

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

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

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

### **DRAFT MINUTES OF THE VIRTUAL MEETING OF COUNCIL HELD ON MONDAY 7 FEBRUARY 2022 AT 7PM**

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

**ALSO PRESENT:**

Emily Forbes	-	Chief Officer
Mark Sims	-	Deputy Chief Officer
Amanda Evans	-	Facilities and Cemeteries Manager
Rebecca Blackwell	-	Office Team Leader

#### 1034. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Hampton and Wright

#### 1035. **TO RECEIVE DECLARATIONS OF INTEREST UNDER THE COUNCIL'S CODE OF CONDUCT NOTING THE LOCAL AUTHORITIES (MODEL CODE OF CONDUCT) (WALES) ORDER 2008 AND THE LOCAL AUTHORITIES (MODEL CODE OF CONDUCT) (WALES) (AMENDMENT) ORDER 2016 ADOPTED BY COUNCIL ON 16 MAY 2017 (PAGE 16 PART 3)**

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

Councillor Johnson noted he had received dispensation to allow him to speak and vote on future matters appertaining to the Pioneer Hall and the Community Hall at Cemetery Approach, by virtue that he is a Vale of Glamorgan Council Trustee for the Alexandra Gardens Community Association.

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

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

1036.

### **WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015**

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

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

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

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

1037. **TO APPROVE AND SIGN THE MINUTES OF AN EXTRAORDINARY MEETING OF FULL COUNCIL HELD ON MONDAY 10 JANUARY 2022**

Members were provided with the minutes of the Extraordinary Meeting of Full Council held on Monday 10 January 2022.

**RESOLVED: That the minutes of the Extraordinary Meeting of Full Council held on Monday 10 January 2022 are approved and signed as a correct record.**

1038. **TO RECEIVE COMMUNICATIONS FROM THE MAYOR**

The Mayor advised that he attended an event on King Square with Barry Male Voice Choir where they sang carols by the Christmas Tree and noted that many Christmas Events had been cancelled. He also advised that he had met with Lee Selby who is assisting him with training for the Cardiff Half Marathon in which the Mayor is running for Ty Hafan.

**RESOLVED that communications from the Mayor be received and noted.**

1039. **TO CONSIDER QUESTIONS FROM COUNCILLORS (STANDING ORDER 3 (E) REFERS)**

None were received.

1040. **TO CONSIDER QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC (STANDING ORDER 3 (F) REFERS)**

None were received.

1041. **TO CONSIDER MOTIONS SUBMITTED BY COUNCILLORS**

None were received.

1042. **TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE HELD ON 14 DECEMBER 2021 AND 25 JANUARY 2022 TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Councillor Clarke wished to note that he was in attendance as an observer at the meeting held on 14 December 2021. The Chief Officer asked if it could be raised at the next meeting of Planning where the amendment will be made.

**RESOLVED: That the minutes of the Planning Committee meeting held on 14 December 2021 and 25 January 2022 be received and noted.**

1043. **TO RECEIVE AND NOTE THE MINUTES OF THE SUSTAINABLE BARRY WORKING PARTY HELD ON 17 JANUARY 2022 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED:** That the minutes of Sustainable Barry Working Party held on 17 January 2022 be received and noted.

1044. **TO RECEIVE AND NOTE THE MINUTES OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE HELD ON 17 JANUARY 2022 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED:** That the minutes of the Halls, Cemeteries and Community Facilities Committee held on 17 January 2022 be received and noted.

1045. **TO RECEIVE AND NOTE THE INFORMAL NOTES OF THE COMMUNITY PLAN WORKING PARTY HELD ON 24 JANUARY 2022 AND TO GIVE CONSIDERATIONS TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED:** That the informal notes of the Community Plan Working Party held on 24 January 2022 be received and noted.

1046. **TO RECEIVE AND NOTE THE MINUTES OF THE PERSONNEL COMMITTEE HELD ON 26 JANUARY 2022 AND TO GIVE ANY CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Councillor Charles advised that there is one recommendation which will be discussed at item 26 of the agenda.

