



## BARRY TOWN COUNCIL CYNGOR TREF Y BARRI

PURSUANT TO THE REQUIREMENTS OF THE ABOVE STATUTORY PROVISIONS, NOTICE IS HEREBY GIVEN THAT A MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE TO BE HELD ON A HYBRID BASIS IN THE COUNCIL CHAMBER, TOWN HALL, KING SQUARE, BARRY, CF63 4RW AND REMOTELY ON MONDAY 8 NOVEMBER 2021 COMMENCING AT 7.00 PM FOR THE PURPOSE OF TRANSACTING THE BUSINESS SHOWN IN THE AGENDA SET OUT BELOW.

**From 1 May 2021 The Local Government and Elections (Wales) Act 2021** makes provision for meetings to take place through a variety of arrangements, including multi-location meetings where all individuals are attending virtually and hybrid meetings where a number of individuals are attending in person at a designated location and others are attending virtually from a range of other locations. The Act makes permanent provision for remote meetings (multi-location) and electronic publication of documents

Yours faithfully

Emily Forbes  
Chief Officer

### AGENDA

1. **Apologies for absence**
2. **To receive declarations of interest under the Council's Code of Conduct**

(Note Members seeking advice on this item are requested to contact the Monitoring Officer at least 72 hours before the meeting)

To Note: Councillor Johnson has been granted Dispensation to allow him to speak and vote on future matters appertaining to any 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.

**3. Well-being of Future Generations (Wales) Act 2015** (To note)

*Halls, Cemeteries and Community Facilities members will note 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.*

**4. To approve the minutes of the meeting of the Halls, Cemeteries & Community Facilities Committee held on 6 September 2021** (Pages 405-414)

**5. Budget Monitoring Report September 2021** (Pages 415-416)  
(If Councillors have any queries on the attached please contact the Deputy Chief Officer prior to the meeting)

**6. Draft Halls, Cemeteries and Community Facilities Committee Estimates for 2022/23** (Pages 417-424)

**7. Cemetery Fees and Charges 2022/23** (Pages 425-430)

8. **Pioneer Hall and Cemetery Approach Community Centre Fees and Charges 2022/23** (Pages 431-432)
9. **Cemeteries** (Pages 433-451)
  - a. **Merthyr Dyfan Cemetery**
    - i. Grassland management Proposal
10. **Transfer of Exclusive Right of Burial (1266-1283 inclusive)**

That in accordance with Standing Order 27(a), authority be given for the Council's Common Seal to be applied to Transfer Deeds numbered **1266-1283** inclusive, granting the Transfer of Exclusive Right of Burial to those named on each transfer request.
11. **Grants of Exclusive Right of Burial (13827-13845 inclusive)**

That in accordance with Standing Order 27(a), authority be given for the Council's Common Seal to be applied to Deeds of Exclusive Right of Burial numbered **13827-13845** inclusive, granting the Exclusive Right of Burial to those named on the interment form.
12. **Date of Next Meeting**

The next meeting of the Halls, Cemeteries & Community Facilities Committee is scheduled to be held on Monday 17 January 2022 at 7pm
13. **Exclusion of 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
14. **Cemetery Fencing** (Page 452-455)
15. **Heritage Notice Boards** (Page 456-461)
16. **Future Projects 2022-23** (Page 462-466)
17. **Porthkerry Cemetery Update** (Page 467)
18. **Merthyr Dyfan Cemetery Update** (Pages 468-479)

#### **Distribution**

Email notification of electronic papers to all Barry Town Councillors (22). A full copy of the agenda and papers for this meeting (with the exception of

confidential items) will be available at the Town Council Offices and at Barry Library for inspection; electronic copies to Barry & District News

**This document is available in large print and other formats upon request/Cewch y ddogfen hon mewn pring bras a ffor matiau eraill drwy holi.**

## **BARRY TOWN COUNCIL**

### **DRAFT MINUTES OF A MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE HELD ON MONDAY, 6 SEPTEMBER 2021, AT 7:00 PM**

**PRESENT:** Councillors N Hodges (Chairperson), Aviet, Clarke, Richardson and Johnson

**ALSO PRESENT:** Mark Sims – Deputy Chief Officer  
Amanda Evans – Facilities and Cemeteries Manager  
Beth Hillier – Sustainable Project Officer  
Hannah Linton – Trainee Administrator  
Councillor S Hodges – Observer

A 301. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Nugent-Finn.

A 302. **DECLARATIONS OF INTEREST**

None were received.

A303. **WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015**

**RESOLVED** that the Well-being of Future Generations (Wales) Act 2015 be received and noted.

A 304. **TO APPROVE THE MINUTES OF A MEETING OF HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE HELD ON 5 JULY 2021**

**RESOLVED** that the minutes of the meeting of Halls, Cemeteries and Community Facilities Committee held on 5 July 2021 be approved and signed as a correct record.

A 305. **CEMETERIES**

A. **Merthyr Dyfan Cemetery**

i. **Merthyr Dyfan Cemetery Update**

Members were provided a report from the Facilities and Cemeteries Manager regarding an update on Merthyr Dyfan Cemetery.

The Facilities and Cemeteries Manager asked Members what they would like Barry Town Council to do with the 25 jars of honey that was collected on the first Harvest, noting that the Council were unable to sell or donate at this current time. She also noted that the 5MPH speed limit has been better received and Cemetery team have noticed a reduction in speed from visitors.

Councillor S Hodges suggested that all Councillors could collect a pot of honey to try whilst the Facilities and Cemeteries Manager looks into other options.

The Facilities and Cemeteries Manager noted that work was due to start on headstones and on-going roadwork/path improvements, and also stated that a new leaflets notice board had been erected outside the Team Leaders Office. She also informed members, which was well received, on the ICCM awarding Barry Town Council the silver award for the ICCM bereavement charter.

The Facilities and Cemeteries Manager informed members that the older Kubota's currently in use at the Cemetery would need updated due to the age and use, she noted the estimated costing of a new Kubota would be between £11,000 and £14,000.

**RESOLVED:**

- 1. That the Facilities and Cemeteries Manager obtain different options in regards to future honey harvest.**
- 2. That all Councillors are emailed to be offered a jar of honey**
- 3. That the 5MPH speed limit at Merthyr Dyfan Cemetery stay in place.**
- 4. That the Facilities and Cemeteries Manager will provide the Committee with costings for new Kabota's in November 2021.**

ii. Heritage Notice Board

Members were provided a report with an update on the Jimmy Wilde famous notice board and the Heritage board timeline for Merthyr Dyfan Cemetery in support of the Heritage status.

The Chair began and noted the large attendance to the CADW cemetery event and the interest in the famous boards, and the great response from the visitors in regards to the new additions.

The Facilities and Cemeteries Manager advised that a name had been put forward for consideration, Hinds-Payne and asked the members for any recommendations they had for new additions to the famous notice boards.

Councillor S Hodges inquired whether the Race Riots of 1919 could be incorporated and introduce a few places of importance. The Councillor also queries whether the Council abided by the 20-year rule for the famous notice boards (Hinds-Payne died in 2007).

The Facilities and Cemeteries Manager noted that the Race Riots were incorporated on the Heritage Notice Board (timeline).

Councillor Johnson advised that the Vale of Glamorgan Council Committee for statues were looking into erecting a statue for Councillor Hinds-Payne and wanted to work with the local Town Council's on this going forward.

The Facilities and Cemeteries Manager also noted that the Council have already confirmed a Commemorative Wall and Hinds-Payne was being considered for this.

Councillor S Hodges stated she had a few names in mind and would create dialogue to go with her suggestions and forward them onto the Facilities and Cemeteries Manager.

The Chair suggested the next to be honoured should be a sailor as Barry is a Dock Town, and noted it would create a good mix of honoured people.

The Facilities and Cemeteries Manager noted that the Heritage Notice Board timeline would be updated in Welsh once the committee approved the draft, and also noted that the blank space above on the timeline would be where the Welsh translation would sit and would include the Barry Town Council crest.

Councillor Johnson queried the large 60-year gap between WW2 and the refurbishment of the Chapel in 2005.

The Deputy Chief Officer suggested including in 1974 Barry Town Council was formed, and the Chair also suggested adding dialogue to the WW2 section that states the graves of all service men and women.

**RESOLVED:**

- 1. That the Halls, Cemeteries and Community Facilities Committee approved the Jimmy Wilde famous notice board plaque and for the dialogue to be translated into Welsh.**
- 2. That the Heritage Notice Board timeline be updated to include the Barry Town Council crest, the information of Barry Town Council in 1974 and update the dialogue for the WW2 section, then translate into Welsh.**
- 3. That the Halls, Cemeteries and Community Facilities Committee approve the Heritage Notice Board timeline to be translated into Welsh.**

iii. Grassland Management Proposal

Members were provided with a report in regards to the proposal to work with the Local Nature Partnership to collaborate on the management of our grasslands and meadows.

The Sustainable Project Officer reported due to the cancellation of the Sustainable Barry Working Party meeting was cancelled due to technical difficulties, they were not able to get suggestions from members to bring forward in this meeting. She noted that the Local Nature Partnership had received funding for this project, and they wanted to work with local Town Councils which included Merthyr Dyfan Cemetery. She reported that taking away the grass clippings would help the wild flowers flourish and also help with the native bee's in the area.

The Chair asked if the proposal was agreed upon, would Local Nature Partnership be able to complete the work before the end of September.

The Sustainable Project Officer noted that Local Nature Partnership were able to accommodate the Council, once it has been approved by the Sustainable Barry Working Party Committee. She continued to note the recommendation for the Woodland Regeneration margin to be extended to allow further wildlife habitat growth.

The Chair also suggested looking into managing the areas around the ponds better.

The Sustainable Project Officer concurred and noted she would include the suggestion into her report going forward.

The Sustainable Project Officer left the meeting.

**RESOLVED that the Halls, Cemeteries and Facilities Committee approve the two recommendations provided;**

- 1. That a Grassland Management Plan be developed with the Local Nature Partnership and that the Cut and Collect Services offered by the Local Nature Partnership are utilised for Merthyr Dyfan Cemetery and Cemetery Approach Gardens.**
  
- 2. That the woodland margin section highlighted in blue be extended to create more habitats for wildlife.**

**B. Porthkerry Cemetery**

i. Porthkerry Cemetery Update

Members were provided a report from the Facilities and Cemeteries Manager regarding an update on Porthkerry Cemetery.

The Facilities and Cemeteries Manager noted that Porthkerry Cemetery only had three full burial plots left, she informed the Vale of Glamorgan Council of this and had a response that stated the issue would be raised at their next Leadership meeting. The Facilities and Cemeteries Manager also stated her concern due to the possibility of running out before the completion of any extension.

**RECOMMENDED:**

- 1. That the Facilities and Cemeteries Manager contact the Vale of Glamorgan Council to discuss costings of the non-resident fees for Merthyr Dyfan Cemetery, if Porthkerry Cemetery is no longer available, as it currently stands at triple the charge for non-residents of Barry.**
- 2. That the Facilities and Cemeteries Manager to keep the Vale of Glamorgan Council updated in relation to burials and fees should the Cemetery become full and the need to use Merthyr Dyfan Cemetery, with full backing of committee members.**

A 306.

**FACILITIES**

- a. Update on Pioneer Hall and Cemetery Approach Community Centre

Members were provided a report from the Facilities and Cemeteries Manager regarding an update on both Pioneer Hall and the Cemetery Approach Community Centre.

The Facilities and Cemeteries Manager sort out clarification on what times regular and private party hirers at the Cemetery Approach Community Centre needed to be finished by, 22:30pm for regular hirers and 21:00pm for private party hirers.

The Chair confirmed that the times the Facilities and Cemeteries Manager gave were correct.

A discussion over the Bouncy Castle in Pioneer Hall was had, the Facilities and Cemeteries Manager noted that party hirers are enquiring on whether or not private hire bouncy castles were allowed. She also stated that the insurance company has been checked, and the Council will not be liable for any accidents from a private hire bouncy castle.

Councillor Richardson noted her concern with the parties booking private hire bouncy castles, she stated that priority should be on health and safety, and negative press would come back to the Council as the building owners.

The Chair agreed with Councillor Richardson's objections to the bouncy castle and noted it would make Cemetery Approach Community Centre a target for outdoor bouncy castles during the summer months, if the Council were to allow private hires.

Councillor Clarke stated that liability could be shifted onto the Council as building owners.

