 (4) and (5) which was being discussed at item 36.
2. That the amendment requested by Councillor Wiliam be referred back to the Personnel Committee for consideration.

169. **TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE'S MEETINGS HELD ON 5 & 19 SEPTEMBER, 3 & 17 OCTOBER, 7 & 21 NOVEMBER AND 5 DECEMBER 2017 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED:** That the minutes of the Planning Committee's meeting's held on 5 & 19 September, 3 & 17 October, 7 & 21 November and 5 December 2017 be received and noted, noting the response to the Biomass Planning Application.

170. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE SHOP LOCAL ADVISORY GROUP HELD ON 14 SEPTEMBER AND 9 NOVEMBER 2017 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED:** That the minutes of the Shop Local Barry Advisory Group meetings held on 14 September and 9 November be received and noted.

- 171A. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE WORKING PARTY TO CONSIDER CONSULTATIONS HELD ON 30 OCTOBER 2017 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED:** That the minutes of the Working Party to Consider Consultations held on 30 October 2017 be received and noted.

- 171B. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE WORKING PARTY TO REVIEW THE MANAGEMENT AND PERFORMANCE OF THE TOWN COUNCIL OPERATIONS HELD ON 29 NOVEMBER 2017 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED:** That the minutes of the Working Party to Review the Management and performance of the Town Council Operations held on 29 November 2017 be received and noted with the recommendation in Minute 33 being approved.

172. **TO RECEIVE REPORTS FROM REPRESENTATIVES SERVING ON OUTSIDE BODIES (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)**

None received.

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

None received.

174. **BUDGET MONITORING REPORT 1 APRIL – 31 OCTOBER 2017**

Members received a report outlining the Council's income and expenditure in the 2017/18 financial year as at the end of October 2017.

**RESOLVED:**

1. That the budget monitoring report for October 2017, indicating actual income and expenditure up to the end of month seven in the 2017/18 financial year be received, noting the projected underspend of £132,232 for 2017/18 with £221,482 being transferred from reserves.
2. That virements totalling £22,429 be approved.

175. **SCHEDULE OF PAYMENTS FOR DECEMBER 2017**

Members received a report with the schedule of payments for December 2017 consisting of direct debits and cheque numbers 2611 to 2627 inclusive, in the amount of £24,023.76.

**RESOLVED:**

1. That the information set out in the report relating to salary payments for July to November 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 attached schedule of payments for December 2017 consisting of direct debits and cheque numbers 2611 to 2627 inclusive, in the amount of £24,023.76, be approved, subject to the relevant papers being in order.

176. **URGENT ACTIONS**

Members were provided with a report to inform them of Urgent Actions that have been undertaken by the Chief Officer (Town Clerk) in conjunction with Group Leaders, since the last meeting of Council held on 4 September 2017.

**RESOLVED:** That the report be received and noted.

177. **RESHAPING SERVICES**

The Chief Officer advised that there was no further update available.

**RESOLVED:** That the Chief Officer's comments be received and noted.

**COMMITTEE MEMBERSHIP & OUTSIDE BODY REPRESENTATION****i. Memorial Hall & Theatre Working Party**

Members discussed membership of the MHT Working Party to agree on a way forward in order for meetings to take place so that the relationship with the MHT can be maintained.

It was proposed, seconded and agreed that the number of Councillors on the MHT Working Party be increased to seven to reduce the number of inquorate meetings and that this was in the proportion of 3 Labour, 2 Conservative and 2 Plaid Cymru. Cllr Bertin had agreed to step down from the MHT Working Party.

**ii. Membership of non-standing committees (i.e. Fairtrade & Shop Local)**

The Chief Officer noted that a core membership of the non-standing committees needed to be formally appointed in order to comply with best practice guidelines.

**iii. Additional Representative for YMCA**

Councillors Hooper and Payne were nominated for the position. Councillor Payne was appointed with a majority vote.

**iv. Larger Local Council's Forum**

Members agreed the recommendation for the Town Mayor to be appointed annually as the council's representative to the Larger Local Council's Forum and chairs any Forum meetings hosted by Barry Town Council.

**RESOLVED:**

1. That Councillors A Hampton, S Hodges and a Labour Member - to be confirmed - join the Memorial Hall & Theatre Working Party in addition to Councillors Aviet, Brooks and Wiliam.
2. That Fairtrade and Shop Local Advisory Groups are formally appointed by Council for the year 2017/18 but that specific membership of non-standing committees be referred to the next meeting of the Working Party to Review the Management and Performance of the Town Council Operations.
3. That a new Terms of Reference for Shop Local is prepared and taken in draft to its meeting on 4 January 2018
4. That Councillor Helen Payne be appointed as a second representative for YMCA and a letter is sent to the YMCA seeking a third representative for the Town Council.

5. That the Town Mayor is appointed annually as the council's representative to the Larger Local Council's Forum and chairs any Forum meetings hosted by Barry Town Council.

179. **OLDER PEOPLES CHRISTMAS LUNCH GRANTS**

Members were advised that full details of the Christmas lunch grants for older people had been covered in the Urgent Actions report.

**RESOLVED:** That the information is received and noted.

180. **CHIEF OFFICER REPORT**

Members were provided with an update from the Chief Officer since the last report on 4 September 2017 which included meetings and training attended and key streams of work being progressed. The Chief Officer invited comments or questions. Cllr S Hodges noted the amount of work being undertaken as detailed in the report and thanked the Chief Officer.

**RESOLVED:** That the Chief Officer's report be received and noted.

181. **COMMUNITY DEVELOPMENT OFFICER REPORT**

Members were provided with a report containing an update from the Community Development Officer from 25 August 2017, including meetings and training attended and key streams of work currently being progressed.

The Community Development Officer invited comments and feedback on the report.

Cllr Lloyd-Selby thanked the Community Development Officer noting the amount of projects that she had been involved in and the positive results achieved.

**RESOLVED:** That the Community Development Officer's report be received and noted.

182. **DRAFT COMMUNITY ENGAGEMENT STRATEGY**

Members were provided with the following documents:-

Engaging Barry (Public facing document)	-
Community engagement Strategy (Internal)	-
Engagement Self-Assessment	-
Engagement Data (to date)	-

**RESOLVED:** That the Draft Community Engagement Strategy be referred to the next meeting of the Working Party to Review the Management and Performance of the Town Council's Operations in order to give this piece of work sufficient attention.

183. **OUTCOME OF ONE VOICE WALES MOTIONS AT ONE VOICE WALES CONFERENCE 30 SEPTEMBER 2017**

Members were provided with the outcome of the motions considered at the One Voice Wales Annual General Meeting held on 30 September 2017.

**RESOLVED:**

1. That members receive and note the outcome of the six motions considered at the One Voice Wales Annual General Meeting.
2. That in future, when mandating their representatives to One Voice Wales on how to vote on motions members provide them with guidance on how they should proceed in respect of amendments to motions made at the meeting.

184. **DATE OF NEXT MEETING**

**RESOLVED:** that the next meeting of Full Council is scheduled to be held on Monday, 5 February 2018.

185. **EXCLUSION OF 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.

186. **CEMETERY APPROACH COMMUNITY BUILDING**

Members were provided with an update on the Cemetery Approach project focusing on phase two project planning and costs for the community building.

**RESOLVED:**

1. That members receive the update and note the design (subject to planning permission) for the community building at Cemetery Approach;
2. That council allocates a budget of £20,000 from the Acquisition Reserve within its 2018/2019 budget for furnishing the community building and that the furnishings be sourced as locally as possible.
3. That council continues to delegate VOG Council liaison, project management, on-site meetings and lease negotiations to the Chief Officer, liaising with the council's Project Board representative if required.

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

**RESOLVED** that Standing Order 3(aa) be suspended for a period of fifteen minutes.

188. **ACCOMODATION UPDATE**

The Chief Officer gave members an update on the situation regarding future Council accommodation options.

**RESOLVED** that the verbal report be received and noted.

The Community Development Officer and the Administrator left the meeting.

189. **ARCHAEOLOGY CYMRU**

Members were advised of an invoice that had been received from Archaeology Cymru. Following a discussion and further information being provided by the Deputy Chief Officer it was resolved that the invoice for £250 be paid in full and final settlement of the matter.

**RESOLVED:** That the invoice for £250 be paid in full and final settlement of the matter.

190. **RECOMMENDATIONS FROM PERSONNEL COMMITTEE - CONFIDENTIAL**

Members were advised of a paper that had been discussed by the Personnel Committee held on 27 November 2017 including Recommendations R54 (4) and (5).

During the conversation Councillor S Hodges questioned a paragraph in the report, stating that she believed that some of the information in the report was incorrect and that no evidence had been provided to substantiate the relevant statement and therefore this should not have been part of the report.

Following further discussion Council expressed their concerns in relation to the matter and the need to rectify this as soon as it was possible.

**RESOLVED:**

1. That the Chief Officer's recommendation is implemented immediately.
2. That professional advice be sought and that if an increase in budget is required for that professional advice that Council gives delegated powers to the Chief Officer to action.

The meeting closed at 9:15pm.

Signed .....  
(Town Mayor)

Dated .....

**MINUTES OF A MEETING OF THE COUNCIL HELD ON MONDAY, 22 JANUARY 2018 AT 7 PM**

**PRESENT:** The Mayor (Councillor N Hodges) together with Councillors, Aviet, Brooks, Charles, Drake, Hampton (arrived at 7.15), Hawkins, S Hodges, Hooper, Johnson, Payne, Richardson, Rowlands, William, Wilkinson and Wright (arrived at 7.15pm).

**ALSO PRESENT:** Emily Forbes - Chief Officer  
Angie Price - Deputy Chief Officer  
Rhian Burns - Administrator

The Mayor thanked the members of public for attending and reminded them of the regulations regarding filming and recording public meetings of Council as per Standing Order 3(m).

191. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Andrews, Bailey, Bertin, Collins, Lloyd-Selby and Perkes.

192. **DECLARATIONS OF INTEREST**

None received.

193. **TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL'S MEETING HELD ON 11 DECEMBER 2017**

**RESOLVED:** That the minutes of the Council's Meeting held on 11 December 2017 be approved and signed as a correct record.

194. **TO FORMULATE BARRY TOWN COUNCIL'S RESPONSE TO NATURAL RESOURCES WALES' (NRW'S) CONSULTATION ON THE BIOMASS UK NO. 2 LTD ENVIRONMENTAL PERMIT APPLICATION WHICH CLOSSES ON 22 JANUARY 2018**

The Chief Officer advised that Capita had been commissioned to produce a report based on the questions as resolved in the last meeting of the Council, held on 5 December 2017.

Members of the public were invited to speak on the issue of the Biomass UK No. 2.

Matthew Locke highlighted his concerns surrounding the consultation process, chiefly with regards access to the consultation documents. He noted that there was a legal requirement for Natural Resources Wales (NRW) to make all consultation documents available to the public. However, there was no hard copy of the document available at the NRW office and in order to access documents online it was necessary to set up an account on NRW's website. He also noted that many of the 130 documents online had been added to the website in the last days of the consultation process. Matthew Locke felt that NRW had made

misleading comments in the press which had led many of the public to believe a decision had already been made on the granting of the licence to operate to Biomass UK. He further noted that the draft decision document was not available in Welsh.

A member of the public highlighted that the consultation document was also not available in Braille. She also noted that although a hard copy of the consultation document was available at Barry Library she felt that this had not been publicised and raised concerns that people not able to visit the library would be unable to access it.

Councillor Brooks noted the concerns around the addition of documents at the later stages of the consultation process and also the issues of public access to the documents. She further noted that Capita had recommended that Barry Town Council write to NRW to ask for sight of the Air Quality Assessment (AQA). Councillor Brooks suggested that should the Biomass plant receive an operating licence that Barry Town Council should receive monitoring reports from NRW.

Councillors Hampton and Wright joined the meeting.

Councillor S Hodges noted that she disagreed with the findings from Capita that NRW had complied with the consultation process. She highlighted concerns over the amount of available information that these conclusions were based upon including the following:

- The most up to date version of the Air Quality Assessment was unavailable for review.
- No limits stated for acceptable levels of noise.
- No information supplied to determine whether there was sufficient space for the wood stock to be spread out to facilitate cooling in the event it over heated.

A discussion took place surrounding the options for responding to NRW's consultation. It was noted that the reports commissioned by Capita would be placed in the public domain and would be available on the Barry Town Council website from 23 January 2018.

Councillor N Hodges suggested inviting a representative from NRW to attend future meetings of Full Council in order to discuss the Biomass site and any other sites within Barry that NRW were monitoring or considering for development. It was agreed that this invitation should be made on a quarterly basis.

Councillor Payne suggested questioning ABP on whether they had any policies for ethical land use in line with the Well-being of Future Generations Act.

**RESOLVED:**

1. That the Chief Officer responds to the NRW's consultation noting the Council's continued opposition to the granting of a licence to operate to the Biomass UK No 2 plant due to a number of issues including:
  - a. Air Quality Assessment
  - b. Noise Assessment
  - c. Fuel Safety
  - d. Fire Safety
  - e. Consultation process
  - f. Failure to disclose information
2. That if NRW decides to grant the permit, Barry Town Council requests that the Council receives the monitoring reports directly.
3. That the Council invites NRW to a meeting of Barry Town Council on a quarterly basis to discuss the monitoring of this site and wider issues affecting Barry.
4. That the Capita reports be made available on the Barry Town Council website on 23 January 2018.

195.

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

A member of the public queried when work being undertaken in Gladstone Road Gardens would be completed. The Chief Officer advised that this was a Vale of Glamorgan Council project. Councillor Johnson noted that this work had been delayed by adverse weather and was due to be completed by mid-February.

196.

**TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE'S MEETINGS HELD ON 19 DECEMBER 2017 AND 9 JANUARY 2018 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED:** That the minutes of the Planning Committee's meeting's held on 19 December 2017 and 9 January 2018 is received and noted, noting the response to the Biomass Planning Application.

197. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE SHOP LOCAL ADVISORY GROUP HELD ON 4 JANUARY 2018 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED:**

1. That the minutes of the Shop Local Barry Advisory Group meeting held on 4 January 2018 be received and noted.
2. That the recommendation from the Shop Local Advisory Group meeting be referred to a meeting of the Finance, Policy and General Purposes Committee on 30 January 2018.

198. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE PERSONNEL COMMITTEE HELD ON 8 JANUARY 2018 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN, (NOTING THAT CONFIDENTIAL ITEMS APPEAR LATER IN THE AGENDA)**

**RESOLVED:** That the minutes of the Personnel Committee meeting held on 8 January 2018 be received and noted.

199. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE WORKING PARTY TO CONSIDER CONSULTATIONS HELD ON 10 JANUARY 2018 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED:** That the minutes of the Working Party to Consider Consultations held on 10 January 2018 be received and noted.

200. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE HELD ON 15 JANUARY 2018 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Councillor Wiliam suggested the remaining £605 in the budget for funding Dementia Friendly Services be allocated to one of the recipients identified by the Community Development Officer. A discussion took place and Members agreed the Community Development Officer should be asked if there was a suitable project this money could be allocated to.

**RESOLVED:**

1. That the minutes of the Finance, Policy & General Purposes Committee held on 15 January 2018 be received and noted.
2. That the Community Development Officer identifies a suitable project for the remaining sum of £605 in the budget for funding Dementia Friendly Services to be allocated.

201. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE FAIRTRADE ADVISORY COMMITTEE HELD ON 15 JANUARY 2018 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Councillor Johnson thanked Councillors who attended the recent Barry Town United football match to promote Fairtrade.

He also noted that the Fairtrade Committee had been nominated for an award from Hub Cymru Africa and thanked the Community Development Officer for her work on this.

202. **DATE OF NEXT MEETING**

**RESOLVED:** that the next meeting of Full Council is scheduled to be held on Monday, 5 February 2018.

203. **EXCLUSION OF 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.

204. **CONFIDENTIAL ITEM FROM MEETING OF PERSONNEL COMMITTEE HELD ON 8 JANUARY 2018**

Members were provided with a detailed update on an item that had been considered by the Personnel Committee and it was **RESOLVED:-**

That the recommendation from the Personnel Committee be accepted.

The meeting closed at 9:15pm.

Signed .....  
(Town Mayor)

Dated .....

**MINUTES OF A MEETING OF THE COUNCIL HELD ON MONDAY, 5 FEBRUARY 2018 AT 7 PM**

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

**ALSO PRESENT:**

Emily Forbes	-	Chief Officer
Angie Price	-	Deputy Chief Officer
Mark Sims		Responsible Finance Officer
Rhian Burns	-	Administrator

The Mayor thanked the members of public for attending and reminded them of the regulations regarding filming and recording public meetings of Council as per Standing Order 3(m).

205. **MINUTE SILENCE**

The Mayor requested that a minute silence be held to remember Councillor Jane Andrews who had recently passed away.

206. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Hampton.

207. **SUSPENSION OF STANDING ORDERS**

It was resolved to suspend Standing Order 7(a) and (b) in relation to the Independent Remuneration Panel Wales resolution made at the Councils Meeting on 4 September 2017 (Minute number 139). (To note this decision related to the IRPW annual report 2017/2018 and not the draft annual report for 2018/2019 on the agenda for discussion)

208. **DECLARATIONS OF INTEREST**

Councillor Hawkins declared an interest in items 15b and 15d and advised that he would leave the room for discussions on these items.

Councillor Johnson noted that he had received advice in respect of the Pioneer Hall and whether this would cause a conflict of interest as he is a Trustee at Alexandra Hall. He advised that he had received dispensation from the Vale of Glamorgan Council Standards Committee and therefore could take part in discussions and vote. He requested that this be included as a recurring declaration on future agendas.

The Mayor noted that all Councillors would have to declare an interest on Item 11(b)(i) regarding the IRPW. This does not equate to a prejudicial interest so all Councillors can speak and vote on the matter.

209. **TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL'S EXTRAORDINARY MEETING HELD ON 22 JANUARY 2018**

**RESOLVED:** That the minutes of the Council's Extraordinary Meeting held on 22 January 2018 be approved and signed as a correct record, subject to the following amendments –

1. Apologies were received from Councillors Bertin, Lloyd-Selby and Perkes
2. Councillor Lloyd-Selby was not present at the meeting

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

The Mayor informed Members that he had presented a bouquet of flowers to Phyllis May Langford on her 100<sup>th</sup> birthday that morning. He noted that he would be holding a coffee morning on 1<sup>st</sup> March. He passed on a request from the RAFA to fly the RAF 100 year commemorative flag at Barry Town Council's offices on 1 April 2018, which members agreed to.

The Mayor advised members that the Memorial Hall and Theatre were rapidly selling tickets for the Festival of Remembrance and asked that they inform the Deputy Chief Officer as soon as possible if they wished to attend in order that tickets could be purchased as a block.

**RESOLVED:**

1. That the Mayor's communications be received and noted.
2. That the RAF 100 year commemorative flag be flown at Barry Town Council's offices on 1 April 2018.
3. That Members contact the Barry Town Council office to advise whether they would like tickets for the Festival of Remembrance.

211. **TO CONSIDER QUESTIONS FROM COUNCILLORS IN ACCORDANCE WITH THE PROVISIONS OF STANDING ORDER 3(e)**

None received.

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

None received.

213. **TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE'S MEETING HELD ON 23 JANUARY 2018 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED:** That the minutes of the Planning Committee's meeting held on 23 January 2018 be received and noted.

214. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE SHOP LOCAL ADVISORY GROUP HELD ON 4 JANUARY 2018 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED:** That the minutes of the Shop Local Barry Advisory Group meeting held on 4 January 2018 be received and noted.

215. **TO RECEIVE AND NOTE THE MINUTES OF THE WORKING PARTY TO REVIEW THE MANAGEMENT AND PERFORMANCE OF THE TOWN COUNCIL'S OPERATIONS MEETING HELD ON 29 JANUARY 2018 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED:** That the minutes of the Working Party to Review the Management and Performance of the Town Council's Operations meeting held on 29 January 2018 are received and noted.

216. **TO RECEIVE AND NOTE THE MINUTES OF THE EXTRAORDINARY MEETING OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE HELD ON 29 JANUARY 2018 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Councillor S Hodges requested that on item F67 the sentence 'Members were asked to agree a draft budget by the Chair' be included after the first paragraph for clarity.

**RESOLVED:** That the minutes of the Finance, Policy and General Purposes Committee held on 29 January 2018 are received and noted.

217. **RECOMMENDATIONS FROM COMMITTEES**

Members requested that agenda item 11b be brought forward for discussion prior to considering the recommendation from the Shop Local Advisory Committee which would be considered as part of the Draft Budget discussion at item 13.

**RESOLVED:** That agenda item 11b be considered prior to considering the recommendation from the Shop Local Advisory Committee.

- b. Extraordinary meeting of Finance Committee – 30 January 2018
  - i. Draft Independent Remuneration Panel Report 2018

The Chief Officer advised that in order to give Councillors legal advice received, the meeting would need to move to Part 2. This was agreed by all members.

218. **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 was advisable in the public interest that the press and public are excluded from the meeting for the consideration of legal advice received regarding item 216.b.i.

219. **RECOMMENDATIONS FROM COMMITTEES**

- b. Extraordinary meeting of Finance Committee – 30 January 2018
  - i. Draft Independent Remuneration Panel Report 2018

The Chief Officer gave a summary of the legal advice she had received from the National Association of Local Councils (NALC) on the issue. She highlighted the advice received that stated the Council should make provision for the member's allowances in respect of the IRPW Determinations and provided legal references. Also noted were duties under the Code of Conduct and potential risks around challenge.

The Chief Officer informed Members that by providing her with written notice they could forgo payments if they wished but that they were entitled to change their mind at a later date.

The Leader noted that she recognised there were a number of legal and moral issues surrounding the determinations but felt that ultimately it was irresponsible not to follow the legal advice obtained.

Councillor S Hodges noted her disappointment that the Council was being forced and strong armed into making a decision it did not agree with. Councillor Bertin agreed with Councillor S Hodges' comments but added that whilst he would not personally claim any allowances it would be the wrong decision to leave the Council potentially legally exposed.

Councillor Hooper noted that the advice stated that the Councils' failure to make payments to members **may** expose it to risk. He felt that should a claim for allowances be made the payments

could be made from the General Reserve but that there was no mandate to set a budget for payments.

Councillor Wilkinson suggested that the money could be set aside in the budget even if it were not used and then put back into reserves. She asked the Chief Officer's opinion on the matter.

The Chief Officer stated the advice obtained from a number of sources clearly suggested that the Council should make provisions in the budget for the payment of allowances as per the IRPW Draft Annual Report. The Chief Officer had obtained the advice for members and it was for them to decide if they chose to take the advice or not.

220. **INCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED:** That the press and public were able to attend for the remainder of the meeting.

221. **RECOMMENDATIONS FROM COMMITTEES**

b. Extraordinary meeting of Finance Committee – 30 January 2018

i. Draft Independent Remuneration Panel Report 2018

The Mayor informed the Press and Public that the legal advice had been discussed and asked the Leader if she had any recommendations.

The Leader put forward the following recommendations:

1. That a realistic budget be set for the payment of members' allowances.
2. That a budget of £9,200 be agreed to cover the following determinations:
  - i. 44 (members costs incurred 22 x £150)
  - ii. 45 (payment to members in recognition of specific responsibilities 5 x £500)
  - iii. 47 (reimbursement for travel costs £900)
  - iv. 48 (reimbursement of subsistence expenses for overnight stays £500)
  - v. 51 (Mayors' allowance £1,500)
  - vi. 52 (Deputy Mayors' allowance £500)
3. That a risk based approach be used for setting a budget of £4,800 for Determination 50.

Councillor S Hodges noted that she would continue to speak against the IRPW Determinations as she had been happy to stand for election as a volunteer. She stated that she felt the guidelines were poorly drafted and open to interpretation which may leave an individual at risk of complaint to the Ombudsman in the future.

Councillor Bailey noted that he had spoken on this issue in the past and was disappointed to have the discussion again. However he felt that it would be the wrong decision to leave the Council open to any risks or challenges although he would not claim any allowances himself.

Councillor Rowlands noted that one of the aims of the IRP draft annual report was to encourage an increase equality and diversity of councils and councillors.

Councillor Wiliam stated that he felt Council had a duty to vote against the determinations in order to send a strong signal to the IRPW that the legislation should be redrafted.

Councillor Lloyd-Selby noted that while she agreed with Member's comments she felt that carers were under represented in the democratic process and should be supported financially to allow them to become more involved.

Councillor S Hodges noted that she felt in order for the care element to be properly scrutinised it would need to be overly intrusive into Councillors private lives.

Councillor Charles responded that having spent five years as a carer she would have been happy to have received extra care support in order to allow her to attend council meetings and would not have found the process intrusive

A vote was taken on the Leader's proposal that a realistic budget be set for the payment of member's allowances. The result of which was that the motion was **CARRIED** by way of a majority vote.

For – 12

Against – 6

Abstention – 1

Members discussed the amounts that would be payable for the mandated determination, with a vote being taken on each determination.

**RESOLVED:**

1. That a realistic budget be set for the payment of members' allowances.

2. That a budget of £6,400 be agreed to cover the following determinations:

- i. 44 (members costs incurred 22 x £150)
- ii. 45 (payment to the Leader £500)
- iii. 47 (reimbursement for travel costs £100)
- iv. 48 (reimbursement of subsistence expenses for overnight stays £500)
- v. 51 (Mayors' allowance £1,500)
- vi. 52 (Deputy Mayors' allowance £500)

Total £6,400

3. That a risk based approach be used for setting a budget of £4,800 for Determination 50 noting that this amount is capped pending further review.

Total to be included in budgets for 2018/2019 £11,200

b. Extraordinary meeting of Finance Committee – 30 January 2018

ii. Draft Budget 2018/19

The Leader opened the discussion on the draft budget and proposed a 10% increase in the precept payable to Barry Town Council in 2018/2019 which would represent an increase of approximately £5 per household per year. She noted that there had been a large number of projects carried out in 2017/2018 including reports into the Biomass UK No 2 Ltd, Cemetery Approach Gardens, Christmas lights and various projects at the Cemetery. The Leader stated that she felt with the money made available by a 10% increase in the precept that Barry Town Council could continue to carry out large scale projects which would benefit the people of Barry.

Councillor S Hodges thanked the Leader for bringing forward her motion and noted her disappointment with the suggested 10% increase. She advised that Plaid Cymru had an alternative budget proposal and she asked Councillor Johnson to present the proposal to Council. Councillor Johnson provided details of Plaid Cymru's proposal which would require a 2.4% increase which would result in an amount of £51.29 per Band 'D' Council Tax Payer returning it to 2015/16 levels. He outlined the following reductions in expenditure and use of reserves –

- 1. A reduction in the Corporate Advertising budget from £12,500 to £7,500.

2. A reduction in the Corporate Events budget from £66,000 to £40,000.
3. That £20,000 be allocated annually to the Shop Local budget.
4. That the budget for tablets for Councillors of £3,300 be removed.
5. That the budget for emails for Councillors of £795 be removed.
6. That the budget for Microshade Citrix of £4,700 be removed.
7. That the increase to the Plant and Machinery Reserve of £10,000 be transferred from the General Reserve instead of being new money included in the precept. (Internal reserve transfer).
8. That £5,000 for a new Cemetery Roads Renewal Reserve be transferred from the General Reserve instead of being new money included in the precept. (Internal reserve transfer).
9. That £5,000 for M&S/Election Costs be removed from the revenue budget with £5,000 being transferred from the General Reserve to the Election Reserve. (Internal reserve transfer).
10. That of the £11,200 agreed previously for Councillor Allowances the element relating to Caring Responsibilities (Determination 50) of £4,800 be taken from the General Reserve instead of being new money included in the precept.
11. That the budget of £10,000 for Office Relocation be taken from the General Reserve.
12. That the budget of £8,000 for the Barry Making Waves project be taken from the General Reserve.
13. That £10,000 of the budget for the proposed new website be taken from the General Reserve.

Councillor Bailey noted that an increase in the precept of 10% would be vastly over the rate of inflation. Councillor Bertin added that he would support the proposals put forward by Councillor Johnson.

The Responsible Finance Officer was asked for his opinion on the budget proposals put forward by Councillor Johnson. The Responsible Finance Office advised that he would need to look more closely at the figures in order to provide a detailed response. However, he felt that in order to carry out the 2018/19 plans for community engagement a budget of £50,000 rather than £40,000 would be more realistic in respect of the Corporate Events budget. He also noted that the

reduction in the Corporate Advertising budget may have implications on the monies available for the Welsh Language Scheme yet to be implemented.

The Leader noted that she stood by her proposal of a 10% increase to the precept as she felt the funds would be spent wisely for the benefit of the town.

A vote was taken on the motion proposed by the Leader that a precept increase of 10% be implemented. The result of which was that the motion was **LOST** by way of a majority vote.

For – Councillors Aviet, Brooks, Drake, Hawkins, Lloyd-Selby, Payne, Perkes, Richardson and Wilkinson

Against – Councillors Bailey, Bertin, Charles, Collins, N Hodges, S Hodges, Hooper, Johnson, Rowlands, Wiliam and Wright

A vote was taken on the amendment proposed by Councillor Johnson that an increase of 2.4% be implemented. The result of which was that the motion was **CARRIED** by way of a majority vote.

For – Councillors Bailey, Bertin, Collins, N Hodges, S Hodges, Hooper, Johnson, Rowlands and Wiliam

Against – None

Abstained – Councillors Aviet, Brooks, Charles, Drake, Hawkins, Lloyd-Selby, Payne, Perkes, Richardson, Wilkinson and Wright.

**RESOLVED:**

1. That the draft budget be approved subject to the following amendments,
  1. A reduction in the Corporate Advertising budget from £12,500 to £7,500.
  2. A reduction in the Corporate Events budget from £66,000 to £40,000.
  3. That £20,000 be allocated annually to the Shop Local budget.
  4. That the budget for tablets for Councillors of £3,300 be removed.
  5. That the budget for emails for Councillors of £795 be removed.

