

CL/ams

22 May 2015

To: Councillor J Evans (Chairperson) plus Councillors Bertin, Brooks, R Curtis, Kuhnell, N Hodges, Pritchard (Town Mayor–ex-officio), and Sword

Dear Councillor

You are hereby summoned to attend a meeting of the **Halls, Cemeteries and Community Facilities Committee** which will be held in the **Council Chamber, 7 Gladstone Road, Barry, on Monday, 1 June 2015 commencing at 7.00 pm**, for the purpose of transacting the business specified below.

Yours faithfully

Cliff Lewis
Town Clerk

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)
3. **Terms of Reference** **(Page 653)**
4. **To approve the minutes of the Amenities Committee's meeting held on 2 February 2015** **(Pages 654-659)**

5. **Cemeteries** **(Pages 660-664)**

- a. Merthyr Dyfan Cemetery Chapel
- b. Bios-urn

6. **Update Reports on Building Maintenance Projects and Improvements** **(Page 665)**

7. **Transfer of Exclusive Right of Burial (789-818 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 **789-818** inclusive, granting the transfer of exclusive right of burial to those named on each transfer request.

8. **Grants of Exclusive Right of Burial (13400-13429 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 **13400-13429** inclusive, granting the exclusive right of burial to those named on the interment form.

9. **Budget Monitoring Report** **(Pages 666-667)**

1 April 2015 – 30 April 2015

10. **Schedule of Payments – June 2015 (Interim)** **(Pages 668-671)**

11. **Date of Next Meeting**

The date of the next meeting of the Amenities Committee is scheduled for 7 September 2015.

Distribution

Agenda summons and index to all non-committee members. A full copy of the agenda papers for this meeting will be available in the Council offices for inspection.

Agenda papers (with the exception of confidential items) also to: - Barry and District News, Glamorgan Gem and Barry Library (3)

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CL/ams

28 August 2015

To: Councillor J Evans (Chairperson) plus Councillors Bertin, Brooks, R Curtis, Kuhnell, N Hodges, Pritchard (Town Mayor–ex-officio), and Sword

Dear Councillor

You are hereby summoned to attend a meeting of the **Halls, Cemeteries and Community Facilities Committee** which will be held in the **Council Chamber, 7 Gladstone Road, Barry, on Monday, 7 September 2015 commencing at 7.00 pm**, for the purpose of transacting the business specified below.

Yours faithfully

Cliff Lewis
Town Clerk

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)
3. **To approve the minutes of the Halls, Cemeteries and Community Facilities Committee's meeting held on 1 June 2015**
(Pages 672-675)

4. **Cemeteries** **(Pages 676-690)**
 - a. Merthyr Dyfan Cemetery Chapel
 - b. Lighting up of Cemetery chapel
 - c. Installation of Sun Dial
 - d. Promotion of Cemetery
 - e. Plaques for Bios Urns
5. **Transfer of Exclusive Right of Burial (819-830 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 **819-830** inclusive, granting the transfer of exclusive right of burial to those named on each transfer request.
6. **Grants of Exclusive Right of Burial (13430-13442 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 **13430-13442** inclusive, granting the exclusive right of burial to those named on the interment form.
7. **Budget Monitoring Report** **(Pages 691-692)**

1 April 2015 – 31 July 2015
8. **Date of Next Meeting**

The date of the next meeting of the Halls, Cemeteries and Community Facilities Committee is scheduled for 16 November 2015.
9. **Exclusion of Press & Public**

In accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public are excluded from the remainder of the meeting.
10. **Theft of Hand Mower from Merthyr Dyfan Cemetery** **(Pages 693-694)**

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AN/HCCF

6 November 2015

To: Councillor J Evans (Chairperson) plus Councillors Bertin, Brooks, R Curtis, Kuhnell, N Hodges, Pritchard (Town Mayor–ex-officio), and Sword

Dear Councillor

You are hereby summoned to attend a meeting of the **Halls, Cemeteries and Community Facilities Committee** which will be held in the **Council Chamber, 7 Gladstone Road, Barry, on Monday, 16 November 2015 commencing at 7.00 pm**, for the purpose of transacting the business specified below.

Yours faithfully

Angie Norman
Acting Town Clerk

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)
3. **To approve the minutes of the Halls, Cemeteries and Community Facilities Committee's meeting held on 7 September 2015**
(Pages 695-699)

4. **Draft Halls, Cemeteries and Community Facilities Committee Estimates for 2016/17** (Pages 700-704)
5. **Cemetery Fees and Charges 2016/17** (Pages 705-712)
6. **Pioneer Hall 2016/17** (Page 713)
7. **Proposed Future Projects to be undertaken in Pioneer Hall** (Pages 714-715)
8. **Proposed Future Projects to be undertaken in Merthyr Dyfan Cemetery** (Pages 716-717)
9. **Future Staffing at Cemetery Approach** (Page 718)
10. **Schedule of Payments for November 2015** (Pages 719-721)
11. **Date of Next Meeting**

The date of the next meeting is scheduled for 30 November 2015.

Distribution

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AN/HCCF

20 November 2015

To: Councillor J Evans (Chairperson) plus Councillors Bertin, Brooks, R Curtis, Kuhnell, N Hodges, Pritchard (Town Mayor–ex-officio), and Sword

Dear Councillor

You are hereby summoned to attend a meeting of the **Halls, Cemeteries and Community Facilities Committee** which will be held in the **Council Chamber, 7 Gladstone Road, Barry, on Monday, 30 November 2015 commencing at 7.00 pm**, for the purpose of transacting the business specified below.