**RESOLVED that the Halls, Cemeteries and Community Facilities Committee denies private party hirers from using outsourced bouncy castle companies in the Pioneer Hall and Cemetery Approach Community Centre.**

A 307. **TRANSFER OF EXCLUSIVE RIGHT OF BURIAL (1246 – 1266 INCLUSIVE)**

**RESOLVED that in accordance with Standing Order 27(a), authority be given for the Council's Common Seal to be applied to Transfer Deeds numbered 1246 – 1266 inclusive, granting the transfer of Exclusive Right of Burial to those named on each transfer request.**

A 308. **GRANTS OF EXCLUSIVE RIGHT OF BURIAL (13819 – 13826 INCLUSIVE)**

**RESOLVED that in accordance with Standing Order 27(a), authority be given for the Council's Common Seal to be applied to Deeds of Exclusive Right of Burial numbered 13819 – 13826 inclusive, granting the Exclusive Right of Burial to those named on the interment form.**

A 309. **TO APPROVE THE SCHEDULE OF PAYMENTS FOR SEPTEMBER 2021 (INTERIM)**

Members received a report in relation to the schedule of payments for September 2021 consisting of cheque number 2976, direct debits and BACS payments, in the amount of £17,392.70.

**RESOLVED that the Halls, Cemeteries and Community Facilities Committee approve the schedule of payments for September 2021 (Interim).**

A 310. **TO RECEIVE AND NOTE THE BUDGET MONITORING REPORT TO 31 AUGUST 2021**

Members received a report with the Committee's income and expenditure in the 2021/22 financial year as at the end of August 2021.

The Deputy Chief Officer informed members that the Merthyr Dyfan Cemetery are continuing to see a large amount of rock being removed from the new section, and taking up a large amount of space within the compound / tip area. He advised that officers are arranging to have up to thirty loads to be cleared and then going forward would look at one load per month for the remainder of the year. The Deputy Chief Officer advised that one load would consist of approx. 8 tonnes and cost £180 resulting in a total cost of £6,300.

The Chair concurred that the compound / tip area would need clearing and also the continuation of clearing the new section. He noted his concern in regards to the on-going financial obligation, and stated that the Cemetery was already over subsidised and rightly so for burials.

The Deputy Chief Officer advised that the new section would provide graves for a further 3-4 years and it is uncertain on whether the ground rock will improve as we move up the section. Officers will continue to monitor the budget and inform members accordingly if an overspend is anticipated later in the financial year.

**RESOLVED:**

- 1. That the Halls, Cemeteries and Community Facilities Committee received and noted the budget monitoring report to 31 August 2021.**
- 2. That the rock from the new section at Merthyr Dyfan Cemetery continue to be emptied and monitored.**

A 311.

**DATE OF NEXT MEETING**

**RESOLVED** that the date of the next Halls, Cemeteries and Community Facilities meeting will be held on 8 November 2021.

A 312.

**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.

A 313.

**CEMETERY FENCING**

Members received a report from the Facilities and Cemeteries Manager with an update as to the complaint from the resident at St Teilo Avenue.

The Facilities and Cemeteries Manager confirmed with members the expectations from the resident at St Teilo Avenue.

The Chair noted that the tyres had already been removed and the rock had been scrapped back from the property line.

The Facilities and Cemeteries Manager noted that the issue continued with the trees roots growing into the resident's garden and also the stumps remaining pushing against the fencing.

Councillor Clarke stated he was not keen on removing the trees in that area with Councillor Richardson agreeing and noting that the trees were within boundary lines and also perfectly healthy.

The Facilities and Cemeteries Manager informed Committee members that the fence had been braced, however was still leaning back.

The Chair stated that the stumps were now dead/dormant and would no longer continue to grow or cause any damage.

The Facilities and Cemeteries Manager concurred and expressed that the tree expert explained that the stumps have not been able to grow for several years and that they have already been poisoned. She also noted that the removal of both fencing and stumps might be an option and would obtain costs, and seek advice as to what can safely be considered.

Councillor S Hodges stated it was hard to make a decision and suggested looking into more options.

The Chair recommended notifying the resident that the trees were to remain, as they are fit and healthy, and also explain that the Council are exploring more options in regards to the fencing and stumps.

**RESOLVED:**

- 1. That the Facilities and Cemeteries Manager notify the resident of St Teilo Avenue that the trees were to remain, and that the Council are exploring more options in regards to the fencing and stumps.**
  
- 2. That the Facilities and Cemeteries Manager explores more options and contacts the tree expert and fencing contractors for recommendations**

A 314.

**KING WILLIAM PUBLIC HOUSE**

Members were provided a report with further information received with regards to the damp at the King William Public House.

**RESOLVED**

- 1. That the Council continue with their maintenance programme at Philadelphia Cemetery.**
  
- 2. That the Facilities and Cemeteries Manager contact the Council's Technical Officer to clarify the situation with the damp at the King William Public House.**

Meeting closed at 20:17pm

Signed ..... (Chairperson) Dated .....

**FOR INFORMATION ONLY**

**ACTION SHEET - HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE -5 JULY 2021**

MINUTE NO.	ACTION TO BE TAKEN	ACTION TO BE TAKEN BY	DATE ACTION TO BE CARRIED OUT	PROGRESS
A 305 i (1)	That the Facilities and Cemeteries Manager obtain different options in regards to future honey harvest.	FCM	Nov-21	deferred until Jan 22
A 305 A i(2)	That all Councillors are emailed to be offered a jar of honey	FCM	Sep-21	
A 305 i (4)	The the Facilities and Cemeteries Manager will provide the committee with costings for new Kabota's in November 2021.	FCM	8.11.2021	
A 305 A ii (1)	The the Halls, Cemeteries and Community Facilities Committee approved the Jimmy Wilde famous notice board plaque and for the dialogue to be translated into Welsh.	FCM		Completed
A 305 A ii (2)	That the Heritage Notice Board timeline be updated to include the Barry Town Council crest, the information of Barry Town Council in 1974 and update the dialogue for the WW2 section, then translate into Welsh	FCM	Nov-21	
A 305 A iii (1)	That the Grassland Management Plan be developed with the Local Nature Partnership and that the Cut and Collect Services offered by the LNP are utilised for Merthyr Dyfan Cemetery and Cemetery Approach Gardens.	SPO		
A 305 A iii (2)	That the woodland margin section highlighted in blue be extended to create more habitats for wildlife.	SPO		

A 305 B i (1)	That the Facilities and Cemeteries Manager contact the Vale of Glamorgan Council to discuss costings of the non-resident fees for Merthyr Dyfan Cemetery, if Porthkerry Cemetery is no longer available, as it currently stands at triple the charge for non-residents of Barry.	FCM	ASAP	Completed
A 305 B i (2)	That the Facilities and Cemeteries Manager to keep the Vale of Glamorgan Council updated in relation to burials and fees should the Cemetery become full and the need to use Merthyr Dyfan Cemetery, with full backing of committee members.	FCM		On-Going
A 310 (2)	That the rock from the new section at Merthyr Dyfan Cemetery continue to be emptied and monitored.	FCM		On-Going
A 313 (1)	That the Facilities and Cemeteries Manager notify the resident of St Teilo Avenue that the trees were to remain, and that the Council are exploring more options in regards to the fencing and stumps.	FCM	8.11.2021	Completed
A 313 (2)	That the Facilities and Cemeteries Manager explores more options and contacts the tree expert and fencing contractors for recommendations.	FCM	8.11.2021	On-Going
A 314 (1)	That the Council continue with their maintenance programme at Philadelphia Cemetery.	FCM		On-Going
A 314 (2)	That the Facilities and Cemeteries Manager contact the Council's Technical Officer to clarify the situation with the damp at the King William Public House.	FCM	8.11.2021	Completed

<b>HALLS, CEMETERIES &amp; COMMUNITY FACILITIES COMMITTEE</b>	<b>8 NOVEMBER 2021</b>	<b>AGENDA ITEM: 5</b>
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## **BUDGET MONITORING REPORT SEPTEMBER 2021**

### **Report Author**

Mark Sims, Deputy Chief Officer

**Attached:** A. Budget Monitoring Report to 30 September 2021 (1 page)

### **Purpose of Report**

To provide members with the Committee's income and expenditure in the 2021/22 financial year as at the end of September 2021.

### **Background Information**

On the following page is the budget monitoring report to 30 September 2021, indicating actual income and expenditure up to the end of month six in the 2021/22 financial year.

In addition, the projected out turn for the current financial year is provided highlighting anticipated overspends and under-spends on various budget headings currently projecting a net **underspend** for the year of £28,748.

Main highlights of the budget monitoring report are:

Property Maintenance overspend of £2,710 (increased funerals at Porthkerry Cemetery requiring increased number of hires of mini-excavator)  
 Internet Broadband overspend of £530 (improved bandwidth for cemetery office)  
 Haulage and Fuel overspend of £750 (petrol price increases)  
 External Security for Summer Closing of Gates overspend of £3,693 (no budget set)  
 New Play Equipment overspend of £595 (no budget set for Cemetery Approach Community Centre)  
 Community Groups FOC use of Cemetery Approach Community Centre overspend of £1,800 (cost of providing free use of Community Centre to Community Groups as required by Lease Agreement with VOGC)  
 Covid-19 Expenditure underspend of £6,000

Interment Fees projected to receive £15,286 more income than budget  
 Exclusive Rights of Burial Fees projected to receive £5,161 more income than budget  
 Memorial Fees projected to receive £7,360 more income than budget  
 Lettings Fees projected to receive £4,567 more income than budget (noting that budget was set at 50% of pre Covid-19 income level)

### **Recommendation**

Members are requested to receive the budget monitoring report for September 2021 noting the projected net underspend (surplus for the year) of £28,748 in 2021/22.

**Budget Monitoring Report to 30th September 2021.**

Description	Item No.	Gross Expenditure						Budget For Year	Year End Projections	Projected Variance
		Budget	Expenditure	Committed	Balance	Budget	Year End			
		12 Months	6 Months	Expenditure	£	£	£			
Salaries	1	401,977	187,601	214,376	0	401,977	401,977			0
Personal Hygiene Facilities	2	1,500	714	1,056	-270	1,500	1,770			-270
Personal Protective Equipment / Clothing	2	3,450	1,010	1,690	750	3,450	2,700			750
Cleaning Products	2	1,100	822	778	-500	1,100	1,600			-500
Rates	3	13,312	7,871	5,248	193	13,312	13,119			193
Water	4	4,050	1,584	2,466	0	4,050	4,050			0
Electricity	5	8,570	1,911	5,879	780	8,570	7,790			780
Gas	6	1,250	236	1,014	0	1,250	1,250			0
Telephone / Alarm Line	6	950	398	750	-198	950	1,148			-198
Property Maintenance and Improvements	7	31,490	15,440	18,760	-2,710	31,490	34,200			-2,710
Equipment	9	9,125	2,500	6,625	0	9,125	9,125			0
Plant & Equipment Maintenance	10	10,500	2,269	8,231	0	10,500	10,500			0
Internet Broadband	21	1,192	735	987	-530	1,192	1,722			-530
Horticulture	8	800	97	703	0	800	800			0
Vehicle Maintenance	11	1,200	937	263	0	1,200	1,200			0
Haulage and Fuel	12	4,375	2,446	2,679	-750	4,375	5,125			-750
Vehicle Tax and Insurance	13	552	555	0	-3	552	555			-3
Philadelphia Cemetery	14	500	110	390	0	500	500			0
Interest on PWLB Loan	15	2,077	1,141	936	0	2,077	2,077			0
Capital Repayment on PWLB Loan	16	16,921	8,460	8,461	0	16,921	16,921			0
Treework Maintenance	17	6,195	3,132	3,063	0	6,195	6,195			0
Cemetery Roads Maintenance	18	3,000	0	3,000	0	3,000	3,000			0
Memorial Safety Advertising	19	250	0	250	0	250	250			0
Subscriptions	20	850	405	445	0	850	850			0
External Security for Cemetery Gates	23	0	2,416	1,277	-3,693	0	3,693			-3,693
Memorial Inspection Maintenance Programm	24	16,000	2,992	13,008	0	16,000	16,000			0
New Play Equipment	11	1,000	335	1,260	-595	1,000	1,595			-595
Cemetery Roads Improvement	4	20,000	0	20,000	0	20,000	20,000			0
Cemetery Benches	5	2,000	1,766	0	234	2,000	1,766			234
COVID-19 EXPENDITURE	24	11,000	411	4,589	6,000	11,000	5,000			6,000
Officers Travel and Subsistence	15	0	64	86	-150	0	150			-150
Community Groups use of CACC (FOC)	16	0	588	1,212	-1,800	0	1,800			-1,800
<b>Total Expenditure</b>		<b>575,186</b>	<b>248,946</b>	<b>329,482</b>	<b>-3,242</b>	<b>575,186</b>	<b>578,428</b>			<b>-3,242</b>
Gross Income										
Description	Item No.	Budget	Income	Income	Balance	Budget For Year	Year End Projections	Projected Variance		
		12 Months	6 Months	Income	£					
		£	£	£	£					
Interment Fees	1	73,050	51,811	0	-21,239	73,050	88,336			15,286
Exclusive Right of Burials	2	29,774	20,048	0	-9,726	29,774	34,935			5,161
Memorial Fees	3	12,044	13,382	0	1,338	12,044	19,404			7,360
Transfer of Exclusive Right of Burials	4	1,800	1,380	0	-420	1,800	2,280			480
Hire of Chapel	5	770	0	0	-770	770	0			-770
War Graves	6	78	0	0	-78	78	78			0
Cemetery Lodge Rent	7	5,574	2,740	0	-2,834	5,574	5,480			-94
Other Miscellaneous Income	8	2,000	1,137	0	-863	2,000	2,000			0
Cemetery Improvement Fee *	9	2,000	2,120	0	120	2,000	3,000			1,000
Grants Receivable	10	0	0	0	0	0	0			0
Porthkerry Agreement	3	13,146	6,573	0	-6,573	13,146	13,146			0
Lettings	1	12,000	4,531	0	-7,469	12,000	16,567			4,567
Lettings - Old Pioneers Club via Grant	2	0	0	0	0	0	0			0
<b>Total Income</b>		<b>150,236</b>	<b>101,602</b>	<b>0</b>	<b>-48,634</b>	<b>150,236</b>	<b>182,226</b>			<b>31,990</b>
Net Expenditure										
Description	Item No.	Budget	Expenditure	Committed	Balance	Budget For Year	Year End Projections	Projected Variance		
		12 Months	6 Months	Expenditure	£					
		£	£	£	£					
<b>Total Net Expenditure</b>		<b>424,950</b>	<b>147,344</b>	<b>329,482</b>	<b>-3,242</b>	<b>424,950</b>	<b>396,202</b>			<b>28,748</b>