6. That the budget for Microshade Citrix of £4,700 be removed.
  7. That the increase to the Plant and Machinery Reserve of £10,000 be transferred from the General Reserve instead of being new money included in the precept. (Internal reserve transfer).
  8. That £5,000 for a new Cemetery Roads Renewal Reserve be transferred from the General Reserve instead of being new money included in the precept. (Internal reserve transfer).
  9. That £5,000 for M&S/Election Costs be removed from the revenue budget with £5,000 being transferred from the General Reserve to the Election Reserve. (Internal reserve transfer).
  10. That of the £11,200 agreed previously for Councillor Allowances the element relating to Caring Responsibilities (Determination 50) of £4,800 be taken from the General Reserve instead of being new money included in the precept.
  11. That the budget of £10,000 for Office Relocation be taken from the General Reserve.
  12. That the budget of £8,000 for the Barry Making Waves project be taken from the General Reserve.
  13. That £10,000 of the budget for the proposed new website be taken from the General Reserve.
2. That a precept of £1,019,235 be levied on the Vale of Glamorgan Council for the 2018/19 year, equating to £51.29 per Band "D" Council Tax Payer, being an increase of 2.4% compared to £50.08 payable for 2017/18.
    - a. Shop Local – 4 January 2018

**RESOLVED:** That the Shop Local budget is increased by the amount of £13,000 over the next two years to ensure an annual budget of £20,000 per financial year.

222.

### **STANDING ORDERS AMENDMENT**

Members received a report setting out an amendment required to ensure Standing Orders effectively represent current practice in relation to the Sealing of Documents.

**RESOLVED:** That Barry Town Council Standing Orders are amended at 27 b) to read:

*The Council's Common Seal shall alone be used for sealing documents. It shall be applied by the proper officer ~~in the presence of two members~~, who shall sign the document as a witness.*

223.

**CORRESPONDENCE RECEIVED**

a. Request in respect of Silent Soldiers

Members discussed the request from the Barry at War Museum to display one or both of the RBL Silent Soldiers when they were no longer required. The Deputy Chief Officer noted that the Silent Soldiers are required to be on display until November 2018.

Although Members did not consider this an unrealistic request they felt it should still be reviewed in 2019.

**RESOLVED:** That the request from Barry at War Museum to display the RBL Silent Soldiers be reviewed in 2019.

Councillor Hawkins left the room.

b. Possible Friendship with Steenberg

Members received details of a request for building relationships on a 'friendship' level with Steenberg, Netherlands from Howard Provis, Secretary of Barry RAFA.

**RESOLVED:** That the request be deferred to a meeting of the Working Party to Review the Town Council's Operations.

d. Group 617 Request for Financial Assistance

Item d was discussed next as Councillor Hawkins had declared an interest and had already left the room.

Members received a request from Group 617 for financial assistance in the sum of £700 in order to allow two cadets from Group 617 to attend the Liberation Day celebrations in Steenberg, Netherlands between 2-8 May 2018.

**RESOLVED:** That the request be deferred to a meeting of the Working Party to Review the Town Council's Operations.

Councillor Hawkins re-joined the meeting.

c. The Great Pilgrimage 90

Members received a request for support from the RBL Barry Branch who are taking part during August 2018 in the re-enactment of the 'Great Pilgrimage' of 1928, where 11,000 people visited the battlefields and the graves of their loved ones in France and Belgium.

**RESOLVED:**

1. That more clarity be sought from RBL Barry Branch regarding what level and nature of support they require.
2. That the matter be deferred to a meeting of the Working Party to Review the Town Council's Operations.

224. **LOCAL INVESTMENT SUB-COMMITTEE – MEMBERSHIP NOMINATIONS**

**RESOLVED:** That the local investment sub-committee membership comprise of Councillors Bailey, S Hodges, Hooper and Rowlands plus three Labour Councillors yet to be confirmed.

225. **DATE OF NEXT MEETING**

**RESOLVED:** that the next meeting of Full Council is scheduled to be held on Monday, 26 February 2018.

226. **EXCLUSION OF 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.

227. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE MEMORIAL HALL & THEATRE WORKING PARTY HELD ON 25 JANUARY 2018 AND TO GIVE CONSIDERATION TO ANY RECOMENDATIONS THEREIN**

The Leader outlined to Members a request from the Memorial Hall and Theatre (MHT) to provide a grant to refurbish the toilets and installation of a second cinema screen in the Oriel Suite to allow the MHT to show new release films. She noted that an inspection of the facilities had taken place on Tuesday 4 July 2017 at a meeting of the MHT Working Party meeting and they had been found to be in need of upgrading.

Councillor Charles queried whether the MHT was operating at a loss with the Leader advising that the MHT was generating a profit but that these profits had been invested in other projects.

Members discussed the possible options of providing a grant or loan for refurbishing the toilets and/or the installation of a second cinema screen.

**RESOLVED:** That the matter of providing funding to the Memorial Hall be deferred to the first meeting of the Local Investment Sub-Committee.

The meeting closed at 8.54pm.

Signed .....  
(Town Mayor)

Dated .....

**MINUTES OF A MEETING OF THE COUNCIL HELD ON MONDAY, 26 FEBRUARY 2018 AT 7 PM**

**PRESENT:** The Mayor (Councillor N Hodges) together with Councillors, Aviet, Bailey, Bertin, Brooks, Charles, Collins, Drake, Hawkins, S Hodges, Hooper (arrived at 8.35), Johnson, Lloyd-Selby, Payne, Perkes, Rowlands, Wiliam, Wilkinson and Wright.

**ALSO PRESENT:**

Emily Forbes	-	Chief Officer
Angie Price	-	Deputy Chief Officer
Mark Sims	-	Responsible Finance Officer
Robyn Walsh	-	Community Development Officer
Rhian Burns	-	Administrator
Wayne Locke		Police Sergeant 411
Alexandra Thomas		Barry Youth Action
Louis Davies		Barry Youth Action

The Mayor thanked the members of public for attending and reminded them of the regulations regarding filming and recording public meetings of Council as per Standing Order 3(m).

228. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Hampton, Hooper and Richardson.

229. **DECLARATIONS OF INTEREST**

Councillors Aviet, Bailey, Brooks, Charles, Collins, Drake, N Hodges, Johnson, Perkes, Rowlands, Wiliam, Wilkinson and Wright declared an interest in item 21 (Reshaping of Services) but advised they had received dispensation from the Vale of Glamorgan Council to speak and vote on this item or any item on the agenda relating to Reshaping of Services.

230. **TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL'S MEETING HELD ON 5 FEBRUARY 2018**

Councillor S Lloyd-Selby noted that minute 209 amending the previous minutes required further clarification in that Councillor Lloyd-Selby was not present at the meeting but had given apologies which was not recorded.

Councillor S Hodges requested that for clarity paragraph six on page 1209 be expanded to state that she had noted that new legislation was applicable in terms of assessing care needs and that assessments for care allowances paid to Vale of Glamorgan Councillors were carried out by the Head of Social Services and that it might be necessary to enter into a Service Level Agreement with the VOGC in order to draw

on their expertise on this matter as Barry Town Council staff were not qualified to make this assessment.

Councillor S Hodges noted that she had made the proposal noted in paragraph six on page 1212 rather than Councillor Johnson as stated in the minutes.

Councillor S Hodges noted that she had put forward the budget proposal as an independent motion, not as an amendment to the motion proposed by the Leader.

The Leader disputed this and noted that there had been no notice given of a motion being raised on the agenda for the meeting.

The Mayor advised that he had not regarded the proposal as an amendment and noted that a chance to raise a proposal was open to all Councillors present at the meeting.

The Leader responded that she could not accept that the proposal was not an amendment to the motion she raised.

Councillor Johnson added that there were two separate motions voted on at the meeting hence the voting order.

Councillor Lloyd-Selby disagreed, adding that the voting process at the meeting had been flawed. The Mayor asked why this had not been queried at the meeting. The Leader responded that Councillors had not been given sufficient time to respond to the budget proposals outlined by Councillor Johnson.

Councillor Wiliam noted that the motion brought forward by the Leader had not been seen prior to the meeting by Councillors and therefore could not have been amended.

The Mayor stated that there had been no recommendation from the Finance, Policy and General Purposes Committee therefore all Councillors had the opportunity to bring forward a motion.

Councillor Perkes noted that she felt Councillor Johnson had outlined the budget proposal far too quickly and that neither Councillors nor the Responsible Finance Officer had been able to properly examine the figures or understand the impact.

Councillor Wilkinson asked for Officer's advice on the matter.

Councillor Bertin noted that he felt it had been clear that the proposal was not an amendment and queried why there was no intervention at the meeting if it was felt an error had occurred.

Councillor Rowlands requested that a resolution be found in order to move on to other business.

The Chief Officer advised that having spoken to the Monitoring Officer and Head of Legal at the Vale of Glamorgan Council, it was her understanding that the proposal was classed as an amendment.

Councillor Wiliam stated that the outcome of the advice would depend on what question had been asked of the VOGC Legal Advisor.

Councillor S Hodges noted that she felt advice from the Monitoring Officer should be in writing. She stated that she had contacted the Chief Officer that week regarding another matter where written legal advice had not been received. She further noted that she would have been unable to make an amendment to a motion that she had not seen prior to the meeting and that as the budget proposed by the Leader was in deficit it would be deemed illegal.

Councillor Lloyd-Selby noted that advice had been received and that she felt uncomfortable that Officers were being criticised in a public forum.

Councillor Bailey noted that he had withdrawn his plan to make an amendment on the night of the meeting. He noted that whilst it had not been specifically outlined he had voted with the view that the 2.4% proposal was an amendment.

The Leader moved that progress be made.

Councillor S Hodges requested written advice from the Monitoring Officer be put into the record.

A vote was taken on whether the wording of the minutes should be changed to define the proposal raised by Councillor S Hodges as an alternative motion and not as an amendment. The result of which was that the amendment to the minutes was **OPPOSED** by way of a majority vote.

For – Councillors Bertin, Collins, N Hodges, S Hodges, Johnson and Wiliam

Against – Councillors Aviet, Bailey, Brooks, Charles, Drake, Hawkins, Lloyd-Selby, Payne, Perkes, Rowlands, Wilkinson and Wright.

**RESOLVED: That the minutes of the Council's Meeting held on 5 February 2018 be approved and signed as a correct record.**

**TO RECEIVE A POLICE REPORT**

Members were provided with a report of crime statistics from Police Sergeant 411 Wayne Locke. He noted that there were seasonal changes to the crime rate statistics as expected including an increase in offences of violence against the person over the Christmas and New Year period.

Councillor Payne noted that Barry had the highest levels of call outs in the South Wales policing area for mental health issues and queried whether these figures were included in the report provided. Sergeant Locke advised that it was difficult to report on these figures as visits to people in mental health crisis were often requested by the ambulance service and were not recorded in the crime statistics as usually no crime had occurred.

Councillor Bertin queried whether there was any correlation between changes in the crime statistics and the weather. Sergeant Locke advised that during colder weather crowds tended to disperse more quickly and less socialising took place leading to a drop in violent crimes. He noted however that in turn there tended to be an increase in cyber crimes.

Councillor Aviet noted that there had been a problem with graffiti recently and advised that she had been informed by a member of the public that had been affected that they felt there would be no benefit in reporting the crime. Sergeant Locke advised that an arrest had been made and that South Wales Police were appealing for anyone affected to report, particularly in those instances that a graffiti tag had been used.

Councillor S Hodges queried whether there had been an increase in residential burglaries. Sergeant Locke advised that there had been a spate of burglaries across Barry, Dinas Powys and Penarth with a pattern of Dinas Powys and Penarth being targeted on Monday to Wednesday and Barry properties being targeted on Thursday and Friday. These crimes also had a distinctive Modus Operandi with smaller easy to carry items being taken and high value items being left. This led officers to believe that the perpetrators had no vehicle and were using the rail network to travel to properties. Two arrests had been made recently whilst burglaries were in progress and it was expected that this would bring about a drop in the number of burglaries.

Councillor Johnson asked if Police Officers had any duty of care responsibilities towards people found outside in inappropriate places during the cold weather. Sergeant Locke advised that there were currently no known rough sleepers in Barry and further that officers were aware of possible reasons that children in particular may not be in their homes.

Councillor Johnson then queried if there were any issues in Barry from people who had been banned from Cardiff pubs under the Pubwatch scheme. Sergeant Locke advised that extra resources had been put into policing the night time economy of Broad Street in particular. He noted that pubs and bars had been working co-operatively with the police and that in conjunction with correct closing times being enforced in take away restaurants had led to fewer crowds loitering on Broad Street.

Sergeant Locke advised that if arrests were required the nearest custody suites were in Bridgend and Cardiff Bay which meant that officers were taken off patrol to provide transport. Councillor Johnson asked if it would be beneficial to have a custody suite available in Barry. Sergeant Locke advised that if there were a custody suite in Barry it would require a set number of staff to be at the police station permanently which would take staff members off patrol so this would not necessarily be beneficial. He also noted that 'street to suite' vans were being used for compliant detainees in order to reduce the need for officers' time being taken up with transport.

Sergeant Locke gave Members an update on the status of Park - where a body had recently been discovered - he noted that the crime scene was now closed and the park had been re-opened.

**RESOLVED: That the Police report be received and noted**

Police Sergeant Wayne Locke left the meeting

232.

### **BARRY YOUTH ACTION**

Louis Davies, a representative from Barry Youth Action provided Members with an update of the group's recent activities.

Councillor Payne noted that she had attended the BYA meeting and felt that BTC should offer BYA more support as due to the restructuring of the Youth Services they would no longer be supported by the Vale of Glamorgan Council.

Councillor S Hodges queried what activities were being carried out to recruit new members to BYA as mentioned in their minutes. Alexandra Thomas, Youth Action Worker, advised that BYA were holding a meeting with a local Welsh Club on 28 February 2018 and would be arranging a meeting with a Guides group in the near future.

Councillor Rowlands commended BYA on their work, specifically their action plan to protect LGBT+ young people and noted that they should approach Barry Town Council for any further support and assistance if required.

Members noted their thanks to Daley Chapman who had recently stepped down as Vice Chair of BYA due to other commitments.

Councillor Bertin queried what was involved in the Code of Conduct outlined in the minutes and noted a concern that if the group were seen to be too formal it could be off-putting to potential new members. Alexandra Thomas advised that the Code of Conduct had been drawn up by the young people and mainly involved behaviour at meetings including use of mobile phones and respecting one another and also covered commitment to attending meetings.

Councillor Johnson noted that the Community Development Officer was working with Zero Waste Cardiff and noted that this could be something BYA could be involved with as part of their litter reduction work.

**RESOLVED: That the report be received and noted.**

Barry Youth Action representatives left the meeting.

233.

**TO RECEIVE COMMUNICATIONS FROM THE MAYOR**

The Mayor informed Members that he had attended two 100<sup>th</sup> birthday celebrations in recent weeks. He noted that there was a St. David's Day coffee morning being held in the Council Chamber on Thursday, 1 March 2018 in aid of Ty Hafan and the British Heart Foundation. He also noted that his end of year event would be held on Friday, 13<sup>th</sup> April at the Memorial Hall and would include entertainment from an Oompah band.

**RESOLVED: That the Mayor's communications be received and noted.**

234.

**TO CONSIDER QUESTIONS FROM COUNCILLORS IN ACCORDANCE WITH THE PROVISIONS OF STANDING ORDER 3(e)**

- a) Question received from Councillors Collins, Johnson, S Hodges, Hooper and Wiliam:-

Members were asked the question 'Does Barry Town Council share the concerns of the wider community over the amount of plastic waste pollution and it's adverse effect on wildlife and our coastline and support Barry becoming a 'plastic free town'?'

The Leader noted that she fully supported the proposal for Barry to become a 'plastic free town' and noted that it would be beneficial to identify other organisations undertaking work towards this in order to work together for a more holistic approach.

The Mayor suggested that the Shop Local Barry Advisory group would be an appropriate place for discussing this issue. The Community Development Officer confirmed that this issue was on the Shop Local agenda for Thursday, 1 March 2018.

**RESOLVED: That the options for taking forward the 'plastic free town' proposal be referred to a meeting of the Shop Local Barry advisory group on Thursday, 1 March 2018.**

b) Question received from Councillor Johnson:-

Members received the question 'What advice has been requested and received from One Voice Wales, HMRC and any other relevant bodies regarding payments to town and community councillors, including declarations for tax purposes, and how does Council intend to make these payments?'

The Chief Officer provided Members with the responses received from IRP Wales and One Voice Wales.

Councillor S Hodges asked for clarification on how the Mayor and Deputy Mayor's allowances were currently paid. The Chief Officer advised that these allowances were currently via cheque or BACS with payments made to HMRC for Employer's National Insurance Contributions.

The Responsible Finance Officer noted that the advice from OVW was to make the payments in the future via PAYE and make deductions for tax and NI at source. Councillor William noted that in terms of administration this option seemed the most straight forward.

Councillor Perkes queried how Councillors should opt out of the payments. The Chief Officer advised that Councillors should put their request to opt out of the allowance payments in writing to her as soon as possible.

The Mayor asked when the IRPW Annual Report would be available. The Chief Officer advised this would be published on 28 February 2018.

Councillor S Hodges queried what would happen if the contents of the IRPW Annual Report were significantly different from the draft report. The Chief Officer advised that should this be the case the matter could be discussed at the next meeting of the Finance Committee on 26 March 2018.

**RESOLVED: That the advice received from One Voice Wales and the Independent Remuneration Panel Wales be received and noted.**

235.

**TO CONSIDER QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF STANDING ORDER 3(f)**

None received.

The Mayor requested that members consider bringing forward items 14, 24, 27 & 30.

**RESOLVED that items 14, 24, 27 & 30 be brought forward.**

236

**CLARIFICATION ON VOTING AND RESOLUTIONS OF COUNCIL**

Members received a report to provide clarity on the order of voting on motions at a meeting of Council and decisions made on previous resolutions of Council.

The Chief Officer noted that she had received advice from One Voice Wales and the Vale of Glamorgan Council that given that the voting process was not in accordance with Standing Orders the resolution voted on at the previous meeting of Council on 5 February 2018 regarding the budget and precept could be challenged. The Chief Officer advised that ultimately, it would be for a court to determine if the decision was 'illegal', but that advice suggested that this could be open to challenge.

Within the report, the Chief Officer had also provided advice on reversal of previous resolutions as set out in the Council's Standing Orders. The Chief Officer advised that an additional issue had been raised regarding the previous resolutions of the Finance, Policy and General Purposes Committee made on 16 October 2017. It was unclear in the Terms of Reference for the Finance, Policy and General Purposes Committee whether the Committee had the ultimate delegated power to make a decision on outlays for IT. The Terms of Reference did state 'generally to have the management of the financial affairs of the Council' which was the overarching delegated power which Finance used to make decisions. The Chief Officer noted that it could be argued that IT expenditure decisions should be recommended to Full Council for approval, but it could be argued that the Committee was able to resolve those decisions. At the time that the resolutions were made by the Finance Committee, there had been no queries raised regarding the resolutions and the minutes had been accepted by Full Council on 11 December 2017 and the resolutions of Finance had not been queried at that point.

Councillor S Hodges stated that she was confused by the advice and would like further clarification on what is meant by the terms 'motion', 'amendment' and 'amended motion'. She noted that she had emailed the Chief Officer to query how the Finance, Policy and General

Purposes Committee could make a decision on IT matters when this was not in their remit. She further noted that she did not accept that the fact that the minutes of the 16 October 2017 meeting were received and noted by Full Council in December 2017 meant that any decisions made by that committee were therefore agreed, as she had been advised previously that Council do not ratify decisions of other Committees.

Councillor Johnson noted that it would be useful to have any items which would require suspension of standing orders, in order to be discussed, highlighted.

The Leader noted that the purpose of this report was to discuss procedure and due process according to Standing Orders.

The Mayor noted that clarification was required on whether the decision taken at the meeting of Finance, Policy and General Purposes on 16 October 2017 was within its remit.

Councillor Lloyd-Selby stated that the advice was clear and noted that it would be helpful to have it in writing.

Councillor S Hodges noted that she had written to the Chief Officer to ask for guidance and that the outcome of this had not been included in the report. The Chief Officer advised that this report had been written before the question from Councillor S Hodges had been received and therefore it had not been mentioned.

The Chief Officer further clarified that under the Terms of Reference the Committee for Finance, Policy and General Purposes had delegated powers 'to monitor the keeping of the Council's accounts and generally to have the management of the financial affairs of the Council'. The Chief Officer noted that she recognised that this was a non-specific description but that in general practice the Finance Committee regularly made decisions regarding spending and this was custom and practice.

Councillor S Hodges requested that the Mayor read out the Terms of Reference of the Finance Committee. The Mayor noted that he felt that as IT equipment was a new expenditure it should not have been agreed by the Finance Committee and should have been recommended to Full Council under the section regarding new policy decisions.

Councillor Johnson queried why this issue was not raised at the meeting of Full Council on 5 February 2018. The Chief Officer noted that the meeting had been very pressured and the budget item and amendments had been fast paced; and there had not been time to query as voting took place quickly and officers were trying to clarify councillors votes which had to be recounted.

The Leader stated that she felt that the Chief Officer's advice was clear and that she was happy to accept this advice that the previous Council decision could be challenged due to the reasons listed in the report.

Councillor Hooper joined the meeting.

Councillor S Hodges queried what questions had been asked of the legal advisor.

The Chief Officer noted that the report being discussed was a clarification on the order of voting and the reversal of decisions according to Standing Orders. She further noted that whilst the IT expenditure was not specifically delegated the overarching wording in the Terms of Reference of the Finance Committee was used to conduct business and that these may require clarity for the future.

Councillor Rowlands asked the Chief Officer to clarify whether it had been agreed at a meeting of Full Council that the Finance Committee should make a decision regarding IT noting that he had been on the Working Party created to discuss IT requirements. The Chief Officer advised that she would need to check if Full Council had delegated this or if it had been delegated from the Finance Committee itself to a Working Party.

**RESOLVED: That the report be received and noted.**

237

#### **OPERATIONAL IMPACT OF 2018/2019 BUDGET**

Members received a report providing a view of the operational impact of budget decisions made at the meeting of Full Council on 5 February 2018.

Councillor Johnson noted that he would have expected to see a report providing the impact of all the budget decisions made at the meeting, not just those that had been capped or removed.

Councillor Johnson moved to amend the recommendation to state that 'Councillors welcome the budget passed at the meeting of Full Council on 5 February 2018 noting it supports the Living Wage, Pioneer Hall improvements, increase in staff and the Shop Local budget provision.'

A vote was taken whether the recommendation should be amended. The result of which was that the proposed amendment was **OPPOSED** by way of a majority vote.

For – Councillors Bertin, Collins, N Hodges, S Hodges, Hooper, Johnson and Wiliam

Against – Councillors Aviet, Bailey, Brooks, Charles, Drake, Hawkins, Lloyd-Selby, Payne, Perkes, Rowlands Wilkinson and Wright.

The Leader moved that the original recommendation to receive and note the report be followed.

Councillor S Hodges noted that she and Councillor Johnson had met with the Chief Officer and the Responsible Finance Officer on 14 February 2018 to discuss the rationale behind the figures being presented. She further noted that during this meeting a discussion had taken place about why the Shop Local budget had been included as expenditure when money was already available in reserves.

The Responsible Finance Officer advised that he had sought to provide clarity at this meeting on the issue of the Shop Local budget and noted that it had been suggested that figures could have been more clearly presented. When the report prepared was read as a whole, the information on the previous pages clearly stated that the Shop Local remaining balance was to be taken from reserves, but that it did not have an individual additional line on the budget front page.

Councillor Hooper felt that this information was misleading. The Responsible Finance Officer agreed that this information could be misleading and would present the figures in a simpler format.

**RESOLVED: That Councillors receive and note the information contained in the report regarding the wider impact of budget decisions.**

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

**RESOLVED that Standing Order 3(aa) be suspended for a period of thirty minutes.**

239. **FIVE YEAR FINANCIAL PLAN**

Members received a report providing an update on the five year financial plan for 2017/2018 – 2021/2022 in line with Council's Corporate Plan and Financial Regulations.

Councillor Johnson highlighted that a constant increase in the Tax Base of 1% and a nominal increase in the Band 'D' Council Tax Charge of 2% had been included in the figures provided and noted that if the increase of 2.4% as planned the projected income for the year would be higher.

Councillor Johnson queried the status of the document and whether any changes could be made to it if it was resolved to accept the figures.

The Chief Officer advised that the document had been requested by the Finance, Policy and General Purposes Committee as a tool to assist financial forecasting and long term planning and would be frequently and regularly amended and updated as a living document.

**RESOLVED: That the five year financial plan for 2017/2018 – 2021/2022 be approved noting that it is a ‘living document’ being updated alongside the Council’s Corporate Plan during the budget and precept setting process.**

240. **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 was advisable in the public interest that the press and public are excluded from the meeting.**

241. **TO RECEIVE AND NOTE THE MINUTES OF AN EXTRAORDINARY MEETING OF THE PERSONNEL COMMITTEE HELD ON 15 FEBRUARY 2018 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED: The minutes were noted and recommendations at R66 agreed.**

242. **INCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED: That the press and public were able to attend for the remainder of the meeting.**

243. **TO CONSIDER MOTIONS SUBMITTED BY COUNCILLORS:**

Members received a motion submitted by Councillors Brooks, Drake, Hawkins, Lloyd-Selby, Payne, Perkes, Richardson and Wilkinson.

“Part 1

This special motion is proposed to rescind the 20018/19 Council budget decision made on 5<sup>th</sup> February 2018, because within this revised budget that was verbally presented on the night, earlier decisions made by the Finance Committee on 16<sup>th</sup> October 2017 were reversed without written notice. This is contrary to Standing Order 7 in accordance with Standing Order 9.

Furthermore, the revised budget has an impact on the operating procedures of Barry Town Council and we believe Councillors were unaware of the impact and detail of the revised budget going forward, particularly in relation to the 5 year Corporate Plan. Councillors did not

have the opportunity to consider the impact as they were not provided with tabled information.

It is also our understanding that the vote was taken the wrong way around, the amendment should have been voted on first, in line with Standing Orders. We therefore question the legitimacy of the vote.

## Part 2

We recommend that an increase of 6% in the precept is included in the budget, this will allow the Council to maintain its plans for the future, safeguard our staff and deliver a budget that is responsible, viable and in the best interests of the people of Barry.”

The Leader advised that there were two parts to the motion which would require two separate votes. She noted that she felt there had been no chance at the meeting of Full Council held on 5 February 2018 to have a considered decision on the matter of the 2018/2019 budget. She further noted that she felt the budget agreed at the meeting would place future plans in jeopardy as well as risk the reserve level dropping below that advised by the auditor. She added that she felt the vote had been rushed through without sufficient information being given for Councillors’ consideration and that the voting on the proposal and the amendment had been taken the wrong way around which as noted earlier could be open to challenge.

The Leader noted that the second part of the motion was to propose a 6% increase is included in the budget.

The Mayor queried the amount a 6% increase would represent and what amount of money would be required from reserves. The Leader referred to papers presented at the meeting of 5 February 2018 and advised that the amount of money raised through the precept would be £1,054,901. This would then result in £26,874 less being used from reserves.

Councillor Johnson questioned how an alternative budget could be discussed if no breakdown had been issued prior to the meeting. The Leader advised that the budget proposal remained the same as the draft budget presented to Members at the meeting of Full Council on 5 February 2018.

Councillor S Hodges noted that she felt there was a lack of clarity on what the funds raised by the 6% increase were for.

Councillor Bertin noted that he was disappointed to see the motion raised and felt that as a hung council it was important to work together.

Councillor Bailey advised that he had been unable to support the 10% increase proposed at the meeting on 5 February 2018 as he felt it was

too high and had therefore supported Plaid Cymru's proposal of a 2.4%. He noted that it had been his intention to propose a 5% increase at the previous meeting which having looked at the figures again would be more realistic. Councillor Bailey moved an amendment to the Leader's proposal for a 6% increase to an increase of 5% which was seconded by Councillor Rowlands.

The Leader requested to amend the original motion from an increase of 6% to an increase of 5%.

The Mayor advised that as Councillor Richardson was not present this would not be possible as the permission of all those that has raised a motion must be given to amend it.

Councillor S Hodges moved to propose an amendment of an increase of 2.4% which was seconded by Councillor Johnson.

A vote was taken on the amendment proposed by Councillor Hodges that an increase of 2.4% be implemented. The result of which was that the amendment was **LOST** by way of a majority vote.

For – Councillors Bertin, Collins, N Hodges, S Hodges, Hooper, Johnson and Wiliam.

Against – Councillors Aviet, Bailey, Brooks, Charles, Drake, Hawkins, Lloyd-Selby, Payne, Perkes, Rowlands Wilkinson and Wright.

A vote was taken on the amendment proposed by Councillor Bailey that an increase of 5% be implemented. The result of which was that the amendment was **CARRIED** by way of a majority vote.

For – Councillors Aviet, Bailey, Brooks, Charles, Drake, Hawkins, Lloyd-Selby, Payne, Perkes, Rowlands Wilkinson and Wright.

Against – Councillors Bertin, Collins, N Hodges, S Hodges, Hooper, Johnson and Wiliam.

A vote was taken on the substantive motion of an increase of 5%,the result of which was that the motion was **CARRIED** by way of a majority vote.

For – Councillors Aviet, Bailey, Brooks, Charles, Drake, Hawkins, Lloyd-Selby, Payne, Perkes, Rowlands Wilkinson and Wright.

Against – Councillors Bertin, Collins, N Hodges, S Hodges, Hooper, Johnson and Wiliam.