Yours faithfully

Angie Norman
Acting Town Clerk

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)
3. **To approve the minutes of the Halls, Cemeteries and Community Facilities Committee's meeting held on 16 November 2015**
(Pages 722-727)

4. **Cemeteries** (Pages 728-748)

- a. Technical Advisers Report
- b. Green Flag Application

5. **Additional Budget to replace cemetery plant** (Pages 749-750)

6. **Confirmation of Proposed Future Projects to be included in the 2016/17 Draft Estimates** (Pages 751-752)

7. **Transfer of Exclusive Right of Burial (831-852 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 **831-852** inclusive, granting the transfer of exclusive right of burial to those named on each transfer request.

8. **Grants of Exclusive Right of Burial (13443-13462 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 **13443-13462** inclusive, granting the exclusive right of burial to those named on the interment form.

9. **Budget Monitoring Report** (Pages 753-755)

1 April 2015 – 31 October 2015

10. **Date of Next Meeting**

The date of the next meeting is scheduled for 1 February 2016

11. **Exclusion of the Press & Public**

In accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public are excluded from the remainder of the meeting.

12. **Casual Workers at Merthyr Dyfan Cemetery** (Pages 756)

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AN/HCCF

22 January 2016

To: Councillor J Evans (Chairperson) plus Councillors Bertin, Brooks, R Curtis, Kuhnell, N Hodges, Pritchard (Town Mayor–ex-officio), and Sword

Dear Councillor

You are hereby summoned to attend a meeting of the **Halls, Cemeteries and Community Facilities Committee** which will be held in the Council Offices on **Monday, 1 February 2016 commencing at 7.00 pm**, for the purpose of transacting the business specified below.

Yours faithfully

Angie Norman
Acting Town Clerk

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)
3. **To approve the minutes of the Halls, Cemeteries and Community Facilities Committee's meeting held on 30 November 2015**
(Pages 757 - 762)

4. **Cemeteries** **(Pages 763 - 764)**

Bios Urns – One year on

5. **Transfer of Exclusive Right of Burial (852-864)**

That in accordance with Standing Order 27(a), authority be given for the Council's Common Seal to be applied to Transfer Deeds numbered **852-864** inclusive, granting the transfer of exclusive right of burial to those named on each transfer request.

6. **Grants of Exclusive Right of Burial (None)**

7. **Budget Monitoring Report** **(Pages 765-767)**

1 April 2015 – 31 December 2015

8. **Date of Next Meeting**

The date of the next meeting is scheduled for 4 April 2016.

Distribution

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VMS/HCCF

24 March 2016

To: Councillor J Evans (Chairperson) plus Councillors Bertin, Brooks, R Curtis, Kuhnell, N Hodges, Pritchard (Town Mayor–ex-officio), and Sword

Dear Councillor

You are hereby summoned to attend a meeting of the **Halls, Cemeteries and Community Facilities Committee** which will be held in the Council Offices on **Monday, 4 April 2016 commencing at 7.00 pm**, for the purpose of transacting the business specified below.

Yours faithfully

Angie Norman
Acting Town Clerk

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)
3. **To approve the minutes of the Halls, Cemeteries and Community Facilities Committee's meeting held on 1 February 2016**
(Pages 768 - 770)

4. **Cemeteries** **(Page 771)**

a) Staff Training

5. **Transfer of Exclusive Right of Burial (865-873 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 **865-873** inclusive, granting the transfer of exclusive right of burial to those named on each transfer request.

6. **Grants of Exclusive Right of Burial (13462-13485 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 **13462-13485** inclusive, granting the exclusive right of burial to those named on the interment form.

7. **Budget Monitoring Report** **(Pages 772-774)**

1 April 2015 – 29 February 2016

8. **Date of Next Meeting**

The date of the next meeting of the Halls, Cemeteries and Community Facilities Committee is to be agreed at the annual meeting of Council due to be held on Tuesday, 10 May 2016

Distribution

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VMS/HCCF

27 May 2016

To: Councillor J Evans (Chairperson) plus Councillors Bertin, Brooks, R Curtis, Kuhnell, N Hodges, Sword and Williams (Town Mayor–ex-officio)

Dear Councillor

You are hereby summoned to attend a meeting of the **Halls, Cemeteries and Community Facilities Committee** which will be held in the **Council Chamber, 7 Gladstone Road, Barry, on Monday, 6 June 2016 commencing at 7.00 pm**, for the purpose of transacting the business specified below.

Yours faithfully

Angie Norman
Acting Town Clerk

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)
3. **Terms of Reference** **(Page 775)**

4. **To approve the minutes of the Halls, Cemeteries and Community Facilities Committee's meeting held on 4 April 2016**
(Pages 776-777)

5. **Cemeteries** (Pages 778-785)

- a. Green Flag Award
- b. Sanctum Panorama
- c. Rainwater Harvesting System

6. **Update Reports on Building Maintenance Projects and Improvements** (Page 786)

7. **Transfer of Exclusive Right of Burial (874-898 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 **874-898** inclusive, granting the transfer of exclusive right of burial to those named on each transfer request.

8. **Grants of Exclusive Right of Burial (None)**

9. **Budget Monitoring Report** (Pages 787-788)

1 April 2016 – 30 April 2016

10. **Schedule of Payments – June 2016 (Interim)** (Pages 789-792)

11. **Date of Next Meeting**

The date of the next meeting of the Halls, Cemeteries and Community Facilities Committee is scheduled for 5 September 2016.