Our net budget for the year is £424,950 with actual expenditure for the 6 months to 30 September 2021 of £147,344 and committed expenditure of £329,482.

Our projected out-turn for the year is to be underspent by £28,748 (£3,242 more expenditure with £31,990 more income).

\* Cemetery Improvement Fee of £53 per new grave to be credited to the Cemetery Improvement Reserve at year end.

<b>HALLS, CEMETERIES &amp; COMMUNITY FACILITIES COMMITTEE</b>	<b>8 NOVEMBER 2021</b>	<b>AGENDA ITEM: 6</b>
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## **DRAFT HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE ESTIMATES FOR 2022/23**

### **Report Author**

Mark Sims, Deputy Chief Officer

### **Purpose of Report**

To provide members with the draft estimates for 2022/23.

### **Background Information**

Financial Regulations 3 – Annual Estimates (Budget), states the following:

3.1 Each committee shall review its three year forecast of revenue and capital receipts and payments. Having regard to the forecast, it shall thereafter formulate and submit proposals for the following financial year to the Finance, Policy and General Purposes Committee not later than the end of December each year including any proposals for revising the forecast.

Adjustments have been applied to known expenditure headings e.g. salaries, rates, vehicle road fund licence and loan interest, otherwise the majority of figures remain the same for 2022/23 as original budget for 2021/22.

Please note that **no new Special Projects have been included** in the draft budget and the only provision included is for:

- Cemetery Roads programme (£20,000) and the
- Replacement Benches at the Cemetery (£2,000).

Included in agenda item 7 members are requested to consider increasing the cemetery fees and charges by either 3.0% or 5.0% with details provided for this increase.

In the draft estimates cemetery interment fees, exclusive rights of burial fees and memorial fees have been increased by 3.0%. This increase would generate additional income of £3,889. If members resolve to increase the cemetery fees by 5.0% then an additional amount of £2,593 income would be received.

Included as agenda 8 members are requested to consider freezing the Pioneer Hall charges and the Cemetery Approach Community Centre charges for a further year due to slow return to pre pandemic levels of occupancy due to the ongoing uncertainty of Covid-19 and preventative measures to prevent the spread of Covid-19.

The draft budget results in a Total Net Expenditure for 2022/23 of £398,658 being 6.2% lower than the 2021/22 budget. This is predominantly due to an increased level

of income being included in the draft budget for 2022/23 compared to a cautious and prudent level of income budgeted for in 2021/22 due to the uncertainty surrounding the Covid-19 pandemic and its impact on the Council's earned income streams.

### **Recommendation**

1. Members are requested to consider the draft estimates for 2022/2023.
2. Recommend the draft estimates for 2022/2023 to the Finance, Policy and General Purposes Committee meeting being held on 22 November 2021 as confirmation of the Halls, Cemeteries & Community Facilities Committee requirements for the 2022/2023 financial year.

## Summary

<b>EXPENDITURE</b>			
	<u>2021/22 Budget</u>	<u>2021/22 Out Turn</u>	<u>2022/23 Budget</u>
Merthyr Dyfan Cemetery	443,222	442,110	465,685
Porthkerry Cemetery	16,690	19,400	19,400
Pioneer Hall	39,069	39,140	41,808
Community Building	54,205	56,012	39,657
Special Projects	22,000	21,766	22,000
<b>Total Expenditure</b>	<b>575,185</b>	<b>578,428</b>	<b>588,550</b>

<b>INCOME</b>			
	<u>2021/22 Budget</u>	<u>2021/22 Out Turn</u>	<u>2022/23 Budget</u>
Merthyr Dyfan Cemetery	116,466	139,477	143,056
Porthkerry Cemetery	21,770	26,182	26,836
Pioneer Hall	10,000	10,178	10,000
Community Building	2,000	6,389	10,000
Special Projects	0	0	0
<b>Total Income</b>	<b>150,235</b>	<b>182,226</b>	<b>189,892</b>

<b>NET EXPENDITURE</b>			
	<u>2021/22 Budget</u>	<u>2021/22 Out Turn</u>	<u>2022/23 Budget</u>
Merthyr Dyfan Cemetery	326,756	302,633	322,629
Porthkerry Cemetery	-5,080	-6,782	-7,436
Pioneer Hall	29,069	28,962	31,808
Community Building	52,205	49,623	29,657
Special Projects	22,000	21,766	22,000
<b>Total Net Expenditure</b>	<b>424,950</b>	<b>396,202</b>	<b>398,658</b>

**Draft Budget 2022/23 Merthyr Dyfan Cemetery**

EXPENDITURE					
<u>Description</u>	<u>Item No.</u>	<u>2021/22</u>	<u>2021/22</u>	<u>2022/23</u>	<u>Budget</u>
		<u>Budget</u>	<u>Out-Turn</u>	<u>Budget</u>	<u>Projected</u>
Salaries	1	316,895	316,895	349,562	
Personal Hygiene Facilities	2	350	600	600	
Personal Protective Equipment / Clothing	2	3,150	2,400	2,400	
Cleaning Products	2	500	1,000	1,000	
Rates	3	9,600	9,320	9,786	
Water	4	3,000	3,000	3,000	
Electricity & Gas	5	5,550	5,550	5,550	
Telephone	6	240	414	414	
Property Maintenance and Improvements	7	25,000	25,000	25,000	
Horticulture	8	800	800	800	
Equipment	9	6,625	6,625	6,625	
Plant & Equipment Maintenance	10	9,500	9,500	9,500	
Vehicle Maintenance	11	1,200	1,200	1,800	
Haulage and Fuel	12	4,175	4,925	5,171	
Vehicle Tax and Insurance	13	552	555	583	
Philadelphia Cemetery Maintenance	14	500	500	500	
Interest on PWLB Loans	15	2,077	2,077	1,338	
Capital Repayment on PWLB Loans	16	16,921	16,921	16,921	
Treework Maintenance	17	6,195	6,195	6,195	
Cemetery Roads Maintenance	18	3,000	3,000	3,000	
Memorial Safety Advertising	19	250	250	250	
Subscriptions	20	850	850	850	
Broadband Internet	21	292	840	840	
External Security re Summer Late Opening	22	0	3,693	0	
COVID-19 Expenditure	23	10,000	4,000	4,000	
Memorial Inspection Maintenance	24	16,000	16,000	10,000	
.					
<b>Total Expenditure</b>		<b>443,222</b>	<b>442,110</b>	<b>465,685</b>	
INCOME					
<u>Description</u>	<u>Item No.</u>	<u>2021/22</u>	<u>2021/22</u>	<u>2022/23</u>	<u>Budget</u>
		<u>Budget</u>	<u>Out-Turn</u>	<u>Budget</u>	<u>Projected</u>
Interment Fees	1	65,195	76,834	79,139	
Exclusive Right of Burials	2	29,774	34,935	35,983	
Memorial Fees	3	11,274	17,870	18,406	
Transfer of Exclusive Right of Burials	4	1,800	2,280	1,800	
Hire of Chapel	5	770	0	0	
War Graves	6	78	78	78	
Cemetery Lodge Rent	7	5,574	5,480	5,650	
Other Miscellaneous Income	8	2,000	2,000	2,000	
Grants Receivable	9	0	0	0	
Cemetery Improvement Fee	10	2,000	3,000	2,060	
.					
<b>Total Income</b>		<b>116,466</b>	<b>139,477</b>	<b>143,056</b>	
		420			

**Draft Budget 2022/23 Porthkerry Cemetery**

EXPENDITURE					
<u>Description</u>	<u>Item No.</u>	<u>2021/22</u>	<u>2021/22</u>	<u>2022/23</u>	
		<u>Budget</u>	<u>Out-Turn</u>	<u>Budget</u>	
Salaries	1	15,000	15,000	15,000	
Officers Travel and Subsistance	2	0	0	0	
Property Maintenance and Improvements	3	1,490	4,200	4,200	
Haulage and Fuel	4	200	200	200	
COVID-19 Expenditure	5	0	0	0	
<b>Total Expenditure</b>		<b>16,690</b>	<b>19,400</b>	<b>19,400</b>	

INCOME					
<u>Description</u>	<u>Item No.</u>	<u>2021/22</u>	<u>2021/22</u>	<u>2022/23</u>	
		<u>Budget</u>	<u>Out-Turn</u>	<u>Budget</u>	
Interment Fees	1	7,854	11,502	11,847	
Memorial Fees	2	770	1,534	1,580	
Porthkerry Agreement	3	13,146	13,146	13,409	
<b>Total Income</b>		<b>21,770</b>	<b>26,182</b>	<b>26,836</b>	

**Draft Budget 2022/23 Pioneer Hall**

EXPENDITURE					
<u>Description</u>	<u>Item No.</u>	<u>2021/22</u>	<u>2021/22</u>	<u>2022/23</u>	
		<u>Budget</u>	<u>Out-Turn</u>	<u>Budget</u>	
			<u>Projected</u>		
Salaries	1	25,770	25,770	28,350	
Personal Hygiene Facilities	2	700	720	720	
Personal Protective Equipment / Clothing	2	200	200	200	
Cleaning Products	2	400	400	400	
Rates	3	1,819	1,766	1,854	
Water	4	650	650	650	
Electricity	5	1,520	1,520	1,520	
Gas	6	1,250	1,250	1,250	
Alarm Telephone Line	7	360	384	384	
Broadband	8	400	480	480	
Property Maintenance and Improvements	9	3,500	3,500	3,500	
Equipment	10	500	500	500	
Equipment Maintenance	11	500	500	500	
New Play Equipment	12	1,000	1,000	1,000	
COVID-19 Expenditure	12	500	500	500	
<b>Total Expenditure</b>		<b>39,069</b>	<b>39,140</b>	<b>41,808</b>	
INCOME					
<u>Description</u>	<u>Item No.</u>	<u>2021/22</u>	<u>2021/22</u>	<u>2022/23</u>	
		<u>Budget</u>	<u>Out-Turn</u>	<u>Budget</u>	
			<u>Projected</u>		
Lettings	1	10,000	10,178	10,000	
Lettings - Pioneer Club via S137	2	0	0	0	
<b>Total Income</b>		<b>10,000</b>	<b>10,178</b>	<b>10,000</b>	