**RESOLVED:**

- 1. That the draft budget presented to Members at the meeting of full Council on 5 February 2018 be approved, noting the addition of £9,200 relating to Members Allowances agreed at the meeting on 5 February 2018.**
- 2. That a precept of £1,044,949 be levied on the Vale of Glamorgan Council for the 2018/19 year, equating to £52.58 per Band "D" Council Tax Payer, being an increase of 5.0% compared to £50.08 payable for 2017/18.**

The meeting was adjourned at 9.30pm.

Signed .....  
(Town Mayor)

Dated .....

**MINUTES OF A RECONVENED MEETING OF THE COUNCIL HELD ON MONDAY, 19 MARCH 2018 AT 7 PM**

**PRESENT:** The Mayor (Councillor N Hodges) together with Councillors, Aviet, Bailey, Bertin, Brooks, Charles, Collins, Drake, Hawkins, S Hodges, Hooper, Lloyd-Selby, Payne, Perkes, Rowlands, Wiliam, Wilkinson and Wright.

**ALSO PRESENT:**

Emily Forbes	-	Chief Officer
Angie Price	-	Deputy Chief Officer
Mark Sims	-	Responsible Finance Officer
Robyn Walsh	-	Community Development Officer
Rhian Burns	-	Administrator

The Mayor thanked the members of public for attending and reminded them of the regulations regarding filming and recording public meetings of Council as per Standing Order 3(m).

244. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Hampton, Johnson and Richardson.

245. **DECLARATIONS OF INTEREST**

Councillors Aviet, Bailey, Brooks, Charles, Collins, Drake, N Hodges, Perkes, Rowlands, Wiliam, Wilkinson and Wright declared an interest in item 21 (Reshaping of Services), but advised they had received dispensation from the Vale of Glamorgan Council to speak and vote on this item or any item on the agenda relating to Reshaping of Services.

246. **TO RECEIVE AND NOTE THE MINUTES OF THE HALLS, CEMETERIES & COMMUNITY FACILITIES COMMITTEE MEETING HELD ON 12 FEBRUARY 2018 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED:** That the minutes of the Halls, Cemeteries & Community Facilities Committee meeting held on 12 February 2018 be received and noted.

247. **TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 20 FEBRUARY 2018 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED:** That the minutes of the Planning Committee meeting held on 20 February 2018 be received and noted.

248. **TO RECEIVE REPORTS FROM REPRESENTATIVES SERVING ON OUTSIDE BODIES**

Members were reminded that copies of agendas and minutes in respect of meetings of Outside Bodies were available for inspection in the lever-arch file kept in the main office.

**RESOLVED: That reports from representatives serving on Outside Bodies were available for inspection.**

249. **RECOMMENDATIONS FROM COMMITTEES**

Members received recommendations from the meeting of the Working Party to review the management of the town council's operations held on 29 January 2018 for consideration at minute numbers 38, 39 and 40.

**Minute number 38 (Membership of Non-Standing Committees)**

The Chief Officer noted that at the meeting the issue of membership of the Shop Local Barry Advisory Group and the Fairtrade Advisory Committee had been raised. She advised that if as suggested all Councillors except the Mayor were appointed as members there would be a requirement for at least 8 Councillors to be present at each meeting in order for the meetings to be quorate.

The Mayor noted that as both the Shop Local Barry Advisory Groups and the Fairtrade Advisory Committee were an important interface between Council and members of the public it was important that they go ahead.

The Leader queried whether it would be possible to set a quorum of three Councillors. The Chief Officer advised that in order for a meeting to be deemed quorate one third of the membership must be present, or at least three (whichever is the greater).

Councillor S Hodges suggested naming seven Councillors on each Advisory group, noting a minimum of three councillors would make the meeting quorate.

The Chief Officer advised that she would email Group Leaders to ask for nominations. She also noted that Councillor Hooper would need to be one of the named Councillors for the Shop Local Barry Advisory Group as he is the Chair of this group.

**RESOLVED:**

- 1. That seven Councillors are nominated to each of the Shop Local Barry Advisory Group and the Fairtrade Advisory Committee.**

2. That the Councillor representation is split proportionally with two Conservative Councillors, three Labour Councillors and two Plaid Cymru Councillors.
3. That Group Leaders advise the Chief Officer of their representatives.

#### **Minute number 39 (Community Engagement Strategy)**

The Chief Officer noted that the Community Development Officer had given a presentation on the Community Engagement Strategy prior to the meeting of Full Council held on 26 February 2018.

The Community Development Officer confirmed that the only change made would be the dates of the consultations and that the findings would be reported at the meeting of Full Council to be held on 18 June 2018.

Councillor S Hodges noted that she had become aware of another financial implication and suggested that the recommendations be referred for further discussion to the meeting of Finance, Policy and General Purposes Committee on 26 March 2018.

#### **RESOLVED:**

4. That the Community Engagement Strategy recommendations outlined in minute 39 be deferred to a meeting of the Finance, Policy and General Purposes Committee Meeting to be held on 26 March 2018.
5. That the Finance, Policy and General Purposes Committee be given delegated powers to make a decision on these recommendations at the meeting on 26 March 2018.

#### **Minute 40 (Annual Grants Review)**

The Chief Officer outlined the recommendations made by the Working Party which had met to undertake a review of the Annual Grant Giving process and criteria.

Grant Application Forms had been drafted for voluntary and community group applications and for new small business grant applications with new guidance sheets developed to support the documents.

Members discussed the amount of information which would be appropriate to ask businesses to provide as part of the grant application process. The Mayor noted that in the past if organisations had provided insufficient information they would be asked to supply further details.

Councillor Bertin queried how the grants application process would be advertised. The Chief Officer advised that there would be advertisements in the press and social media. She also noted that this year, the Community Development Officer would be holding a workshop to assist with the application process.

Councillor Payne suggested the inclusion of an evaluation form in the application pack to provide feedback on the application process.

**RESOLVED:**

- 6. A total budget of £50,000 be allocated for Annual Grants funding.**
- 7. £10,000 being allocated to support local schools in the provision of school books.**
- 8. £35,000 being allocated to support voluntary and community grants.**
- 9. That five x £1,000 grants be offered to businesses in the private sector.**
- 10. That the Grant Application process is open from 26 March 2018 for 6 weeks, closing on 11 May 2018**
- 11. That the Grant Application Forms and Guidance notes are approved**
- 12. That an extra meeting of the Finance Committee to consider Grant applications is arranged prior to the meeting of Full Council scheduled for 18 June 2018.**

250.

**NOMINATION OF MAYOR ELECT 2018/19**

It was moved by Councillor Bailey and seconded by Councillor Rowlands that Councillor Charles be nominated as Mayor Elect for the 2018/19 municipal year.

A vote was taken, the outcome of which was:-

For Councillor Charles – 18

**RESOLVED: That Councillor Charles be nominated as Mayor Elect for the 2018/19 municipal year.**

251.

**NOMINATION OF DEPUTY MAYOR ELECT**

It was moved by Councillor Brooks and seconded by Councillor Perkes that Councillor Wilkinson be nominated as Deputy Mayor Elect for the 2018/19 municipal year.

It was also moved by S Hodges and seconded by Councillor Hooper that Councillor Wiliam be nominated as Deputy Mayor Elect for the 2018/19 municipal year.

A vote was taken, the outcome of which was:-

For Councillor Wilkinson – 12

For Councillor Wiliam – 5

**RESOLVED: That Councillor Wilkinson be nominated as Deputy Mayor Elect for the 2018/19 municipal year.**

252.

**DRAFT SCHEDULE OF MEETINGS**

Members were provided with a draft schedule of meetings for 2018/19.

The Deputy Chief Officer noted that the meeting of the Memorial Hall and Theatre Working Party scheduled for 31 May would be rearranged as this date was in school holidays.

**RESOLVED: That subject to the outcome of the Vale of Glamorgan Council list of dates for 2018/19 a final draft be submitted to the Annual Meeting of Council scheduled to be held on Tuesday, 15 May 2018.**

253.

**MEMBERSHIP OF ONE VOICE WALES**

Members received a report asking them to give consideration to whether Barry Town Council should continue to be a member of One Voice Wales.

**RESOLVED: That Barry Town Council agrees to renew its membership of One Voice Wales for a further twelve months at a cost of £7,204.00, with effect from April 2018.**

254.

**CHIEF OFFICER'S (TOWN CLERK'S) REPORT**

Members received a report providing an update from the Chief Officer since the last report in December 2017 including meetings and training attended and key streams of work being progressed. The Chief Officer reminded members of the upcoming Child Protection training on 27 March 2018 and Domestic Abuse Awareness training on 26 April 2018. She then invited feedback or questions.

Councillor Hooper noted that the Welsh Lessons for Councillors had been enjoyable which was echoed by other councillors.

**RESOLVED: That the Chief Officer's Report be received and noted.**

255.

**COMMUNITY DEVELOPMENT OFFICER'S REPORT**

Members received a report providing an update from the Community Development Officer of work undertaken between 11 December 2017 and 16 February 2018 including meetings and training attended and key streams of work being progressed. The Community Development Officer invited feedback or questions.

The Mayor reminded Members that the Barry Town Council 'Love Your Lane' litter pick would be taking place in Cemetery Lane at 11.00 on 20 March 2018.

**RESOLVED: That the Community Development Officer's Report be received and noted.**

256.

**RESHAPING OF SERVICES**

Members agreed that they were disappointed with the lack of progress with regards reshaping of services.

**RESOLVED:**

1. That the item be deferred to a meeting of the Reshaping Services Working Party for fuller discussion.
2. That a relevant Vale of Glamorgan Council officer be invited to attend to provide a update on Reshaping Services.
3. That the invite be issued as a matter of urgency and that this Council's frustration at the lack of progress be expressed.

257.

**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 was advisable in the public interest that the press and public are excluded from the meeting.**

258.

**CEMETERY APPROACH – DRAFT FUNDING AGREEMENT**

The Chief Officer advised Members of the tenders that had been received for construction of the planned community building at Cemetery Approach.

A detailed discussion took place where Members highlighted their concerns regarding the project costs.

**RESOLVED:**

1. That the Chief Officer writes to the Vale of Glamorgan Council to advise that:
  - a. Barry Town Council is not content to approve the Draft Funding Agreement provided currently;
  - b. Given that the Council trusted the advice of technical expertise commissioned by the VOG Council in order to set their budget for the project, they feel that this needs to be fully investigated as the Council has already determined its budget provision for 2018/19.
  - c. BTC feels that the discrepancy between the original estimate and the tender cost is far too great and would like to see a detailed appraisal of why the tenders are coming in so over budget and as such would ask for a detailed appraisal of the bill of quantities set out in the tender documents in order to understand the financial gap
  - d. a Special Project Board meeting is called to discuss the issue with nominated representatives
  
2. That the £42,500 earmarked budget for completion of the community building be retained in reserves.

259. **INCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED:** That the press and public were able to attend for the remainder of the meeting.

260. **FAIRTRADE TOWN APPLICATION 2018**

Members received a request to agree the Fairtrade Town Status Renewal Form included in the agenda papers in order that it can be submitted to the Fairtrade Foundation to maintain the town's Fairtrade Town status.

**RESOLVED:** That Council agree the Fairtrade Town status Renewal Form so that it is submitted to the Fairtrade Foundation to maintain the Fairtrade Town status for Barry.

261. **SCHEDULE OF PAYMENTS**

**RESOLVED:** That Members note that due to timing, this item was dealt with via the Council's Urgent Action process.

262. **BUDGET MONITORING REPORT 1 APRIL – 31 JANUARY 2018**

Members received a report informing them about the Council's income and expenditure in the 2017/18 financial year as at the end of January 2018.

**RESOLVED:** That the budget monitoring report for January 2018, indicating actual income and expenditure up to the end of month ten in the 2017/18 financial year be received and noted; noting the projected underspend of £28,941 for 2017/18 with £334,773 being transferred from reserves.

263. **DATE OF NEXT MEETING**

**RESOLVED:** That the next meeting of Full Council is scheduled to be held on Monday, 14 May 2018, noting that this will be the Annual Meeting of Council.

The meeting ended at 7.50pm.

Signed .....  
(Town Mayor)

Dated .....

**MINUTES OF AN EXTRAORDINARY MEETING OF THE COUNCIL HELD ON MONDAY, 30 APRIL 2018 AT 7 PM**

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

**ALSO PRESENT:**

Emily Forbes	-	Chief Officer
Mark Sims	-	Responsible Finance Officer
Rhian Burns	-	Administrator
Louis Davies	-	Barry Youth Action

264. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Bertin and Wiliam.

265. **DECLARATIONS OF INTEREST**

Councillors Aviet, Bailey, Brooks, Charles, Collins, Drake, Hampton, N Hodges, Johnson, Perkes, Rowlands, Wilkinson and Wright declared an interest in item 21 (Reshaping Services), but advised they had received dispensation from the Vale of Glamorgan Council to speak and vote on this item or any item on the agenda relating to Reshaping Services.

It was noted that Councillor Johnson had been granted Dispensation to allow him to speak and vote on matters appertaining to Community Facilities owned or run by Barry Town Council, by virtue that he is a Vale of Glamorgan Council Trustee for the Alexandra Gardens Community Association.

266. **TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL'S MEETING HELD ON 26 FEBRUARY 2018 AND RECONVENED MEETING HELD ON THE 19 MARCH 2018**

Councillor Payne requested that for clarity, an amendment be made to the last paragraph of minute 232 to state that she had advised that this was a project Barry Youth Action were already involved with.

**RESOLVED:** That the minutes of the Council's meeting held on 26 February 2018 and reconvened meeting on 19 March 2018 be approved and signed as a correct record subject to the above amendment.

267. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE FINANCE, POLICY AND GENERAL PURPOSES COMMITTEE HELD ON 16 APRIL 2018 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

i. MicroShade VSM Hosting

Members discussed the recommendation for MicroShade VSM cloud hosting data and software applications.

**RESOLVED:**

1. That the budget provision for Special Projects/MicroShade Citrix be increased by £2,500 for year one (Virement to be sought during the year) and by £550 for years two and three in order to implement the migration to offsite cloud hosting.
2. That the minutes of the Finance, Policy and General Purposes Committee meeting held on 16 April 2018 be received and noted.

268.

**DATE OF NEXT MEETING**

**RESOLVED:** That the next meeting of the Town Council will be the Annual Meeting which is scheduled for Monday 14 May 2018 at 6pm.

The representative from Barry Youth Action provided members with a brief update of their activities and left the meeting.

269.

**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 was advisable in the public interest that the press and public are excluded from the meeting.

270.

**RECOMMENDATIONS FROM OTHER COMMITTEES**

a. **Finance, Policy and General Purposes Committee 16 April 2018**

i. Cemetery Approach Building Costs

Members were provided with documents relating to the funding agreement and tenders for the proposed community building at Cemetery Approach.

A detailed discussion took place surrounding the costs, design process and current financial position. The Chief Officer provided clarity on a number of questions relating to the procurement process and planning permission and budget available.

It was moved by Councillor Johnson and seconded by Councillor Brooks that the recommendation from the Finance, Policy and General Purposes Committee held on 16 April 2018 be approved.

A vote was taken, the outcome of which was:-

For approving the recommendation – 19

**RESOLVED: That £75,000 is allocated from the Acquisition Reserve to complete the Cemetery Approach Community Building project and the Chief Officer be authorised to sign the Joint Funding Agreement in respect of Community Building at the Public Park at Cemetery Approach, Barry.**

**b. Reshaping Services Working Party 23 April 2018**

i. Accommodation options

Councillor S Hodges outlined a possible option for alternative accommodation for the Council.

Members discussed the proposal and agreed that the Chief Officer should pursue the option and take discussions forward including exploring costs, layout and space available and time scales.

**RESOLVED: That the Chief Officer be authorised to take forward the discussion with the Vale of Glamorgan Council regarding possible alternative accommodation for the Council.**

**c. Halls, Cemeteries and Community Facilities Committee**

i. Introduction of Summer Opening Hours

Members were asked to give consideration to a recommendation from the Halls, Cemeteries and Community Facilities Committee to extend opening hours at Merthyr Dyfan Cemetery during summer months.

Councillor Johnson noted that it had been felt that the extended hours were the best option for providing the most convenient way for people to access the cemetery.

**RESOLVED: That the cemetery gates remain open until 7.00 pm five days a week and the tenant in the Cemetery Lodge be paid one hour overtime for those five days at a cost of £3,198.27 from April – October as per option 3 detailed in the report and that officers be authorised to make the changes with immediate effect.**

The meeting ended at 7.48pm.

Signed .....  
(Town Mayor)

Dated .....

**MINUTES OF A MEETING OF THE COUNCIL HELD ON MONDAY, 18 JUNE 2018  
AT 7 PM**

**PRESENT:** The Mayor (Councillor Charles) together with Councillors, Aviet, Bertin, Brooks (arrived at 7.10), Collins, Drake, Hawkins, N Hodges, S Hodges, Johnson, Lloyd-Selby, Nugent-Finn, Payne, Richardson, Rowlands and Wiliam.

**ALSO PRESENT:**

Emily Forbes	-	Chief Officer
Angie Price	-	Deputy Chief Officer
Mark Sims	-	Responsible Finance Officer
Robyn Walsh	-	Community Development Officer
Rhian Burns	-	Administrator
Alexandra Thomas		Barry Youth Action
Louis Davies		Barry Youth Action

The Mayor welcomed Councillor Nugent-Finn and invited her to say a few words. Councillor Nugent-Finn noted that she was proud to have become a Councillor and was looking forward to representing her ward.

323. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Bailey, Perkes, Hampton, Hooper, Wilkinson and Wright.

324. **DECLARATIONS OF INTEREST**

Councillors Aviet, Brooks, Charles, Collins, Drake, N Hodges, Johnson, Nugent-Finn, Rowlands and Wiliam declared an interest in item 27 (Accommodation Options), but advised they had received dispensation from the Vale of Glamorgan Council to speak and vote on this item.

325. **TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL'S ANNUAL MEETING HELD ON 14 & 15 MAY 2018**

Councillor S Hodges queried why the discussion and vote taken on prayers at the previous meeting had not been included in the minutes. The Chief Officer noted that this had not been an agenda item and therefore had not been included. Councillor S Hodges requested that it be added.

**RESOLVED:** That the minutes of the Council's Annual Meeting held on 14 & 15 May 2018 be approved and signed as a correct record subject to the following amendment prior to business commencing –

**'A vote was taken on prayers being said at Council meetings. As this item was not on the agenda it was deferred for a future agenda'.**

326.

**REQUEST FROM TOWN MAYOR FOR PRAYERS TO BE SAID FIVE MINUTES PRIOR TO THE START OF COUNCIL MEETINGS**

The Mayor noted that she had made a request for prayers to be said at the meeting of Full Council held on Tuesday, 15 May 2018, a decision on which had been deferred to this meeting.

A detailed discussion took place with a range of views expressed by Councillors. A suggestion was made to hold prayers prior to the meeting in the Mayors Parlour rather than in the Council Chamber.

The matter was deferred to the next meeting of Full Council in order to allow the Chief Officer time to seek clarification on how voting on a request should take place under Section 111 of the Local Government Act 1972.

**RESOLVED:**

- 1. That the matter be deferred to the next meeting of Full Council on Monday 23 July 2018.**
- 2. That the Chief Officer seeks clarification on how a request should be voted on.**

327.

**BARRY YOUTH ACTION**

Members received minutes of the Barry Youth Action meeting held on 2 May 2018. Louis Davies advised Members that Barry Youth Action had attended the opening of the new Dementia Unit at Barry Hospital and had helped at the Council's Family Fun Day. He noted that they were planning to support the Council at the upcoming Scout Fete.

Louis enquired as to what the Council's intention was regarding future funding for Barry Youth Action. Councillor Brooks advised that discussions had taken place and the issue was high on the Council's agenda but that a decision was still to be made.

The Mayor thanked Barry Youth Action for their report and the work they had carried out.

**RESOLVED: That the Barry Youth Action Report be received and noted.**

328.

**TO RECEIVE COMMUNICATIONS FROM THE MAYOR**

The Mayor noted that the Financial Assistance Grants award evening would take place on Thursday, 19 July. She also noted that the Royal British Legion had advised that any Members wishing to attend the Festival of Remembrance should buy tickets as soon as possible as they were rapidly selling out.

**RESOLVED:** That the Mayors Communications be received and noted.

329. **TO CONSIDER QUESTIONS FROM COUNCILLORS IN ACCORDANCE WITH THE PROVISIONS OF STANDING ORDER 3(e)**

None received

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

None received.

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

None received.

332. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE HELD ON 26 MARCH 2018 AND 11 JUNE 2018 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Councillor Hodges noted that alternative sources of funding including the Stronger Communities Grant should be explored.

**RESOLVED:** That the minutes of the Finance, Policy & General Purposes Committee meeting held on 26 March 2018 and 11 June 2018 be received and noted.

333. **TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE'S MEETING HELD ON 22 MAY 2018 AND 5 JUNE 2018 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED:** That the minutes of the Planning Committee's meetings held on 22 May 2018 and 5 June 2018 be received and noted.

334. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE SHOP LOCAL BARRY ADVISORY COMMITTEE HELD ON 24 MAY 2018 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED:** That the minutes of a meeting of the Shop Local Barry Advisory Committee held on 24 May 2018 be received and noted.

335. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE WORKING PARTY TO CONSIDER CONSULTATIONS RECEIVED HELD ON 4 JUNE 2018 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED:** That the minutes of a meeting of the Working Party to Consider Consultations Received held on 4 June 2018 be received and noted.

336. **TO RECEIVE AND NOTE THE MINUTES OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE MEETING HELD ON 4 JUNE 2018 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED:** That the minutes of the Halls, Cemeteries and Community Facilities Committee meeting held on 4 June 2018 be received and noted.

337. **COMMUNITY ENGAGEMENT STRATEGY CONSULTATION DATA ANALYSIS**

Members received a detailed analysis of the results collated throughout the Community Engagement Strategy Consultation Period. The Community Development Officer gave a presentation outlining the objectives of the consultation which were:

- to prioritise the key actions contained within the draft strategy;
- to identify community groups to work with;
- to gather new ideas and;
- to inform the councils future engagement activities

Members thanked the Community Development Officer for her work. It was noted that an increased use of social media would be low cost and beneficial, particularly for engagement with young people.

Councillor Brooks queried how the Community Development Officer envisaged the 'Meet your Councillor' events taking place. The Community Development Officer advised that they would be incorporated into the 'What's Your Big Idea' events.

Councillor Wiliam noted that it was important to spread events community wide rather than thinking in terms of ward boundaries only, as some wards had a number of 'communities' within them.

Councillor S Hodges reflected back on the original rationale for the Community Development Officer post which initially stemmed from concerns about cuts to services, Reshaping of Services and managing change. She was concerned about duplicating the work of the Vale of Glamorgan Council and that other grant funds should be explored

rather than spending Barry Town Council funds, such as the Strong Communities Fund.

Councillor Brooks responded that the Reshaping Services project was still not clear and that the Town Council's Community Engagement approach had evolved since its inception.

Councillor Lloyd-Selby added that it was critical that the Council remain connected to the Community and that the agenda was not driven by the Re-shaping agenda. She noted that with responses from almost 800 people priorities could be set more confidently.

**RESOLVED:**

1. That the Engagement Data Report be received and noted.
2. That the Final Community Engagement Strategy (Appendix 2) be approved and adopted
3. That the Community Engagement Action Plan (Appendix 3) be approved for implementation, noting that this will be reviewed on a quarterly basis.
4. That the public-facing "Results of Engagement" document (Appendix 4) be approved and that the Community Development Officer promotes the results.

338.

**SCHEDULE OF PAYMENTS JUNE 2018 (FINAL)**

Members received the Schedule of Payments for June 2018 (Final).

**RESOLVED:**

1. That the information set out above relating to salary payments for May 2018 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 attached schedule of payments for June 2018 (Final) comprising various BACS payments, direct debits and cheques numbered 2777 to 2779 inclusive, in the amount of £5,617.34, be approved, subject to the relevant papers being in order.

339.

**BUDGET MONITORING REPORTS TO 31 MAY 2018**

Members received a report informing them about the Council's income and expenditure in the 2018/19 financial year.

Councillor Johnson noted an overspend of £19,850 in the Salaries budget and a £30,000 budget for General Salaries Contingency with spending of £2,641 to date. He queried whether the salary deficit would be taken from the General Salaries Contingency budget. The Responsible Finance Officer confirmed that it had been agreed at a meeting of the Finance, Policy and General Purposes Committee that £10,000 of this overspend would be found through an in year virement.

**RESOLVED: That the budget monitoring report for May 2018, indicating actual income and expenditure up to the end of month two in the 2018/19 financial year be received, noting the projected overspend of £113,266 for 2018/19.**

340.

**ACCOUNTS FOR YEAR ENDING 31 MARCH 2018**

Members received the draft Town Council accounts and the annual return for the year ending 31 March 2018 for their approval prior to their submission to the external auditors, Grant Thornton.

**RESOLVED: That the draft financial statements and annual return for the year ending 31 March 2018 be approved, prior to their submission to the external auditors, Grant Thornton.**

341.

**UPDATED FINANCIAL FORECAST/PLAN 2017-2022**

Members received an update on the five year financial plan for 2017/18 – 2021/22 in line with the Council's Corporate Plan and Financial Regulations.

Councillor Brooks noted that many beneficial plans had been implemented but that going forward the financial situation should be borne in mind. She added that in future requests for financial assistance could be directed to other available sources and that she felt a realistic precept should be set in future.

Councillor S Hodges noted that the total reserves had dropped significantly which would need to be monitored closely in order not to raise concerns from auditors. She added that the Council's biggest outlay would always be staffing costs and that it was important to ensure staff were paid fairly and also not given unrealistic workloads.

Councillor Johnson noted that in order to achieve additional funding from the Council's precept to meet the deficit predicted a 13% precept increase would be necessary and proposed looking to some of the

ideas he put forward in the meeting of Full Council on 26 February 2018 to cover the shortfall rather than additional taxation.

Councillor Johnson noted the specific changes to the Council's reserves in respect of the five year plan reducing from £965,696 down to £29,652 over a period of four years.

**RESOLVED: That the five year plan for 2017/18 – 2021/22 be received, noting that it is a 'living document' being updated alongside the Council's Corporate Plan during the budget and precept setting process.**

342.

### **MEMBERSHIP OF COMMITTEES**

Members received a request to consider and determine the allocation of seats on Committees in accordance with the political balance rules set out in the Local Government and Housing Act 1989, Section 15-17 (as amended) as detailed in the Council's Standing Order 4(d). Councillor S Hodges advised of a change of membership for the Plaid Cymru representatives on various Committees.

#### **RESOLVED:**

- 1. That the political balance percentages and number of seats allocated to each political group as set out in the report be approved.**
- 2. That the allocation of Councillors to each Committee for the period to the Annual Meeting in 2019 as set out in the report be approved.**
- 3. That the Labour seat currently occupied by Councillor Wilkinson on the Halls, Cemeteries & Community Facilities will be re-designated and Conservative member Councillor Nugent-Finn will take up that seat.**
- 4. That Councillor N Hodges replace Councillor Hooper on the Finance, Policy and General Purposes Committee**
- 5. That Councillor Collins replace Councillor Hooper on the Shop Local Barry Advisory Committee**
- 6. That Councillor Johnson replace Councillor Hooper on the Reshaping Committee**
- 7. That Councillor S Hodges replace Councillor Hooper on the Personnel Committee**

343. **REPRESENTATION TO IMPROVING STRATEGIC TRANSPORT IN DINAS POWYS STAGE 2 REVIEW GROUP**

It was moved by Councillor Rowlands that Councillor Bailey be nominated the Council's representative.

It was moved by Councillor S Hodges that Councillor Johnson be nominated the Council's representative.

A vote was taken, the outcome of which was:-

For Councillor Bailey – 10

For Councillor Johnson - 5

**RESOLVED: That Councillor Bailey is nominated as the Council's representative on the Strategic Transport in Dinas Powys Stage 2 Review Group.**

344. **ANNUAL REVIEW OF INTERNAL CONTROL**

Members received the annual review of the effectiveness of the Council's system of internal control.

**RESOLVED: That the information included in the report be received and the annual review of internal control be approved.**

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

**RESOLVED that Standing Order 3(aa) be suspended for a period of fifteen minutes.**

346. **CHIEF OFFICER REPORT**

Members received an update from the Chief Officer including meetings and training attended and key streams of work being progressed since the last report in February 2018.

**RESOLVED: That the Chief Officer's Report be received and noted.**

347. **DATE OF NEXT MEETING**

**RESOLVED: that the next meeting of Full Council is scheduled to be held on Monday, 23 July 2018.**

348. **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 was advisable in the public interest that the press and public are excluded from the meeting for the consideration of legal advice received regarding item 216.b.i.

349.

**RECOMMENDATIONS FROM COMMITTEES**

a) Local Investment Sub Committee

i. Memorial Hall and Theatre

Members discussed the funding development proposal for the Memorial Hall and Theatre.

**RESOLVED:** That a percentage capital loan towards one third of the £88,000 required for a second cinema screen be arranged with the Memorial Hall and Theatre on condition that

- a. One third is applied for via an application to the VOG Council Strong Communities Grant (with Barry Town Council acting as Lead Applicant) and the final third is raised by the Memorial Hall and Theatre themselves;
- b. The Memorial Hall and Theatre provide Barry Town Council with a detailed Business Plan to demonstrate viability and profitability.

350.

**ACCOMMODATION OPTIONS**

Members were provided with an update on future Town Council office accommodation options and a breakdown of costs involved.

**RESOLVED:**

1. That Council confirms its serious interest in the proposed accommodation;
2. That Council delegates responsibility to the Chief Officer to propose its offer for the annual rental/service charge and proposes a lease term of 50 years;
3. That the Council authorises the Chief Officer to make this offer to the Vale of Glamorgan Council and has agreed the maximum offer the Council would be prepared to pay to support further negotiations;

4. That a budget of £10,000 is set aside for capital works in addition to the budget already allocated for contracting support with moving;
5. That the Chief Officer (with Group Leaders if deemed appropriate) is granted delegated powers for further negotiations or discussions on behalf of the Council;
6. That the Chair of the MHT Working Group meets with MHT representatives to advise of plans if they are confirmed and the offer positively received;
7. That following confirmation, the Chief Officer is given delegated authority to work with Geldard's solicitors to negotiate termination of the current lease.