12. **Exclusion of the Press & Public**

In accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public are excluded from the remainder of the meeting.

13. **Casual Workers at Merthyr Dyfan Cemetery** (Pages 793-794)

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AN/HCCF

26 August 2016

To: Councillor J Evans (Chairperson) plus Councillors Bertin, Brooks, Kuhnell, N Hodges, Sword and Williams (Town Mayor–ex-officio)

Dear Councillor

You are hereby summoned to attend a meeting of the **Halls, Cemeteries and Community Facilities Committee** which will be held in the **Merthyr Dyfan Cemetery Chapel, Merthyr Dyfan Cemetery, Barry, on Monday, 5 September 2016 commencing at 7.00 pm**, for the purpose of transacting the business specified below.

Yours faithfully

Angie Norman
Acting Town Clerk

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)
3. **To approve the minutes of the Halls, Cemeteries and Community Facilities Committee's meeting held on 6 June 2016**
(Pages 795-799)

4. **Cemeteries** **(Pages 800-810)**
 - a. Petition received regarding Summer Closing Times
 - b. Green Flag Feedback
 - c. Lighting up of Chapel

5. **Transfer of Exclusive Right of Burial (899 – 915 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 **899 – 915** inclusive, granting the transfer of exclusive right of burial to those named on each transfer request.

6. **Grants of Exclusive Right of Burial (13486 – 13511 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 **13486 – 13511** inclusive, granting the exclusive right of burial to those named on the interment form.

7. **Budget Monitoring Report** **(Pages 811-812)**

1 April 2015 – 31 July 2016

8. **Date of Next Meeting**

The date of the next meeting of the Halls, Cemeteries and Community Facilities Committee is scheduled for 21 November 2016.

9. **Exclusion of Press & Public**

In accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public are excluded from the remainder of the meeting.

10. **Update Reports on Building Maintenance Projects and Improvements** **(Pages 813-814)**

11. **Introduction of Talking Bins on Barry Island** **(Pages 815-826)**

12. **Handheld Headstone Risk Assessment System** **(Pages 827-847)**

13. **Casual Workers** **(Pages 848-849)**

14. **Sanctum Panorama Columbaria** **(Pages 850-855)**

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**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, SECTION 1(4) AND
LOCAL GOVERNMENT ACT 1972, SCHEDULE 12, PARAGRAPH 26(2)(a)**

Pursuant to the requirements of the above statutory provisions, NOTICE IS HEREBY GIVEN that a MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE OF BARRY TOWN COUNCIL will be held at the Council Offices, 7 Gladstone Road, Barry on Monday 21 November 2016 at 7.00 pm. The agenda for the meeting is set out below. Members of the public are entitled to attend that meeting unless property excluded there from by resolution.

**Emily Forbes
Town Clerk
Barry Town Council**

11 NOVEMBER 2016

- 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)
- 3. To approve the minutes of the Halls, Cemeteries and Community Facilities Committee's meeting held on 5 September 2016**
(Pages 856-865)
- 4. Draft Halls, Cemeteries and Community Facilities Committee Estimates for 2017/18**
(Pages 866-870)
- 5. Cemetery Fees and Charges 2017/18**
(Pages 871-878)
- 6. Pioneer Hall Charges 2017/18**
(Page 879)
- 7. Proposed Future Projects to be undertaken in Pioneer Hall**
(Pages 880-881)

8. **Proposed Future Projects to be undertaken in Merthyr Dyfan Cemetery** (Pages 882-885)

9. **Transfer of Exclusive Right of Burial (915 – 923 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 **915 – 923** inclusive, granting the transfer of exclusive right of burial to those named on each transfer request.

10. **Grants of Exclusive Right of Burial (13511 - 13532 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 **13511 - 13532** inclusive, granting the exclusive right of burial to those named on the interment form.

11. **Porthkerry Cemetery – Remaining Burial space** (Pages 886-889)

12. **Membership of National Association of Memorial Masons** (Pages 890-891)

13. **Institute of Cemetery and Crematorium Management Summary of Financial Statement for year ended 31 March 2016** (Pages 892-904)

14. **Date of Next Meeting**

The date of the next meeting is scheduled for 4 February 2017

15. **Exclusion of the Press & Public**

In accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public are excluded from the remainder of the meeting.

16. **Recent Incident at Merthyr Dyfan Cemetery** (Pages 905-906)

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**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, SECTION 1(4) AND
LOCAL GOVERNMENT ACT 1972, SCHEDULE 12, PARAGRAPH 26(2)(a)**

Pursuant to the requirements of the above statutory provisions, NOTICE IS HEREBY GIVEN that a MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE OF BARRY TOWN COUNCIL will be held at the Council Offices, 7 Gladstone Road, Barry on Monday 3 April 2017 at 7.00 pm. The agenda for the meeting is set out below. Members of the public are entitled to attend that meeting unless property excluded there from by resolution.



**Emily Forbes
Town Clerk
Barry Town Council**

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)
3. **To approve the minutes of the Halls, Cemeteries and Community Facilities Committee's meeting held on 13 February 2017**
(Pages 909 - 912)
4. **Merthyr Dyfan Cemetery** **(Pages 913 - 916)**
 - a. Switching off of Gas Supply to Merthyr Dyfan Chapel
 - b. Roads Scheduled for Works in 2017/18
5. **Porthkerry Cemetery – Remaining Burial space**
(Page 917)
6. **Transfer of Exclusive Right of Burial (924 - 935 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

924 - 935 inclusive, granting the transfer of exclusive right of burial to those named on each transfer request.