**Draft Budget 2022/23 Community Building**

EXPENDITURE					
<u>Description</u>	<u>Item No.</u>	<u>2021/22</u>	<u>2021/22</u>	<u>2022/23</u>	
		<u>Budget</u>	<u>Out-Turn</u>	<u>Budget</u>	
			<u>Projected</u>		
Salaries	1	44,312	44,312	27,850	
Personal Hygiene Facilities	2	450	450	450	
Personal Protective Equipment / Clothing	3	100	100	100	
Cleaning Products	4	200	200	200	
Rates	5	1,893	2,033	2,135	
Water	6	400	400	400	
Electricity	7	1,500	720	720	
Alarm Telephone Line	8	350	350	350	
Property Maintenance and Improvements	9	1,500	1,500	1,500	
Equipment	10	2,000	2,000	2,000	
Equipment Maintenance	11	500	500	500	
New Play Equipment	12	0	595	600	
Broadband	13	500	402	402	
COVID-19 Expenditure	14	500	500	500	
Officers Travel and Subsistence	15	0	150	150	
Community Groups Use of Hall (FOC)	16	0	1,800	1,800	
<b>Total Expenditure</b>		<b>54,205</b>	<b>56,012</b>	<b>39,657</b>	
INCOME					
<u>Description</u>	<u>Item No.</u>	<u>2021/22</u>	<u>2021/22</u>	<u>2022/23</u>	
		<u>Budget</u>	<u>Out-Turn</u>	<u>Budget</u>	
			<u>Projected</u>		
Lettings	1	2,000	6,389	10,000	
<b>Total Income</b>		<b>2,000</b>	<b>6,389</b>	<b>10,000</b>	

**Draft Budget 2022/23 Special Projects Halls**

EXPENDITURE					
<u>Description</u>	<u>Item No.</u>	<u>2021/22</u>	<u>2021/22</u>	<u>2022/23</u>	
		<u>Budget</u>	<u>Out-Turn</u>	<u>Budget</u>	
			<u>Projected</u>		
Cemetery Fencing	1	0	0	0	
Cemetery Roads Improvement	2	20,000	20,000	20,000	
Cemetery Benches	3	2,000	1,766	2,000	
Cemetery Treework	4	0	0	0	
<b>Total Expenditure</b>		<b>22,000</b>	<b>21,766</b>	<b>22,000</b>	

<b>HALLS, CEMETERIES &amp; COMMUNITY FACILITIES COMMITTEE</b>	<b>8 NOVEMBER 2021</b>	<b>AGENDA ITEM: 7</b>
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## **CEMETERY FEES AND CHARGES 2022/23**

### **Report Author**

Mark Sims, Deputy Chief Officer

- Attached:**
- A. Current and Proposed fees for Merthyr Dyfan Cemetery (3 pages)
  - B. Current and Proposed fees for Porthkerry Cemetery (1 page)

### **Purpose of Report**

The purpose of this report is to request that Members give consideration to, and review the cemetery fees and charges for the financial year 1 April 2022 to March 2023.

The Council's decision with regards to Porthkerry Cemetery will be forwarded to the Vale of Glamorgan Council advising them of the proposed increase for their Cabinet's consideration.

### **Background**

On 20 October 2021 the Office for National Statistics advised that The Consumer Prices Index (CPI) rose by 3.1% in the 12 months to September 2021, down from 3.2% in August.

Members are requested to consider an increase of either 3.0% or 5.0% to the cemetery interment fees, exclusive rights of burial fees and memorial fees with NO increase to the other burial fees e.g. Babies Memorial Garden plaques, Garden of Remembrance plaques and Octagonal Planter plaques, Sanctum Panorama Columbaria, searches, duplicate deeds, transfer deeds, use of chapel etc.

Based on the projected out-turn as per the Budget Monitoring Reports to September 2021 an increase of 3.0% should generate an additional £3,889 of income with an increase of 5.0% generating a further £2,593.

Please find attached a schedule of the current and proposed price list for Merthyr Dyfan and Porthkerry Cemeteries.

### **Recommendation**

1. Members are requested to consider and agree the proposed fees and charges for the 2022/2023 financial year.
2. That a recommendation be referred to the meeting of the Finance, Policy and General Purposes Committee to be held on 22 November 2021.

3. That the Vale of Glamorgan Council is advised of the proposed increase in the Porthkerry Cemetery fees and in particular the increase in the excavation charges (the excavation charge is a non-negotiable charge).

**Proposed Prices for Merthyr Dyfan Cemetery 2022 / 2023**

**BARRY TOWN COUNCIL - CYNGOR TREF Y BARRI.**

**Exclusive Right of Burial (Includes Cemetery Improvement Fee of £53 for 2021/22 (£55 for 2022/23)**

Residents of Barry	2021 / 2022	2022 / 2023 Increase of 3.0%	2022 / 2023 Increase of 5.0%
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1 In any earthen grave 7' x 4' (70 years)	£577	£594	£606
2 In any earthen cremated remains grave 4' x 3' (70 years)	£328	£338	£344
3 In a walled grave or vault 7' x 4' (70 years)	£1,273	£1,311	£1,337
4 In a walled grave or vault 7' x 8' (70 years)	£1,805	£1,859	£1,895
5 Reclaimed earthen grave 7' x 4' (25 years)	£240	£247	£252

**Non - Residents of Barry**

1 In any earthen grave 7' x 4' (70 years)	£1,625	£1,672	£1,708
2 In any earthen cremated remains grave 4' x 3' (70 years)	£878	£904	£922
3 In a walled grave or vault 7' x 4' (70 years)	£3,704	£3,815	£3,889
4 In a walled grave or vault 7' x 8' (70 years)	£5,299	£5,458	£5,564
5 Reclaimed earthen grave 7' x 4' (25 years)	£610	£628	£641

**Interment Fees**

**Residents of Barry**

1 In Graves for which an Exclusive Right of Burial has been granted.

	1 Depth	2 Depth	3 Depth	1 Depth	2 Depth	3 Depth	1 Depth	2 Depth	3 Depth
a For an interment in an earthen grave.									
I Below Eighteen Years (Charged to WG MOU)	£272	£457	£634	£280	£471	£653	£286	£480	£666
II Eighteen years and over	£399	£576	£756	£411	£593	£779	£419	£605	£794
b For an interment in a bricked grave or vault.									
I Any interment in a bricked grave 7' x 4' or vault				£403			£415		£423
II Any interment in a bricked grave 7' x 8' or vault				£650			£670		£683
c For any interment of cremated remains in any earthen grave.				£226			£233		£237
d For any interment of cremated remains in the Garden of Remembrance.				£143			£147		£150
e To scatter ashes in the newly created Scatter Garden.				£48			£49		£50
f For an interment of a body part in an earthen grave (up to £50 at officers discretion).									
g For every 1 inch or part thereof in width excavated for a grave which is to admit a coffin or casket having a greater width than 2' 6".				£73			£75		£77
h Cancellation Fee - 50% of original fee (For re-opened graves only).									
i To provide a test dig for one depth				£205			£211		£215
To provide a test dig for two depth				£297			£306		£312

2 In Graves for which an Exclusive Right of Burial has NOT been granted

	1 Depth	2 Depth	3 Depth	1 Depth	2 Depth	3 Depth	1 Depth	2 Depth	3 Depth
a For an interment in an earthen grave									
I Below Eighteen Years (Charged to WG MOU)				£272			£280		£286
II Eighteen years and over				£399			£411		£419
b For every 1 inch or part thereof in width excavated for a grave which is to admit a coffin or casket having a greater width than 2' 6".				£73			£75		£77
c Cancellation Fee - 50% of original fee (For re-opened graves only).									

**Non - Residents of Barry**

1 In Graves for which an Exclusive Right of Burial has been granted.

	1 Depth	2 Depth	3 Depth	1 Depth	2 Depth	3 Depth	1 Depth	2 Depth	3 Depth
a For an interment in an earthen grave.									
I Below Eighteen Years (Charged to WG MOU)	£817	£1,371	£1,903	£840	£1,412	£1,959	£857	£1,440	£1,997
II Eighteen years and over	£1,196	£1,729	£2,267	£1,233	£1,780	£2,336	£1,257	£1,814	£2,381
b For an interment in a bricked grave or vault.									
I Any interment in a bricked grave 7' x 4' or vault				£1,209			£1,245		£1,269
II Any interment in a bricked grave 7' x 8' or vault				£1,949			£2,009		£2,048
c For any interment of cremated remains in any earthen grave.				£679			£698		£712
d For any interment of cremated remains in the Garden of Remembrance.				£428			£442		£450
e To scatter ashes in the newly created Scatter Garden.				£144			£148		£151
f For every 1 inch or part thereof in width excavated for a grave which is to admit a coffin or casket having a greater width than 2' 6".				£427			£426		£430
g For every 1 inch or part thereof in width excavated for a grave which is to admit a coffin or casket having a greater width than 2' 6".				£220			£226		£230

g Cancellation Fee - 50% of original fee (For re-opened graves only).	<b>2021 / 2022</b>	<b>2022 / 2023 Increase of 3.0%</b>	<b>2022 / 2023 Increase of 5.0%</b>
h To provide a test dig for one depth	£615	£633	£646
To provide a test dig for two depth	£890	£918	£936
2 In Graves for which an Exclusive Right of Burial has NOT been granted			
a For an interment in an earthen grave			
I Below Eighteen Years (Charged to WG MOU)	£817	£840	£857
II Eighteen years and over	£1,196	£1,233	£1,257
b For every 1 inch or part thereof in width excavated for a grave which is to admit a coffin or casket having a greater width than 2' 6".	£220	£226	£230
c Cancellation Fee - 50% of original fee (For re-opened graves only).			
<b>Memorial Fees</b>			
For the right to erect any memorial, not exceeding 4' 7" high x 3' wide, on a full grave where an Exclusive Right of Burial has been granted:	£223	£230	£234
For the right to erect any memorial, not exceeding 2' 3" high x 2' wide, on a cremated remains grave where an Exclusive Right of Burial has been granted:	£189	£195	£198
For the right to erect a tablet, in front of a main memorial, not exceeding 24" x 18", on any grave where an Exclusive Right of Burial has been granted:	£142	£146	£149
To carry out any additional inscription in relation to any form of memorial.	£96	£99	£101
Permit to place a small wedge memorial in a location within the cemetery in consultation with the Cemetery Supervisor	£44	£45	£46
The right to erect a small kerb-set on cremated remains plot (36"x18")	No charge	No charge	No charge
<u>The overall height of 4' 7" or 2' 3" includes the base and is the size of the monument above the concrete headstrips on new sections or above a foundation slab on older sections.</u>			
<b>Babies Memorial Garden / New Cremated Remains Octagon Planter (Section EE)</b>			
Purchase of a plaque, including inscription 7.5" x 5", (12" x 3") and an aluminium flower container (70 years) including VAT.	£432	£432	£432
<b>Old Garden of Remembrance Cremated Remains Octagon Planter (Section H,O,P)</b>			
Purchase of a plaque, including inscription 6" x 3" and an aluminium flower container (70 years) including VAT.	£240	£240	£240
<b>Sanctum Panorama Columbaria (Summer 2017)</b>			
Cost of 20 year lease	£228.00	£228.00	£228.00
Cost of placement of each set of ashes within niche	£114.00	£114.00	£114.00
Cost of inscribed plaque (to include up to 80 letters) including VAT.	£129.60	£129.60	£129.60
Cost of first ashes interment	£471.60	£471.60	£471.60
Cost of placement of each set of ashes within niche	£114.00	£114.00	£114.00
Cost of additional inscription to existing plaque including VAT.	£64.80	£64.80	£64.80
Cost of second ashes interment	£178.80	£178.80	£178.80
Any plaques requiring more than 80 letters will incur an additional fee of £1.80 (including VAT) per letter. Artwork can be provided at an additional fee dependent on design.			
<b>Other</b>			
A search for an entry of burial in the register books. (Each application)	£10	£10	£10
A certified copy of an entry of burial in the register books.	£10	£10	£10
Providing a duplicate burial deed (typed).	£10	£10	£10
For the assignment (transfer) of the Exclusive Right of Burial	£30	£30	£30
For the exhumation of human remains from an earthen grave.	£1,169	£1,169	£1,169
For the exhumation of human remains from a bricked grave or vault.	£2,080	£2,080	£2,080
For the exhumation of an urn containing cremated remains from any grave.	£289	£289	£289
For the exhumation of cremated remains from the garden of remembrance	£320	£320	£320
For the use of Chapel	<b>428</b>	£77	£77