**RESOLVED:** That the minutes of Personnel Committee held on 26 January 2022 be received and noted.

1047. **TO RECEIVE AND NOTE THE MINUTES OF THE FAIRTRADE ADVISORY COMMITTEE HELD ON 31 JANUARY 2022 AND TO GIVE ANY CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Councillor Johnson advised members that are two recommendations to agree which is to endorse the surplus vaccine letter that the First Minister had sent to the Prime Minister to send surplus vaccines to developing countries. Councillor Johnson also advised members that due to time constraints in the meeting a budget for Fairtrade fortnight was not agreed and suggested a budget of £300. Councillor Payne asked about the Town of Sanctuary that was discussed in the meeting and advised that it wouldn't really sit with Fairtrade. Councillor Johnson advised that it would be for the new administration to consider and that it should be discussed at a future meeting. The Chief Officer

advised that this could go to a future Working Party meeting post elections and Annual Meeting and this approach was agreed

**RESOLVED:**

1. That the minutes of the Fairtrade Advisory Committee held on 31 January 2022 be received and noted.
2. That a budget of £300 is agreed to deliver Fairtrade Fortnight
3. That a statement of support is issued in relation to offering surplus vaccines to the developing world.
4. That a report on a Town of Sanctuary is discussed at a future meeting of the Innovation Working Party post May 2022

1048. **TO RECEIVE THE MINUTES OF THE FINANCE, POLICY AND GENERAL PURPOSES COMMITTEE HELD ON 31 JANUARY 2022 AND GIVE CONSIDERATIONS TO ANY RECOMMENDATIONS THEREIN**

Councillor Brooks wished to note the events listed within the minutes and asked for Councillors support around them.

**RESOLVED: That the minutes of the Finance, Policy and General Purposes Committee held on 31 January 2022 be received and noted.**

1049. **TO RECEIVE THE MINUTES OF THE SHOP LOCAL BARRY ADVISORY GROUP HELD ON 3 FEBRUARY 2022 AND TO GIVE ANY CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

**RESOLVED: That the minutes of the Shop Local Barry Advisory Group held on 3 February 2022 be received and noted.**

1050. **TO REVIEW THE COUNCIL'S APPROACH TO MEETINGS**

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

Councillor Brooks advised that the situation has changed in relation to the Omicron variant, suggesting to move forward and revert to the hybrid approach to meetings to support flexibility. Councillor Brooks suggested to invest in better technology for the Chamber to reduce echoing and training / induction for new Councillors post elections.

Councillor Nugent-Finn asked for inclusivity for all, advising that she had been working with the National Deaf Society and felt that as a demographic they are excluded from participating, requesting that sign

language and an internal loop system is explored. The Mayor advised that with the zoom function, closed caption could be used.

**RESOLVED:**

- 1. That all future Council meetings are held on a hybrid basis**
- 2. That an improvement to technology is explored and implemented**
- 3. That an improvement for inclusion is explored**

1051. **TO APPROVE THE SCHEDULE OF PAYMENTS FOR FEBRUARY 2022**

Members were provided with the schedule of payments for February 2022 for approval consisting of BACS payments and direct debits in the amount of £4,784.80

**RESOLVED:**

- 1. That the information set out in the report relating to salary payments for December 2021 and January 2022 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 2022 comprising of BACS payments and direct debits in the amount of £4,784.80 be approved, subject to the relevant papers being in order.**

1052. **BUDGET MONITORING REPORT TO 31 JANUARY 2022**

Members were provided with information about the Council's income and expenditure in the 2021/22 financial year as at the end of January 2022.

**RESOLVED:** That the budget monitoring report for January 2022, indicating actual income and expenditure up to the end of month ten in the 2021/22 financial year, noting the projected underspend of £94,345 that will result in a net amount of £28,345 being transferred from reserves be received and noted.

1053. **DRAFT BUDGET 2022/23 CONSULTATION DATA**

Members were provided with the outcome of the 2022/23 Budget Consultation.

**RESOLVED: That members receive and note the report**

1054.

**TO AGREE THE COUNCIL'S BUDGET FOR 2022/23**

Members were provided with the Town Council's draft budget for 2022/23 following public consultation and to determine the precept to be levied on the Vale of Glamorgan Council.