7. **Grants of Exclusive Right of Burial (13533- 13557 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 **13533 - 13557** inclusive, granting the exclusive right of burial to those named on the interment form.

8. **Budget Monitoring Report** **(Pages 918 - 919)**

1 April 2016 – 28 February 2017

9. **Date of Next Meeting**

The date of the next meeting will be determined by Council at its Annual Meeting due to be held on Tuesday, 15 May 2017

10. **Exclusion of the Press & Public**

In accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public are excluded from the remainder of the meeting.

11. **Burial Costs for Children** **(Pages 920 - 924)**

12. **Repairs to Cemetery Lodge** **(Pages 925 - 931)**

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AN/HCCF

26 May 2017

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, SECTION 1(4) AND LOCAL GOVERNMENT ACT 1972, SCHEDULE 12, PARAGRAPH 26(2)(a)

Pursuant to the requirements of the above statutory provisions, NOTICE IS HEREBY GIVEN that a MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE OF BARRY TOWN COUNCIL will be held at the Cemetery Chapel, Merthyr Dyfan Cemetery, Barry on Monday 5 June 2017 at 7.00 pm. The agenda for the meeting is set out below. Members of the public are entitled to attend that meeting unless property excluded there from by resolution.

Yours faithfully

Emily Forbes
Town Clerk

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)
3. **Terms of Reference** **(Page 1)**
4. **To approve the minutes of the Halls, Cemeteries and Community Facilities Committee's meeting held on 3 April 2017**
(Pages 2 - 6)
5. **Merthyr Dyfan Cemetery** **(Pages 7 - 12)**
 - a. Projects for 2017/18
 - b. Update from Technical Adviser

6. **Transfer of Exclusive Right of Burial (936-950 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 **936-950** inclusive, granting the transfer of exclusive right of burial to those named on each transfer request.

7. **Grants of Exclusive Right of Burial (13558-13568 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 **13558-13568** inclusive, granting the exclusive right of burial to those named on the interment form.

8. **Budget Monitoring Report for April 2017 (Pages 13 - 14)**

9. **Schedule of Payments June 2017 (Interim) (Pages 15 - 19)**

10. **Date of Next Meeting**

The date of the next meeting will be determined by Council at its Annual Meeting due to be held on Tuesday, 15 May 2017.

11. **Exclusion of the Press & Public**

In accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public are excluded from the remainder of the meeting.

12. **Cost of Transfer of Exclusive Right of Burial (Pages 20 - 21)**

13. **Cemetery Lodge Replacement of Radiators (Pages 22 - 23)**

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AN/HCCF

6 September 2017

**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, SECTION 1(4) AND
LOCAL GOVERNMENT ACT 1972, SCHEDULE 12, PARAGRAPH 26(2)(a)**

Pursuant to the requirements of the above statutory provisions, NOTICE IS HEREBY GIVEN that a MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE OF BARRY TOWN COUNCIL will be held at the Council Offices, 7 Gladstone Road, Barry on Monday 11 September 2017 at 7.00 pm. The agenda for the meeting is set out below. Members of the public are entitled to attend that meeting unless property excluded there from by resolution.



**Emily Forbes
Town Clerk
Barry Town Council**

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)
3. **To approve the minutes of the Halls, Cemeteries and Community Facilities Committee's meeting held on 5 June 2017**
(Pages 24 - 28)
5. **Cemeteries** **(Pages 29 - 31)**

Update on current projects

6. **Pioneer Hall** (Pages 32 - 40)
Feedback forms
7. **Transfer of Exclusive Right of Burial (951-965 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 **951-965** inclusive, granting the transfer of exclusive right of burial to those named on each transfer request.
8. **Grants of Exclusive Right of Burial (13569-13598 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 **13569-13598** inclusive, granting the exclusive right of burial to those named on the interment form.
9. **Budget Monitoring Report for July 2017** (Pages 41 - 42)
10. **Schedule of Payments September 2017** (Pages 43 - 45)
11. **Tree Charter** (Pages 46 - 48)
12. **Request for funding from Jane Hutt** (Page 49 - 51)
13. **Impact of change of Transfer of Exclusive Right of Burial fees** (Page 52)
14. **Date of Next Meeting**
The next meeting of the Halls, Cemeteries & Community Facilities meeting is scheduled for 20 November 2017

Distribution

Agenda summons and index to all non-committee members. A full copy of the agenda papers for this meeting will be available in the Council offices for inspection.

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AN/HCCF

10 November 2017

**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, SECTION 1(4) AND
LOCAL GOVERNMENT ACT 1972, SCHEDULE 12, PARAGRAPH 26(2)(a)**

Pursuant to the requirements of the above statutory provisions, NOTICE IS HEREBY GIVEN that a MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE OF BARRY TOWN COUNCIL will be held at the Council Offices, 7 Gladstone Road, Barry on Monday 20 November 2017 at 7.00 pm. The agenda for the meeting is set out below. Members of the public are entitled to attend that meeting unless property excluded there from by resolution.



**Emily Forbes
Town Clerk
Barry Town Council**

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)
3. **To approve the minutes of the Halls, 11 September 2017**
(Pages 53 – 59)

4. **Draft Halls, Cemeteries and Community Facilities Committee Estimates for 2018/19** (Pages 60 - 64)
5. **Cemetery Fees and Charges 2018/19** (Pages 65 - 73)
6. **Pioneer Hall Charges 2018/19** (Pages 74 - 75)
7. **Proposed Future Projects to be undertaken in Pioneer Hall** (Pages 76 - 78)
8. **Proposed Future Projects to be undertaken in Merthyr Dyfan Cemetery** (Pages 79 - 93)
9. **Update on Current Projects** (Pages 94 - 95)
10. **Transfer of Exclusive Right of Burial (966-993 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 **966-993** inclusive, granting the transfer of exclusive right of burial to those named on each transfer request.