Capping fee for any earthen grave.		£188		£188		£188
For Purchase of Ornamental Tree and Plaque		£155		£155		£155
2021 / 2022		<b>2022 / 2023 Increase of 3.0%</b>		<b>2022 / 2023 Increase of 5.0%</b>		
For Purchase of Bios Urn (options available for different seeds) including VAT	£75		£75		£75	
For Purchase of Print-a-Plate UK Plaque (for Bios Urn etc.) including VAT.	£36		£36		£36	
Entries into Book of Remembrance	Please refer to separate literature		Please refer to separate literature		Please refer to separate literature	
<b>THE GROUNDS ON WHICH CONSIDERATION CAN BE GIVEN FOR THE WAIVING OF NON RESIDENTS FEES WILL BE AS FOLLOWS AND THAT THIS DECISION BE MADE BY THE RELEVANT OFFICER</b>						
<b>1. FORMER INHABITANTS OF BARRY WHO HAVE MOVED AWAY TO SEEK CARE OR TREATMENT FOR A CONDITION THAT IS NOT AVAILABLE IN BARRY.</b>						
<b>2. SOMEONE WHO HAS MOVED OUT OF BARRY TO LIVE WITH OR NEAR RELATIVES FOR CARE NO LONGER THAN FOUR YEARS PRIOR TO DEATH, WITH THE EXCEPTION OF EXCEPTIONAL CIRCUMSTANCES WHICH WILL BE DETERMINED BY OFFICERS.</b>						

**Proposed Prices for Porthkerry Cemetery 2022 / 2023**

**BARRY TOWN COUNCIL - CYNGOR TREF Y BARRI.**

<b>Exclusive Right of Burial</b>	<b>2021 / 2022</b>			<b>2022 / 2023 Increase of 3.0%</b>			<b>2022 / 2023 Increase of 5.0%</b>		
<b>Interment Fees</b>									
In any earthen grave 7' x 4' (70 years)			£522			£539			£551
In any earthen cremated remains grave 4' x 3' (70 years)			£274			£283			£289
<b>Memorial Fees</b>									
For an interment in an earthen grave.	1 Depth	2 Depth	3 Depth	1 Depth	2 Depth	3 Depth	1 Depth	2 Depth	3 Depth
Below Eighteen Years (Charged to WG MOU)	£387	£571	£780	£399	£588	£803	£406	£600	£819
Eighteen years and over	£515	£724	N/A	£530	£746	N/A	£541	£760	N/A
For any interment of cremated remains in any earthen grave.			£273			£281			£278
For every 1 inch or part thereof in width excavated for a grave which is to admit a coffin or casket having a greater width than 2' 6".			£73			£75			£74
Cancellation Fee - 50% of original fee (For re-opened graves only).									
To provide a test dig for one depth			£265			£273			£270
To provide a test dig for two depth			£373			£384			£380
<b>Other</b>									
Search for, and a certified copy of an entry of burial in the register books.			£11			£11			£11
Providing a duplicate burial deed.			£11			£11			£11
For the assignment (transfer) of the Exclusive Right of Burial			£30			£30			£30
For the exhumation of human remains from an earthen grave.			£1,227			£1,227			£1,227
For the exhumation of an urn containing cremated remains from any grave.			£303			£303			£303
Capping fee for any earthen grave.			£192			£192			£192

**NON RESIDENTS OF THE VALE OF GLAMORGAN ARE SUBJECT TO TRIPLE FEES ON ALL OF THE ABOVE, THIS MAY BE WAIVED AT THE DISCRETION OF THE CHIEF OFFICER / DEPUTY CHIEF OFFICER IN RELATION TO FORMER RESIDENTS OF THE VALE OF GLAMORGAN**

<b>HALLS, CEMETERIES &amp; COMMUNITY FACILITIES COMMITTEE</b>	<b>8 NOVEMBER 2021</b>	<b>AGENDA ITEM: 8</b>
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## **PIONEER HALL & CEMETERY APPROACH COMMUNITY CENTRE CHARGES 2022/23**

### **Report Author**

Mark Sims, Deputy Chief Officer

### **Purpose of Report**

The purpose of this report is to request that Members give consideration to, and review the hire charges at, the Pioneer Hall and the Cemetery Approach Community Centre for the financial year 1 April 2022 to March 2023.

### **Background**

The Pioneer Hall is available for hire from 8am until 12.00 midnight, seven days a week, excluding bank holidays. The Community Centre is available from 8am until 10pm, seven days a week, excluding bank holidays.

### **Current Price List for 2021/2022 (from 1 April 2021)**

8.00am – 5.00pm	£10.00 per hour
After 5.00pm	£20.00 per hour
Children's Party package	£60.00
(For 3 hours including the use of the bouncy castle and play equipment)	
Regular bookings receive 10% discount. Staff discount 10%	

On 20 October 2021 the Office for National Statistics advised that The Consumer Prices Index (CPI) rose by 3.1% in the 12 months to September 2021, down from 3.2% in August. Officers suggest that Members consider **NO INCREASE** to the prices at the Pioneer Hall and the Cemetery Approach Community Centre thereby retaining the hourly charges as £10 per hour and £20 per hour respectively and the Children's Party package to £60, as detailed below, due to a slow return to pre pandemic levels of occupancy due to the ongoing uncertainty of Covid-19 and preventative measures to prevent the spread of Covid-19.

### **Proposed Price List for 2022/2023 (from 1 April 2022)**

8.00am – 5.00pm	£10.00 per hour
After 5.00pm	£20.00 per hour
Children's Party package	£60.00
(For 3 hours including the use of the play equipment)	
Regular bookings receive 10% discount. Staff discount 10%	

## **Recommendations**

1. Members are requested to consider the proposed hire charges and to amend or confirm as appropriate.
2. That a recommendation be referred to the Meeting of the Finance, Policy and General Purposes Committee to be held on 22 November 2021.

<b>HALLS, CEMETERIES AND COMMUNITY BUILDINGS COMMITTEE</b>	<b>8 NOVEMBER</b>	<b>AGENDA ITEM: 9a</b>
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## **MERTHYR DYFAN CEMETERY – ENVIRONMENTAL IMPACT AND SUSTAINABILITY PROJECT REPORT**

### **Report Author**

Beth Hillier, Sustainable Projects Officer

### **Purpose of Report**

To present information regarding the current processes and biodiversity of Merthyr Dyfan Cemetery to the group and recommend areas for development and potential future projects.

### **Background Information**

Merthyr Dyfan Cemetery was built in 1889 and was most recently extended in 2010 and 2014. It covers an area of 56 acres or 12.6 hectares and represents one of the largest green areas in the urban area of Barry. As such, it stands as an oasis for wildlife in a predominantly built up area. And, although the lease is newly acquired, Cemetery Approach Gardens provides a wildlife corridor leading to this area. It is important that these areas are managed to maximise biodiversity in the area and are maintained sustainably in accordance with the Town Council's obligations under the Wellbeing of Future Generations (Wales) Act 2015 and Environment (Wales) Act 2016 and in achieving the Council's Commitment of becoming a carbon neutral and environmental responsible organisation by 2030. Following the recent report published by the Intergovernmental Panel on Climate Change (IPCC) (9 August 2021) regarding the breach of the 1.5C degrees 'Safe limit' and the impending Climate Catastrophe, it stands that this obligation is ever more a priority for Local Authorities, not least as data published by the Climate Change Committee suggests that Wales could be the worst affected by flooding in the very least.

Aside from the large area of land that Merthyr Dyfan Cemetery occupies and its immediate impact upon wildlife and local biodiversity, it should be noted that the standard westernised burial is not in itself a sustainable process and while it is not something that Barry Town Council can change, it is something that Council should be mindful of.

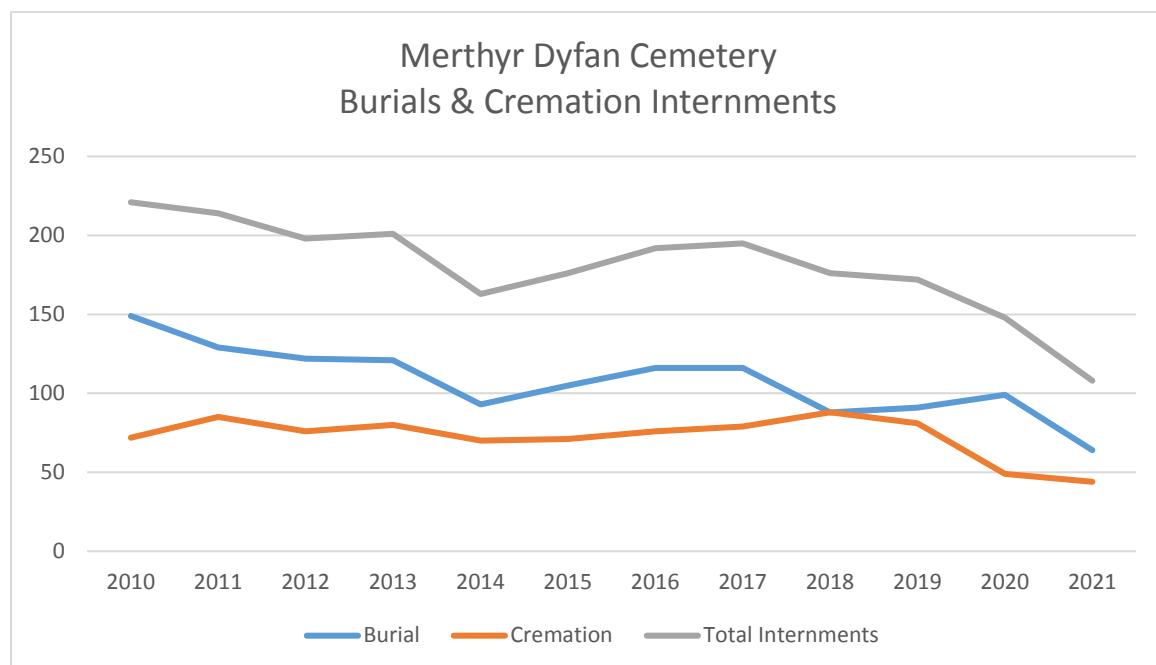
The creation of headstones causes a great deal of emissions, as well as the digging of the grave, the preparation of the body (embalming), potential cremation and the containment of the deceased (urns or caskets/coffins). It is estimated that within a 10-acre cemetery there is enough wood used in the creation of caskets and coffins to build 40 homes (Harris, M. 2008). It is also worth considering the saturation of formaldehyde solution (formalin) and other chemicals from the deceased into the soil over a period of time. The Environmental Agency's guidance suggests that it takes at least 10 years for formalin to dissipate, although research undertaken at Pretoria

University, South Africa, suggests that between weeks 5 and 7 the concentration of Formaldehyde/Formalin in acidic, clay soil (this is the predominant soil in the cemetery) could exceed World Health Organisation (WHO, 2006) guidelines of 15mg/L, reaching up to 30 mg/L (Van Allemann, S., 2018). In 2018 it was also proposed by the EU that formaldehyde usage would be further limited to protect those working in close proximity to the carcinogenic chemical but allowed a three-year grace period for the UK to enforce this limitation to allow a shift in common practice for UK-based funeral directors (the UK and USA have the highest rates of embalming in the world and it is not common practice in other parts of the world). The planting of trees is recommended to take out excess metals and chemicals associated with burial, but this could have an impact on root growth and the overall health of the trees (WHO, 2002). So, although the sustainability of burial culture in Barry is not in the realm of change for Barry Town Council anytime soon, there are a number of ways that this environmental impact could be mitigated to fulfil BTC's commitments.

The following report has been broken down into sections with *suggestions for recommendations* listed in each section and then referred to in the conclusion for ease of reference.

## **Plots and Land Usage**

Merthyr Dyfan Cemetery has been in use for 132 years and burial records show that there have been 42,111 internments. Anecdotally, there is roughly 30 years of internments (roughly 1800 graves left and not including re-opens) left before the cemetery will run out of space (following the extension in 2014). After which provisions may be made to develop a new cemetery, or perhaps there will be a cultural shift away from the standard burial and other methods may be pursued.



**NB:** Please note that data from 2021 is incomplete and relates to internments up to August 2021.

It is also worth considering that 2020 (the Pandemic Year) saw a decline in burials and cremations. In the case of cremations, many people kept ashes rather than attempt to hold size-restricted funerals and as residents had restricted travel, socialisation, etc, the number of people becoming ill was significantly reduced. However, in the case of the former, Council may see an increase in internments of cremated remains as restrictions have eased and families are now able to hold funerals more easily.