The meeting closed at 8.45pm.

Signed .....  
(Town Mayor)

Dated .....

**MINUTES OF A MEETING OF THE COUNCIL HELD ON MONDAY, 23 JULY 2018  
AT 7 PM**

**PRESENT:** The Mayor (Councillor Charles) together with Councillors Bailey, Brooks, Drake, Hampton, Hawkins, N Hodges, S Hodges, Hooper, Johnson, Lloyd-Selby, Nugent-Finn, Payne, Perkes, Richardson, Rowlands, Wilkinson and Wright.

**ALSO PRESENT:**

Emily Forbes	-	Chief Officer
Angie Price	-	Deputy Chief Officer
Mark Sims	-	Responsible Finance Officer
Robyn Walsh	-	Community Development Officer
Rhian Burns	-	Administrator

351. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Aviet, Collins and Wiliam.

352. **DECLARATIONS OF INTEREST**

Councillors Bailey, Brooks, Charles, Drake, Hampton, N Hodges, Johnson, Nugent-Finn, Perkes, Rowlands, Wilkinson and Wright declared an interest in item 21 (Reshaping Services), but advised they had received dispensation from the Vale of Glamorgan Council to speak and vote on this item.

Councillor Payne declared a personal interest in item 4 (Barry Youth Action) as she is Vice Chair of the Vale Youth Forum.

353. **TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL'S  
MEETING HELD ON 18 JUNE 2018**

Councillor Johnson requested that the figures he had quoted during the meeting be added to the minutes. He also queried how Councillor Bailey would update members on discussions held at the Improving Strategic Transport in Dinas Powys Stage 2 Review Group.

It was felt that a standing item added to the agenda of future meetings of Full Council would be the most appropriate solution. Councillor Bailey noted that he would advise members ahead of these meetings in order to receive feedback.

**RESOLVED:**

- 1. That the minutes of the Council's Meeting held on 18 June 2018 be approved and signed as a correct record subject to the following amendment to minute number 341 (Updated Financial Forecast/Plan 2017 – 2022)**

**‘Councillor Johnson noted the specific changes to the Councils reserves in respect of the five-year plan reducing from £965,696 down to £29,652 over a period of four years.’**

- 2. That a standing item be added to the agenda of future Full Council meetings to allow Councillor Bailey to update Members on discussions held at the Improving Strategic Transport in Dinas Powys Stage 2 Review Group.**

354. **BARRY YOUTH ACTION**

Members received minutes of the Barry Youth Action meeting held on 18 June 2018.

Councillor Hodges queried whether there was any provision for locking up the Council offices after Barry Youth Action meetings had taken place.

The Deputy Chief Officer advised that the meetings were currently being held in the Civic Offices.

Councillor Johnson noted that as the substitute representative for Barry Youth Action meetings he would like to be informed prior to the meeting if committee members were unable to attend.

**RESOLVED: That the Barry Youth Action Report be received and noted.**

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

The Mayor noted that the Financial Assistance Grants award evening held on Thursday, 19 July had been a success. She advised members that her Civic Service would be held on Sunday, 16 September at Coastlands Family Church. She also advised members that she would be holding prayers five minutes prior to Full Council meetings and invited Councillors to attend should they wish.

**RESOLVED: That the Mayors Communications be received and noted.**

356. **TO CONSIDER QUESTIONS FROM COUNCILLORS IN ACCORDANCE WITH THE PROVISIONS OF STANDING ORDER 3(e)**

The following questions were received from Councillor S Hodges: -

“Will the Mayor join me in thanking Councillor Rowlands for asking Barry Town Council to fly the LGBT+ flag in Pride Month?”

Barry Town Council exists to maximise the wellbeing of the people of the town. In pursuing this aim, we strive for a just society which gives everyone equality.

Will the Mayor please agree to Plaid Cymru Group's request to officially represent this Town Council at the Pride March in Cardiff in August 2018?"

The Mayor thanked Councillor Rowlands for asking Barry Town Council to fly the LGBT+ flag during Pride Month.

The Mayor advised that this question should be directed to all Councillors as this was not a decision she was able to make alone.

The Mayor was in agreement that the Town Council should have a presence at the Pride March and felt that there should be cross party representation. She felt it would be appropriate to ask Councillor Rowlands to attend due to the amount of work he had done on raising awareness of LGBT+ issues. Councillors Rowlands advised that he would be attending in his capacity of Mayor of the Vale of Glamorgan but would be happy to represent the Town Council as well.

Councillor Drake advised members that they would need to register online to take part in the march.

Members agreed that as many Councillors as possible should attend and that a Barry Town Council banner should be purchased for the march.

#### **RESOLVED**

- 1. That all Councillors be invited to attend the Cardiff Pride march in order to represent Barry Town Council.**
- 2. That a banner be purchased for the event up to a cost of £50.**

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

None received.

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

None received.

**TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE'S MEETINGS HELD ON 19 JUNE 2018, 3 JULY 2018 AND 17 JULY 2018 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

A lengthy discussion took place surrounding the recommendations from the meeting of the Planning Committee on 17 July 2018 concerning a Scheme of Officer Delegation, frequency of Planning Committee meetings and the creation of a Place Plan Sub-Committee.

Councillor S Hodges noted that she had voted against the recommendations for a Scheme of Delegation and reducing the frequency of Planning Committee meetings at the Planning Committee meeting and outlined her objections. She queried how decisions could be made on behalf of Buttrills ward if there was no representative on the Planning Committee. She noted that she felt the recommendations should be referred to the Finance, Policy and General Purposes Committee for further discussion and work.

Councillor S Hodges noted that with regards to Place Plans it was important to have input from ward members who could bring forward local knowledge. She felt that all wards would therefore need representation on the matter of Place Plans.

Councillor Johnson noted that he supported Councillor S Hodges' objections and added that he had concerns regarding the proposed changes to the Planning decision making process. He stated that it was important for the public to have a place to raise concerns and also noted that there was no representation from Buttrills ward on the Planning Committee.

Councillor Brooks noted that a detailed discussion had taken place at the Planning Committee meeting. She added that all members are able to attend Planning Committee meetings and that Members could easily be informed of any issues by email.

Councillor S Hodges responded that non-committee members were not able to vote. She also highlighted that members of the public were not able to raise concerns with the Vale of Glamorgan Council as most of their decisions were made by Officers. She added that she felt the recommended changes would be to the detriment of the Council and Public.

Councillor Johnson queried why a change to meeting frequency was being raised when the timetable of meetings had been agreed only a short while ago at the Annual Meeting.

Councillor Payne noted that the recommendation proposed a six-month trial period. She added that the proposed change would allow decisions to be made within the twenty-one-day time limit and that the

reduction in meetings would allow more time for Place Plans to be discussed.

Councillor N Hodges noted that historically committee membership had been reduced from twelve members to seven with the exception of the Planning Committee which had been set at eight members to allow representation from each ward. He noted that he felt this would be a reduction in the democratic process and that the introduction of Place Plan discussions was not a valid reason for this.

A vote was taken on Councillor S Hodges' proposal for the recommendations to be referred to the Finance, Policy & General Purposes Committee. The result of which was –

For – 4  
Against – 14

A vote was taken on the recommendations, the result of which was –

For – 14  
Against - 4

**RESOLVED:**

1. That the minutes of the Planning Committee's meetings held on 19 June 2018, 3 July 2018 and 17 July be received and noted.
2. That a Scheme of Officer Delegation is introduced for a trial period of six months.
3. That the membership of the Delegation Panel is agreed.
4. That a Place Plan Sub-Committee be established
5. That Barry Town Council Planning Committee meetings are held tri-weekly rather than bi-weekly.

360(a).

**TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE HELD ON 16 JULY 2018 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Councillor Brooks advised Members of the outcome of a meeting with Group Leaders and Andy Green of Grow Social Capital. It was noted that his proposition would be supported in kind by use of the Pioneer Hall and provision of refreshments and a £500 budget would be set for promotion of events through local press and social media.

The Responsible Finance Officer advised members that he had met with Electoral Registration at the Vale of Glamorgan Council in order to receive a breakdown of the costs involved in the recent by-election. He noted that during a scheduled election the Vale of Glamorgan Council would be holding elections at the same time therefore the Town Council would only be liable for costs over and above the Vale of Glamorgan Council's own costs for holding the election which were usually 10-15% of the total cost

As the by-election was for a Town Councillor only, the Town Council alone would be liable for the full costs which is why they were significantly higher than expected.

A discussion took place and Members agreed that a report should be prepared for the next meeting of the Finance, Policy and General Purposes Committee on 24 September 2018 containing the number of historic by-elections that had taken place in order that the budget could be managed more effectively.

**RESOLVED:**

1. That the minutes of the Finance, Policy & General Purposes Committee meeting held on 16 July 2018 be received and noted.
2. That a budget of £500 be set for promotion of events for Andy Green.
3. That payment be made to the Vale of Glamorgan Council for the by-election costs.
4. That a report on historic by-elections and projected costs be prepared for the next meeting of the Finance, Policy & General Purposes Committee on 24 September 2018.

360(b).

**TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE FAIRTRADE ADVISORY GROUP HELD ON 16 JULY 2018 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Councillor Johnson noted that the Town's Fairtrade status had been renewed and was now valid until June 2020.

**RESOLVED: That the minutes of the Fairtrade Advisory Group meeting held on 16 July 2018 be received and noted**

361.

**SCHEDULE OF PAYMENTS JULY 2018 (FINAL)**

Members received the Schedule of Payments for July 2018 (Final).

**RESOLVED:**

1. That the information relating to salary payments for June 2018 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 2018 (Final) comprising various BACS payments, direct debits and cheques numbered 2860 to 2864 inclusive, in the amount of £65,241.90, be approved, subject to the relevant papers being in order.

362.

#### **BUDGET MONITORING REPORT 1 APRIL TO 30 JUNE 2018**

Members received a report informing them about the Council's income and expenditure in the 2018/19 financial year as at the end of June 2018.

The decrease in the anticipated income was queried and the Chief Officer advised that this was due to a decrease in the service use at the cemetery over the previous three months.

**RESOLVED:** That the budget monitoring report for June 2018, indicating actual income and expenditure up to the end of month three in the 2018/19 financial year be received, noting the projected overspend of £75,910 for 2018/19.

363.

#### **COMMUNITY DEVELOPMENT OFFICER'S REPORT**

Members received a summary of work undertaken since coming into post on 1 August 2017 to date, including meetings and training attended (between 17 Feb – 16 July) and key streams of work currently being progressed.

Councillor Hodges asked for an update on the recent visit to Weston-Super-Mare. The Chief Officer advised that the visit had been positive with useful discussions taking place on services run by Weston-Super-Mare Town Council and on the impact of their recent change of branding.

**RESOLVED:** That the Community Development Officer's report be received and noted.

364.

#### **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 was advisable in the public interest that the press and public are

**excluded from the meeting for the consideration the Freedom of the Town nomination.**

365. **FREEDOM OF THE TOWN NOMINATION**

Members received a nomination for Freedom of the Town from Councillor Johnson. Councillor Wilkinson noted that the nominee had been suggested in 2016 and noted that whilst she was in favour of the nomination she would like to be advised as to why this would now be acceptable. The Chief Officer advised that the criteria for qualification had now changed. Councillor Johnson added that previously the criteria had been geared towards individual success and did not cover achievement within a team.

Members agreed unanimously that the nominee should be given Freedom of the Town and noted that they would need to work around this person's schedule to make arrangements.

**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.**

366. **INCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED: That the press and public were able to attend for the remainder of the meeting.**

367. **VALE OF GLAMORGAN COUNCIL – COMMUNITY REVIEWS**

Members received a letter from the Electoral Registration Office at the Vale of Glamorgan Council containing details of the Community Review.

**RESOLVED: That the information is received and noted.**

368. **REQUEST FOR "IN PRINCIPLE SUPPORT" IN RELATION TO BUSINESS IMPROVEMENT DISTRICT FOR BARRY**

The Chief Officer advised members that she had received a request from the Vale of Glamorgan Council for 'in principle support' to their application to the Welsh Government for funding for a feasibility study into the establishment of a Business Improvement District for Barry Town Centre. She noted that as the deadline was prior to the meeting of Full Council she had consulted with Group Leaders under an Urgent

Action. Following this meeting she had replied to Bob Guy at the Vale of Glamorgan Council offering this 'in principle support' and was now providing the letter for Council endorsement.

Councillor S Hodges noted that she had objected to an Urgent Action being raised for this purpose and felt the matter required discussion by Council. She added that she would be interested in the reasons that a Business Improvement District had been rejected by Penarth Town Council. She stated that the proposition required consultation and discussion with local traders.

The Chief Officer noted that Urgent Actions were raised for the purpose of attending to business that could not wait until the next relevant committee meeting. She added that this letter was only for support in principle for a feasibility study to be carried out, not for the implementation of a Business Improvement District.

Councillor S Hodges raised a point of order to clarify the procedure for raising an Urgent Action.

Councillor Brooks noted that there were two issues that needed discussion. The first being clarification around the Urgent Action process and suggested requesting advice from One Voice Wales. The second being the support in principle for the feasibility study. She noted supporting the process would allow consultation with the traders to take place, who could then reject the proposal should they wish.

Councillor Perkes added that as the Chair of the Shop Local Barry Advisory Committee she supported the application for funds to allow the consultation to take place and gain views from traders.

Councillor Johnson noted that he was concerned at the rate of the loss of shops in Barry and was concerned that this proposal would take more money from shopping areas already in a precarious position. He queried why the request for support was received with such a short time available to reply and noted that he felt the Council should request more information in order to fully understand what was being proposed. He suggested that more discussion should take place at the next Shop Local Advisory Committee meeting.

The Community Development Officer advised that she had attended a meeting between traders and the Vale of Glamorgan Council on this issue and that the general consensus from the traders was that they would like more information surrounding the bid.

Councillor Lloyd-Selby noted that she felt the Council would have laid itself open to criticism if this matter had not been treated urgently in order to give traders the opportunity to consult through the feasibility study. She added that she felt it was appropriate to use the Urgent Action process for matters such as this.

Councillor Bailey noted that as this was in support of a feasibility study rather than a policy decision it should be possible to agree by Urgent Action. He added however, that the Urgent Action process should be formalised.

Councillor S Hodges raised a point of order to request clarity on what would happen in the case of there being more than three group leaders. She noted that historically agreement from two group leaders had been deemed sufficient as there were only two group leaders to consult.

**RESOLVED:**

1. That advice be sought from One Voice Wales in order to clarify the Urgent Action process.
2. That the letter written by the Chief Officer to the Vale of Glamorgan Council offering 'in principle support' for the bid for funding to the Welsh Government to undertake a feasibility study into a Business Improvement Area be given Council endorsement.

369. **CORRESPONDENCE FROM CABINET SECRETARY FOR ENERGY, PLANNING & RURAL AFFAIRS – LESLEY GRIFFITHS AM**

Members received a response to Barry Town Council's letter to Lesley Griffiths AM re: Plastic Free.

**RESOLVED:** That the reply be received and noted.

370. **DATE OF NEXT MEETING**

**RESOLVED:** That the next meeting of Full Council is scheduled to be held on Monday, 1 October 2018.

371. **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 was advisable in the public interest that the press and public are excluded from the meeting for the consideration of legal advice received regarding item 216.b.i.

372. **TO RECEIVE AND NOTE THE MINUTES OF THE MEMORIAL HALL & THEATRE WORKING PARTY MEETING HELD ON 21 JUNE 2018**

Councillor Brooks gave members a brief overview of discussions at the meeting and noted that the Memorial Hall funding agreement would shortly be up for renewal.

**RESOLVED: That the minutes of the Memorial Hall & Theatre Working Party meeting held on 21 June 2018 be received and noted.**

373. **RESHAPING SERVICES**

Members were provided with an update on future Town Council office accommodation options and a breakdown of costs and timescales involved.

**RESOLVED: That the information be received and noted.**

374. **INCIDENT AT MERTHYR DYFAN CEMETERY**

Members were provided with details of a recent incident that occurred in Merthyr Dyfan Cemetery.

**RESOLVED:**

- 1. That those involved in the incident are written to reminding them of their responsibility to behave appropriately at Merthyr Dyfan Cemetery.**
- 2. That the situation is monitored and any further incidents be reported to the Police.**

The meeting closed at 8.25pm.

Signed .....  
(Town Mayor)

Dated .....

**MINUTES OF A MEETING OF THE COUNCIL HELD ON MONDAY, 1 OCTOBER 2018 AT 7 PM**

**PRESENT:** The Mayor (Councillor Charles) together with Councillors Aviet, Bailey (arrived at 7.15), Brooks, Collins, Drake, Hawkins, S Hodges, Johnson, Lloyd-Selby, Payne, Richardson, Rowlands, Wilkinson and Wright.

**ALSO PRESENT:**

Angie Price	-	Deputy Chief Officer
Mark Sims	-	Responsible Finance Officer
Robyn Walsh	-	Community Development Officer
Rhian Burns	-	Administrator

375. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Bertin, Hampton, N Hodges, Hooper, Nugent-Finn, Perkes and Wiliam.

376. **DECLARATIONS OF INTEREST**

Councillors Aviet, Brooks, Charles, Collins, Drake, Johnson, Rowlands, Wilkinson and Wright declared an interest in item 21 (Reshaping Services), but advised they had received dispensation from the Vale of Glamorgan Council to speak and vote on this item.

377. **TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL'S MEETING HELD ON 23 JULY 2018**

Councillor Johnson noted was no written update had been provided on the agenda regarding the "Improving Strategic Transport in Dinas Powys Stage 2 Review Group" as per the second resolution of minute number 353.

**RESOLVED: That the minutes of the Council's Meeting held on 23 July 2018 be approved and signed as a correct record.**

378. **BARRY YOUTH ACTION**

There was no report received from Barry Youth Action.

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

The Mayor noted that the Festival of Remembrance held at the Memorial Hall Theatre had been very well received and that she had found the event very moving. She also informed members that she would be holding a Tom Jones tribute night on Friday, 19<sup>th</sup> October.

**RESOLVED: That the Mayors Communications be received and noted.**

380. **TO CONSIDER QUESTIONS FROM COUNCILLORS IN ACCORDANCE WITH THE PROVISIONS OF STANDING ORDER 3(e)**

None received.

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

None received.

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

None received.

383. **TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE'S MEETINGS HELD ON 7 AND 29 AUGUST AND 18 SEPTEMBER 2018**

**RESOLVED:** That the minutes of the Planning Committee's meetings held on 7 and 29 August and 18 September 2018 be received and noted.

384. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE MEETING HELD ON 3 SEPTEMBER 2018**

Councillor Johnson noted that the recommendations from the Halls, Cemeteries and Community Facilities Committee had been approved at the meeting of Finance, Policy and General Purposes Committee held on Monday, 3 September 2018.

**RESOLVED:** That the minutes of the Halls, Cemeteries and Community Facilities Committee meeting held on 3 September 2018 be received and noted.

385. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE PERSONNEL COMMITTEE HELD ON 10 SEPTEMBER 2018 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

It was agreed that the discussion on the recommendations from minute number R127 of the Personnel Committee meeting held on 10 September 2018 should take place under Part 2 of the meeting.

**RESOLVED:** That the minutes of the Personnel Committee meeting held on 10 September 2018 be received and noted, with the exception of minute number R127 to be considered under Part 2 of the meeting.

386.

**TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE SHOP LOCAL BARRY ADVISORY COMMITTEE MEETING HELD ON 13 SEPTEMBER 2018**

Councillor Payne noted that the Dementia Friendly presentation had been well received and that she was looking forward to the Dementia Friendly/accessible focus of the planned Christmas event on High Street. She further noted that the Dementia Friendly Breakfast for staff and Councillors had been a success as well as being a good opportunity to meet with the whole staff team.

Councillor S Hodges queried the number of actions outstanding from the minutes. The Community Development Officer advised that the minutes had been prepared and sent the day after the meeting and that a number of actions had been completed since then. She further advised that the majority of the remaining outstanding actions were due for completion before the next meeting on Thursday, 22 November.

**RESOLVED: That the minutes of the Shop Local Barry Advisory Committee meeting held on 13 September 2018 be received and noted.**

387.

**TO RECEIVE AND NOTE THE MINUTES OF THE FAIRTRADE ADVISORY COMMITTEE MEETING HELD ON 24 SEPTEMBER 2018 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Councillor Johnson informed members that the Fairtrade Advisory Committee had arranged a walk from King Square to Morrisons on Saturday, 13<sup>th</sup> October. During the walk members would be wearing banana costumes and would be distributing Fairtrade bananas in order to raise awareness of the Fairtrade campaign.

He also noted that the Fairtrade committee would be present at the Pumpkin in the Park event on Saturday, 27<sup>th</sup> November and invited members to assist.

**RESOLVED: That the minutes of the Fairtrade Advisory Committee meeting held on 24 September 2018 be received and noted.**

388.

**TO RECEIVE AND NOTE THE MINUTES OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE MEETING HELD ON 24 SEPTEMBER 2018 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

The Deputy Chief Officer advised members that an 18 month old second hand Ford Transit Tipper van had been purchased as well as taxed and insured for a six-month period within the £20,000 budget available and that the van had been picked up that day.

**RESOLVED:** That the minutes of the Finance, Policy & General Purposes Committee meeting held on 24 September 2018 be received and noted.

389.

**SCHEDULE OF PAYMENTS OCTOBER 2018 (INTERIM)**

Members received the schedule of payments for October 2018 (Interim)

Councillor S Hodges queried where the new wildflower area mentioned in the report was located. The Community Development Officer advised that it was located on the Gladstone Road roundabout.

**RESOLVED:**

1. That the information set out in the report relating to salary payments for July, August and September 2018 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 October 2018 (Interim) comprising various BACS payments and direct debits, in the amount of £14,392.19, be approved, subject to the relevant papers being in order.

390.

**BUDGET MONITORING REPORT 1 APRIL TO 31 AUGUST 2018**

Members received a report informing them about the Council's income and expenditure in the 2018/19 financial year as at the end of August 2018.

**RESOLVED:** That the budget monitoring report for August 2018, indicating actual income and expenditure up to the end of month five in the 2018/19 financial year be received, noting the projected overspend of £73,331 for 2018/19.

Councillor Bailey joined the meeting.

391.

**COMMUNITY DEVELOPMENT OFFICER'S REPORT**

Members received a summary of work undertaken between 16 July 2018 and 21 September 2018, including meetings, engagement and key streams of work currently being progressed.

Councillor S Hodges noted that the Community Development Officer had met with a number of interesting groups and requested feedback on the outcome of those meetings.

The Community Development Officer advised the following:

- That she had provided assistance to Barry Astronomical Society to hold an event at the library with a view to increasing their membership numbers.
- That Highlight Park Street-Co-ordinators had been helped to create a constitution which was a requirement for grant funding they had applied for. They had also been granted £100 from the Community Engagement budget to cover transport costs for coffee mornings for residents.
- That a meeting had taken place with Beautiful Barry to update both parties on activities planned to ensure no duplication of work.

Councillor Payne congratulated the Community Development Officer on the Dementia Friendly work she had undertaken.

**RESOLVED:**

1. **That the Community Development Officer's report be received and noted.**
2. **That the Community Engagement Report be approved for public distribution.**

392.

**IMPROVING STRATEGIC TRANSPORT IN DINAS POWYS UPDATE**

Councillor Bailey advised that the first meeting he would be attending would be on Tuesday, 2 October. He noted that members of the group would have the chance to consider the report and make amendments before it was approved for public consultation.

He advised that he would need to seek clarity on whether the report could be discussed due to the confidential nature of the content. It was felt that the best course of action was to request whether discussions could take place under Part 2 of Council meetings.

**RESOLVED: That Councillor Bailey requests that Barry Town Council is given permission to discuss the Improving Strategic Transport in Dinas Powys report under Part 2 of meetings of Full Council.**

393.

**OUTSIDE BODY REPRESENTATION – VALE OF GLAMORGAN DESTINATION MANAGEMENT COMMITTEE**

Councillor S Hodges noted that Councillor Hooper would no longer be a member of the Vale of Glamorgan Destination Management Committee. She nominated Councillor N Hodges as a replacement member of the committee which was seconded by Councillor Brooks.

**RESOLVED:** That Councillor N Hodges be elected as a representative of Barry Town Council to serve on the Vale of Glamorgan Destination Management Committee for the remainder of the municipal year of 2018/19.

394. **WALES AUDIT OFFICE STUDY OF THE EFFECTIVENESS OF INTERNAL AUDIT AT TOWN AND COMMUNITY COUNCILS IN WALES**

Members were advised that the Town Council had been requested to provide information regarding the Auditor General for Wales study into the effectiveness of internal audit at Town and Community Council's in Wales.

**RESOLVED:** That the information be received and noted.

395. **ANNUAL AUDIT OF ACCOUNTS TO YEAR END 31 MARCH 2018**

Members were advised that the Annual Audit of the Council's Accounts for the Year Ending 31 March 2018 had been completed by the external auditor and were provided with the auditors' report.

Councillor Johnson noted the increase in staff costs and the decrease in the Council's reserves. Councillor Brooks noted that the increase in staff costs was due to planned expenditure.

**RESOLVED:** That members receive the information and note that the Audit of the Council's Accounts for the year ending 31 March 2018 has been concluded by Grant Thornton UK LLP for and on behalf of the Auditor General for Wales.

396. **URGENT ACTION**

Members were advised of Urgent Actions that had been undertaken by the Chief Officer (Town Clerk) in conjunction with Group Leaders, since the last meeting of Council held on 23 July 2018.

**RESOLVED:** That the information be received, noting that the shoring has now been ordered with a lead time of 2/3 weeks and that a nearly new, second-hand Ford Transit tipper van has been purchased.

397. **STANDING ORDERS – URGENT ACTIONS**

Members were provided with advice received from One Voice Wales in relation to the Urgent Action Process used by Town and Community Councils. The Deputy Chief Officer noted that One Voice Wales had supplied an example of best practice.

Councillor S Hodges noted that it would be impractical to require a response from two-thirds of members of the Council. She also noted that she was uncomfortable with the Mayor alone being consulted.

It was agreed that the preferable course of action was for Group Leaders to be consulted on Urgent Action items with a majority support required for the implementation of the Urgent Action.

It was also noted that Group Leaders should inform Council if they will be unavailable to respond to Urgent Actions.

**RESOLVED: That Standing Order 31 be amended to the following:-**

**'The law makes no provision for dealing with urgent business on Council agendas. If it is urgent only because it was not notified in time to appear on the agenda, it should be left until the next meeting. If it is genuinely urgent, that is, it was too late for the agenda and it will be too late for action if left until the next ordinary meeting, an additional meeting should be called unless the reference of the urgent business can be referred to a committee or sub-committee, or to the Town Clerk for action with consultation with the Group Leaders. *A minimum of two Group Leaders must respond within a specified time frame and those respondents must be in agreement for the Urgent Action to be undertaken. If a Group Leader disagrees with the Urgent Action then an Extraordinary Meeting of Council should be called to consider the item.* It is contrary to local government law for the Town Mayor, Leader of Council or any other single member to take a decision binding the Council.'**

Councillor Bailey left the meeting.

398. **REQUEST FROM SMALL BUSINESS COMMISSIONER**

Members received a request from the Office of the Small Business Commissioner (SBC) to meet and discuss the role of the SBC, the services they offer and identify potential opportunities to work with the Council to help members of the small business community in the area.

**RESOLVED: That a representative from the Office of the Small Business Commissioner be invited to a future meeting of the Shop Local Barry Advisory Committee.**

399. **OUTCOME OF MOTIONS CONSIDERED AT ONE VOICE WALES ANNUAL GENERAL MEETING**

Members were provided with the outcome of the motions considered at the One Voice Wales Annual General Meeting held on 30 September 2017.

**RESOLVED: That members receive and note the outcome of the six motions considered at the One Voice Wales Annual General Meeting.**

400.

**20'S PLENTY CAMPAIGN**

Members were advised of an email received from a resident of Sully in respect of a campaign being undertaken by Sully residents and a petition they have submitted to the Vale of Glamorgan Council to reduce speeds to 20mph.

A discussion took place surrounding the proposal and the enforceability of 20mph speed limits.

Councillor Payne advised that she had been involved in the campaign in Sully and noted that an important part of the initiative was the increase in community cohesion and pedestrianism as a consequence of streets being safer. She also noted that the initiative was gathering momentum nationally.

Members felt that it would be beneficial to receive advice from South Wales Police before a decision was reached.

**RESOLVED:**

- 1. That the matter be deferred to a meeting of Full Council to be held on Monday, 3 December.**
- 2. That the Chief Officer requests advice from South Wales Police on the effectiveness and enforceability of 20mph speed limits.**

401

**COUNCILLOR TABLETS**

The Responsible Finance Officer advised that he would be distributing tablets to Councillors and that he had set up their email addresses. He noted that the intention going forward was to make agendas available in pdf format rather than hard copies.

Concerns were raised by some Councillors that they were not confident in using the tablets and would prefer to continue receiving paper copies of agendas.

Councillor Lloyd-Selby suggested a training session be set up noting that the tablets were being supplied in order to save costs and paper.

**RESOLVED: That a training session be arranged on tablet use for Councillors.**

402. **DATE OF NEXT MEETING**

**RESOLVED:** That Extraordinary meetings of Full Council were scheduled to be held on Wednesday, 3 October and Thursday, 4 October and the next ordinary meeting of Full Council was scheduled to be held on Monday, 3 December 2018.

403. **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 was advisable in the public interest that the press and public are excluded from the meeting for the consideration the Freedom of the Town nomination.