11. **Grants of Exclusive Right of Burial (13599-13604 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 **13599-13604** inclusive, granting the exclusive right of burial to those named on the interment form.

12. **Budget Monitoring Report for October 2017** (Pages 96 - 97)
13. **Schedule of Payments November 2017** (Pages 98 - 101)
14. **Date of Next Meeting**

The next meeting of the Halls, Cemeteries & Community Facilities meeting is scheduled for 12 February 2018

15. **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.

16. **Heritage Lottery Fund Application – A Great Place** (Pages 102 - 105)

17. **Trees on section DD** (Pages 106 - 109)
18. **Children's Burial- Update** (Pages 110 - 112)

Distribution

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**BARRY TOWN COUNCIL
CYNGOR TREF Y BARRI**

7 February 2018

**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, SECTION 1(4) AND
LOCAL GOVERNMENT ACT 1972, SCHEDULE 12, PARAGRAPH 26(2)(a)**

Pursuant to the requirements of the above statutory provisions, **NOTICE IS HEREBY GIVEN** that a **MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE OF BARRY TOWN COUNCIL** will be held at the Council Offices, 7 Gladstone Road, Barry on Monday 12 February 2018 at 7.00 pm. The agenda for the meeting is set out below. Members of the public are entitled to attend that meeting unless property excluded there from by resolution.

A handwritten signature in cursive script that reads "Emily Forbes".

**Emily Forbes
Town Clerk
Barry Town Council**

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

3. **To approve the minutes of the Halls, Cemeteries & Community Facilities Committee held on 20 November 2017 (Pages 113-123)**

4. **Cemeteries**

Merthyr Dyfan Cemetery (Pages 124-127)

- a. Three Depth Graves

5. **Comparison of Burials (Pages 128-130)**

6. **Comparison of materials for road improvements (Pages 131-132)**

7. **Pioneer Hall (Page 133)**

- a. Comparison of Bookings

8. **Budget Monitoring Report to 31 December 2017 (Pages 134-135)**

9. **Technical Advisors update on current projects (Page 136)**

10. **Transfer of Exclusive Right of Burial (994-1013 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 **994-1013** inclusive, granting the Transfer of Exclusive Right of Burial to those named on each transfer request.

11. **Grants of Exclusive Right of Burial (13605-13620 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 **13605-13620** 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 meeting is scheduled for 9 April 2018

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. **Memorandum of Understanding (MOU) in relation to child burials in Wales** (Pages 137-144)
15. **Expansion of Service Provision at Pioneer Hall** (Pages 146-146)

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**BARRY TOWN COUNCIL
CYNGOR TREF Y BARRI**

29 March 2018

**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, SECTION 1(4) AND
LOCAL GOVERNMENT ACT 1972, SCHEDULE 12, PARAGRAPH 26(2)(a)**

Pursuant to the requirements of the above statutory provisions, **NOTICE IS HEREBY GIVEN** that a **MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE OF BARRY TOWN COUNCIL** will be held at the Council Offices, 7 Gladstone Road, Barry on Monday 9 April 2018 at 7.00 pm. The agenda for the meeting is set out below. Members of the public are entitled to attend that meeting unless property excluded there from by resolution.

A handwritten signature in cursive script that reads "Emily Forbes".

**Emily Forbes
Town Clerk
Barry Town Council**

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. **To approve the minutes of the Halls, Cemeteries & Community Facilities Committee held on 12 February 2018 (Pages 147 - 155)**

4. **Cemeteries**
 - a. **Merthyr Dyfan Cemetery** (Pages 156 - 226)
 - i. Introduction of summer opening hours
 - ii. Bee Friendly Scheme
 - b. **Porthkerry Cemetery**
 - i. Portable Toilet

5. **Recruitment** (Pages 227 - 228)

6. **Charter for the Bereaved** (Pages 229 - 332)

7. **Visit to Thornhill Crematorium** (Page 333)

8. **Pioneer Hall – Update of roof works** (Page 334)

9. **Technical Adviser Services** (Pages 335 - 337)

10. **Budget Monitoring Report to 28 February 2018** (Pages 338 - 339)

11. **Transfer of Exclusive Right of Burial (1014-1024 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 **1014-1024** inclusive, granting the Transfer of Exclusive Right of Burial to those named on each transfer request.

12. **Grants of Exclusive Right of Burial (13621- 13633 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 **13621-13633** inclusive, granting the Exclusive Right of Burial to those named on the interment form.

13. **Date of Next Meeting**

The next meeting of the Halls, Cemeteries & Community Facilities Committee is scheduled to be held on 4 June 2018, subject to final approval of the draft schedule of meetings at the Council's Annual Meeting on 15 May 2018

14. **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.

15. **Update on Memorandum of Understanding in respect of Child Burials in Wales** (Pages 340 - 341)
16. **Cemetery Chapel Heating** (Pages 342 - 343)

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**BARRY TOWN COUNCIL
CYNGOR TREF Y BARRI**

30 May 2018

**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, SECTION 1(4) AND
LOCAL GOVERNMENT ACT 1972, SCHEDULE 12, PARAGRAPH 26(2)(a)**

Pursuant to the requirements of the above statutory provisions, **NOTICE IS HEREBY GIVEN** that a **MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE OF BARRY TOWN COUNCIL** will be held at the Council Offices, 7 Gladstone Road, Barry on Monday 4 June 2018 at 7.00 pm. The agenda for the meeting is set out below. Members of the public are entitled to attend that meeting unless properly excluded there from by resolution.