The cemetery offers provision for the planting of memorial trees which are sourced locally, thereby reducing the associated scope 3 (indirect) carbon emissions of using Bios Urns. The planting of memorial trees reflects the growing demand for natural burials or woodland burials. However, unlike woodland burials, MDC does not have the same space available so the administration must be mindful of not overplanting the area. Tree species currently on offer are:

Blackthorn	Hawthorn	Rowan
Crab apple	Hazel	Silver birch
Elder	Holly	Wild cherry

Predominantly, the wild cherry saplings are chosen as memorial trees.

**Suggestion:** Where Ash trees are removed due to ash-die-back, re-plant other hardy and local provenance species.

MDC offers Exclusive Right of Burial (ERB) but does not sell the land that the plots are on, ERB at MDC is offered for 70 years with the option to extend if authorised by the owner of the ERB and Barry Town Council. MDC also houses a number of unpurchased graves (referred to previously as “Common Graves”), which BTC own the rights to. It could be worth considering that these areas could be better utilised to encourage biodiversity in line with BTC’s commitments to climate change.

In the newest parts of the Cemetery the sections are left to go wild, with the notion of encouraging wildflowers and supporting wildlife. In early August the Sustainable Projects Officer met with Wildlife Trust as well as the Local Nature Partnership Co-Ordinator to discuss options for the currently unpurchased “wild” areas. It was noted that the areas are very grass-rich, which does support a number of microbiota, but is not beneficial to the more vulnerable or rarer invertebrates such as bumblebees, moths and butterflies. If it is desired that these areas become Meadows and are managed for increasing biodiversity whilst they are not utilised then a change in management plan is recommended (see Biodiversity Section, below).

## **Stone and Rock**

MDC is located at one of the highest points in Barry and is made up of predominantly Carboniferous and Jurassic Limestone and it has been reported that a large number of fossils are found during excavation work. Reportedly there is around 1 foot of topsoil in the newer sections with the remainder excavated being stone and rock deposits. The material excavated is separated, soil is removed to Compost area and the rocks are transported to the Rock Bin at the front of the Cemetery. Where possible, the rock is used around the cemetery with most recent projects being a dry stone wall by the

front gate and a hedgehog hotel on the margin behind the garage, however 99% of rock is deposited in storage. All leftover rock is intermittently removed by the contractor, however this is on an ad hoc basis. The picture below shows a pile of rock in the centre of the bin reaching the height of the outer fences (pictured summer 2021).



To allow access to the rock bin for the contractor an area needs to be cleared using an excavator first as otherwise the contractor's vehicle cannot enter the area. Reportedly, this clearance can take anywhere from half a day to a full day depending on how full the bin has gotten and the weather and this

requires a member of staff to undertake this work. There is also the consideration of fuel consumption as this could contribute to an increase. Furthermore, Council should also be mindful of the prolonged vibrations of the vehicle upon the member of staff and whether these could be harmful over a prolonged period.

Anecdotally, the last part clearance of the Rock Bin took place over a two-week period, with 13 loads of 10 tonnes of rock and sediment



removed before Summer 2021. It is not a small undertaking. At the end of October 2021 another removal took place over a two-week period, removing a further 30 loads of 10 tonnes of rock and sediment.

The Project Officer undertook a desktop exercise to see if there were other alternatives to contracting disposal of the rock but was unable to find viable options in this regard. Speaking with a geologist there was also the question of whether the rock deposits could be contaminated with formalin and other burial chemicals and would be unfit to

donate to community groups and projects requiring stone for rockeries and such. The Project Officer has yet to hear back about this potentiality but could report back when this is followed up by the specialist.

**Suggestion:** That the Project Officer report back any information obtained from the geologist in regard to the viability of donating or otherwise disposing of excess rock outside of current arrangements.

Rockeries are valuable habitats for amphibians, reptiles and invertebrates and Council could develop more of these valuable habitats around the unused margins of the site. And, when the cemetery is no longer functional, leftover rock and stone in the Rock Bin could be managed to create small hillocks, rockeries and bog areas to encourage amphibians, reptiles and invertebrates.

**Suggestion:** When MDC is no longer functioning as an active burial ground turn the “Rock Bin” into a designated Amphibian and Reptile area with rockeries, hillocks, grass, bog and pond areas.

## **Soil, Wood and Compost**

Wherever possible, organic resources are composted for use on site, this includes leaves, wood clippings (chipped), flowers, leftover soil from excavation. But this is not enough to fill graves due to the high yield of limestone, rock deposits and clay on-site. Therefore, sub-soil and top-soil is purchased in for burials as the earth available on-site is not suitable for burials as it could damage caskets.



### **Topsoil (£30 per tonne)**

2019 – £3,014.30 (100 tonnes)  
2020 - £3,000.00 (100 tonnes)  
2021 - £960 (32 tonnes)  
Average: £2324.77 (77 tonnes pa)

### **Sub-soil (£10 per tonne):**

2019 – No Data / New contract  
2020 - £3024 (30 tonnes)  
2021 - £3024 (30 tonnes)  
Average: £3024 (30 tonnes pa)

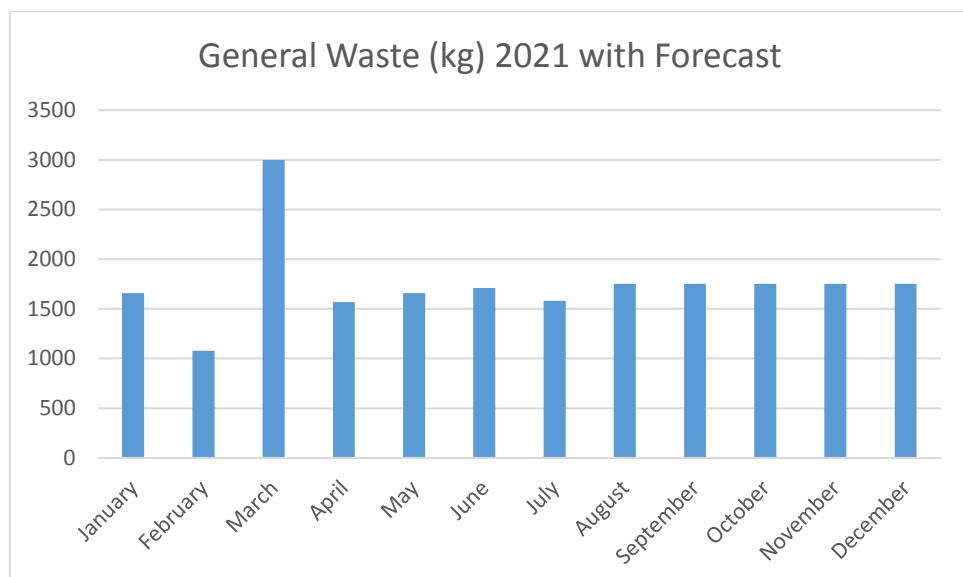
During late autumn, when tree-work is undertaken, wood cuttings are left in piles in the newer section to encourage wildlife over the winter and early spring. In summer some sections of this is then chipped and used in the on-site compost. Larger stumps and logs are sometimes left in selected areas around the Cemetery to create “bug



hotels” and further diversify habitats on-site. It would be beneficial to mix some chippings in with logs and set up permanent log-pile habitats on the edge of the newer sections away from populated areas. This would create further diversified habitats and may increase the hedgehog population (see Biodiversity section for further information).

## Waste

Currently, general waste generated by visitors and staff at Merthyr Dyfan Cemetery is disposed of in a skip and collected periodically by Biffa. Data obtained from January – July 2021 shows that in total **12,260kg** of waste has been collected and on average **1,751kg** of waste is disposed of each month. Using this figure, it can be estimated that a further 8,755kg will be disposed of up to end of December 2021 bringing the total General Waste to **21,015kg** (just over 21 tonnes or around 20 skoda fabias). Biffa reports that roughly 80% of the general waste is disposed of at the Trident Energy Recovery Facility in Cardiff managed by Viridor. At this facility, waste is burnt and the energy is used to power up to 60,000 homes. The surplus ash from incineration is then transported to Bristol via rail where it is used in aggregates. Using Biffa’s estimation 9,808kg of waste was incinerated from Merthyr Dyfan Cemetery and a further 2,452kg was sorted (where possible) and transported for landfill in Trecatti, Merthyr Tydfil. Using this information, it can be forecasted that roughly 16,812kg will be incinerated by the end of 2021 and 4,203kg will be landfilled.



Previously, recycling bins have been trialled at the cemetery for visitors to separate plastic wrap from flowers but this was unsuccessful and costly for the Town Council. There are also recycling facilities available at Porthkerry Cemetery but again these are unfortunately not utilised properly and recycling becomes contaminated. The Vale of Glamorgan has begun to re-attempt offering recycling areas in some of the busier tourist areas (Barry Island) as up until recently the cost and waste from contaminated recycling was too high. However, the culture of recycling is continuing to become more ingrained and this could be something that Council considers again in the future. In the meantime, BTC might want to consider installing recycling receptacles for plastic in the staff areas as this may reduce some of the waste on site and help steer an organisational culture of recycling and good resource management. Furthermore, it could be beneficial to continue to compile General Waste data, to observe trends and undertake research into how to implement a significant reduction of and manage general waste more efficiently.

### **Suggestions:**

- That data regarding waste is compiled and reported on at least annually
- That types of waste disposed of at the Cemetery is investigated further and a programme is put in place to reduce waste.
- Install a plastic recycling receptacle in the Cemetery Staff room and encourage a culture of recycling in-house
- Consider the installation of recycling bins on-site for visitors when the waste management contract reaches its end.

### **Plant/Machinery/Vehicles & Fuel Consumption**

MDC currently owns the following plant and machinery:

- 3x Kubotas (ride-on lawn mower)
- 1x Dumper
- 1 x Skid Steer Loader
- 1x JCB Excavator

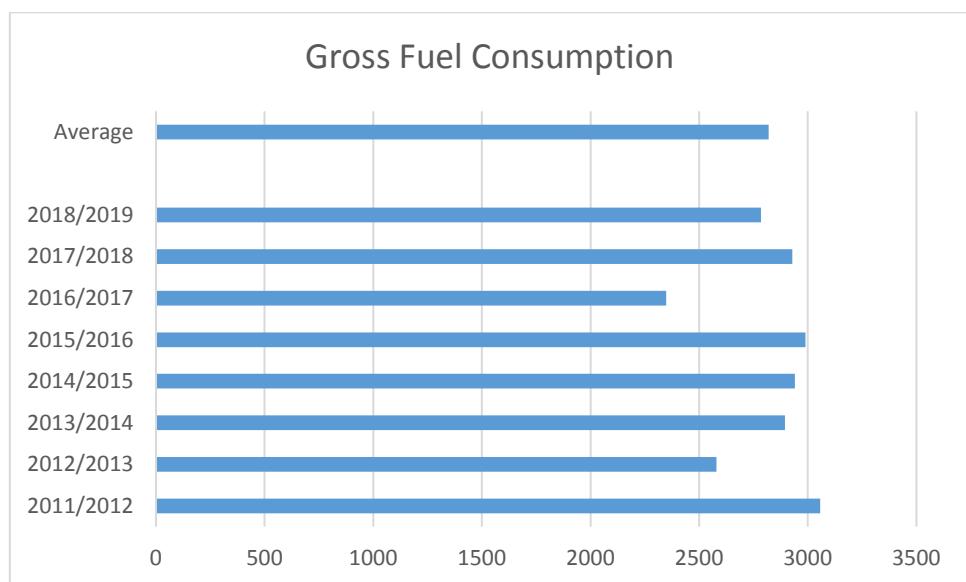
And a further two transit vehicles:

- 1x Large Open-Back Transit vehicle
- 1x small (closed back) transit vehicle

Plant and machinery runs on red diesel which is stored in the compound and replenished ad hoc. Staff fill out forms each time they refill the machinery recording the amount in the main tank when before and after they refill and whether this matches the previous form. They also log how many hours the machine has done on each form filled out. The forms are then recorded digitally and fuel usage monitored. The digitisation of these records were not easily kept up to date over lockdown and data has not been compiled since 2020 and as such data is not as easily extrapolated. Data available



from 1 April 2011 – 31 March 2019 showed consumption of a total of 19,593 litres of red diesel fuel at an average of 2,799 litres per year.



The database will need to be repopulated to have a clearer picture of fuel consumption at MDC in more recent years. It is also reported that the machinery and plant are now approaching fifteen years old and the purchase of newer, more efficient plant is being looked into.