404. **TO RECEIVE AND NOTE THE MINUTES OF THE MEMORIAL HALL & THEATRE WORKING PARTY MEETING HELD ON 20 SEPTEMBER 2018 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Councillor Brooks gave members a brief overview of discussions at the meeting noting that it was exciting to see how the programme at the Memorial Hall & Theatre was developing.

**RESOLVED:** That the minutes of the Memorial Hall & Theatre Working Party meeting held on 20 September 2018 be received and noted.

405. **RESHAPING SERVICES**

Members were provided with an update on Town Council accommodation.

**RESOLVED:** That the information be received and noted.

406. **DEED OF EASEMENT**

Members were provided with details of a minor change on the Deed of Easement relating to the access path at the Memorial Hall & Theatre.

**RESOLVED:** That in accordance with Standing Order 27(a), authority be given for the Council's Common Seal to be applied to Deed of Easement.

407. **COSTS FOR WELSH TRANSLATION SERVICE**

Members were provided with the potential costs relating to entering into a Service Level Agreement for the provision of a Welsh Translation Service.

**RESOLVED:**

1. That the notice, agenda and minutes only for Ordinary meetings of Full Council will be bilingual and will be reviewed after the twelve months.
2. That members authorise Officers to enter into a Service Level Agreement for the provision of a Welsh Translation Service with Bilingual Cardiff at a potential annual cost of £3,333.

408.

**TO CONSIDER RECOMMENDATIONS FROM MINUTE NUMBER R127 OF THE PERSONNEL COMMITTEE MEETING HELD ON 19 SEPTEMBER 2018**

The Deputy Chief Officer advised Members that the Grade 3-4 Administrator had terminated their contract with the Council.

1. That the Community Development Officer post be made permanent from 1 October 2018 and the current post holder's contract is amended to reflect this.
2. That a Job Evaluation of the Community Development Officer post is commissioned externally via One Voice Wales.
3. That the current 'acting up' Grade 6 Administrator be confirmed into a permanent position with contract amended to reflect this
4. That the Grade 3-4 Administrator role be recruited as an Apprenticeship position.

The meeting closed at 8.15pm.

Signed .....  
(Town Mayor)

Dated .....

## **BARRY TOWN COUNCIL**

### **MINUTES OF AN EXTRAORDINARY MEETING OF FULL COUNCIL HELD ON WEDNESDAY, 3 OCTOBER 2018 AT 6.30 PM**

**PRESENT:** Councillor Charles (Town Mayor), together with Councillor Aviet, Drake, Hampton, Hawkins, N P Hodges, S A Hodges, Johnson, Nugent-Finn, Payne, Perkes, Richardson, Wiliam (Arrived 6:45pm), Wilkinson and Wright.

**ALSO PRESENT:** Emily Forbes – Town Clerk  
Robyn Walsh – Community Development Officer  
Rebecca Blackwell - Administrator  
Sophie Ingle  
Catherine Ingle  
Jane Lambe  
Suzanne McCarthy  
Sharon Harris

409. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Bailey, Bertin, Brooks, Collins, Hooper, Lloyd-Selby and Rowlands

410. **DECLARATIONS OF INTEREST**

None were received.

411. **TO CONSIDER THE PROPOSITION THAT SOPHIE INGLE OF BARRY TOWN, BEING A PERSON WHO HAS RENDERED EMINENT SERVICES TO THE TOWN WITHIN THE MEANING OF SECTION 249 OF THE LOCAL GOVERNMENT ACT 1972 BE ADMITTED AN HONORARY FREEMAN OF THE TOWN OF BARRY.**

The Mayor, Councillor Charles, asked members to give consideration to the proposition that Sophie Ingle of Barry Town, being a person who had rendered eminent service to the Town within the meaning of Section 249 of the Local Government Act 1972 be admitted as an Honorary Freeman of the Town of Barry, in accordance with the provision of the said Act, and that the Common Seal of Barry Town Council be affixed to the Scroll of Admission and the Roll of Honorary Freeman at the Extraordinary Meeting of Council held on Wednesday, 3 October 2018, following which Sophie Ingle will be duly admitted as an Honorary Freeman of the Town of Barry during the Mayoralty of Councillor Janice Charles.

Councillor Johnson nominated Sophie Ingle to receive the Roll of Honorary Freeman. He stated that Sophie Ingle fulfils the criteria as a 'candidate who had made achievements in their chosen sport resulting in World or Olympic titles or represented their nation at the highest level'.

He also advised that Sophie Ingle is the fourth most capped Welsh women's footballer making 88 appearances for the national team since making her debut nearly a decade ago in 2009 and that she was appointed captain of Wales in February 2015, leading Wales through their most successful ever World Cup Qualification campaign where Wales were just one win away from a first ever appearance.

He added that Sophie is a patron for the anti-racism charity, Show Racism the Red Card and that Sophie had recently re-signed for a second period at current English Women's Super League Champions, Chelsea, having played for Liverpool in the Woman's Super League in the past few years.

Councillor Johnson finished his nomination speech saying that it is very rare for somebody to be given the Freedom of Barry and made members aware that there had only been four others in the past forty years to receive the Freedom of Barry and if it were to be agreed at the meeting then Sophie would be the second woman to ever receive the honour.

Councillor Wilkinson seconded the nomination agreeing with Councillor Johnson's reasons for the nomination stating that she knew the family very well and that Sophie had represented her football career very well and that she wished Sophie all the very best for the future.

A vote was taken on the proposal, the outcome of which was unanimous.

**RESOLVED:-**

That Sophie Ingle of Barry Town, being a person who has rendered eminent service to the Town within the meaning of Section 249 of the Local Government Act 1972 be admitted an Honorary Freeman of the Town of Barry, in accordance with the provision of the said Act, and that the Common Seal of Barry Town Council be affixed to the Scroll of Admission and the Roll of Honorary Freeman at the Extraordinary Meeting of Council held on Wednesday 3 October 2018 following which Sophie Ingle will be duly admitted an Honorary Freeman of the Town of Barry during the Mayoralty of Councillor Janice Charles

The Scroll of Admission was duly signed by both the Mayor of Barry, Councillor Janice Charles and the Chief Officer, Emily Forbes and was officially presented to Sophie Ingle.

All those present were then invited to a meal in honour of Sophie.

The meeting closed at 6.45 pm.

Signed .....

Dated .....

## **BARRY TOWN COUNCIL**

### **MINUTES OF AN EXTRAORDINARY MEETING OF FULL COUNCIL HELD ON THURSDAY, 4 OCTOBER 2018 AT 6.00 PM**

**PRESENT:** Councillor Charles (Town Mayor), together with Councillors Aviet, Collins (arrived at 6.20pm), Drake, Hampton, Hawkins, N P Hodges, S A Hodges, Johnson, Lloyd-Selby (arrived at 6.15pm), Nugent-Finn, Payne (arrived at 6.15pm), Perkes (arrived at 6.05pm), Richardson (arrived at 6.05pm), Wilkinson and Wright.

**ALSO PRESENT:** Emily Forbes – Town Clerk  
Mark Sims – Responsible Finance Officer  
Rhian Burns - Administrator

412. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Bailey, Bertin, Brooks, Hooper, Rowlands and Wiliam.

413. **DECLARATIONS OF INTEREST**

None were received.

414. **TO DISCUSS THE DEPOSITING OF MUD FROM THE SEABED  
NEAR HINKLEY POINT C AT A LOCATION NEAR THE VALE  
COAST AND NEAR BARRY ISLAND**

The Mayor opened the discussion by inviting Councillors to speak.

Councillor N Hodges thanked Members for attending the meeting. He noted that plans had been made to deposit 320,000 tonnes of mud from Hinkley Point at an offshore location near Barry Island. He added that he had been informed that the appropriate Alpha wave mass spectrometry tests had not been carried out on this material. He further noted that Natural Resources Wales (NRW) had not applied for an Environmental Impact Assessment to be carried out on the Vale of Glamorgan coast and urged Members to voice this Council's strong concerns to the Welsh Assembly.

Councillor S Hodges noted that she felt that NRW and the Welsh Assembly should be required to ensure the mud from Hinkley point is entirely safe now and in years to come, particularly taking into account the Well-being of Future Generations Act. She added that the public needed to be fully informed and confident that the appropriate testing had taken place which proved the material safe and further, that robust scientific evidence should be provided to demonstrate this.

Councillor Hampton felt that NRW had badly let down the people of Barry. Councillor Hampton queried why Neil McEvoy had dropped the legal challenge against the dumping of the mud.

Councillor N Hodges advised that the legal challenge had been dropped on Wednesday, 3 October after the Welsh Assembly had agreed to debate the matter. He also noted that Mr McEvoy had been advised that should his legal challenge fail he would likely be bankrupted as he would be liable for costs. He advised that costs for the legal challenge had been met through crowdfunding.

Councillor Wilkinson proposed writing to both the Welsh Assembly and Jane Hutt AM in order to raise concerns over the plans.

The Mayor asked if members of the public wanted to speak on this issue.

Matthew Locke, a Barry resident noted that as a member of DIAG he had dealt with NRW in the past. He further noted that the public had trust in public bodies to protect them. He advised members that the volume of mud due to be dropped was equivalent to that of approximately 160,000 elephants.

Barry Shaw, a Barry resident noted that in his opinion an Environmental Impact Assessment should have been put in place. He noted that were he in a position to do so as a Councillor he would put forward a motion of no confidence in NRW.

Councillor Johnson advised members that he had heard about the plans in September 2017 at a presentation given by Tim Deere Jones who had expressed concerns about the project. Councillor Johnson noted that he was shocked at the volume of mud due to be dumped and felt that there were questions that needed to be raised regarding the testing process.

Councillor Johnson advised that an Environmental Impact Assessment had been carried out on the English coastline but this did not apply to the Welsh coastline. He noted that this was why the issue had come back to being political rather than legal as it was up to the Welsh Assembly to instruct NRW to carry out an Environmental Impact Assessment.

Councillor Johnson noted that concerns had been raised that the testing, undertaken by CEFAS, had not been carried out to a sufficient depth. He also noted that he had been advised that Alpha wave mass spectrometry tests should have been undertaken rather than the Gamma wave mass spectrometry tests that had been applied.

Councillor Johnson continued that the disposal site had been selected in order to disperse the mud as quickly as possible over a large area.

He noted that if there was an issue with the mud it would be carried over a large area and as a seaside resort town he felt this Council's position should be preventative rather than reactive. He wished to note the widespread public concern over the plans and called upon the Welsh Government to publish the findings of the tests that have been carried out as well as suspending the licence for the dumping to take place whilst an Environmental Impact Assessment was carried out and finally to undertake a consultation with town and community council's in the area.

Councillor Charles noted that she felt that no one in Barry would be in favour of the proposed disposal of mud.

Councillor Nugent-Finn felt there had been a lack of factual information from both NRW and the Welsh Government on the subject of the testing and would like to see evidence of the process.

Councillor Wilkinson proposed an amendment to the motion to write to Jane Hutt AM to raise this Council's concerns. Councillor S Hodges proposed an additional amendment that all Assembly Members be copied into the letter.

Members were unanimously in favour of the amended motion.

**RESOLVED:-**

1. That this Council notes the widespread public concerns in relation to the disposal of dredged materials from the Bristol Channel to locations off the coast of South Wales, in close proximity to Barry, relating to the construction of a new power station at Hinkley.
2. That this Council calls upon the Welsh Government to:
  - i. Publish more detailed evidence in response to concerns regarding risks to public health and the environment, including allowing for further testing in order to provide greater transparency; and
  - ii. Instruct Natural Resources Wales to suspend the marine licence that enable the disposal activity, carry out a full Environmental Impact Assessment on the effect on the Welsh coast and Welsh marine environment of the dumping of sediment from Hinkley Point in the Cardiff grounds, and undertake a wide-ranging programme of engagement and consultation with local communities and stakeholders across South Wales.
3. That a letter be written to the Welsh Assembly raising this Council's strong objections to the proposed dumping of mud

near the Vale coastline and that all Assembly Members also receive a copy of the letter in order to demonstrate the strength of feeling on this matter.

4. That a letter be sent to Jane Hutt AM requesting that she raise this Council's strong objections to the proposed dumping of mud near the Vale coastline during the debate on 10 October 2018.

The meeting closed at 6.22 pm.

Signed .....

Dated .....

**MINUTES OF A MEETING OF THE COUNCIL HELD ON MONDAY, 3 DECEMBER  
2018 AT 7 PM**

**PRESENT:** The Mayor (Councillor Charles) together with Councillors Aviet, Bailey, Brooks, Drake, Hawkins, N Hodges, S Hodges, Hooper (arrived at 7.10pm), Johnson, Lloyd-Selby, Payne, Perkes, Richardson, Rowlands and Wiliam.

**ALSO PRESENT:**

Emily Forbes	Chief Officer
Angie Price -	Deputy Chief Officer
Mark Sims	Responsible Finance Officer
Rhian Burns	Administrator

415. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Bertin, Collins, Hampton, Nugent-Finn, Wilkinson and Wright.

416. **DECLARATIONS OF INTEREST**

Councillors Aviet, Bailey, Brooks, Charles, Drake, N Hodges, Johnson, Perkes, Rowlands and Wiliam declared an interest in item 20 (Reshaping Services), but advised they had received dispensation from the Vale of Glamorgan Council to speak and vote on this item.

417. **TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF COUNCIL HELD ON 1 OCTOBER 2018 AND EXTRAORDINARY MEETINGS OF THE COUNCIL HELD ON 3 AND 4 OCTOBER 2018**

**RESOLVED:** That the minutes of the Council's Meeting held on 1 October 2018 and Extraordinary Meetings of the Council held on 3 and 4 October 2018 be approved and signed as a correct record.

418. **BARRY YOUTH ACTION**

No reports or minutes had been received from Barry Youth Action and no representative was present at the meeting.

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

The Mayor noted that the Santa Fun Run held on Sunday, 2 December had gone very well. She added that the event had been very well organised and thanked all staff involved.

The Mayor advised Members that the annual Candlelight service would be held on Sunday, 16 December. She also noted that she had planned to invite Members to stay for a Christmas drink after the meeting but due to the number of Members absent due to illness she would postpone this invitation until the new year.

**RESOLVED:** That the Mayors Communications be received and noted.

420. **TO CONSIDER QUESTIONS FROM COUNCILLORS IN ACCORDANCE WITH THE PROVISIONS OF STANDING ORDER 3(e)**

None received.

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

None received.

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

None received.

423. **TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE'S MEETINGS HELD ON 9 AND 30 OCTOBER AND 20 NOVEMBER 2018**

**RESOLVED:** That the minutes of the Planning Committee's meetings held on 9 and 30 October and 20 November 2018 be received and noted.

424. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE HELD ON 12 NOVEMBER 2018**

**RESOLVED:** That the minutes of the Halls, Cemeteries and Community Facilities Committee meeting held on 12 November 2018 be received and noted.

425. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE WORKING PARTY TO CONSIDER CONSULTATIONS RECEIVED HELD ON 14 NOVEMBER 2018**

**RESOLVED:** That the minutes of the Working Party to Consider Consultations Received meeting held on 14 November 2018 be received and noted.

426. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE PERSONNEL COMMITTEE HELD ON 19 NOVEMBER 2018**

**RESOLVED:** That the minutes of the Personnel Committee meeting held on 19 November 2018 be received and noted.

427. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE SHOP LOCAL BARRY ADVISORY COMMITTEE HELD ON 22 NOVEMBER 2018**

**RESOLVED:** That the minutes of the Shop Local Barry Advisory Committee meeting held on 22 November 2018 be received and noted.

428. **TO RECEIVE AND NOTE THE MINUTES OF THE FAIRTRADE ADVISORY COMMITTEE MEETING HELD ON 26 NOVEMBER 2018**

Councillor Johnson noted that the planned Fairtrade walk had been postponed due to poor weather conditions. He also advised that members of the Fairtrade Advisory Committee had been present at the Santa Fun Run and had been handing out bananas to runners in order to raise the profile of Fairtrade products.

**RESOLVED:** That the minutes of the Fairtrade Advisory Committee meeting held on 26 November 2018 be received and noted.

429. **TO RECEIVE AND NOTE THE MINUTES OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE MEETING HELD ON 26 NOVEMBER 2018**

**RESOLVED:** That the minutes of the Finance, Policy & General Purposes Committee meeting held on 26 November 2018 be received and noted.

430. **SCHEDULE OF PAYMENTS DECEMBER 2018**

Members received a Schedule of Payments of Accounts for December 2018.

Councillor S Hodges requested that officers provide details of the payment for the Facebook boost item on the schedule of payments, noting that as this request had not been made in advance of the meeting she would be happy to receive the information later in the week.

**RESOLVED:**

- 1. That Officers provide Members with further details of the Facebook boost payment.**
- 2. That the information set out in the report relating to salary payments for October and November 2018 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;**

3. That the attached schedule of payments for December 2018 comprising direct debits, BACS payments and cheque numbers 2888 to 2890 inclusive, in the amount of £18,688.99, be approved, subject to the relevant papers being in order.

431. **BUDGET MONITORING REPORT 1 APRIL TO 31 OCTOBER 2018**

Members received a report informing them about the Council's income and expenditure in the 2018/19 financial year as at the end of October 2018.

**RESOLVED:** That the budget monitoring report for October 2018, indicating actual income and expenditure up to the end of month seven in the 2018/19 financial year be received, noting the projected overspend of £41,272 for 2018/19.

432. **CHIEF OFFICER'S REPORT**

Members received a 6-month update from the Chief Officer since the last report in June 2018 and included meetings and training attended and key streams of work being progressed.

**RESOLVED:** That the Chief Officer's report be received and noted.

433. **ENGAGEMENT REPORT**

Members received a summary of work undertaken between 21 September and 26 November 2018, including meetings, engagement and key streams of work currently being progressed.

Councillor S Hodges requested a timetable for the 'Meet Your Local Councillor' events planned for 2018/2019.

**RESOLVED:**

1. That the Engagement report be received and noted.
2. That the Community Development Officer provide members with a timetable for the 'Meet Your Local Councillor' events.

434. **RESHAPING SERVICES**

Members received a copy of the Reshaping Services Programme – Update on Implementation from the Vale of Glamorgan Council's Cabinet Meeting held on 15 October 2018.

Councillor S Hodges suggested that as papers were now sent electronically a link to cabinet reports would be sufficient rather than the full report being included in the papers.

The Chief Officer advised that she had sent a link by email prior to the meeting and had included the full papers as Council had previously agreed that Reshaping Services be included as a recurring agenda item.

Members requested that future cabinet reports be sent electronically with a report included in papers drawing Member's attention to any relevant aspects.

**RESOLVED:**

- 1. That the Reshaping Services Programme – Update on Implementation be received and noted.**
- 2. That cabinet reports be sent to Members electronically with a report included in papers drawing Member's attention to any relevant aspects.**

435.

**STANDING ORDERS**

Members received a draft version of Standing Orders – revised according to NALC Model Standing Orders.

The Chief Officer outlined the changes that had been made and requested Member's feedback. Members discussed the amendments and confirmed those they wished to change.

**RESOLVED: That the Standing Orders be amended to reflect the changes agreed during the meeting.**

436.

**IMPROVING STRATEGIC TRANSPORT IN DINAS POWYS UPDATE**

Councillor Bailey advised that he had attended the committee meeting on 2 October 2018 and had requested permission to update Members on the outcome of their discussion. He noted that as the minutes of the meeting had not yet been made public he was limited in what he was able to discuss and gave Members an overview of progress.

**RESOLVED: That the Improving Strategic Transport in Dinas Powys update be received and noted.**

437.

**DATE OF NEXT MEETING**

**RESOLVED:** That the next meeting of Full Council is scheduled to be held on Monday, 11 February 2019.

The meeting closed at 7.43pm.

Signed .....  
(Town Mayor)

Dated .....

**DRAFT MINUTES OF A MEETING OF THE COUNCIL HELD ON MONDAY, 11  
FEBRUARY 2019 AT 7 PM**

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

**ALSO PRESENT:**

Emily Forbes	Chief Officer
Angie Price	Deputy Chief Officer
Mark Sims	Responsible Finance Officer
Robyn Walsh	Community Development Officer
Rhian Burns	Administrator

438. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Hampton.

439. **DECLARATIONS OF INTEREST**

Councillors Aviet, Bailey, Brooks, Charles, Collins, Drake, N Hodges, Johnson, Nugent-Finn, Perkes, Rowlands, Wiliam, Wilkinson and Wright declared an interest in item 24 (Reshaping Services), but advised they had received dispensation from the Vale of Glamorgan Council to speak and vote on this item.

Councillors Payne and Rowlands declared an interest in item 4 (Barry Youth Action), but advised they had received dispensation from the Vale of Glamorgan Council to speak and vote on this item.

The Mayor proposed that agenda items 17, 7 and 21 be brought forward for discussion respectively due to the level of public interest. Members agreed with this proposal.

440. **OUTCOME OF CONSULTATION ON COUNCIL'S 2019/20 BUDGET**

Members were provided with the outcome of the consultation on the Council's 2019/20 proposed budget.

Councillor S Hodges noted that she felt the decision to consult the public via social media had been a brave one. She queried who was responsible for moderating the social media. She also queried whether this exercise would be carried out annually and whether it had been felt to be worthwhile.

Councillor Bailey noted that he had felt that informal discussions held with group leaders prior to the consultation had been beneficial. He further noted that he felt a broader cross section of people should be consulted in future rather than relying on social media alone as many people would not have been aware of the consultation taking place.

He also highlighted the issue of social media polls being easily influenced and the possibility of voting on the poll multiple times by individuals hiding their IP address

Councillor Johnson noted that he felt that in future, consultation on the budget should take place earlier in the financial year. He also highlighted that from the comments made there was a clear misunderstanding on the functions of the Town Council in relation to the services provided by the Vale of Glamorgan Council. He noted that he felt this proved the importance of community engagement and consultation.

The Chief Officer noted that this had been the first time the budget had been put out for consultation as this was the first year of the community engagement strategy being implemented. She noted that this consultation would be repeated on an annual basis and agreed with Councillor Johnson's comments that it would be beneficial to carry out the consultation earlier in the financial year. She further noted that in terms of engagement it had been a valuable exercise with a large number of responses. The Chief Officer advised that the comments had not been responded to individually but that a statement would be posted following the meeting to clarify the Town Council's function and position.

Councillor S Hodges noted that she felt that the way in which figures were presented to the public was important for transparency. She further noted that she felt the public were more used to seeing changes to figures as a percentage and felt this should be used in future communications.

The Chief Officer advised that the intention of the consultation was to present the budget clearly and transparently and that the document had been agreed by group leaders prior to being made public.

Councillor Bailey noted that he felt the budget consultation presented the figures clearly and in a variety of ways throughout.

Councillor Johnson queried whether any of the comments had been edited or deleted. The Chief Officer advised that all comments had been left to stand unedited.

**RESOLVED: That the report be received and noted.**

441.

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

Matthew Locke of Beautiful Barry advised that he had been attending meetings in order to better understand the processes of the Council. He queried what it was that the Council did for the people of Barry.

Members advised Mr Locke of the services that the Council undertakes, including running the cemetery and Pioneer Hall, providing funding for Christmas lights, fireworks and planters as well as providing grants for a range of voluntary organisations and small businesses.

Mr Locke noted the costs involved in supplying the planters and Christmas lighting. The Chief Officer advised that the Christmas lighting was included in the Corporate Plan which had undergone public consultation. She further advised that the decision on the planters had been made via a democratic process with traders through the Shop Local committee. She added that she would encourage members of the public to attend meetings.

Councillor S Hodges added that she felt it was important that members of the public attended meetings of Council and questioned decisions.

A member of the public queried whether it would be possible to publish the agenda papers on the Council's website. The Chief Officer advised that agenda papers were available at the library and that she would look into making the full papers available once the new website was in place.

Paul Robertson, a representative of the DIAG group, noted their concerns over the prolonged avoidance of the decision for the Environmental Impact Assessment regarding the Biomass Plant. He requested that Barry Town Council contact the Minister responsible in order to raise these concerns.

Councillor Bailey noted that he shared the concerns raised and noted that there had been cross party support for the work of the DIAG group. He proposed that the Chief Officer, in conjunction with Group Leaders, write to the Minister involved and that Jane Hutt be copied into the letter, requesting that a decision be made as a matter of urgency.

Dennis Clark, a representative of the DIAG group, noted that the DIAG group had identified a number of errors in the Vale of Glamorgan Council's dealing with the Biomass Plant case. He requested that Barry Town Council support the DIAG group in asking for an internal investigation to take place.

Members advised that this was not in the remit of the Town Council and Councillor S Hodges suggested Mr Clarke be invited to attend the next meeting of the Planning Committee in order to receive advice from the Planning Officer.

**RESOLVED:**

- 1. That the Chief Officer liaise with Group Leaders and send a letter to the Minister responsible for taking the decision on**

**the Environmental Impact Assessment at the Biomass Plant urging them to resolve this matter.**

- 2. That the DIAG group be invited to a future meeting of the Planning Committee in order to discuss the Biomass Plant and receive advice from the Planning Officer.**

442.

**DRAFT BUDGET 2019/20 – 2021/22**

Members were provided with the Town Council's draft budget for 2019/2020. The Leader gave members an overview of amendments made to the original draft budget proposal made at the meeting of the Finance, Policy and General Purposes Committee on Monday, 28<sup>th</sup> January 2019.

The Leader noted that the draft budget would represent a precept requirement of £1,187,800 which would result in the cost to a "Band D" Council-tax payer increasing to £58.91 per year, an increase of 12% (£6.33) when compared with the £52.58 paid in 2018/19.

The Leader proposed taking the whole cost of the replacement fencing at the cemetery from the Cemetery Improvement Reserve thereby reducing the precept requirement to £1,175,550 representing a 10.88% increase. This amendment was seconded by Councillor Lloyd-Selby.

Councillor Bailey advised Members that he wished to propose an amendment to the motion which would represent a precept requirement of £1,166,550 representing a 10.04% increase. He advised members that he felt the following budgets could be reduced in order to achieve this –

Councillor Training – reduced from £4,000 to £2,000  
Community Engagement – reduced from £10,000 to £7,000  
Corporate Events – reduced from £38,000 to £35,000  
Mayors Hospitality – reduced from £1,000 to £500  
Corporate Advertising – reduced from £7,500 to £7,250  
Civic Gifts – reduced from £750 to £500

Councillor Bailey noted that this would represent an increase of almost half the 20% originally proposed. He also noted that he recognised that the Financial Year of 2018/2019 had been particularly challenging and would support an increase of this size on that basis only but would not support such a large increase in future years.

This amendment was seconded by Councillor Rowlands.

The Leader queried whether the planned programme of events and activities would be possible with the budget proposed by Councillor Bailey. The Chief Officer advised that whilst this would have an effect

on service delivery Officers would work within the budget set by Council.

Councillor Brooks accepted the amendment to her proposal as proposed by Councillor Bailey, and Councillor Lloyd-Selby as the seconder to Councillor Brooks' proposal also agreed to Councillor Bailey's proposed amendment.

Councillor Johnson noted that Council were responsible for setting the budget and that should there not be sufficient funds in the budget to deliver beyond the statutory duties of the Council then these activities would not be delivered. He further noted that the precept had only been increased by 7.5% over the previous six years. He highlighted that the increase this year was largely due to the cost of the new community building on Cemetery Approach, the amount of money that had been granted to the Memorial Hall and Theatre and the increase in staff costs.

Councillor Johnson proposed increasing the precept by 7.5%. He advised that this would be achieved by carrying out the decreases to budgets previously outlined by the Leader as well as the following amendments –

A reduction of the Additional Services budget which had been allocated for Dementia Friendly projects from £6,000 to £1,500.

The removal of the £20,000 addition to the General Reserve.

The removal of the £10,000 addition to the Election Reserve.

He also noted that he had based his income figures on the updated income figures provided at a meeting of the Finance, Policy and General Purposes Committee on 28 January 2019 rather than the lower predicted figure provided in November. He advised that this would generate an additional 5% of income.

Councillor Johnson advised that any shortfall should then be taken from General Reserves to achieve a precept increase of 7.5%.

Councillor Wiliam noted that as only £592 had been spent from the funds allocated to Dementia Friendly projects in 2018/2019 there would be no decrease in currently provided services caused by the reduction of this budget. The Chief Officer advised that plans had been put in place for a number of Dementia Friendly Projects to take place in 2019/2020 which had been outlined in the Community Engagement Strategy.

Councillor Lloyd-Selby noted that she was uncomfortable with reducing funds that had been ear-marked for Dementia Friendly projects. She further noted that she felt uncomfortable with the way in which the

figures had been presented and didn't feel there was enough of a clear outline to be able to support the amendment.

A discussion took place regarding Councillor Johnson's proposed amendment.

A vote was taken on the amendment proposed by Councillor Johnson that an increase of 7.5% be implemented. The result of which was that the amendment was **LOST** by way of a majority vote.

For – 6.

Against – 9.

Abstained – 4.

A vote was taken on the amendment proposed by Councillor Bailey to Councillor Brook's proposal, that an increase of 10.04% be implemented. The result of which was that the amendment was **CARRIED** by way of a majority vote.

For – 14.

Against – 6.

A vote was taken on the substantive motion of an increase of 10.04%, the result of which was that the motion was **CARRIED** by way of a majority vote.

For – Councillors 14.

Against – 6.

**RESOLVED:**

1. That the budget as amended by the motion proposed by Councillor Brooks, seconded by Councillor Lloyd-Selby and the amendment to Councillor Brook's proposal by Councillor Bailey, seconded by Councillor Rowlands be agreed.
2. That a precept of £1,166,550 be levied on the Vale of Glamorgan Council for the 2019/20 year, equating to £57.86 per Band 'D' Council tax payer, being an increase of 10.04% compared to £52.58 for 2018/19.

443. **TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF COUNCIL HELD ON 3 DECEMBER 2018**

Councillor Johnson queried whether there was any update from the Improving Strategic Transport in Dinas Powys Committee. Councillor Bailey advised that there had been no further committee meetings and that he believed further modelling was being carried out before a period of consultation began.