A handwritten signature in cursive script, reading "Emily Forbes".

**Emily Forbes
Town Clerk
Barry Town Council**

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. **To approve the minutes of the Halls, Cemeteries & Community Facilities Committee held on 9 April 2018 (Pages 340-347)**
4. **Terms of Reference (Pages 348-349)**

5. **Cemeteries** (Pages 350-375)

a. **Merthyr Dyfan Cemetery**

1. Tree Survey Results
2. Repairs to wall outside Cemetery Office

6. **Pioneer Hall update on projects** (Page 375a)

7. **Charter for the Bereaved** (Pages 376-380)

8. **Request from Royal British Legion Barry Branch** (Pages 381-382)

9. **Technical Adviser Services** (Pages 383-384)

10. **Budget Monitoring Report for April 2018** (Pages 385-386)

11. **Transfer of Exclusive Right of Burial (1025-1039 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 **1025-1039** inclusive, granting the Transfer of Exclusive Right of Burial to those named on each transfer request.

12. **Grants of Exclusive Right of Burial (None issued)**

13. **Draft Policy on Child Burials** (Pages 387-394)

14. **Date of Next Meeting**

The next meeting of the Halls, Cemeteries & Community Facilities Committee is scheduled to be held on 3 September 2018

Distribution

Agenda summons and index to all non-committee members. A full copy of the agenda papers for this meeting will be available in the Council offices for inspection.

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**BARRY TOWN COUNCIL
CYNGOR TREF Y BARRI**

**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, SECTION 1(4) AND
LOCAL GOVERNMENT ACT 1972, SCHEDULE 12, PARAGRAPH 26(2)(a)**

Pursuant to the requirements of the above statutory provisions, NOTICE IS HEREBY GIVEN that a MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE OF BARRY TOWN COUNCIL will be held at the Council Offices, 7 Gladstone Road, Barry on Monday 3 September 2018 at 7.00 pm. The agenda for the meeting is set out below. Members of the public are entitled to attend that meeting unless property excluded there from by resolution.

A handwritten signature in cursive script that reads "Emily Forbes".

**Emily Forbes
Chief Officer (Town Clerk)**

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. **To approve the minutes of the Halls, Cemeteries & Community Facilities Committee held on 4 June 2018 (Pages 395-402)**

4. **Cemeteries** **(Pages 403-489)**

Merthyr Dyfan Cemetery

- i. Inspection by Welsh Water
- ii. Progress of Road Works
- iii. Update on Tree Works
- iv. Cemetery of The Year – Result of scoring

5. **Pioneer Hall** **(Pages 490-491)**

- a. Update on Works to Pioneer Hall
- b.. Customer Feedback

6. **Comparison of Burials** **(Pages 492-494)**

7. **Budget Monitoring Report for July 2018** **(Pages 495-496)**

8. **Schedule of Payments for September 2018 (Interim)**
(Pages 497-501)

9. **Transfer of Exclusive Right of Burial (1040- 1063 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 **1040-1063** inclusive, granting the Transfer of Exclusive Right of Burial to those named on each transfer request.

10. **Grants of Exclusive Right of Burial (13634- 13651 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 **13634-13651** inclusive, granting the Exclusive Right of Burial to those named on the interment form.

11. **Date of Next Meeting**

The next meeting of the Halls, Cemeteries & Community Facilities Committee is scheduled to be held on 12 November 2018

12. **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

13. **Merthyr Dyfan Cemetery** (Pages 502-505)
Update on introduction of Bee Hives
14. **Porthkerry Cemetery** (Pages 506-507)
Memorial Testing
15. **Health & Safety** (Pages 508-519)
Replacement Shoring and appropriate training

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**BARRY TOWN COUNCIL
CYNGOR TREF Y BARRI**

**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, SECTION 1(4) AND
LOCAL GOVERNMENT ACT 1972, SCHEDULE 12, PARAGRAPH 26(2)(a)**

**Pursuant to the requirements of the above statutory provisions, NOTICE IS
HEREBY GIVEN that a MEETING OF THE HALLS, CEMETERIES AND
COMMUNITY FACILITIES COMMITTEE OF BARRY TOWN COUNCIL will be
held at the Council Offices, 7 Gladstone Road, Barry on Monday 12
November 2018 at 7.00 pm. The agenda for the meeting is set out below.
Members of the public are entitled to attend that meeting unless property
excluded there from by resolution.**

A handwritten signature in cursive script that reads "Emily Forbes".

**Emily Forbes
Chief Officer (Town Clerk)**

- 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. **To approve the minutes of the Halls, Cemeteries & Community Facilities Committee held on 3 September 2018 (Pages 520 - 529)**
4. **Draft Halls, Cemeteries and Community Facilities Committee Estimates for 2019/20 (Pages 530 - 536)**
5. **Cemetery Fees and Charges 2019/20 (Pages 537 - 544)**
6. **Pioneer Hall Charges 2019/20 (Pages 545 - 546)**
7. **Proposed future projects to be undertaken in Merthyr Dyfan Cemetery (Pages 547 - 551)**
8. **Cemeteries (Pages 552 - 557)**

Merthyr Dyfan Cemetery

- a. Inspection by Welsh Water
 - b. Cemetery of The Year Results
 - c. Visit to Thornhill Cemetery
 - d. Feedback on impact of change of Transfer or Exclusive right of burial fees
9. **Pioneer Hall (Page 558)**
 - a. Update on Works to Pioneer Hall Toilets
 10. **Budget Monitoring Report for April - October 2018 (Pages 559 - 560)**
 11. **Schedule of Payments for November 2018 (Interim) (Pages 561 - 564)**
 12. **Transfer of Exclusive Right of Burial (1062-1074 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 **1062-1074** inclusive, granting the Transfer of Exclusive Right of Burial to those named on each transfer request.