## Staff

The team of staff at the Cemetery has increased recently and comprises of:

- 8 Gravediggers
- 2 Part-time Cemetery Maintenance
- 1 Monument Tester (3 Days)
- 1 Full-time Gardener
- 1 Cemetery Team Leader

Gravediggers, when not excavating graves, undertake lawn-mowing, wood-cutting and general maintenance over a 56 acre area.

In meeting the requirements of Section 6 of the Environment Act (Wales) 2016 ‘Biodiversity and Resilience of Ecosystems Duty’ and actively attempting to improve the biodiversity of the Cemetery, it may be worth considering the viability of utilising a GIS system (Geographic Information System). GIS technology is used for managing, analysing and visualising wildlife data in conservation areas or areas that are being managed to increase biodiversity. This could be as simple as having a designated tablet for taking pictures, with Wi-Fi to connect to the Local Environmental Records Centres (Wales) Reporting Database ‘Aderyn’. The database on their website is very straightforward to use and only requires a log-in email account. Approaching staff to see if there is interest on leading this project and developing knowledge on wildlife and

becoming 'Biodiversity Champions' could be a direction that MDC might consider. The Biodiversity Champion would log sightings of the rarer wildlife: specific butterflies and moths, bumblebees, hedgehogs, badgers, reptiles and amphibians. This may require further training for better identification but would show that MDC takes wildlife conservation very seriously and BTC would have comprehensive data for accountability to BTC's Section 6 duty.

**Suggestion:**

Development of 'Biodiversity Champion' project, training a staff member to use GIS equipment and the Aderyn database to capture rare wildlife sightings

## Solar Panels

Due to its elevation and size, there is a lot of scope to consider the utilisation of solar panels to offset BTC's energy consumption. The northern end of the Cemetery is in sun for the majority of the day, especially as there are less trees in this area. Pergolas with solar panels and gutters and water butts for rainwater collection could be used to create shady refuges in summer (especially as the summers get hotter) whilst also creating renewable and clean energy.



Other areas where photovoltaics might be considered would be on the depot roof beside the Lodge.

The Local Energy Bill is currently being considered in UK parliament which would alter current energy legislation. Currently, all energy is fed directly into the National Grid and anyone wishing to install solar panels (community centres, schools, etc) feeds any surplus energy back into the National Grid where they are then reimbursed. It is currently impossible for small community schemes to sell their own energy directly and locally. Welsh Government have also been looking into something similar as selling energy locally would save on carbon

emissions, create jobs and would prop up local economies and keep money in local circulation. The installation of solar-panels would benefit MDC and BTC in the short-term and long-term. In the short-term it would offset emissions and reduce energy bills and BTC could potentially then be credited for any surplus energy created that's fed back into the Grid. In the long-term BTC could actively sell this energy within our community and potentially help families experiencing fuel-poverty by offering cheaper electricity. In 30 years' time, we may not have space for new burials and that revenue-stream could be cut off, however BTC will still need to maintain the area which will be costly. Selling the energy that BTC produces at a later date may off-set some costs associated with this.

## **Suggestion**

Consider the installation of solar panels to offset carbon emissions and in preparation for being able to sell energy locally.

## **Biodiversity**

- Woodland extensions
- Habitat development in margins – Butterfly Dappled Shaded areas,
- Allow native primroses to grow in designated sections
- Use placards and posters to educate public on “nature is messy” (OneVoiceWales is currently developing National Boards so there is consistency over all wales)
- Have business cards for staff with information about why it’s “messy” and the phone number for sustainable project officer if they have further queries

According to the 2006 Habitat Study and Associated Environmental Improvement Study, and more recent anecdotal reports, the following plants and wildlife have been identified:

### **Wildflowers Include (but not limited to):**

Cowslip	St John's Wort	Vetch
Cuckoo Flower	Tansy	Birdsfoot Trefoil
Jacobs Ladder	Water Aven	Pink Willow Herb
Meadow Cranesbill	Welsh Poppy	Red Clover
Meadowsweet	Purple Knapweed	White Clover
Ox-Eye Daisy	Wild Primrose	Buttercup
Soapwort	Tufted Vetch	Dandelion
Common Borage	Viper's Bugloss	

### **Trees:**

Ash	Cherry	Evergreen Oak
Mountain Ash	Portuguese Laurel	Sugar Maple
Corsican Pine	Western Red Cedar	London Plane
Sycamore	Cotoneaster	Scots Pine
Lawson Cypress	Blue Atlantic Cedar	Hawthorn
Manna Ash	Horse Chestnut	Grey Alder
Yew	Turkey Oak	Elm
Large-Leaf Lime	Oak	Cut-Leaved Lime
Leyland Cypress	Highclere Holly	Myrobalan Plum
Monterey Cypress	Copper Beech	Italian Alder
Rowan	Norway Maple	Aspen
Alder	White Poplar	Paper Bark Maple
Poplar	Beech	Whitebeam
Variegated Holly	Birch	

## **Wildlife Includes (but is not limited to):**

### **Birds**

Tree sparrows  
Blackbirds  
Coal Tits  
Robins  
Jackdaw  
Collared Dove  
Carrion Crow  
Magpie  
Seagull  
Green Woodpecker  
Sparrow Hawk  
Blue Jay  
Grey Heron

### **Damselflies**

A number of Bumblebees (survey for rare species required)  
Parasitic Wasp  
Honey Bee (kept in our hives, non-native)

### **Amphibians**

Newts (unidentified species)  
Frogs and Toads

### **Reptiles**

Habitats for Grass Snake  
Habitat for Slow-worm

### **Insects**

Small tortoiseshell Butterfly  
Red admiral Butterfly  
Brown Butterfly  
White Butterfly  
Burnett Moth  
Dragonflies

### **Mammals**

Grey Squirrel  
Hedgehog  
Habitat for badgers

Although the central areas of the Cemetery are required for burials and internment of cremated remains, the hedges, edges and margins of the Cemetery have a great deal of potential for development for biodiversity. As such, it is advised that the majority of work to increase biodiversity take place in these areas.

The Project Officer met with Wildlife Trust and was advised what types of opportunities for biodiversity expansion there were at the Cemetery currently aside from the projects currently being undertaken.

### **Pond and Surge Pool**

It was advised that the Biodiversity Pond to the front of the Cemetery is very nutrient rich and will need some further maintenance and management to reduce the nutrient density to allow for more wildlife and healthier water quality. This includes, clearing portions of scum from the top water layer (work undertaken in August), removing the overgrowth of pond weed (also carried out in August). It was suggested that the species of pond weed might be an invasive, non-native type, Parrot Feather (New-Zealand provenance), and will need to be monitored and managed more regularly. This type of pond weed may have been inadvertently donated by residents disposing of old pond fauna and flora in BTC's pond. It should be noted that, although there are goldfish in the pond, BTC has never purchased any – these were disposed of by residents into the pond. Overall the pond was well received with some suggestions for increasing the margins of the ponds and incorporating a more diverse range of environment in the area, such as:

- Allowing grass to grow taller around the edges of the pond
- Adding rockeries along the hedge
- Adding rockeries around the edge of the pond
- Increasing the amount of rocks and gravel in the stream
- Introducing a wildflower area in the empty space before the lodge

Wildlife Trust also suggested undertaking a survey for amphibians and reptiles (a focus on newts) in the winter- early spring to ascertain if any rare or protected species are present in the area, such as Great Crested Newts. The representative also recommended not replenishing any goldfish or koi present in the pond as keeping their population down would allow for more diverse invertebrates and amphibians.



The Surge Pool has not flooded for many years; however, it is a very lush, green area for wildlife and when visiting with Wildlife Trust and the Local Nature Partnership there were a number of different moths and butterflies observed. Anecdotally, amphibians have also been observed in this area. As this area is away from the burial areas it is a particular point of interest for diversifying wildlife, not least due to it backing onto a woodland margin.

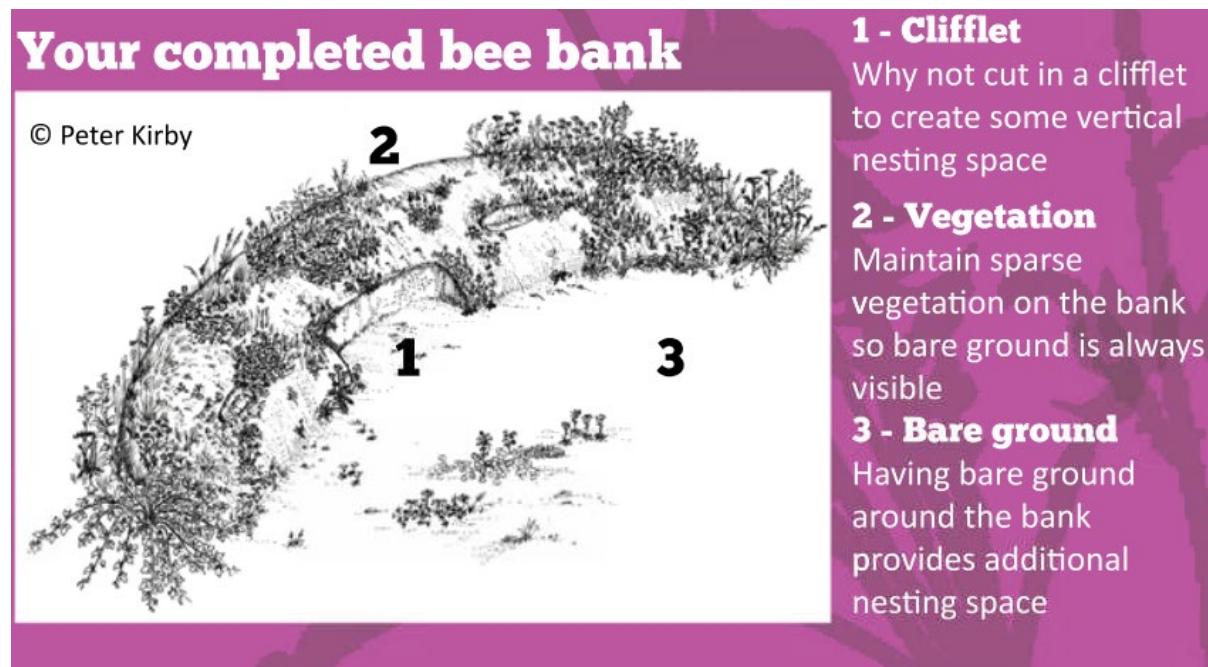
Wildlife Trust recommended: developing a permanent pond area at the bottom of the surge pool for newts and other amphibians; introducing rockery areas within the pool and around the edges and allowing the area to “Grow Wild”.

The Local Nature Partnership also recommended developing a “bee bank” along the side of the surge pool. A bee bank is an embankment developed for solitary bumblebees and is used for hibernation and rest during long journeys. Wildflowers are planted sparingly on the sandy mound for food and usually it is placed somewhere close to water but away from too many humans.



Solitary bumblebees are under threat in the UK. 10% of Welsh bees are considered “rare”, with 24 rare species observed in the UK, of which 22 are found in Wales. One third of Welsh Bumblebees are considered rare or under threat. The Vale of

Glamorgan has the highest level of decline in Wales for solitary Bumblebees since 1970 (Bumblebee Conservation Trust. 2021), this is largely due to urbanisation but also due to the further development of industry along the coast, particularly in Barry. In the Vale there are a number of rare/under threat species that we need to be aware of, including the Shrill Carder Bee, Brown Banded Carder, Large Mason bee and Large Garden Bumblebee. MDC sits just on the edge of a designated hotspot for these rare bumblebees and with the installation of these sorts of habitats BTC could help increase the population and extend the corridor for their continued prosperity.



**NB:** Image taken from 'Bee Bank Manual' – copyright Buglife charity

MDC currently houses 3 bee-hives for non-native honeybees and while honeybees are good pollinators, they do out-compete solitary native bees, which is all the more reason why Council are obligated to develop pollen and nectar rich areas for the native species.