**RESOLVED: That the minutes of the Council's Meeting held on 3 December 2018 be approved and signed as a correct record.**

444. **BARRY YOUTH ACTION**

No reports or minutes had been received from Barry Youth Action and no representative was present at the meeting.

The Chief Officer advised that she would be meeting Barry Youth Action representatives along with the Community Development Officer on Tuesday, 12 February in order to discuss options for Youth activities utilising the £3,000 allocated from Barry Town Council.

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

The Mayor noted that she had recently visited various voluntary organisations. She also advised members of the following upcoming events –

21 February – Concert with Barry Brass Band and Barry Community Choir at St Helens Church

1 March – St David's Day Coffee Morning in the Council Chamber

15 March – Race Night at Barry Rugby Club

5 April – Rat Pack Themed Dinner Dance at the Memorial Hall

10 May – Fashion Show at Barry Rugby Club

**RESOLVED: That the Mayors Communications be received and noted.**

446. **TO CONSIDER QUESTIONS FROM COUNCILLORS IN ACCORDANCE WITH THE PROVISIONS OF STANDING ORDER 3(e)**

None received.

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

None received.

448. **PRESENTATION TO FORMER TOWN MAYOR COUNCILLOR N HODGES**

The Mayor presented Councillor N Hodges with a photo album for his year in office as Mayor in 2017/2018.

449. **TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE'S MEETINGS HELD ON 11 DECEMBER 2018, 8 AND 29 JANUARY 2019**

**RESOLVED:** That the minutes of the Planning Committee's meetings held on 11 December 2018, 8 and 29 January 2019 be received and noted.

450. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE WORKING PARTY TO CONSIDER CONSULTATIONS RECEIVED HELD ON 8 JANUARY 2019**

**RESOLVED:** That the minutes of the Working Party to Consider Consultations Received meeting held on 8 January 2019 be received and noted.

451. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE HELD ON 14 JANUARY 2018**

**RESOLVED:** That the minutes of the Halls, Cemeteries and Community Facilities Committee meeting held on 14 January 2019 be received and noted.

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

**RESOLVED** that Standing Order 3(aa) be suspended for a period of thirty minutes.

453. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE PERSONNEL COMMITTEE HELD ON 21 JANUARY 2019**

**RESOLVED:** That the minutes of the Personnel Committee meeting held on 21 January 2019 be received and noted.

454. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE SHOP LOCAL BARRY ADVISORY COMMITTEE HELD ON 10 JANUARY 2019**

**RESOLVED:** That the minutes of the Shop Local Barry Advisory Committee meeting held on 10 January 2019 be received and noted.

455. **TO RECEIVE AND NOTE THE MINUTES OF THE FAIRTRADE ADVISORY COMMITTEE MEETING HELD ON 28 JANUARY 2019**

**RESOLVED:** That the minutes of the Fairtrade Advisory Committee meeting held on 28 January 2019 be received and noted.

456. **TO RECEIVE AND NOTE THE MINUTES OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE MEETING HELD ON 28 JANUARY 2019**

**RESOLVED:** That the minutes of the Finance, Policy & General Purposes Committee meeting held on 28 January 2019 be received and noted.

457. **GRANT FUNDING FOR PLAY EQUIPMENT AT CEMETERY APPROACH GARDENS**

Members were advised that the grant funding for play equipment at Cemetery Approach Gardens had been discussed at the reconvened meeting of the Finance, Policy and General Purposes Committee held prior to the meeting of Council. The outcome of the discussion was that the Community Development Officer explore grant funding for indoor play equipment for the new community building.

**RESOLVED:** That the Community Development Officer explores the possibility of funding for play equipment for the new community building at Cemetery Approach Gardens.

458. **SCHEDULE OF PAYMENTS FOR FEBRUARY 2019**

Members received a Schedule of Payments of Accounts for February 2019.

**RESOLVED:**

1. That the information set out in the report relating to salary payments for December 2018 and January 2019 inclusive, which had 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 2019 comprising BACS payments and direct debits in the amount of £12,129.84, be approved, subject to the relevant papers being in order.

459. **BUDGET MONITORING REPORT 1 APRIL TO 31 JANUARY 2019**

Members received a report informing them about the Council's income and expenditure in the 2018/19 financial year as at the end of January 2019.

**RESOLVED:** That the budget monitoring report for January 2019, indicating actual income and expenditure up to the end of month ten in the 2018/19 financial year be received, noting the projected overspend of £9,099 for 2018/19.

460. **WALES AUDIT OFFICE – FINANCIAL MANAGAEMENT AND GOVERNANCE IN TOWN AND COMMUNITY COUNCILS 2017/18**

Members were advised of the Welsh Audit Office report Financial Management and Governance in Town and Community Councils 2017/18.

**RESOLVED:** That the Wales Audit Office report on Financial Management and Governance in Town and Community Councils 2017/18 and the information received in the report be received and noted.

461. **WALES AUDIT OFFICE – INTERNAL AUDIT ARRANGEMENTS AT TOWN AND COMMUNITY COUNCILS IN WALES**

Members were advised of the Wales Audit Office report "Internal Audit Arrangements at Town and Community Councils in Wales".

**RESOLVED:** That the Wales Audit Office report on Internal Audit Arrangements at Town and Community Councils in Wales and the information contained in the report be received and noted.

462. **RESHAPING SERVICES**

No further update available.

463. **MEMBERSHIP OF COMMITTEES**

The Chief Officer advised that since the preparation of the report a resignation had been received and it was likely a by election would need to be held. Subsequently this would alter the political balance within Council further and that it would be wise to defer this item until after the by-election.

**RESOLVED: That the Membership of Committees be deferred until after the potential upcoming by-election.**

464. **DATE OF NEXT MEETING**

**RESOLVED:** That the next meeting of Full Council is scheduled to be held on Monday, 15 April 2019.

465. **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 was advisable in the public interest that the press and public are excluded from the meeting for the consideration the Freedom of the Town nomination.

466. **TO RECEIVE AND NOTE THE MINUTES OF THE MEMORIAL HALL & THEATRE WORKING PARTY MEETING HELD ON 24 JANUARY AND 4 FEBRUARY 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED:**

1. That the minutes of the Memorial Hall & Theatre Working Party meeting held on 24 January and 4 February 2019 be received and noted.
2. That the Chief Officer be given delegated authority to sign and seal the grant agreement document on behalf of the Council.

467. **PUBLIC SERVICES OMBUDSMAN FOR WALES**

The Chief Officer provided a verbal update of a confidential matter being investigated by the Public Services Ombudsman but more detail could not be provided at this time.

**RESOLVED: That the information be received and noted.**

468. **WORKFORCE PLANNING**

The Chief Officer advised Members that the Deputy Chief Officer had submitted a letter of resignation due to having secured a new post with Ledbury Town Council and that the Deputy Chief Officer's last day with the Council will be 12 April 2019.

**RESOLVED: That the information provided be received and noted.**

Councillor Richardson noted her thanks to The Deputy Chief Officer and the wider administration team throughout the Councillors induction process.

The meeting closed at 8. 50pm.

Signed .....  
(Town Mayor)

Dated .....

**MINUTES OF AN EXTRAORDINARY MEETING OF THE COUNCIL HELD ON MONDAY, 4 MARCH 2019**

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

**ALSO PRESENT:** Angie Price – Deputy Chief Officer  
Sharon Harris – Barry & District News

469. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Wiliam.

470. **DECLARATIONS OF INTEREST**

No Declarations of Interest were received.

471. **TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF COUNCIL HELD ON 11 FEBRUARY 2019**

**RESOLVED:** That the minutes of the Council’s meeting held on 11 February 2019 be approved and signed as a correct record.

472. **NOMINATION OF MAYOR ELECT FOR THE 2019/20 MUNICIPAL YEAR**

Councillor S Hodges raised a point of order in respect to this and the next item on the agenda, Nomination of Deputy Mayor” in so far as she felt this was ordinary business and as such should be considered in an ordinary meeting of Council and not an extraordinary meeting of Council. She stated that attendance at Extraordinary meetings is notoriously low and thus considering this on such a meeting did not enable a fair representation of the Council when voting. She advised that she had raised this matter with the Town Clerk as she felt it inappropriate for these two items to be discussed as part of the Extraordinary Council agenda.

The Mayor noted Councillor S Hodges’ comments for future consideration.

The following nominations were received for the Mayor Elect for the 2019/20 Municipal year: -

Councillor Hawkins nominated, seconded by Councillor Aviet that Councillor Margaret Wilkinson be selected as Mayor Elect for the 2019/20 municipal year.

Councillor N Hodges nominated, seconded by Councillor S Hodges that Councillor Steffan Wiliam be selected as Mayor Elect for the 2019/20 municipal year.

A vote was taken, the outcome of which was: -

For Councillor Wilkinson – 10

For Councillor Wiliam - 4

**RESOLVED: That Councillor Margaret Wilkinson be nominated as Mayor Elect for the 2019/20 municipal year.**

Councillor Richardson joined the meeting at 6.05 pm.

473. **NOMINATION OF DEPUTY MAYOR ELECT FOR THE 2019/20 MUNICIPAL YEAR**

Councillor Wright nominated, seconded by Councillor Brooks that Councillor Leighton Rowlands be selected as Deputy Mayor Elect for the 2019/20 municipal year.

Councillor N Hodges nominated, seconded by Councillor S Hodges that Councillor Steffan Wiliam be selected as Deputy Mayor Elect for the 2019/20 municipal year.

A vote was taken, the outcome of which was: -

For Councillor Rowlands – 11

For Councillor Wiliam - 4

**RESOLVED: That Councillor Leighton Rowlands be nominated as Deputy Mayor Elect for the 2019/20 municipal year.**

474. **DATE OF NEXT MEETING**

**RESOLVED: That it be noted that the next meeting of Full Council is scheduled to be held on Monday, 15 April 2019.**

475.

**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 was advisable in the public interest that the press and public are excluded from the remainder of the meeting.

476.

**RECOMMENDATION FROM OTHER COMMITTEES**

**RESOLVED:**

1. That the minutes of the Extraordinary meeting of the Personnel Committee held on 18 February 2019 be received and noted and that the recommendation that Option 3 below be accepted and approved.

Option 3 proposed separating the functions of the role into:

- a. Strategic role / deputising for the Chief Officer
- b. Office Team Leader (and governance)
- c. Facilities and Cemeteries Management

Part a) would be fulfilled by elevating the role of Responsible Finance Officer to include additional acting up / deputising duties which would elevate the role by one Grade to account for additional responsibilities.

Part b) would be fulfilled by elevating the role of a member of staff within corporate support to include additional management duties which would elevate the role by one Grade to account for additional responsibilities.

Part c) would still require recruiting to a full time Facilities and Cemeteries Manager (Grade 9) who would be responsible for Cemeteries, Pioneer Hall, any new facilities and cleaning staff.

2. That the amended Staff Structure be accepted and approved.

The meeting closed at 6.08 pm.

Signed ..... Dated .....

**MINUTES OF A MEETING OF THE COUNCIL HELD ON MONDAY, 15 APRIL  
2019 AT 7 PM**

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

<b><u>ALSO PRESENT:</u></b> Mark Sims	Deputy Chief Officer/ Responsible Finance Officer
Rhian Burns	Administrator
Lucy McAllister	Administrator
Sharon Harris	Observer
Matthew Locke	Observer
Jane Mattravers	Observer
Barry Shaw	Observer

The Mayor opened the meeting by welcoming Councillor Clarke.

477. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Bailey, Brooks, Collins, Nugent-Finn and Rowlands.

478. **DECLARATIONS OF INTEREST**

Councillors Aviet, Charles, Drake, Hampton, N Hodges, Johnson, Perkes, Wiliam, Wilkinson and Wright declared an interest in item 21 (Reshaping Services), but advised they had received dispensation from the Vale of Glamorgan Council to speak and vote on this item.

Councillor Payne declared an interest in item 4 (Barry Youth Action), but advised she had received dispensation from the Vale of Glamorgan Council to speak and vote on this item.

479. **TO APPROVE AND SIGN THE MINUTES OF THE  
EXTRAORDINARY MEETING OF COUNCIL HELD ON 4 MARCH  
2019**

Councillor S Hodges raised a point of order and noted that she had made a complaint regarding the inclusion of ordinary business on the agenda of the Extra-ordinary meeting of Full Council held on 4 March 2019. She noted that whilst assurances had been received from lawyers at One Voice Wales that this had been a legal decision the complaint was ongoing and that she expected to receive a report on the matter when it became available.

The Mayor advised that the report had been received and would be made available in due course.

The Deputy Chief Officer/Responsible Finance Officer noted that minute number 473 should be amended to -

'That Councillor Leighton Rowlands be nominated as **Deputy** Mayor Elect for the 2019/20 municipal year.'

**RESOLVED: That the minutes of the Council's Meeting held on 4 March 2019 be approved and signed as a correct record subject to the amendment outlined above.**

480. **BARRY YOUTH ACTION**

No reports or minutes had been received from Barry Youth Action and no representative was present at the meeting.

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

The Mayor thanked those members who had attended her 'Rat Pack' themed evening event on Friday 5 April and noted that around £1,000 had been made on the night. She also advised members that she would be hosting a Fashion Show on Friday 10 May at Golau Caredig.

**RESOLVED: That the Mayors Communications be received and noted.**

482. **TO CONSIDER QUESTIONS FROM COUNCILLORS IN ACCORDANCE WITH THE PROVISIONS OF STANDING ORDER 3(e)**

None received.

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

The Mayor invited members of the public gallery to speak.

Jane Mattravers noted that she wished to comment on agenda item 24(b) (Methyr Dyfan Cemetery Summer Opening Times). She noted that she had attended a meeting of the Halls, Cemeteries and Community Facilities Committee on Monday 4 March 2019 and had been informed that the pedestrian gate at Merthyr Dyfan Cemetery would be unlocked 24 hours a day from Monday 1 April. She advised that she had attended the cemetery on the 1 April to find the gates locked. Ms Mattravers noted that she was unhappy with the decision to keep the cemetery open 24 hours a day but requested the gates were locked at 7.00pm as in 2018.

Members agreed to bring the agenda item forward for discussion in order to potentially offer a resolution to this issue.

484. **EXCLUSION OF 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.

485. **RECOMMENDATIONS FROM COMMITTEES**

- a) Finance, Policy and General Purposes Committee 25 March 2019, minute number F188 refers – Merthyr Dyfan Cemetery Summer Opening Times

A detailed discussion took place surrounding the issues. The Deputy Chief Officer/Responsible Finance Officer advised that Officers had identified salary savings due to the delay in the building of the Community Building at Cemetery Approach and the resulting delay in recruitment of a part-time caretaker and full-time maintenance operative. He noted that this would offset costs associated with paying one staff member to return at 7.00pm to lock the cemetery gates.

**RESOLVED:**

1. That the cemetery gates remain open until 7.00 pm Monday to Friday, excluding Bank Holidays and additional occasional days and a member of staff be paid two hours overtime for those days for a further trial period of 24 April 2019 – 30 September 2019.
2. That the trial be reviewed at the meeting of the Halls, Cemeteries and Community Facilities to be held in either September or November.
3. That following the review the Halls, Cemeteries and Community Facilities Committee make a recommendation to the Finance Committee to consider a provision be made in the budget going forward to cover summer opening hours.

486. **INCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED:** That the press and public were able to attend for the remainder of Part one of the meeting.

Members of the public were advised of the outcome of the discussion regarding the opening of the gates at Merthyr Dyfan Cemetery.

Councillor Hampton left the meeting.

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

None received.

488. **TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE'S MEETINGS HELD ON 19 FEBRUARY 2019, 12 MARCH 2019 AND 2 APRIL 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED:** That the minutes of the Planning Committee's meetings held on 19 February 2019, 12 March 2019 and 2 April 2019 be received and noted.

489. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE HELD ON 4 MARCH 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Councillor N Hodges provided a copy of the by-law regarding allowing dogs into the cemetery which he noted he believed was still in effect.

**RESOLVED:** That the minutes of the Halls, Cemeteries and Community Facilities Committee meeting held on 4 March 2019 be received and noted.

490. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE PERSONNEL COMMITTEE HELD ON 18 MARCH 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN (MINUTE NUMBER R168 INCLUDED AS AGENDA ITEM 26 BELOW)**

**RESOLVED:** That the minutes of the Personnel Committee meeting held on 18 March 2019 be received noting that minute number R186 would be considered at agenda item 26.

491. **TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE SHOP LOCAL BARRY ADVISORY COMMITTEE HELD ON 21 MARCH 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED:** That the minutes of the Shop Local Barry Advisory Committee meeting held on 21 March 2019 be received and noted.

492. **TO RECEIVE AND NOTE THE MINUTES OF THE FAIRTRADE ADVISORY COMMITTEE MEETING HELD ON 25 MARCH 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Councillor Johnson advised that Fairtrade Fortnight had been a success and thanked everyone involved. He advised that a Fairtrade walk around Barry would be taking place on Saturday 22 June 2019 and invited members to attend.

**RESOLVED: That the minutes of the Fairtrade Advisory Committee meeting held on 25 March 2019 be received and noted.**

493.

**TO RECEIVE AND NOTE THE MINUTES OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE MEETING HELD ON 25 MARCH 2019**

Councillor S Hodges noted that she had raised the issue of committee membership with the Responsible Finance Officer following the by-election. She noted that following the election of Councillor Clarke the application of the committee membership formula would mean that the Conservative Group would be required to give up one committee place whilst Plaid Cymru would gain one committee place.

The Mayor advised that she would need to consult with the Conservative Group in order to discuss which committee place would be relinquished.

Councillor Lloyd-Selby queried whether it would be necessary for this decision to come back to a future committee or if this could be decided between the groups.

Councillor S Hodges noted that it was important to clarify which committees both Councillor Clarke and Councillor Hampton would have a seat on.

**RESOLVED:**

- 1. That the Mayor consults with the Conservative Group and advises the Deputy Chief Officer of which Committee seat they will relinquish that will be redesignated and Plaid Cymru member Councillor Clarke will take up that seat.**
- 2. That the minutes of the Finance, Policy & General Purposes Committee meeting held on 25 March 2019 be received and noted.**

494.

**RECOMMENDATIONS FROM COMMITTEES**

- a) Planning Committee 12 March 2019, minute number PL357 refers – Draft letter to the Vale of Glamorgan Council informing them of the Docks Incinerator Action Group (DIAG) comments relating to the Barry Biomass development, Woodham Road, Barry.

Councillor Lloyd-Selby queried whether it would be necessary for Councillor Clarke to declare an interest in this item due to his involvement with DIAG. The Responsible Finance Officer advised that he had discussed the code of conduct with Councillor Clarke and Councillor Clarke had informed the Responsible Finance Officer that he was no longer a member of DIAG.

Councillor S Hodges noted that at a meeting of the Planning Committee held on 12 March 2019 it was agreed that the Chair of the Planning Committee and the Planning Officer would enter discussions with DIAG in order to draft a letter to send to the Vale of Glamorgan Council regarding concerns DIAG had raised over the Barry Biomass Plant.

Councillor Hawkins advised that he had attended a meeting with the Planning Officer and the Responsible Finance Officer on 8 April 2019.

The Responsible Finance Officer advised that a draft letter had been supplied by DIAG and that the Planning Officer had added his comments.

Matthew Locke of DIAG noted that the Group was unhappy with the final letter proposed as they did not wish Barry Town Council to act solely as a conduit between DIAG and the Vale of Glamorgan Council but to raise these concerns on behalf of the people of Barry.

A discussion took place and members felt that if DIAG were not happy for the letter to be sent on their behalf that the matter should be referred back to a meeting on the Planning Committee on Wednesday 24 April 2019 for further discussion and clarification of DIAG's wishes.

**RESOLVED: That the matter be deferred to a meeting on the Planning Committee to be held on Wednesday 24 April 2019.**

495.

#### **GRANTS AND DONATIONS 2019/20**

- a) Barry Action for Nature
- b) Barry Romilly Bowls Club
- c) Vale of Glamorgan Brass Band

Members were provided with applications from three organisations requesting grant assistance.

**RESOLVED:**

1. **That in accordance with the provisions of Power of Wellbeing, Sections 1-5 of the Local Government Act 2000, Section 145 of the Local Government Act 1972 and Section 19 of the Local Government (Miscellaneous Provisions) Act 1976; Grants are awarded as follows:-**

<u>Organisation</u>	<u>Amount Awarded (£)</u>
<b><u>Power of Wellbeing, Sections 1-5 of the Local Government Act 2000</u></b>	
Barry Action for Nature	200
<b><u>Section 145 Local Government Act 1972</u></b>	
<b><u>Sub-section 1(a)</u></b>	
Vale of Glamorgan Brass Band	500
<b><u>Section 19 of the Local Government (Miscellaneous Provisions) Act 1976</u></b>	
<b><u>Sub-section 3(a)</u></b>	
Barry Romilly Bowls Club	600
<b>Total</b>	<b>1,300</b>

**Additional Information:-**

**Application No. 1 (Barry Action for Nature)**

- i. That a grant of £200 is awarded and the Town Council's name is added to any tags placed on fruit trees and nest boxes.

**Application No. 3 (Barry Romilly Bowls Club)**

- i. That a grant of up to £600 is awarded and that the Council seek to purchase a commercial dishwasher on behalf of the organisation.
2. That each organisation making application be informed of the Committee's decision accordingly, in writing, and that they be advised of a date for this year's cheque presentation ceremony.

496.

**SCHEDULE OF PAYMENTS FOR APRIL 2019**

Members received the schedule of payments for April 2019.

**RESOLVED:**

1. That the information relating to salary payments for February and March 2019 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 April 2019 comprising BACS payments and direct debits, in the amount of £88,739.81, be approved, subject to the relevant papers being in order.

497. **DRAFT BUDGET OUT TURN TO 31 MARCH 2019**

Members received a report informing them about the Council's income and expenditure in the 2018/19 financial year as at the end of March 2019 noting that information received as at 8 April 2019 is included.

**RESOLVED: That the draft budget out-turn report for March 2019, indicating actual income and expenditure up to the end of month twelve in the 2018/19 financial year be received, noting the projected net underspend (surplus for the year) of £50,834 for 2018/19.**

498. **DRAFT SCHEDULE OF MEETINGS**

The Responsible Finance Officer advised members that a meeting of the Planning Committee had been rescheduled from Tuesday 14 May to Tuesday 7 May due to a clash in dates with the Annual Meeting.

**RESOLVED: That the draft schedule of meetings be approved.**

499. **FLAG FLYING PROTOCOL – ARMED FORCES DAY FLAG**

Members were advised of a request that has been received for Barry Town Council to purchase and fly the Armed Forces Day flag on Armed Forces Day (29 June 2019).

Members agreed that they would be happy for Armed Forces Day to be added to the flag flying protocol. Councillor S Hodges noted that there were a number of Armed Forces Day flags available and that advice should be taken from the Royal British Legion on which flag should be purchased.

Councillor Charles requested the addition of the Union Jack being flown on 6 June to commemorate the D-Day landings and Merchant Navy Day on 3 September.

Councillor N Hodges requested that Glyndwr Day be commemorated on 16 September. The Responsible Finance Officer queried which flag should be flown on Glyndwr Day. Councillor N Hodges advised that either the Welsh Flag or the Crest of Glyndwr would be appropriate.

**RESOLVED:**

1. That the following additions are made to the Flag Flying Protocol:
  - 6 June – D-Day Landings – Union Jack
  - 29 June – Armed Forces Day – Armed Forces Day Flag
  - 3 September – Merchant Navy Day – Union Jack
  - 16 September – Glyndwr Day – Welsh Flag
2. That after consultation with the Royal British Legion an Armed Forces Day flag is purchased up to a cost of £120.

500. **RESHAPING OF SERVICES**

It was noted that a copy of the Reshaping Services – Update on Implementation report considered at the Vale of Glamorgan Council's Cabinet meeting held on 18 March 2019 was distributed electronically to all Town Councillors.

501. **DATE OF NEXT MEETING**

**RESOLVED:** That the next meeting of Full Council will be the Annual Meeting which is scheduled for Monday, 13 May 2019.

502. **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 was advisable in the public interest that the press and public are excluded from the meeting for the consideration the Freedom of the Town nomination.

The Administrators left the meeting.

503. **RECOMMENDATIONS FROM COMMITTEES**

- b) Personnel Committee 18 March 2019, minute number R168 refers.

Members received a recommendation from the Personnel Committee held on 18 March 2019 that the outcome of the Job Evaluation in respect of Post Holder 162 be recommended to a meeting of the Full Council.

**RESOLVED:** That the Job Evaluation outcome be approved and implemented and that this be backdated to 18 March 2019.

The Administrators re-joined the meeting.

504. **COMMUNITY DEVELOPMENT OFFICER REPORTS**

i. Bendrick's Beach – Project Proposal

Members were provided with a proposal that the Community Development Officer had requested authorisation to explore further.

Members expressed concerns around the proposal and requested that the Community Development Officer discuss the proposal with the land owner in order to clarify their views before any further contacts with potential funders takes place.

**RESOLVED:**

- 1. That the Community Development Officer discusses the proposal with the land owner.**
- 2. That any proposals are presented to Council for discussion before any work commences.**

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

**RESOLVED that Standing Order 3(aa) be suspended for a period of ten minutes.**

506. **COMMUNITY DEVELOPMENT OFFICER REPORTS**

ii. Dementia Friendly Budget – Project Proposals

Members were provided with a proposal in relation to the Dementia Friendly Budget of £6,000.

Members were supportive of the project and requested further information on how the grants process would proceed.

- 1. That members authorise the Community Development Office to explore the proposed project detailed in the report, and approve a budget of up to £3,000.**
- 2. That members approve that the remainder of the budget (£3,000), be split into 3 x £1,000 grants that organisations delivering Dementia Friendly projects could apply to, noting that the Community Development Officer will put together an application process to be approved by the Finance, Policy & General Purposes Committee.**

507.

**FUTURE YOUTH PROVISION**

Members were provided with an update regarding a recent consultation with members of Barry Youth Action regarding the future of Barry Town Council's youth engagement strategy.

Members felt that more information was required to make a decision and requested option four was presented in more detail to a meeting of the Personnel Committee.

**RESOLVED: That a report be submitted to a meeting of the Personnel Committee on 1 July 2019 containing full costings and staff resource requirements.**

The meeting closed at 8. 35pm.

Signed .....  
(Town Mayor)

Dated .....

**MINUTES OF AN EXTRAORDINARY MEETING OF THE COUNCIL HELD ON  
MONDAY, 30 APRIL 2019**

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

**ALSO PRESENT:** Mark Sims                      Responsible Finance Officer/  
   Deputy Chief Officer  
                                 Rhian Burns                      Administrator

508.            **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Bailey.

509.            **DECLARATIONS OF INTEREST**

Councillor S Hodges declared an interest in agenda item 6 (To discuss the outcome of an investigation into a complaint made by Councillor Shirley Hodges). Councillor S Hodges noted that she had made the complaint and had been interviewed as part of the investigation by Paul Egan from One Voice Wales and advised that she would withdraw from the meeting during this item.

510.            **TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF  
COUNCIL HELD ON 15 APRIL 2019**

**RESOLVED:** That the minutes of the Council's meeting held on 15 April 2019 be approved and signed as a correct record.

511.            **DATE OF NEXT MEETING**

**RESOLVED:** That it be noted that the next meeting of Full Council is the Annual Meeting to be held on Monday, 13 May 2019 at 6.00pm and continuing on Tuesday, 14 May 2019 at 7.00.

512.            **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 was advisable in the public interest that the press and public are excluded from the remainder of the meeting.

Councillor S Hodges left the meeting.

513.

**TO DISCUSS THE OUTCOME OF AN INVESTIGATION INTO A COMPLAINT MADE BY COUNCILLOR SHIRLEY HODGES**

Members were provided with a copy of a report of an external investigation into a complaint made by Councillor Shirley Hodges by One Voice Wales.

Councillor Johnson noted that he felt Members should have been provided with the Appendices to the report. The One Voice Wales Investigating Officer advised that the Appendices contained individual statements and that it was normal practice to not make these available to all Councillors as they would then be unable to sit on an appeal committee if required at a later stage.

The One Voice Wales Investigating Officer advised that his conclusions were based solely on evidence gathered during the course of the investigation.

The Mayor advised that she had met with the Conservative and Labour Group Leaders and the Deputy Group Leader of Plaid Cymru who had been provided with the full statements. She advised that they had discussed the documents at length and had reached a joint decision on behalf of their groups that the summary contained in the report was correct and sufficient.

The One Voice Wales Investigating Officer outlined the investigation including investigation methods and key findings. He noted the conclusions he had reached as a result of the investigation, advising members that these were not recommendations.

A heated and lengthy discussion took place where a range of views were expressed by Members.

Councillor Johnson requested it be noted that he was unhappy that Members had not been provided with the Appendices to the report.

A vote took place on whether Council wished to accept each conclusion of the report from the investigation. Council voted unanimously to accept conclusions 7.1, 7.2 and 7.3 in the report.

It was noted that One Voice Wales had advised that legal advice had been provided to Barry Town Council from One Voice Wales in relation to conclusion 7.4.

**RESOLVED: That the report conclusions 7.1, 7.2 and 7.3 were unanimously accepted as set out in the confidential meeting papers.**

The meeting closed at 8.15 pm.

Signed ..... Dated .....

**MINUTES OF THE MEETING OF THE COUNCIL HELD ON MONDAY, 17 JUNE 2019 AT 7 PM**

**PRESENT:** The Mayor (Councillor Wilkinson) together with Councillors Aviet, Bailey, Charles, Collins, Drake, Hawkins, N Hodges, S Hodges, Hooper, Johnson, Lloyd-Selby, Nugent-Finn, Payne, Perkes, Richardson, Rowlands, Wiliam (arrived at 7.40pm) and Wright.

**ALSO PRESENT:** Emily Forbes - Chief Officer  
Mark Sims - Deputy Chief Officer  
Rhian Burns - Administrator

557. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Brooks, Clarke and Hampton.