13. Grants of Exclusive Right of Burial (13652-13661 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 **13652-13661** inclusive, granting the Exclusive Right of Burial to those named on the interment form.

14. Date of Next Meeting

The next meeting of the Halls, Cemeteries & Community Facilities Committee is scheduled to be held on 14 January 2019

15. 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

16. Merthyr Dyfan Cemetery (Pages 565 - 570)

- a. Progress in respect of road works
- b. Request to Waive non-resident fees

17. Pioneer Hall - Feedback on expansion of service provision at Pioneer Hall (Pages 571 - 572)

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**BARRY TOWN COUNCIL
CYNGOR TREF Y BARRI**

**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, SECTION 1(4) AND
LOCAL GOVERNMENT ACT 1972, SCHEDULE 12, PARAGRAPH 26(2)(a)**

Pursuant to the requirements of the above statutory provisions, NOTICE IS HEREBY GIVEN that a MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE OF BARRY TOWN COUNCIL will be held at the Council Offices, 7 Gladstone Road, Barry on Monday 14 January 2019 at 7.00 pm. The agenda for the meeting is set out below. Members of the public are entitled to attend that meeting unless property excluded there from by resolution.

A handwritten signature in cursive script that reads "Emily Forbes".

**Emily Forbes
Chief Officer (Town Clerk)**

- 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. **To approve the minutes of the Halls, Cemeteries & Community Facilities Committee held on 12 November 2018 (Pages 573 - 584)**
4. **Proposed future projects to be undertaken in Merthyr Dyfan Cemetery (Pages 585 - 590)**
5. **Cemeteries (Pages 591 - 595)**

Merthyr Dyfan Cemetery

- a. Barry Action for Nature
- b. Suspected Water Leak

6. **Budget Monitoring Report for April - December 2018 (Pages 596 - 597)**
7. **Schedule of Payments for January 2019 (Interim) (Pages 598 - 600)**
8. **Transfer of Exclusive Right of Burial (1075-1083 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 **1075-1083** inclusive, granting the Transfer of Exclusive Right of Burial to those named on each transfer request.
9. **Grants of Exclusive Right of Burial (13662-13677 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 **13662-13677** inclusive, granting the Exclusive Right of Burial to those named on the interment form.
10. **Date of Next Meeting**

The next meeting of the Halls, Cemeteries & Community Facilities Committee is scheduled to be held on 4 March 2019
11. **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
12. **Extending Exclusive Right of Burial (Pages 601 - 604)**

Distribution

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**BARRY TOWN COUNCIL
CYNGOR TREF Y BARRI**

**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, SECTION 1(4) AND
LOCAL GOVERNMENT ACT 1972, SCHEDULE 12, PARAGRAPH 26(2)(a)**

Pursuant to the requirements of the above statutory provisions, NOTICE IS HEREBY GIVEN that a MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE OF BARRY TOWN COUNCIL will be held at the Council Offices, 7 Gladstone Road, Barry on Monday 4 March 2019 at 7.00 pm. The agenda for the meeting is set out below. Members of the public are entitled to attend that meeting unless property excluded there from by resolution.

A handwritten signature in cursive script that reads "Emily Forbes".

**Emily Forbes
Chief Officer (Town Clerk)**

- 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. **To approve the minutes of the Halls, Cemeteries & Community Facilities Committee held on 14 January 2019** (Pages 605-610)

4. **Cemeteries** (Pages 611-621)

Merthyr Dyfan Cemetery

- i. Request to place a marker on the grave space of Margaret Lindsay Williams
- ii. Bee Keeping Policy
- iii. Permitting Dogs into Merthyr Dyfan Cemetery

5. **Budget Monitoring Report for April – January 2019** (Pages 622-623)

6. **Transfer of Exclusive Right of Burial (1084-1095 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 **1084-1095** inclusive, granting the Transfer of Exclusive Right of Burial to those named on each transfer request.

7. **Grants of Exclusive Right of Burial (None)**

8. **Date of Next Meeting**

The next meeting of the Halls, Cemeteries & Community Facilities Committee will be confirmed at the Annual Meeting of Council on 14 May 2019.

9. **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

10. **Summer Hours Opening – Merthyr Dyfan Cemetery** (Pages 624-626)

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Agenda papers (with the exception of confidential items) also to: - Barry and District News, Glamorgan Gem and Barry Library (3)

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**BARRY TOWN COUNCIL
CYNGOR TREF Y BARRI**

**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, SECTION 1(4) AND
LOCAL GOVERNMENT ACT 1972, SCHEDULE 12, PARAGRAPH 26(2)(a)**

Pursuant to the requirements of the above statutory provisions, NOTICE IS HEREBY GIVEN that a MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE OF BARRY TOWN COUNCIL will be held at the Council Offices, 7 Gladstone Road, Barry on Monday 3 June 2019 at 7.00 pm. The agenda for the meeting is set out below. Members of the public are entitled to attend that meeting unless property excluded there from by resolution.

Yours faithfully

A handwritten signature in cursive script, reading "Emily Forbes".