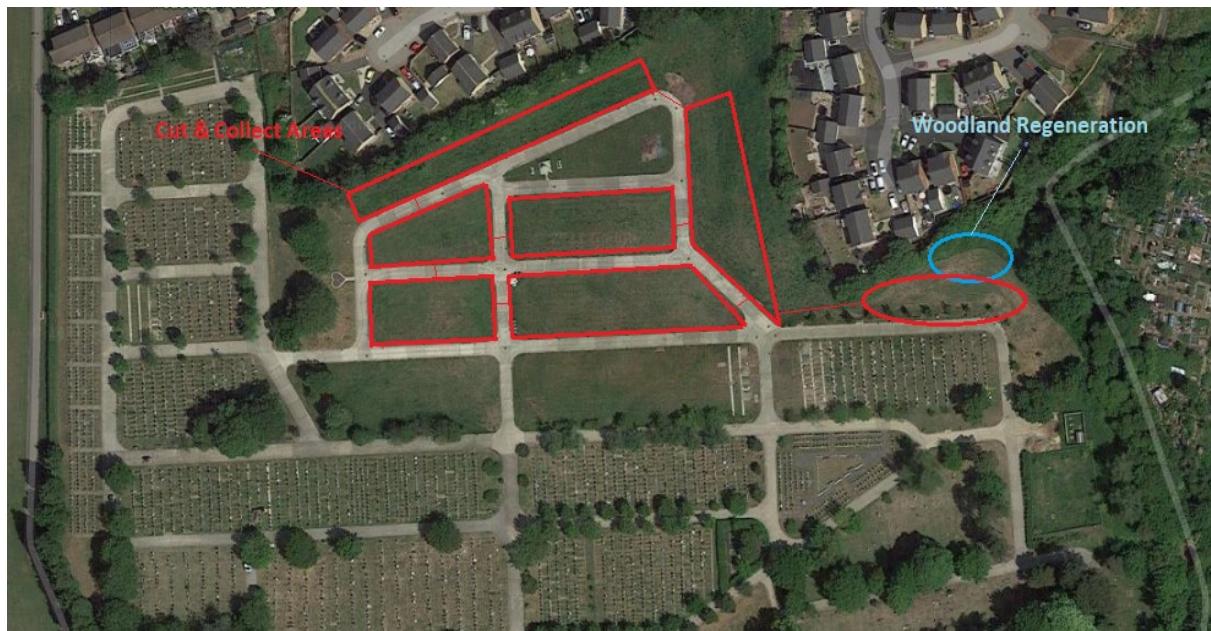
### Grassland Management and Mowing Practices

Currently when mowing MDC has been leaving the cuttings for birds, wildlife and to keep the lawns verdant as grass cuttings feed grass. At the northern-most, unoccupied end, MDC have significantly reduced grass cutting to allow for wildflowers and other grasses to grow, with the intention of creating more habitat for pollinators. Currently, there is evidence to suggest a good number of dormant wildflower species but the area is still very grass and nutrient rich which is making it difficult for wildflowers to compete with grass species for more space. Following the meeting of Halls, Cemeteries and Community Buildings Committee held on 6 September 2021, it was agreed that the Local Nature Partnership aid us in our grassland management and their Biodiversity Assistant has since begun bi-annual cut-and-collect of Wildflower areas. Below in red are the areas that are included in the Grassland Management scheme, there are also smaller areas in Cemetery Approach Gardens. Cuttings are being deposited around margins away from Wildflower areas to remove nutrients and to help deter grasses and encourage wildflowers.



LNP Cut and Collect Machine Managing Grasslands

Below in red are the areas that are included in the Grassland Management scheme, there are also smaller areas in Cemetery Approach Gardens. Cuttings are being deposited around margins away from Wildflower areas to remove nutrients and to help deter grasses and encourage wildflowers.



It was recommended that the top section may need to be scarified and donated Green Hay as grasses had out-competed the wildflowers. The two central bottom sections, however, had a lot of their own flowers and, with patience could be a very rich wildflower meadow. The easterly section (circled in red) is on a slope and it was recommended that the cut and collect machine may not be able to reach the furthest

point (in blue). However, as it has been decided that this section will not host anymore memorial trees as access can be difficult in wet conditions, and it was therefore suggested that the woodland margin could be extended to allow for further wildlife habitat.

It has also been reported that at the front of the Cemetery a lot of seasonal wild primrose grows in the older sections and is mown to keep the grass green currently. Wild primrose is a beneficial plant for early emerging pollinators. It is recommended that sections of this naturally occurring primrose is left to grow to provide vital nutrition to early emerging pollinators.



A further improvement to Cemetery Approach Gardens would be extending the woodland margin between the gardens and the allotments as it is currently unused and growing over with weeds and brambles, with evidence of some local, rare wildflowers like Pink/Hairy Willowherb.

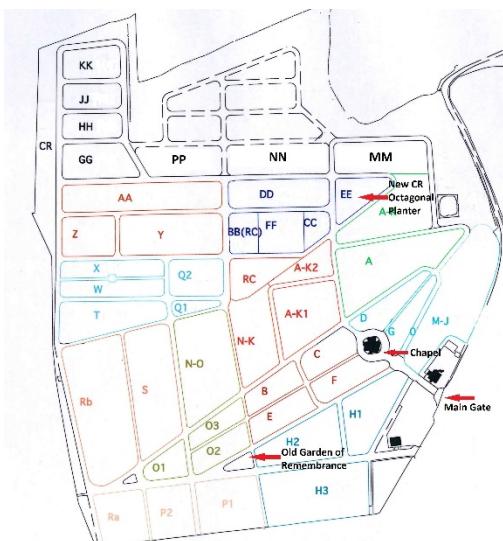
### **Hedges, Edges and Margins**

Currently, MDC trims back hedges and trees are checked annually for public safety. MDC has a number of insect hotels and bird boxes within trees around the site. Trees that prove to be unsafe are felled for public safety and a number of stumps can be seen around the Cemetery. The Cemetery team have spoken about turning the stumps into planters and bug hotels to make use of these resources.

The representative of Wildlife Trust observed that, in the hedgerow along section CR there were a number of naturally occurring wildflowers, predominantly vetch which is a wonderful food source for rare bumbles. Wildlife Trust suggested the addition of clematis and other pollen-rich climber to the hedgerow as this would add food sources for pollinators as well as add more colour.

Further south in the margin beside RA and RB there are a number of large coniferous

trees. It was suggested that these areas were perfect habitats for specific rare butterflies and moths as they prefer dapple-shaded areas. To develop these areas into a butterfly garden we would simply need to cut and collect the grasses (unfortunately the area is too small for a ride-on cut and collect machine so grass will need to be raked by hand) in these areas to remove some of the nutrients from the soil and add some wildflower plugs to encourage more wildflower growth. If this is something that the Council feels would benefit the cemetery, the Project officer could also speak with the Parks department of Vale of Glamorgan, to discuss widening the



wildflower margin into Buttrills Playing Field beside the path.

The MDC Gardener has recently added a hedgehog hotel at the end of section MJ within the woodland margin, including a rather pretty drinking area (truly a 5-star Hog Hotel!). The Project Officer has requested to borrow a Trail Camera from Wildlife Trust to see if it has been occupied yet and will report back and log any hedgehog sightings on the Aderyn database.



This sort of project is one that can be replicated around the site relatively easily, developing more hibernaculum and habitats for hedgehogs and other animals and wildlife.

The Wildlife Trust also suggested adding more small pools and ponds around the site to develop a highway for amphibians but also for animals to drink during the hotter weather.

### Nature is Messy

In the past when work has been undertaken to create habitats or allow portions of the Cemetery to become more ‘wild’, complaints have been received from the public. This is something that has been reported by ecological and environmental groups and colleagues all over Wales (and most likely beyond). The general public are not used to seeing nature in built up areas, have become too used to “tidy” greenspaces, but Nature is not tidy – Nature is Messy!

To help educate the public, OneVoiceWales is developing branding for this nationwide push for increasing biodiversity, including placards and posters. It was felt that having the same types of posters all over Wales would show that these “messy” areas are being thought-out and managed sustainably for biodiversity at a national level but by local groups. In effect, it joins up Community and Town Council greening projects. A further suggestion was having business cards for staff receiving complaints so residents can speak directly with whoever is running the greening project, in this case it would be the Sustainable Projects Officer.

### Suggestions

- Undertake a Newt survey in Winter-Early Spring to determine if a population of Great Crested Newts is in residence
- Consider the building of a bee bank

- Consider allowing sections of wild primrose to grow to provide a food source to early emerging pollinators
- Develop a permanent pond at the bottom of the surge pool to create a habitat for newts
- Consider the development of rockeries around the Pond, Surge Pool to diversify the environment
- Consider the addition of more, smaller ponds and pools around site to create a highway for amphibians and provide water for wildlife during high temperatures
- Develop placards and signage in Wildflower areas with information about types of wildlife we are hoping to encourage in specific areas
- Provide business cards with the Sustainable Project Officer's details so that if staff are presented with complaints there is always someone able to explain the reasoning behind our re-wilding projects.

## **Volunteers**

MDC has a volunteer beekeeper for the MDC Bee Hives and the Friends of Merthyr Dyfan Cemetery Group works alongside the Cemetery to help where possible. Developing this volunteer scheme further and utilising those volunteers for biodiversity projects could be very beneficial to the Cemetery. This would alleviate pressure from site staff when undertaking biodiversity projects outside of their usual role, would encourage engagement with residents, develop ecological and environmental management skills within the group and also educate residents on what sorts of things they can do at home to help wildlife.

## **Suggestion**

- Assess the viability of utilising volunteers and expanding on a volunteer programme to develop and deliver our biodiversity projects.

## **Conclusion**

The Cemetery is vast and could be a boon for wildlife in Barry. It is easy to become short-sighted in regard to its management, but there is time to consider what we want the Cemetery to be after burials are no longer viable. With the right management it could become a blueprint for integrating wildlife conservation with contemporary burial practises. It could develop into a recreation ground where we can honour the memory of lost loved ones by developing a robust wildlife oasis. Western burial practises are slowly shifting more towards 'Natural Burial' but we could bridge the gap between past practises and future ones by developing these projects and behaviours now.

## **References**

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2. Harris, M. (2008), *Grave Matters: A Journey Through the Modern Funeral Industry to a Natural Way of Burial*
3. World Health organisation (WHO), (2002), *Concise International Chemical Assessment Document (40): Formaldehyde*, <https://www.who.int/ipcs/publications/cicad/en/cicad40.pdf>

4. Buglife (2020), *How to Create A Bee Bank*, Booklet 2  
<https://cdn.buglife.org.uk/2020/04/Bee-bank-booklet-2.pdf>
5. Intergovernmental Panel on Climate Change (IPCC), (August 2021), *Sixth Assessment Report: AR6 Climate Change 2021*  
<https://www.ipcc.ch/report/ar6/wg1/#FullReport>
6. Local Electricity Bill, HC, Session 2019-2021 (May 2021),  
<https://bills.parliament.uk/bills/2747>

## **Summary of Suggestions**

- Where Ash trees are removed due to ash-die-back, re-plant other hardy and local provenance species.
- That the Project Officer report back any information obtained from the geologist in regard to the viability of donating or otherwise disposing of excess rock.
- When MDC is no longer functional turn the “Rock Bin” into a designated Amphibian and Reptile area with rockeries, hillocks, grass, bog and pond areas.
- That data regarding waste is compiled and reported on at least annually
- That types of waste disposed of at the Cemetery is investigated further and a programme is put in place to reduce waste.
- Install a plastic recycling receptacle in the Cemetery Staff room and encourage a culture of recycling on-site.
- That consideration is given to reinstalling recycling receptacles when it is clear that the recycling culture has solidified enough that resource will be recycled efficiently
- Development of ‘Biodiversity Champion’ project, training a staff member to use GIS equipment and the Aderyn database to capture rare wildlife sightings
- Consider the installation of solar panels to offset our carbon emissions and in preparation for being able to sell energy locally.
- Assess the viability of utilising volunteers and expanding on a volunteer programme to develop and deliver our biodiversity projects.
- The development of a Grassland Management Plan with the Local Nature Partnership to Council to Halls
- That we utilise the Cut and Collect Services offered by the Local Nature Partnership for Merthyr Dyfan Cemetery and Cemetery Approach Gardens
- That the woodland margin on the slope beside section MM is extended

## **RECOMMENDATIONS**

1. **That members receive and note the report**
2. **That members recommend to a meeting of the Halls, Cemeteries and Community Facilities Committee to be held on 6 September 2021, that a Grassland Management Plan be developed in collaboration with the Local Nature Partnership to manage the newer above outlined sections of Merthyr Dyfan Cemetery and utilise their Cut and Collect Services for grassland and meadow management**
3. **That members consider the content of the report and make recommendations to a meeting of the Halls, Cemeteries and Community**

**Facilities Committee to be held on 8 November 2021 so that the necessary financial implications can be considered prior to budget setting.**

- 4. That the report is dispatched to all members of the Halls, Cemeteries and Community Facilities Committee so that the necessary consideration can be given prior to the next meeting in 8 November 2021, also providing members with sufficient time to meet with the Project Officer should there be any queries relating to the report.**