558. **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, Charles, Collins, Drake, N Hodges, Johnson, Nugent-Finn, Perkes, Rowlands, Wiliam, Wilkinson and Wright declared an interest in agenda items 22 (Town and Community Council Charter), 24 (Reshaping Services), 26 (Correspondence with VoGC Head of Regeneration and Planning) and 29 (Relocation of Town Council Offices) due to them being Councillors of the Vale of Glamorgan Council also and advised they had received dispensation to speak and vote on the item.

Councillor S Hodges declared an interest in agenda item 20(ii) (One Voice Wales Annual Meeting Motions) due to her being an employee of the Department for Work and Pensions. She advised that she would leave the room during this item.

Councillor Payne noted that she was the Vice Chair of the Vale Youth Forum should it come up in discussion.

559. **TO APPROVE AND SIGN THE MINUTES OF THE ANNUAL MEETING HELD ON 13 AND 14 MAY 2019**

Councillor S Hodges requested that the minutes be amended to include the voting numbers of for and against throughout the minutes.

**RESOLVED:** That the minutes of the Annual Meeting held on 13 and 14 May 2019 are approved and signed as a correct record subject to the above amendments.

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

The Mayor thanked Councillors for attending her coffee morning on 23 May and noted that £144 had been raised for her chosen charities. She advised that her Civic Service would be held on Sunday, 7 July and asked Councillors to advise the Mayor's Secretary if they were able to attend.

The Mayor noted that she had attended a number of events and thanked the Deputy Mayor for attending those she was unable to.

The Mayor advised Members that she had attended the Bridgend Samaritans AGM and noted that they had been very grateful for the financial assistance grant awarded to them.

The Mayor also advised that she had attended a Filipino Association for Community Empowerment event and was made very welcome. She noted that the group had been very interested in the work of Barry Town Council and had offered to help with future community events.

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

None were received.

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

None were received.

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

None were received.

564. **TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE'S MEETING HELD ON 29 MAY 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED:** That the minutes of the Planning Committee's meeting held on 29 May 2019 be received and noted.

565. **TO RECEIVE AND NOTE THE MINUTES OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE'S MEETING HELD ON 3 JUNE 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED:** That the minutes of the Halls, Cemeteries and Community Facilities Committee meeting held on 3 June 2019 be received and noted.

566. **TO RECEIVE AND NOTE THE MINUTES OF THE INNOVATION WORKING PARTY MEETING HELD ON 3 JUNE 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED:**

1. That the minutes of the Innovation Working Party meeting held on 3 June 2019 be received and noted.
2. That a proposed budget of £150 be allocated to hold a Centenary Remembrance Event for the race riots 1919.
3. That the newly appointed Cemeteries and Facilities Manager be involved in the planning of the event
4. That a written update regarding the outline of the proposed event be provided to the meeting of Full Council to be held on 22 July, 2019.
5. That the Community Development Officer report further details of the request made by Mark Lloyd regarding the Vale Coastal Running Festival to the meeting of the Finance, Policy and General Purposes Committee to be held on 15 July 2019 for further discussion.

567. **TO RECEIVE AND NOTE THE MINUTES OF THE SHOP LOCAL ADVISORY GROUP MEETING HELD ON 6 JUNE 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED:** That the minutes of the Shop Local Barry Advisory Group meeting held on 6 June 2019 be received and noted.

568. **TO RECEIVE AND NOTE THE MINUTES OF THE FINANCE, POLICY AND GENERAL PURPOSES COMMITTEE MEETING HELD ON 10 JUNE 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED:** That the minutes of the Finance, Policy and General Purposes Committee meeting held on 6 June 2019 be received and noted.

569. **UPDATE FROM COUNCILLOR BAILEY – IMPROVING STRATEGIC TRANSPORT IN DINAS POWYS**

Councillor Bailey advised that there had been no additional meetings since the last update. He also noted that due to a change of administration at the Vale of Glamorgan Council he was unsure of

whether the project was a priority any longer or whether the budget was still available from the Welsh Government.

Councillor S Hodges queried whether Barry Town Council should request an update from the leader of the Vale of Glamorgan Council. Members agreed that the Chief Officer should write to the Leader of the Vale Council noting that this Council saw this as a key piece of infrastructure.

**RESOLVED:**

1. That the update from Councillor Bailey be received and noted.
2. That the Chief Officer write to the Leader of the Vale of Glamorgan Council requesting an update on the status of the project noting that Barry Town Council sees the proposal as a key piece of infrastructure.
3. That the Cabinet Member for Neighbourhood Services and Transport (Peter King) be copied in to the letter.

570.

**SCHEDULE OF PAYMENTS FOR MAY 2019**

Members received the schedule of payments for May 2019. Councillor Johnson noted that it was nice to see the financial assistance grants on the schedule of payments. He queried whether there was a date set for the cheque presentation evening. The Mayor advised that a date had not yet been finalised but that Members would be advised in due course.

**RESOLVED:**

1. That the information relating to salary payments for May 2019, 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 June 2019 comprising BACS payments and direct debits, in the amount of £54,797.03, be approved, subject to the relevant papers being in order.

571.

**BUDGET MONITORING REPORTS MAY 2019**

Members received a report informing them about the Council's income and expenditure in the 2019/20 financial year as at the end of May 2019.

**RESOLVED: That the budget monitoring report for May 2019, indicating actual income and expenditure up to the end of month two in the 2019/20 financial year be received, noting the projected underspend of £134 for 2019/20.**

521.

**DRAFT TOWN COUNCIL ACCOUNTS AND ANNUAL RETURN FOR YEAR ENDING 31 MARCH 2019**

Members received the draft Town Council accounts and Annual Return for the year ending 31 March 2019 for approval prior to their submission to the external auditors, Grant Thornton.

Councillor Johnson noted that he felt the layout of the budget made it much easier to read in its previous format.

The Chief Officer advised that this was the first year the accounts had been prepared in house by the Deputy Chief Officer following the completion of an ACCA qualification and congratulated him on this.

Members thanked the Deputy Chief Officer for his work on preparing the accounts.

**RESOLVED: That the draft financial statements and annual return for the year ending 31 March 2019 be approved, prior to submission to the external auditors, Grant Thornton.**

573.

**INTERNAL CONTROLS STATEMENT**

Members received the annual review of the effectiveness of the Council's system of internal control.

Councillor S Hodges requested that the Deputy Chief Officer hold an informal talk on the financial and record keeping aspects of his role in order that Members could gain a better understanding of this.

**RESOLVED:**

- 1. That the report is received and noted.**
- 2. That the annual review of internal controls is approved.**
- 3. That the Deputy Chief Officer arranges a talk to discuss the financial and record keeping aspects of his role.**

574.

**CHIEF OFFICER REPORT**

Members were provided with a 6-month update from the Chief Officer since the last report in December 2018 including meetings and training attended and key streams of work being progressed.

Councillor S Hodges queried whether there was sufficient capacity to deal with Freedom of Information requests within the specified guidelines should the number of requests increase. The Chief Officer advised that there was sufficient capacity to deal with the current level of Freedom of Information requests and that the guidelines included a cap on the number of hours that could be spent dealing with a Freedom of Information request.

**RESOLVED: That the Chief Officer report be received and noted.**

575.

**ENGAGEMENT REPORT**

Members were provided with an update from the Community Development Officer of work undertaken between 26 November 2018 and 11 June 2019, including meetings, engagement and key streams of work currently being progressed.

Councillor Johnson advised that the planned Fairtrade Walk had been postponed and a date would be confirmed in due course.

Members requested a more detailed update on the outcome of the meeting with Natural Resources Wales regarding the Bendricks Beach project.

Councillor Payne congratulated the Community Development Officer on her achievements noting the Bro Radio award for the Santa Fun Run, the One Voice Wales award for the Community Engagement Strategy and the successful grant application for soft play equipment for the new community centre at Cemetery Approach.

Councillor S Hodges queried the number of mayoral events that had been included in the Community Development Officer's workstream. The Community Development Officer (CDO) had been covering the role for a number of months in the absence of the postholder and taken on the additional duties. The Mayor noted thanks to the CDO and advised Council that the Mayor's Secretary role was now being covered by a temporary staff member.

**RESOLVED:**

- 1. That the Engagement Report be received and noted.**
- 2. That the Community Development Officer report progress on the Bendricks Beach project to a meeting of Full Council to be held on 22 July 2019.**

**ONE VOICE WALES ANNUAL MEETING MOTIONS**i) Barry Town Council

No further motions were put forward by Barry Town Council.

ii) Penarth Town Council

Members received a request from Penarth Town Council to second the following motions to the One Voice Wales (OVW) AGM;

- a. The Town and Community Council Sector requests OVW to lobby the Welsh Government to ensure the transparency and openness of affordable housing viability appraisals provided for in Planning Policy Wales is consistent across Wales and with access provided to Community and Town Councils on a similar basis to that of Principal Councils who can access these documents through the planning application process.

Members agreed to second this motion.

Councillor S Hodges left the meeting.

- b. The Town and Community Council Sector asks OVW to write to the HMRC to request a change to the taxation system that will allow carers to claim their benefits including child care payments without being penalised by payment of allowances for Councillor or Mayoral Duties. A change to the taxation system is required to ensure the diversity of the entire community is encouraged to represent constituents in their locality.

A discussion took place, members agreed that they were supportive of the measure. The Chief Officer advised that OVW were currently negotiating with HMRC to make the Councillors Allowances non taxable.

Members agreed that this it was important to raise the issue for discussion by seconding the motion.

**RESOLVED:**

- 1. That Barry Town Council seconds the two motions raised by Penarth Town Council to the One Voice Wales AGM.**
- 2. That Barry Town Council representatives be given the mandate to support the motions at the One Voice Wales AGM.**

**3. That representatives be given the mandate to decide how to vote should changes be made to motions on the day of the meeting.**

Councillor S Hodges re-joined the meeting. Councillor Nugent-Finn left the meeting.

577. **ANNUAL REPORT**

Members received a draft copy of the Annual report. The Chief Officer advised that the aim had been to create a more pictorial report in order to make it more readable and user friendly. Members agreed that the proposed format achieved those objectives.

Councillor Johnson queried whether the Annual Report would be available in Welsh. The Chief Officer advised that it would be translated once completed.

Comments were made that some of the language in the report needs to be more user friendly to engage the public which the Chief Officer agreed to review.

**RESOLVED: That the draft Annual Report be received and noted.**

Councillor Wiliam joined the meeting.

578. **TOWN AND COMMUNITY COUNCIL CHARTER**

Members received a copy of the Town and Community Councils Charter. The Chief Officer provided some background information on the Charter.

Councillor S Hodges raised a number of issues she had with the charter including the voting rights of Community Councils at Community Liaison meetings, the Vale of Glamorgan Council Planning portal not being up to date and the lack of clarity through itemised billing of election costs.

The Chief Officer advised she would feedback these comments and any other submitted to her to the next workshop to be held on 12 July 2019.

**RESOLVED:**

- 1. That the Town and Community Council Charter be received and noted.**
- 2. That the Chief Officer feedback comments to the Town and Community Council Charter Workshop on the 12 July 2019.**

579. **BID FEASIBILITY STUDY**

Members received the BID Feasibility Study for Holton Road, Broad Street and High Street areas. The Chief Officer noted that a specific update meeting had been held to explain the BID process and that the report was for information only.

Councillor Johnson noted that he felt the examples given for what a BID could deliver including safety, security and cleansing should be covered by existing business rates.

**The Chief Officer advised that a members' briefing for both VOG councillors and TCC councillors will be arranged in the near future.**

**RESOLVED: That the BID Feasibility Study be received and noted.**

580. **RESHAPING SERVICES**

None received.

581. **LETTER TO WELSH GOVERNMENT MINISTER – MARCH 2019 & RESPONSE**

Members received a copy of the letter sent by the Chief Officer to Lesley Griffiths AM (Cabinet Secretary for Environment, Energy and Rural Affairs) regarding the Environmental Impact Assessment of Biomass UK No. 2 Plant.

The Chief Officer advised that she had originally written the letter on 12 March and had received no reply. After chasing a response the Chief Officer advised the letter included in the papers had been received from Hannah Blythyn AM (Deputy Minister for Housing and Local Government) on 30 May 2019.

Members noted their disappointment at the length of time a reply had taken and the response only included a link to an existing statement.

**RESOLVED: That the correspondence be received and noted.**

582. **CORRESPONDANCE WITH VOGC HEAD OF REGENERATION AND PLANNING**

Members received correspondence between the Chief Officer and Marcus Goldworthy (VOGC Head of Regeneration and Planning).

Councillor S Hodges noted that a different reason for the delay had been given during a VOGC Planning meeting to that outlined in the email.

**RESOLVED:** That the correspondence be received and noted.

583. **DATE OF NEXT MEETING**

**RESOLVED:** That the next meeting of Full Council will be held on Monday, 22 July 2019 at 7 pm.

584. **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.

585. **RELOCATION OF TOWN COUNCIL OFFICES**

Members received correspondence relating to the relocation of the Town Council Offices. A discussion around pricing options and possible ways forward took place.

**RESOLVED:**

1. That the Chief Officer be given delegated powers to negotiate accommodation cost up to a maximum budget of £75,000 per annum.
2. That Group Leaders be mandated to increase this figure by up to 5% if necessary in order to move the project forward.

The meeting closed at 8.29 pm.

Signed .....

Dated .....  
(Town Mayor)

**MINUTES OF THE MEETING OF THE COUNCIL HELD ON MONDAY, 22 JULY 2019 AT 7 PM**

**PRESENT:** The Mayor (Councillor Wilkinson) together with Councillors Aviet, Bailey, Brooks, Charles, Clarke, Drake, Hawkins, N Hodges, S Hodges, Hooper, Johnson, Lloyd-Selby, Nugent-Finn, Payne, Richardson, Rowlands and Wright.

**ALSO PRESENT:** Emily Forbes - Chief Officer  
Rhian Burns - Administrator

586. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Collins, Hampton, Perkes and Wiliam.

587. **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, Drake, N Hodges, Johnson, Nugent-Finn, Rowlands, Wilkinson and Wright declared an interest in agenda items 19 (Reshaping Services) and 22 (Vale of Glamorgan Council – Section 106 Annual Cabinet Report) due to them being Councillors of the Vale of Glamorgan Council also and advised they had received dispensation to speak and vote on the item.

588. **TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF FULL COUNCIL HELD ON 17 JUNE 2019**

Councillor Payne noted that she was the Vice Chair of the Vale Youth Forum, not the Chair as she had been referred to in the minutes.

Councillor S Hodges queried whether a reply had been received from the Leader of the Vale of Glamorgan Council regarding the Dinas Powys Bypass. The Chief Officer advised that she had not yet received a reply.

**RESOLVED:** That the minutes of the meeting of Full Council held on 17 June 2019 are approved and signed as a correct record subject to the above amendment.

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

The Mayor thanked Councillors for attending her Civic Service and noted that she had attended a number of events including the Scout Fête, a Friends and Neighbours Party at the Pioneer Hall, the Rotary Club Duck Race and the opening of the newly refurbished Morrisons

store. She advised that she would be holding a charity Afternoon Tea in the Council Chamber on Tuesday 30 July and invited Councillors to attend. The Mayor also advised that she would be holding a Murder Mystery Night on Friday 13 September.

**RESOLVED: That communications from the Mayor be received and noted.**

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

1. Could Council have an update on the development of a new Barry Town Council website, and assurances regarding the amount of content which will be bilingual?

The Chief Officer advised that the framework and design of the website had been completed and that the content now needed to be written. She advised that the entire website would be translated into Welsh once completed.

2. What is the value and percentage of business that Barry Town Council carried out in the 2017/18 and 2018/19 financial years with businesses located in (a) Barry and (b) Wales compared with the total amount of procurement expenditure of the Council?

The Chief Officer advised that a written response to this question would be sent to all Councillors upon the return of the Deputy Chief Officer.

**RESOLVED: That the Deputy Chief Officer provides members with the value and percentage of business that Barry Town Council carried out in the 2017/18 and 2018/19 financial years with businesses located in (a) Barry and (b) Wales compared with the total amount of procurement expenditure of the Council.**

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

None were received.

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

None were received.

593. **TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE'S MEETINGS HELD ON 18 JUNE AND 9 JULY 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED:** That the minutes of the Planning Committee's meetings held on 18 June and 9 July 2019 be received and noted.

594.

**TO RECEIVE AND NOTE THE MINUTES OF THE GOVERNANCE WORKING PARTY'S MEETING HELD ON 17 JUNE 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED:**

1. That the minutes of the Governance Working Party meeting held on 3 June 2019 be received and noted.
2. That the standing orders are amended at section 6(b) and 6(c) to read as follows:-
  - b. The Town Mayor/Chairperson of the Council may convene an extraordinary meeting of the council at any time and will sign the summons to an extraordinary meeting of council issued to councillors
  - c. The agenda for an extraordinary meeting of the Council convened by the Town Mayor will be prepared by the Chief Officer (Town Clerk) in consultation with the Town Mayor with group leaders being informed.
  - d. Two members may sign a requisition that the council be convened.
  - e. If the Town Mayor does not or refuses to call an extraordinary meeting of the council within seven days of having been requested in writing to do so by two councillors, any two councillors may convene an extraordinary meeting of council. The two convening councillors need not be the same as two requisitioning councillors. The public notice giving the time, place and agenda for such a meeting must be signed by the two councillors. The two convening councillors shall meet with the Chief Officer in order for the Chief Officer to prepare the agenda and summons. Group Leaders will be informed.
  - f. The Chief Officer (Town Clerk) is responsible for preparing the agenda and summoning councillors to meetings of council as the council's Proper Officer. In their absence, the Deputy Chief Officer or whosoever is acting as the Proper Officer will prepare the agenda and summons. The final decision rests with the Chief Officer (Town Clerk) or whoever is formally acting on their behalf in their absence.

595. **TO RECEIVE AND NOTE THE MINUTES OF THE PERSONNEL COMMITTEE MEETING HELD ON 8 JULY 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN**

Councillor Clarke noted that he wished to raise an issue with a recommendation from the minutes of the meeting of the Personnel Committee held on 8 July 2019 but noted that it was in relation to a confidential item. Members agreed to move this item to Part 2 of the meeting.

596. **TO RECEIVE AND NOTE THE MINUTES OF THE CONSULTATIONS WORKING PARTY MEETING HELD ON 4 JULY 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED:** That the minutes of the Consultations Working Party meeting held on 4 July 2019 be received and noted.

597. **TO RECEIVE AND NOTE THE MINUTES OF THE FINANCE, POLICY AND GENERAL PURPOSES COMMITTEE MEETING HELD ON 15 JULY 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED:** That the minutes of the Finance, Policy and General Purposes Committee meeting held on 15 July 2019 be received and noted.

598. **TO RECEIVE AND NOTE THE MINUTES OF THE FAIRTRADE ADVISORY COMMITTEE MEETING HELD ON 15 JULY 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED:** That the minutes of the Fairtrade Advisory Committee meeting held on 15 July 2019 be received and noted.

599. **SCHEDULE OF PAYMENTS OF ACCOUNTS FOR JULY 2019**

Members received the schedule of payments for July 2019 for approval consisting of cheque number 002963, BACS payments and direct debits in the amount of £23,521.26.

**RESOLVED:**

1. That the information relating to salary payments for June and July 2019 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 2019 consisting of cheque number 002963, BACS payments and direct debits, in the amount of £23,521.26, be approved, subject to the relevant papers being in order.

600. **BUDGET MONITORING REPORTS MAY 2019**

Members received a report informing them about the Council's income and expenditure in the 2019/20 financial year as at the end of June 2019.

**RESOLVED:** That the budget monitoring report for June 2019, indicating actual income and expenditure up to the end of month three in the 2019/20 financial year be received, noting the projected underspend of £117 for 2019/20.

601. **SCHEDULE OF MEETINGS**

Members received a revised Schedule of Meetings and were informed of three proposed meeting date changes due to a clash with meetings of the Vale of Glamorgan Council.

**RESOLVED:** That the revised schedule of meetings be agreed, noting the change to the Halls Committee meeting in September 2019 and the Planning Committee's meetings in January and March 2020.

602. **ENGAGEMENT REPORT**

Members were provided with an update from the Community Development Officer of work undertaken between 12 June and 16 July 2019, including meetings engagements and key streams of work currently being progressed.

**i. Outcome of the Community Engagement Strategy Review Session**

Members were provided with the outcome of the Community Engagement Strategy Review session and a number of recommendations based upon the feedback received from Staff and Councillors.

The Chief Officer advised that the Community Development Officer had proposed focussing efforts on achieving objectives 1 and 4 in the first instance.

Councillor S Hodges queried whether the Community Development Officer required any guidance on which activities outlined in the report to prioritise. The Chief Officer advised that

the Community Development Officer would welcome Members thoughts on which activities to prioritise.

Members agreed that the purchase of a gazebo would be beneficial, noting that a good quality branded gazebo should be sourced.

The Mayor advised Members to contact the Community Development Officer directly with any suggestions.

**ii. Barry Pride**

Members were provided with an update regarding a meeting held between the Community Development Officer and Event Organisers of Barry Pride, and a number of recommendations.

Councillor S Hodges noted that more information was required regarding the finances of a proposed event and purchase of promotional materials.

Councillor Bailey noted that he may be able to suggest a professional designer to change the Council's crest and engagement branding to the pride colours.

Councillor Rowlands suggested contacting Stonewall to ask for any free promotional materials they may produce and also for advice on holding an event.

Councillor Brooks noted that suggestions for an event should be sent to the Community Development Officer directly.

**iii. Bendrick's Beach – Update**

Members were provided with an update regarding the Bendrick's Beach proposal that they had previously authorised the Community Development Officer to explore.

The Chief Officer advised that it had been felt by the British Institute of Conservation (BIC) that educating primary aged children about the importance of the site would encourage future generations to take more ownership of it.

Members agreed the Community Development Officer should proceed with this recommendation but urged caution over publicising the site should it be damaged by people attempting to remove the footprints.

**RESOLVED:**

- 1. That the Engagement report is received and noted.**

- 2. That the outcome of the Community Engagement Strategy review session be received and noted.**
- 3. That Members support the Community Development Officer in raising the profile of the Town Council and that this is a committed and targeted effort, noting that the delivery of the Community Engagement Strategy will be reviewed again in 2020/21.**
- 4. That Barry Town Council commits to supporting Barry Pride.**
- 5. That the Pride flag is raised in the week leading up to the event.**
- 6. That Barry Town Council will promote the event across all its social media pages.**
- 7. That Barry Town Council has a presence at Barry Pride and promotional material/decorations are purchased.**
- 8. That Barry Town Council looks to organise an event in the lead up to Barry Pride.**
- 9. That the Community Development Officer is authorised to use a professional designer to change the Council's crest and engagement branding to the pride colours and these logos are used throughout the Pride period.**
- 10. That a budget of £2,000 be set for the purpose of supporting Barry Pride and holding an associated event. With these funds to be sourced from the Community Engagement Budget.**
- 11. That the Community Development Officer contacts Stonewall to source any free promotional materials and advice available.**
- 12. That the information relating to improving the accessibility to Bendrick's Beach is noted but no further action is taken in respect of this proposal.**
- 13. That the Community Development Officer explores the financial implications and appropriateness of promoting the geological value of the site (Bendrick's Beach).**
- 14. That the Community Development Officer enters into discussions with the Vale of Glamorgan Waste Management Team to propose that a bin is installed at the site and that**

**emptying the bin is incorporated into the Vale of Glamorgan Council's Waste Management Schedule.**

603. **REVISED STANDING ORDERS FOLLOWING GOVERNANCE WORKING PARTY HELD ON 17 JUNE 2019**

Members were provided with copy of the Barry Town Council's Standing Orders containing revisions recommended by the Governance Working Party held on 17 June 2019.

**RESOLVED: That the revised Standing Orders be approved and adopted.**

604. **RESHAPING SERVICES**

The Chief Officer advised Members that a Reshaping Services Workshop had been held with the Vale of Glamorgan Council and Town and Community Councils. She noted that she had attended the workshop with Councillors N Hodges and Rowlands.

The Chief Officer advised that discussions had taken place on how Town and Community Councils and the Vale of Glamorgan Council more effectively together with input from both Councillors and Staff.

**RESOLVED: That the update be received and noted.**

605. **USE OF ARMORIAL BEARING ARMS – THE SIR SAMUEL ROMILLY, BARRY**

Members were informed of the installation of a carpet bearing the Barry Town Council armorial bearing arms at The Sir Samuel Romilly, Barry. Members received a copy of a letter from the architects responsible for the installation of the carpet requesting retrospective permission for use of the armorial bearing arms.

The Chief Officer advised that the architects had informed her they were not aware of the need to request permission to use the armorial bearings arms. The Chief Officer advised that the request would need to be made to Finance, Policy and General Purposes Committee or Full Council.

Councillor Johnson noted that the word 'Cadernid' had been misspelt on the information board put up in the pub containing the explanation of the armorial bearing arms.

Councillor Hooper advised that only a small number of organisations had been granted permission to use the Barry Town Crest; Barry Town United Football Club, Barry Rugby Football Club and Barry Model Boat Club. He noted that he felt that J.D. Wetherspoon did not share the Council's values and as such should not be granted permission to use

the Council's armorial bearings. He further noted that neither the architects nor the carpet manufacturer were based locally and therefore there was no direct commercial benefit to the Barry area.

Councillor Clarke noted that should permission be granted on this occasion it would be difficult to justify then refusing to allow other commercial ventures to use it.

A detailed discussion took place where Members agreed that the use of the armorial bearing arms would imply endorsement of a commercial business. Members felt that placing the Coat of Arms on the floor carpet with furniture placed on top of it was disrespectful. It was also noted that had a request been made through the proper channel that Council would have been minded to refuse permission. The Chief Officer (Town Clerk) clarified the reasons for the request which were confirmed as:

- The Commercial nature of the company requesting use and it being a licensed premises;
- A misalignment of values with the company's brand (the Council being a Living Wage Employer and banning zero hours' contracts);
- A lack of local community benefits for Barry (the carpet being manufactured outside of Wales);
- A lack of respect for the Coat of Arms (being walked on and having furniture placed on it);

It was also felt that J.D. Wetherspoon had made no attempt to previously create a relationship with the Town Council either through support of the Council's activities or the Mayor's charitable endeavours.

**RESOLVED:**

- 1. That Barry Town Council refuses the request to use the Barry Town Council Armorial Bearings (Coat of Arms) on the carpet of the Sir Samuel Romilly, Barry.**
- 2. That the Chief Officer responds to the request from the architects, informing them of Council's decision and requesting they remove the carpet as soon as practicably possible.**
- 3. That the Chief Officer seek legal advice on what recourse can be taken should J.D. Wetherspoon refuse to remove the carpet.**

606.

**LETTER – NATURE EXTINCTION EMERGENCY**

Members received a letter from Barry Action for Nature. Members felt that the Council shared the concerns of Barry Action for Nature. They agreed that the objective of increasing biodiversity at the cemetery was

already being met through the well-being goals. It was also noted that the Council supported environmental organisations through the financial assistance grants and through the introduction of the 'Plastic Free Barry' campaign.

**RESOLVED:**

1. That the Chief Officer responds to the letter from Barry Action for Nature outlining how Barry Town Council is already meeting the goal of increasing biodiversity.
2. That Barry Action for Nature be invited to attend a meeting of the Innovation Working Group to discuss other activities that feel would be beneficial for Barry Town Council to undertake.

607. **VALE OF GLAMORGAN COUNCIL – SECTION 106 ANNUAL CABINET REPORT AND APPENDICES**

Members received a copy of the Vale of Glamorgan Council – Section 106 Annual Cabinet Report and Appendices.

Councillor Clarke noted that he was disappointed at how little had been spent on the less affluent areas of Barry.

**RESOLVED:** That the Vale of Glamorgan Council – Section 106 Annual Cabinet Report be received and noted.

608. **DATE OF NEXT MEETING**

**RESOLVED:** That the next meeting of Full Council will be held on Monday, 14 October 2019 at 7 pm.

609. **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.

610. **TO RECEIVE AND NOTE THE MINUTES OF THE MEMORIAL HALL AND THEATRE WORKING PARTY'S MEETING HELD ON 11 JULY 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED:** That the minutes of the Memorial Hall and Theatre Working Party meeting 11 July 2019 be received and noted.

611. **URGENT ACTIONS**

Members were advised of Urgent Actions undertaken by the Chief Officer in conjunction with Group Leaders, since the last meeting of Council held on 17 June 2019.

**RESOLVED: That the report be received and noted.**

612. **WELSH INDEPENDENCE**

Members received a request from a member of the public requesting a Town Council discussion and policy position regarding Welsh Independence.

The Chief Officer noted that she had taken advice from One Voice Wales on the matter:

“It appears that the Town Council is being encouraged to have a policy debate on the subject in question but there is no indication of any expenditure involved and therefore the Council would not require a legal power to debate the issue. However, you need to be aware of the content of the Local Government Act 1986 s2 which states that no local authority may publish or assist anyone financially or otherwise, to publish, by any means, any material which in whole or part appears to be designed to attract public support for a political party. In deciding whether material falls under this ban, regard must be had to whether it refers to a political party or promotes or opposes a point of view identifiable as the view of one political party, and, if part of a campaign, the apparent purpose of the campaign. You should also have regard to the Welsh Government's Code of Recommended Practice on Local Authority Publicity in Wales, a copy of which is attached”

A discussion took place and a range of views were expressed.

Councillor S Hodges moved that a debate should take place. A vote was taken, the results of which were:

For: 6  
Against: 11  
Abstained: 1

**RESOLVED: That a policy debate regarding the Town Council's position on Welsh Independence will not take place.**

613. **TO RECEIVE AND NOTE THE MINUTES OF THE PERSONNEL COMMITTEE MEETING HELD ON 8 JULY 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN**

Councillor Clarke noted that he didn't feel the recommendations contained in minute R 183 accurately reflected discussions held at the meeting.