Councillor Brooks advised members that as the cost of living is increasing she recognises the worries of residents with the uncertainty of increased costs for fuel, food and energy. Cllr Brooks felt concerned for the residents of Barry and had looked at the proposed budget to see if improvements could be made in order to not impact on the residents of Barry. Councillor Brooks also wanted to be able to leave the Council in a strong and viable position ready for the next administration, having shown a track record of delivering over the last 5 years and in order to improve the lives of Barry residents over the next 5 years.

Councillor Brooks advised that in order to have no increase and keep the cost at £59.60 for a Band D rate payer, £23,554 would need to be found. It was noted that as at the Full Council meeting on 13 December 2021 officers were projecting year-end figures of £76,834, £34,935 and £17,870 for Merthyr Dyfan Cemetery fees and charges allowing for the 3% increase recommended from Halls and agreed at Finance Committee. Councillor Brooks advised that closer to year end Officers are now projecting year-end figures of £78,341, £39,840 and £21,430, which is reported in the budget monitoring report to 31 January 2022, meaning that the revised year-end figures with the 3% increase in fees would generate an additional £10,271. Councillor Brooks advised that it will leave a need to use an additional amount of £13,283 from the General Reserve which is also projected to be in a more favourable position than originally advised at Full Council in December 2021. Councillor Brooks summed up by advising that the General Reserve was projected to decrease to £382,940 (being 26% of gross expenditure) where it is now being projected to increase to £446,655. Therefore, by using an additional £13,283 will drop the General Reserve to £433,372 (29% of gross expenditure) which will still be £50,000 higher than previously projected back in December 2021.

Councillor S Hodges fully supported Councillor Brooks suggestions advising that times are hard, that we are still coming through a pandemic and will only get harder for residents.

Councillor Charles also supported the suggestions made by Councillor Brooks, thanking her for looking into this, noting that it could make a difference to a lot of people. Councillor Lloyd-Selby also agreed with

the suggestions made noting that the cost of living increases is dire and anything the Council can do to support residents will be welcomed.

**RESOLVED:** that members agree to approve the draft budget for 2022/23 that sets a precept requirement of £1,242,362 being an increase to a Band D tax payer of 0% compared to 2021/22.

1055. **DATE OF NEXT MEETING**

**RESOLVED:** that the date of the next meeting is scheduled to be held on Monday 16<sup>th</sup> May 2022 at 6pm (Council's Annual Meeting)

1056. **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.

1057. **LOCAL GOVERNMENT PENSION SCHEME – MEMORANDUM OF UNDERSTANDING REGARDING COMPLIANCE WITH DATA PROTECTION LAW**

Members were requested to authorise officers to sign the LGPS Memorandum of Understanding regarding Compliance with Data Protection Law received from Cardiff Council (Fund Administrator).

**RESOLVED:** That members receive and note the aforementioned information and authorise officers to sign and return the Memorandum of Understanding to Cardiff Council Pensions Section.

1058. **URGENT ACTIONS**

Members were provided with the details of any Urgent Actions that have been undertaken by the Deputy Chief Officer in conjunction with Group Leaders, since the last meeting of Council held on 13 December 2021.

**RESOLVED:** That members receive and note the Urgent Actions.

1059. **UPDATE ON DISCUSSIONS WITH GMB UNION REGARDING A POTENTIAL CHANGE OF HOURS FOR CEMETERY STAFF DURING THE SUMMER MONTHS (1 APRIL – 30 SEPTEMBER) – RECOMMENDATIONS FROM PERSONNEL COMMITTEE MEETING HELD ON 26 JANUARY 2022**

Members were provided with an update regarding the proposed variation to cemetery staff contracts relating to closing the cemetery gates during the Summer months April – September.

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

**RESOLVED: That the new offer to vary six members of cemetery staff contracts, detailed in the confidential note held on file with the Chief Officer, be approved.**

1060.

**MEMORIAL HALL AND THEATRE**

- a) To receive a copy of email and letter dated 27 January 2022 providing response to the Council’s letter of 12 January 2022 that advised the outcome of the Full Council meetings held on 13 December 2021 and 11 January 2022 (minute number 1024 and 1033 refers) and give considerations to any recommendations therein.
- b) To receive a copy of the audited MAC Annual Accounts 2020/21 provided on 27 January 2022.

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

**RESOLVED: that a number of actions are taken by the Chief Officer to close this matter and that due to their sensitive legal nature, that these are currently held within confidential records.**

The meeting closed at 8.29pm

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