Emily Forbes
Chief Officer

- 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. Terms of Reference**

(Page 627)

4. **To approve the minutes of the Halls, Cemeteries & Community Facilities Committee held on 4 March 2019** (Pages 628 - 635)

5. **Budget Monitoring Report –April 2019** (Pages 636 - 637)

6. **Transfer of Exclusive Right of Burial (1096 – 1104 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 **1096 - 1104** inclusive, granting the Transfer of Exclusive Right of Burial to those named on each transfer request.

7. **Grants of Exclusive Right of Burial (13678-13699 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 **13678-13699** inclusive, granting the Exclusive Right of Burial to those named on the interment form.

8. **Date of Next Meeting**

The next meeting of the Halls, Cemeteries & Community Facilities Committee is scheduled for Monday 9 September 2019

Distribution

Agenda summons and index to all non-committee members. A full copy of the agenda papers for this meeting will be available in the Council offices for inspection.

Agenda papers (with the exception of confidential items) also to: - Barry and District News, Glamorgan Gem and Barry Library (3)

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**BARRY TOWN COUNCIL
CYNGOR TREF Y BARRI**

**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, SECTION 1(4) AND
LOCAL GOVERNMENT ACT 1972, SCHEDULE 12, PARAGRAPH 26(2)(a)**

Pursuant to the requirements of the above statutory provisions, NOTICE IS HEREBY GIVEN that a MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE OF BARRY TOWN COUNCIL will be held at the Council Offices, 7 Gladstone Road, Barry on Monday 2 September 2019 at 7.00 pm. The agenda for the meeting is set out below. Members of the public are entitled to attend that meeting unless property excluded there from by resolution.

Yours faithfully

A handwritten signature in cursive script that reads 'Emily Forbes'.

Emily Forbes
Chief Officer

1. 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. **To approve the minutes of the Halls, Cemeteries & Community Facilities Committee held on 3 June 2019** (Pages 638 - 639)

4. **Green Flag Award** (Verbal)

5. **Cemetery of the Year** (Verbal)

6. **ICCM Charter for the Bereaved** (Verbal)

7. **Budget Monitoring Report –July 2019** (Pages 640 - 641)

8. **Transfer of Exclusive Right of Burial (1105 - 1116 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 **1105 – 1116** inclusive, granting the Transfer of Exclusive Right of Burial to those named on each transfer request.

9. **Grants of Exclusive Right of Burial (13700 - 13715 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 **13700 – 13715** inclusive, granting the Exclusive Right of Burial to those named on the interment form.

10. **Date of Next Meeting**

The next meeting of the Halls, Cemeteries & Community Facilities Committee is scheduled for Monday, 11 November 2019

11. **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

12. **Update on Summer Hours Opening – Merthyr Dyfan Cemetery** (Verbal)

13. **Cemeteries**

Merthyr Dyfan Cemetery (Pages 642 - 668)

- i. Update on Benches
- ii. Update on Fencing
- iii. Update on Trees
- iv. Update on Road Works

14. **Pioneer Hall**

Provision of WiFi

(Pages 669 - 671)

15. **Porthkerry Cemetery**

i. Ground Conditions

(Verbal)

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**BARRY TOWN COUNCIL
CYNGOR TREF Y BARRI**

**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, SECTION 1(4) AND
LOCAL GOVERNMENT ACT 1972, SCHEDULE 12, PARAGRAPH 26(2)(a)**

Pursuant to the requirements of the above statutory provisions, NOTICE IS HEREBY GIVEN that a MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE OF BARRY TOWN COUNCIL will be held at the Council Offices, 7 Gladstone Road, Barry on Monday 11 November 2019 at 7.00 pm. The agenda for the meeting is set out below. Members of the public are entitled to attend that meeting unless property excluded there from by resolution.

Yours faithfully

A handwritten signature in cursive script that reads 'Emily Forbes'.

Emily Forbes
Chief Officer

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. **To approve the minutes of the Halls, Cemeteries & Community Facilities Committee held on 2 September 2019** (Pages 672 - 678)
4. **Budget Monitoring Report to 31 October 2019** (Pages 679 - 680)
5. **Draft Halls, Cemeteries and Community Facilities Committee Estimates for 2020/21** (Pages 681 - 687)
6. **Cemetery Fees and Charges 2020/21** (Pages 688 - 692)
7. **Pioneer Hall Charges 2020/21** (Pages 693 - 694)
8. **Update on Beekeeping project** (Pages 695 - 696)
9. **Proposed future projects to be taken undertaken Cemeteries and in Pioneer Hall** (Pages 697 - 700)
10. **Porthkerry Cemetery update** Verbal

11. **Transfer of Exclusive Right of Burial (1116-1134 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 **1105 – 1134** inclusive, granting the Transfer of Exclusive Right of Burial to those named on each transfer request.

12. **Grants of Exclusive Right of Burial (13716 - 13726 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 **13716 – 13726** inclusive, granting the Exclusive Right of Burial to those named on the interment form.

13. **Date of Next Meeting**

The next meeting of the Halls, Cemeteries & Community Facilities Committee is scheduled for Monday, 13 January 2019

14. **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

15. **Cemeteries**
 - Merthyr Dyfan Cemetery** (Pages 701 - 716)
 - a. **New Services to be introduced**
 - b. **Famous Notice Board**
 - c. **Fencing**
16. **Opening Hours at Merthyr Dyfan** Verbal
17. **Tree Survey Update** Verbal
18. **Pioneer Hall** (Pages 717 - 719)
 - i. **Lights**

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