Councillor Charles noted that as the Chair of the Personnel Committee she felt the recommendation was accurate and hadn't felt a need to take a vote during the meeting as there had been no Member who had disagreed.

A detailed discussion took place.

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

**RESOLVED that Standing Order 3(aa) be suspended for a period of ten minutes.**

**615. CONTINUATION OF ITEM -  
TO RECEIVE AND NOTE THE MINUTES OF THE PERSONNEL  
COMMITTEE MEETING HELD ON 8 JULY 2019 AND TO GIVE  
CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED  
THEREIN**

Councillor S Hodges moved that the recommendation in minute R 183 be returned to a meeting of the Personnel committee for further discussion and clarification. A recorded vote took place, the results of which were:

**For:** Councillors Clarke, N Hodges, S Hodges, Hooper and Johnson  
**Against:** Councillors Aviet, Bailey, Brooks, Charles, Drake, Hawkins, Lloyd-Selby, Nugent-Finn, Payne, Richardson, Rowlands, Wilkinson and Wright.

Councillor Charles moved that the recommendation in minute R 183 be agreed. A recorded vote took place, the results of which were;

**For:** Councillors Aviet, Bailey, Brooks, Charles, Drake, Hawkins, Lloyd-Selby, Nugent-Finn, Payne, Richardson, Rowlands, Wilkinson and Wright.

**Against:** Councillors Clarke, N Hodges, S Hodges, Hooper and Johnson

**RESOLVED:**

- 1. That the Council fully accepts and understands its responsibilities and its Duty of Care to staff.**
- 2. The Council recognises that on this occasion, it could be considered that the Council's Duty of Care was not properly fulfilled.**

**3. The Council recognises that staff wellbeing is paramount.**

The meeting closed at 8.31 pm.

Signed .....

Dated .....  
(Town Mayor)

**MINUTES OF THE MEETING OF THE COUNCIL HELD ON WEDNESDAY, 25 SEPTEMBER 2019 AT 7 PM**

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

**ALSO PRESENT:**

Mark Sims	-	Deputy Chief Officer
Amanda Evans	-	Cemeteries and Facilities Manager
Robyn Walsh	-	Community Engagement Officer
Rhian Burns	-	Administrator

616. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Bailey, Clarke, Hampton, Hooper and Wiliam.

617. **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, Brooks, Charles, Collins, Drake, N Hodges, Johnson, Nugent-Finn, Perkes, Rowlands, Wilkinson and Wright declared an interest in agenda items 21 (Reshaping Services) and 28 (Move to Town Hall) due to them being Councillors of the Vale of Glamorgan Council also and advised they had received dispensation to speak and vote on the item.

Councillor Payne noted that she is the Vice Chair of the Vale Youth Forum.

618. **TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF FULL COUNCIL HELD ON 22 JULY 2019**

Councillor S Hodges queried whether a reply had been received from the Leader of the Vale of Glamorgan Council regarding the Dinas Powys Bypass. The Deputy Chief Officer advised that he would confirm with the Chief Officer whether a response had been received and update Members by email.

**RESOLVED:** That the minutes of the meeting of Full Council held on 22 July 2019 are approved and signed as a correct record.

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

The Mayor thanked Councillors for attending and making donations to her Murder Mystery Night and noted that she made approximately

£1,100 for her nominated charities. She also noted that Barry Pride had been a well-run and successful event and advised that she had sent an email to the organisers thanking them for all their work.

The Deputy Chief Officer noted that the nominated Council representatives and substitutes were not able to attend the One Voice Wales AGM on Saturday 5 October and queried how Council wished to proceed. Councillor Richardson advised that she would be available to attend.

**RESOLVED:**

1. That communications from the Mayor be received and noted.
2. That Councillor Richardson attends the One Voice Wales AGM on Saturday 5 October.

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

None were received.

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

None were received.

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

None were received.

623. **TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE'S MEETINGS HELD ON 30 JULY, 20 AUGUST, AND 10 SEPTEMBER 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED:** That the minutes of the Planning Committee's meetings held on 30 July, 20 August and 10 September 2019 be received and noted.

624. **TO RECEIVE AND NOTE THE MINUTES OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE MEETING HELD ON 2 SEPTEMBER 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED:** That the minutes of the Halls, Cemeteries and Community Facilities Committee's meeting held on 2 September 2019 be received and noted.

625. **TO RECEIVE AND NOTE THE MINUTES OF THE SHOP LOCAL ADVISORY GROUP MEETING HELD ON 5 SEPTEMBER 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN**

Councillor Perkes advised that an additional Shop Local meeting would be required in order to discuss budget requests and costings from the Holton Road and High Street traders for Christmas events.

**RESOLVED:**

1. That the minutes of the Shop Local Advisory Group's meeting held on 2 September 2019 be received and noted.
2. That an Extraordinary meeting of the Shop Local Advisory Group be held in order to discuss budget requests and costings from the Holton Road and High Street traders for Christmas events.

626. **TO RECEIVE AND NOTE THE MINUTES OF THE CONSULTATIONS WORKING PARTY MEETING HELD ON 11 SEPTEMBER 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED:** That the minutes of the Consultations Working Party meeting held on 11 September 2019 be received and noted.

627. **TO RECEIVE AND NOTE THE MINUTES OF THE PERSONNEL COMMITTEE MEETING HELD ON 16 SEPTEMBER 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN**

Councillor Johnson noted that the 'Welsh Assembly Government' should be changed to 'Welsh Government'.

**RESOLVED:**

1. That the minutes of the Personnel Committee meeting held on 11 September 2019 be received and noted.
2. That the protocol for the Death of the Sovereign, Royal Family Member, or National Figure is adopted subject to the above amendment.
3. That the New Member-Officer Protocol is approved and adopted.
4. That the redrafted Disciplinary Policy is approved and adopted.

5. That the New Line Managers Protocol is approved and adopted.

628. TO RECEIVE AND NOTE THE MINUTES OF THE INNOVATIONS WORKING PARTY MEETING HELD ON 17 SEPTEMBER 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN

RESOLVED: That the minutes of the Innovations Working Party held on 17 September 2019 be received and noted.

629. TO RECEIVE AND NOTE THE MINUTES OF THE FINANCE, POLICY AND GENERAL PURPOSES COMMITTEE MEETING HELD ON 22 SEPTEMBER 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN

RESOLVED: That the minutes of the Finance, Policy and General Purposes Committee meeting held on 23 September 2019 be received and noted.

630. TO RECEIVE AND NOTE THE MINUTES OF THE FAIRTRADE ADVISORY COMMITTEE MEETING HELD ON 23 SEPTEMBER 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN

RESOLVED: That the minutes of the Fairtrade Advisory Committee meeting held on 23 September 2019 be received and noted.

631. SCHEDULE OF PAYMENTS OF ACCOUNTS FOR SEPTEMBER 2019

Members received the schedule of payments for September 2019 for approval consisting of cheque numbers 002964 to 002965, BACS payments and direct debits in the amount of £34,768.68.

RESOLVED:

1. That the information relating to salary payments for August and September 2019 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 September 2019 consisting of cheque number cheque numbers 002964 to 002965, BACS payments and direct debits in the amount of £34,768.68, be approved, subject to the relevant papers being in order.

632.

### **BUDGET MONITORING REPORTS AUGUST 2019**

Members received a report informing them about the Council's income and expenditure in the 2019/20 financial year as at the end of August 2019. The Deputy Chief Officer noted that a Budget monitoring meeting would be held on Monday 21 October 2019.

**RESOLVED: That the budget monitoring report for August 2019, indicating actual income and expenditure up to the end of month five in the 2019/20 financial year be received, noting the projected underspend of £37,686 for 2019/20.**

633.

### **ANNUAL COMMUNITY ENGAGEMENT REPORT**

Members received a presentation from the Community Engagement Officer outlining engagement and consultation outcomes, key work streams and recommendations. The Community Engagement Officer advised that through consultation it had been identified that many of the public are unaware of the work and function of the Council.

The Community Engagement Officer advised Members of a scheme to put poppies up on lamp posts throughout the town which could be offered for businesses, organisations and individuals to sponsor. Members agreed that it would be a good opportunity to raise awareness and promote the work of the Royal British Legion as well as fund raising. The Community Engagement Officer advised that the project would require a budget of £125 in order to purchase an initial 50 poppies.

The Community Engagement Officer advised Members of Economic Stimulus Funding that was being made available through the Vale of Glamorgan Council and outlined the conditions for the granting of funds.

Members agreed with the suggestions for funding to be applied for the following:

Large outdoor Screen on King Square  
Planters for more floral displays (Council would be responsible for planting)  
Seating  
Interactive Screens (Holton Road, High St, Barry Island)  
Christmas Lights  
Event Equipment

**RESOLVED:**

**1. That the presentation be received and noted.**

2. That 50 lamp post poppies be purchased at a cost of £125 from the Community Engagement budget.
3. That the poppies be offered to local businesses, organisations and individuals for sponsorship at £5 per poppy.
4. That the Community Engagement Officer explore costings in order to apply for grant funding for the following:
  - Large outdoor Screen on King Square
  - Planters for more floral displays (Council would be responsible for planting)
  - Seating
  - Interactive Screens (Holton Road, High St, Barry Island)
  - Christmas Lights
  - Event Equipment

634. **ANNUAL AUDIT OF ACCOUNTS FOR YEAR ENDING 31 MARCH 2019**

Members were advised that the Annual Audit of the Council's Accounts for the Year Ending 31 March 2019 has been completed by the external auditor.

**RESOLVED:** That the information be received, noting that the Audit of the Council's Accounts for the year ending 31 March 2019 has been concluded by Grant Thornton UK LLP for and on behalf of the Auditor General for Wales.

635. **REDRAFTED CORPORATE PLAN 2017 - 2022**

Members were provided with a redrafted copy of the Corporate Plan 2017 – 2022.

**RESOLVED:** That the amendments to the Corporate Plan be approved.

636. **RESHAPING SERVICES**

No further update available.

637. **BARRY YOUTH COUNCIL**

Members received options for the introduction and recruitment of members to Barry Youth Council.

**RESOLVED:**

1. That the report be received and noted.

2. That Councillor Charles and Councillor Payne be appointed as Link Councillors for Barry Youth Council.
3. That Councillor Clarke and Councillor Richardson be appointed as Substitute Link Councillors for Barry Youth Council.
4. That recruitment for Barry Youth Council be carried out through Wards, Community Organisations and Schools.
5. That recruitment to Barry Youth Council takes place by the submission of a statement of interest.

638.

#### **PURPLE FOR POLIO**

Members received a request to light up the Chapel at Merthyr Dyfan Cemetery in purple in support of the Purple 4 Polio Campaign.

#### **RESOLVED:**

1. That the Chapel be lit up in purple on 24<sup>th</sup> October in support of Purple 4 Polio.
2. That purple sheets be purchased to place over the chapel lights at a total cost of £49.99 to be taken from the Corporate Events budget.
3. That the Council supports the Rotary Club of Barry's Milk Bottle Top collections by acting as a drop off point.
4. That any purple crocus corms given to the Council are planted at Merthyr Dyfan Cemetery.

639.

#### **CEMETERY APPROACH COMMUNITY BUILDING**

The Deputy Chief Officer advised that the contractor's insurance will insure the fire and damage and that the loss adjustor had confirmed they will pay the claim. He noted that building had been demolished and that the foundation slab had been removed in order that the drainage channels could be replaced. The Deputy Chief Officer advised that new signage is to be installed making it clear that the building is a community centre and that the project was now hoped to be completed by Christmas.

**RESOLVED: That the update be received and noted.**

640.

#### **DATE OF NEXT MEETING**

**RESOLVED: That the next meeting of Full Council will be held on Monday, 2 December 2019 at 7 pm.**

641. **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.

642. **URGENT ACTIONS**

Members were advised of Urgent Actions undertaken by the Chief Officer in conjunction with Group Leaders, since the last meeting of Council held on 22 July 2019.

**RESOLVED: That the report be received and noted.**

643. **MOVE TO TOWN HALL**

The Deputy Chief Officer updated members on the status of the planned move of the Barry Town Council offices to Town Hall.

**RESOLVED: That the update be received and noted.**

644. **ADVICE RECEIVED RE: USE OF BARRY TOWN CREST AND ASSOCIATED EMAIL CORRESPONDENCE**

Members were provided with the advice received regarding the use of the Barry Town Crest.

**RESOLVED: That the advice be received and noted.**

The meeting closed at 8.10 pm.

Signed .....

Dated .....  
(Town Mayor)

**MINUTES OF THE MEETING OF THE COUNCIL HELD ON MONDAY, 2 DECEMBER 2019 AT 7 PM**

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

**ALSO PRESENT:**

Emily Forbes	-	Chief Officer (Town Clerk)
Mark Sims	-	Deputy Chief Officer
Robyn Walsh	-	Community Engagement Officer
Rhian Burns	-	Administrator

645. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Bailey and Hampton.

646. **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, Brooks, Charles, Collins, Drake, N Hodges, Johnson, Nugent-Finn, Perkes, Rowlands, Wiliam, Wilkinson and Wright declared an interest in agenda items 20 (Reshaping Services) due to them being Councillors of the Vale of Glamorgan Council also and advised they had received dispensation to speak and vote on the item.

647. **TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF FULL COUNCIL HELD ON 25 SEPTEMBER 2019**

**RESOLVED:** That the minutes of the meeting of Full Council held on 25 September 2019 are approved and signed as a correct record.

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

The Mayor noted that she had attended many events and thanked the Deputy Mayor for his assistance in attending those she was not able to. She advised that the deadline for raffle ticket sales was 16 December 2019 and requested that any unsold tickets or monies were returned to the office prior to this date.

**RESOLVED:** That communications from the Mayor be received and noted.

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

1. Will the Mayor of Barry write on behalf of this council to the Vale of Glamorgan Council, Welsh Government and Natural Resources Wales and ask for an update on the full EIA process and outstanding planning permission needed for the Barry Biomass incinerator?
2. Will the Mayor of Barry on behalf of this council write to the First Minister and our elected Assembly Members condemning the commissioning of the biomass incinerator in Barry without the full EIA process and planning permission?

The Mayor advised that she would be happy to write both letters outlined in the questions above.

**RESOLVED:**

1. That the Mayor of Barry writes on behalf of this Council to the Vale of Glamorgan Council, Welsh Government and Natural Resources Wales and ask for an update on the full EIA process and outstanding planning permission needed for the Barry Biomass incinerator.
2. That the Mayor of Barry on behalf of this Council writes to the First Minister and our elected Assembly Members condemning the commissioning of the biomass incinerator in Barry without the full EIA process and planning permission.

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

A member of the public queried whether it was possible for the full papers for Full Council meetings to be made available on the website. The Chief Officer advised that these would be made available once the new website was launched in early 2020 and hopefully in time for the next meeting in February 2020.

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

None were received.

652. **TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE'S MEETINGS HELD ON 22 OCTOBER AND 12 NOVEMBER 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED:** That the minutes of the Planning Committee's meetings held on 22 October 2019 and 12 November 2019 be received and noted.

653. **TO RECEIVE AND NOTE THE MINUTES OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE MEETING HELD ON 11 NOVEMBER 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED:**

1. That the minutes of the Halls, Cemeteries and Community Facilities Committee's meeting held on 11 November 2019 be received and noted.
2. That a 5% increase on the fees and charges for Merthyr Dyfan Cemetery be agreed.
3. That a 5% increase on the fees and charges for Pioneer Hall be agreed.

654. **TO RECEIVE AND NOTE THE MINUTES OF THE PLASTIC-FREE WORKING GROUP MEETING HELD ON 11 NOVEMBER 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED:**

1. That the minutes of the Plastic Free Working Group meeting held on 11 November 2019 be received and noted.
2. That a budget of £500 be set for the 2020/21 Financial year.
3. That the 'Plastic Free Working Party' be renamed the 'Sustainable Barry Working Party'.

655. **TO RECEIVE AND NOTE THE MINUTES OF THE SHOP LOCAL BARRY ADVISORY GROUP MEETING HELD ON 21 NOVEMBER 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN**

Members received the following recommendations from the meeting of the Shop Local Barry Advisory Committee held on 21 November 2019:

1. That a budget of £11,000 for the Shop Local Barry Advisory Committee in the financial year 2020/21 be added to the draft budget.
2. That any surplus money from the 2019/20 Shop Local budget be transferred for use by the Committee in 2020/21.

Councillor Perkes noted that the recommendations from the meeting of the Shop Local Barry Advisory Group should have been agreed at the

meeting of the Finance, Policy and General Purposes Committee meeting held on Monday 25 November.

Members of the Finance, Policy and General Purposes committee advised that whilst the Shop Local budget discussion was not a specific agenda item a general discussion had taken place and the recommendations had been included in the draft budget as a prudent measure.

Councillor S Hodges noted that she felt a reserve made sense if it was earmarked for a planned event and that it would discourage spending for the sake of it at the end of a financial year.

Councillor Lloyd-Selby advised Members that concerns had been raised at the meeting of the Finance, Policy and General Purposes Committee regarding the lack of information from the Shop Local Barry Advisory Group in relation to the requested budget increase.

Councillor Brooks noted that budgets were not carried over for other committees and queried if there was any justification for increasing the budget in the 2020/21 financial year.

Councillor Perkes advised that the Shop Local Committee was intending to plan its budget commitments in March 2020 and it was hoped that areas where more could be done could be identified.

A vote was taken on both recommendations as a single item, the outcome of which was: -

For – 9  
Against – 10  
Abstained – 1

**RESOLVED:**

- 1. That the minutes of the Shop Local Advisory Group's meeting held on 21 November 2019 be received and noted.**
- 2. That the draft budget is amended to a £10,000 budget for the Shop Local Barry Advisory Committee in the financial year 2020/21.**
- 3. That any surplus money from the 2019/20 Shop Local budget is not taken forward in an earmarked reserve but will slip back into General Reserves.**

656.

**TO RECEIVE AND NOTE THE MINUTES OF THE CONSULTATIONS WORKING PARTY MEETINGS HELD ON 26 SEPTEMBER, 24 OCTOBER AND 18 NOVEMBER 2019 AND TO GIVE**

**CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED:** That the minutes of the Consultations Working Party meetings held on 26 September, 24 October and 18 November 2019 be received and noted.

657. **TO RECEIVE AND NOTE THE MINUTES OF THE PERSONNEL COMMITTEE MEETING HELD ON 18 NOVEMBER 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED:** That the minutes of the Personnel Committee meeting held on 18 November 2019 be received and noted.

658. **TO RECEIVE AND NOTE THE MINUTES OF THE FINANCE, POLICY AND GENERAL PURPOSES COMMITTEE MEETING HELD ON 25 NOVEMBER 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED:** That the minutes of the Finance, Policy and General Purposes Committee meeting held on 25 November 2019 be received noting that Recommendation to a meeting of Full Council at minute F228. (the Draft Budget) would be discussed in full at Agenda Item 18.

659. **TO RECEIVE AND NOTE THE MINUTES OF THE FAIRTRADE ADVISORY COMMITTEE MEETING HELD ON 25 NOVEMBER 2019 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS CONTAINED THEREIN**

**RESOLVED:** That the minutes of the Fairtrade Advisory Committee meeting held on 25 November 2019 be received and noted.

660. **SCHEDULE OF PAYMENTS OF ACCOUNTS FOR DECEMBER 2019**

Members received the schedule of payments for December 2019 for approval consisting of cheque number 002970, BACS payments and direct debits in the amount of £30,187.82.

**RESOLVED:**

1. That the information relating to salary payments for October and November 2019 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 2019 consisting of cheque number 002970, BACS payments and direct debits in the amount of £30,187.82, be approved

661. **BUDGET MONITORING REPORT 1 APRIL TO 31 OCTOBER 2019**

Members received a report informing them about the Council's income and expenditure in the 2019/20 financial year as at the end of October 2019.

**RESOLVED:** That the budget monitoring report for October 2019, indicating actual income and expenditure up to the end of month seven in the 2019/20 financial year be received, noting the projected underspend of £31,053 for 2019/20.

662. **DRAFT BUDGET 2020/21**

- a. Further information on costs for chairs.

The Chief Officer advised that new chairs would need to be purchased for the chamber at Town Hall as the chairs currently in use did not meet fire safety regulations and were very old. The officer noted that a budget heading had not been included in the draft budget for this, advising that the likely cost would be around £4,000 for the thirty-five chairs required.

- b. Any additional costs associated with the Community Building.

Members were informed of the budget position of the Cemetery Approach Community Building Project and projected project out turn costs requiring an increase in budget allocation for the project and Council decision. The Chief Officer presented a detailed report.

Members felt that these costs should have been clearly laid out by the Vale of Glamorgan Council as the project lead but recognised that due to the funding agreement signed there was no other option if the project was to be completed.

Members also agreed that their views should be communicated to the Vale Project Lead as the Town Council was working within very tight budget parameters. Councillors felt that the £23,000 costs for architect and quantity surveyor fees should have been set out clearly earlier on in budget discussions.

Other funding options were discussed which the Chief Officer agreed to explore further; however, in order to reduce the risk of project completion it was agreed that any remaining funds in the Acquisition Reserve would be allocated for the Community Building project.

Members received the Town Council's draft budget for 2020/21 that will go out for public consultation from 9 December 2019 to 31 January 2020. The draft budget will then be considered at the Town Council's meeting on 10 February 2020 to determine the precept to be levied on the Vale of Glamorgan Council.

Councillor Johnson queried how detailed the figures available for public consultation would be. The Chief Officer advised that the full draft budget would be made available with a more accessible summary page being created by the Community Engagement Officer in order to offer a summarised public facing document that people would engage with. Comments would be sought through the consultation period.

Members felt it should be made clear during the consultation that the budget was a draft and was subject to change if any requirements were identified before the budget was set at the meeting of Full Council on 10 February 2020.

**RESOLVED:**

- 1. That the reports be received and noted.**
- 2. That a sum of £4,000 to purchase 35 chairs is taken from the Equipment budget for 2019/20 and that any virement required for the overspend will be met from the General Reserve .**
- 3. That the Chief Officer approach the Vale of Glamorgan Council to assess if there are further funding opportunities that could be accessed to support the Community Building project via Stronger Communities, Section 106 or Economic Stimulus Funding.**
- 4. That the Council delegate authority to the Chief Officer to seek and submit any funding applications should an alternative route be found.**
- 5. That in order to reduce risk to the project and provide surety of completion, that the remaining unallocated funds currently held in the Acquisition Reserve (£32,396) are allocated for the Community Building, noting that this will cover costs identified as of December 2019, though will not provide any further contingency for when the build commences in January 2020 (which is suggested requires £12,000).**
- 6. That the Chief Officer writes to the relevant officer at the Vale of Glamorgan Council to express this Council's**

disappointment that these costs were not made clearer during the initial stages of the project and prior to the Funding Agreement being signed.

7. That the draft budget for public consultation that provisionally sets a precept requirement of £1,196,579 being an increase to a Band D tax payer of 1.14% be approved.

The Mayor suggested bringing forward items 28 – 32 in order to ensure the most time critical items were concluded. Members agreed that this would be the best course of action.

663. **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.

664. **URGENT ACTIONS**

Members were advised of any Urgent Actions that had been undertaken by the Chief Officer (Town Clerk) in conjunction with Group Leaders, since the last meeting of Council held on 25 September 2019.

**RESOLVED: That the information be received and noted.**

665. **MOVE TO TOWN HALL**

Members were provided with a project planner outlining the progress of the move to Town Hall and associated works. The Chief Officer gave a detailed verbal update on the project to date. Councillors noted that there will be a period of disruption w/c 9 December and w/c 16 December due to the move and that normal services were likely to resume in the New Year.

**RESOLVED: That the information be received and noted and that Councillors put on record their thanks to officers for delivering this large and complex project to target.**

666. **FEEDBACK FROM THE CHIEF OFFICER'S MEETING WITH J.D. WETHERSPOON SOLICITOR RE: USE OF THE BARRY TOWN CREST ON A CARPET AT SIR SAMUEL ROMILLY BARRY**

Members were provided with feedback from a meeting with J.D. Wetherspoon solicitor re: use of Barry Town Crest on a carpet at Sir Samuel Romilly. Members also received an email that had just been received outlining a request from J. D. Wetherspoon to meet with Councillors.

A detailed discussion took place and Members expressed a range of views. Members agreed it was important to hear what proposals or options were being put forward and to better understand links to the community suggested by J. D. Wetherspoon in their email.

**RESOLVED:**

1. That the report be received and noted.
2. That an Extraordinary Meeting of Full Council be called in January 2020 with a single item agenda to invite a representative from J. D. Wetherspoon to present their proposals, in Part 2 of the meeting excluding the press and public.
3. That in terms of the level of senior authority required, the Council request that Tim Martin be invited to attend the meeting.
4. That Barry Town Council's solicitors be asked to attend the meeting.
5. That the Chief Officer instructs the Council's solicitor to respond to the J.D. Wetherspoon request for a meeting and request their proposals in advance of the meeting.
6. That Group Leaders meet to decide the parameters of the meeting, options, likely outcomes and the best way to reach a resolution to the matter prior to the Extraordinary meeting of Full Council being held.

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

**RESOLVED** that Standing Order 3(aa) be suspended for a period of thirty minutes.

668. **EXPLORATION FOR A FUTURE HERITAGE PROJECT**

Members received a request from the Chief Officer to allow her to explore a potential future heritage project and submitting a Heritage Lottery Fund bid to advance the idea. Members agreed that it was an exciting idea and gave the Chief Officer delegated authority to explore project viability, project funding and to develop the project idea further in order to report back to Council.

**RESOLVED:** That the Chief Officer be given authority to explore options and funding streams for a future heritage project and to arrange a visit to the site with Cllr. Brooks and Cllr. N. Hodges accompanying.

669. **TO RECEIVE AND NOTE THE MINUTES OF THE MEMORIAL HALL & THEATRE WORKING PARTY HELD ON 10 OCTOBER 2019 AND GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Members were advised that as resolved at the last meeting the Deed of Surrender had now been served to the Memorial Hall and Theatre to surrender the current lease from December 2019. The Chief Officer was in correspondence regarding the moving of the Council office and had confirmed that the move date was 11 December 2019 with MHT. Correspondence had been received from the Trustees suggesting that a payment plan needed to be in place to pay rent from January 2020 to September 2022. Councillors were aghast at this request noting that the MHT Working Party had resolved to surrender the lease, agreed the end date and that the Chair of Trustees and Venue Manger were fully aware of and had agreed to this throughout the lengthy process of facilitating the move, hence Geldards solicitors being asked to prepare the legal paperwork.

**RESOLVED:**

1. **That the minutes of the Memorial Hall and Theatre Working Party meeting held on 10 October 2019 be received and noted;**
2. **That the Council is awaiting the signed Deed of Surrender from MHT Trustees;**
3. **That if any further response is required this is dealt with by the Chief Officer and Group Leaders through an Urgent Action process.**

670. **INCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED:** That the press and public were able to attend for the remainder of the meeting.

671. **ENVIRONMENT (WALES) ACT 2016 – SECTION 6 – BIODIVERSITY AND RESILIENCE OF ECOSYSTEMS DUTY**

Members received a new report outlining how Barry Town Council supports biodiversity in its function under the Environment (Wales) Act.

**RESOLVED:** That the report be agreed for publishing and submitted to the relevant authorities.

672. **RESHAPING SERVICES**

No further updates were available since the electronic circular sent to all Councillors in October 2019.

673. **PLACE PLAN/COMMUNITY PLAN FOR BARRY**

Members received a report outlining the requirements of Place Planning and Community Planning and resolve the best route forward for Barry Town Council to create a plan for Barry.

**RESOLVED:**

1. That the Council wishes to develop a Community Plan.
2. That a Community Plan Working Group is established (Advisory Committee status) to oversee the preparation of the plan and its delivery.
3. That Councillor Bailey, Brooks and S Hodges are nominated as the Council members of the committee.
4. That the £3,000 currently committed in a Place Plan reserve be made available for the development of a Community Plan in 2019/20, and a new expenditure heading added to the draft budget for 2020/21 for £3,000 (utilising the available funds remaining in the Place Plan Reserve, with the balance coming from the General Reserve).
5. That the group discussed other key stakeholder representatives and membership at its first meeting including its governance arrangements, Terms of Reference and reporting requirements.

674. **CHRISTMAS LIGHTS UPDATE**

Members were provided with an update regarding the Town Council's Christmas lights project.

Councillors noted the difficulties and thanked the Community Engagement Officer for her efforts and for the fantastic Christmas Lights this year.

**RESOLVED:** That the report be received, noting the significant issues the Community Engagement Officer has overcome in order to ensure successful completion of this project in extremely tight and demanding timescales.

675. **CLIMATE CHANGE EMERGENCY FEEDBACK**

The Chief Officer noted that she had met with Rob Thomas at the Vale of Glamorgan Council to discuss this as requested by Full Council.

She suggested that a workshop be set up for both Councillors and Staff to discuss the issue and look at what this Council could do to lessen its impact on climate change. It was suggested that this be one of the first tasks for the Sustainable Barry Working Group

**RESOLVED: that the report be received and noted and that the Sustainable Barry Working Group take forward a workshop to assess:**

- **What has the Council done? What is the Council doing? And What could the Council do? In relation to declaring a Climate Change Emergency.**

676.

**SUSTAINABLE BARRY WORKING GROUP**

Members received a follow up on actions from the (then) Plastic Free Working Group, now named the Sustainable Barry Working Group and were asked to consider the Terms of Reference.

**RESOLVED: That the Sustainable Barry Working Group Terms of Reference be approved.**

677.

**DATE OF NEXT MEETING**

**RESOLVED: That the next ordinary meeting of Full Council will be held on Monday, 10 February 2020 at 7 pm.**

The meeting closed at 8.52 pm.

Signed .....

Dated .....  
(Town Mayor)