

## **BARRY TOWN COUNCIL**

### **MINUTES OF A MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE HELD ON MONDAY, 13 JANUARY 2020**

**PRESENT:** Councillors N P Hodges (Chair), Clarke, Johnson, Nugent-Finn Richardson (Vice Chair – arrived at 7.05pm) and Rowlands.

**ALSO PRESENT:** Amanda Evans – Facilities and Cemeteries Manager  
Mark Sims – Deputy Chief Officer  
Rhian Burns – Administrator  
Councillor S Hodges – Observer

A193. **APOLOGIES FOR ABSENCE**

None were received.

A194. **DECLARATIONS OF INTEREST**

It was noted that Councillor Johnson had been granted Dispensation to allow him to speak and vote on 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.

A195. **TO APPROVE THE MINUTES OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE'S MEETING HELD ON 11 NOVEMBER 2019**

**RESOLVED:** That the minutes of the Halls, Cemeteries and Community Facilities Committee's meeting held on 11 November 2019 be approved and signed as a correct record.

A196. **BUDGET MONITORING REPORT DECEMBER 2019**

Members were provided with the Committee's income and expenditure in the 2019/20 financial year as at the end of December 2019.

**RESOLVED:** That the budget monitoring report for December 2019 be received, noting the projected net under-spend for the year of £36,044 in 2019/20.

A 197. **PIONEER HALL UPDATE**

The Facilities and Cemeteries Manager advised that the WiFi in the Pioneer Hall was now up and running. She also advised that the party lights had also been installed.

The Facilities and Cemeteries Manager noted that she had recently completed an inspection of Pioneer Hall and raised concerns around the condition of the flat section of the roof. She noted that the roof had

been leaking which had caused internal damage to a store room used by the caretakers. She advised that to date she had received one quote for repairs to the roof and internal walls at a cost of £3,850.

Members felt that as extensive work had recently been done on the roof, the original advisory report should be checked to ascertain whether the flat section of the roof was included. Members felt that this section of roof should have been included on the initial survey and were disappointed that it was leaking so soon after the major works carried out on the rest of the roof.

Councillor Clarke noted that the repair work could be done in two stages with the roof being repaired first and the internal repairs done at a later date to allow the damaged plaster to dry out completely.

**RESOLVED:**

- 1. That the verbal update be received and noted.**
- 2. That the Facilities and Cemeteries Manager investigate whether the flat roof was included in the initial survey and report.**

**RECOMMENDED:** That the Facilities and Cemeteries Manager obtain two further quotes for repairs to the flat roof and water damage to the interior storeroom and submit to a meeting of the Finance, Policy and General Purposes Committee to be held on 27 January 2020 requesting authorisation and funding for work to be undertaken.

A 198.

**PORTHKERRY CEMETERY UPDATE**

The Facilities and Cemeteries Manager advised that there had been no further update from the Vale of Glamorgan Council regarding the proposed extension to Porthkerry Cemetery.

The Facilities and Cemeteries Manager also noted that the current Porthkerry Cemetery Agreement was due to expire on 1 April 2020. She advised that she had initially contacted the Vale of Glamorgan Council regarding the matter on 1 November 2019 but, was not receiving responses from Vale of Glamorgan Council Officers.

Members suggested the Facilities and Cemeteries Manager contact Rob Thomas to raise the issues she had been experiencing.

**RESOLVED:**

- 1. That the verbal update be received and noted.**

2. **That the Facilities and Cemeteries Manager contact Rob Thomas at the Vale of Glamorgan Council to highlight the lack of response from Vale of Glamorgan Council Officers on this issue.**

A 199.

### **MERTHYR DYFAN CEMETERY UPDATE**

The Facilities and Cemeteries Manager advised members that she and the Chair had visited the residents of St Teilo's Avenue and St Andrew's Road to inform them of the planned work to the fencing. She noted that a number of residents had mentioned concerns about the height of the leylandi trees running along the fence line. She informed members that she had received quotes for the reduction and removal of the trees.

The arboriculturalist had advised that if the trees were reduced, due to the fast growth of leylandi, they would need maintenance within two years. The quote for removal of the trees was substantially lower than the cost to reduce them. The Cemeteries and Facilities Manager noted that work would need to take place to either thin out or remove the trees before the fencing could be replaced. She also advised that the trees could not be removed during the nesting season of March – August.

The Facilities and Cemeteries Manager further advised members that leylandi are a non-native species and that working in conjunction with the Woodland Trust it would be possible to replace the row of trees with native species which would enhance the bio diversity of Merthyr Dyfan Cemetery.

Councillor Clarke noted that the soil would likely be damaged by the existing leylandi trees. The Facilities and Cemetery Manager advised that a local tree surgeon could supply mulch to be dug into the soil to improve it for the planting of new native trees.

Members felt that it would be beneficial to include local school children in any replanting programme.

The Facilities and Cemeteries Manager advised that the fence was badly damaged in some areas and in need of repair which meant this work was essential to maintain the security of the boundary between the cemetery and resident's gardens.

Members felt that a wider discussion was required around the timings and financing for the project.

**RECOMMENDED: To a meeting of Full Council to be held on 10 February 2020 that the Officer provide options for possible ways to proceed with the fencing replacement project.**

A 200. **TRANSFER OF EXCLUSIVE RIGHT OF BURIAL (1135-1145 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 1135 - 1145 inclusive, granting the transfer of Exclusive Right of Burial to those named on each transfer request.

A 201. **GRANTS OF EXCLUSIVE RIGHT OF BURIAL (13727 - 13734 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 13727 - 13734 inclusive, granting the transfer of Exclusive Right of Burial to those named on each transfer request.

A 202. **DATE OF NEXT MEETING**

**RESOLVED:** That the date of the next meeting of the Halls, Cemeteries and Community Facilities meeting is scheduled for Monday, 2 March 2020.

The meeting ended at 8.07 pm

Signed .....Date .....

## **BARRY TOWN COUNCIL**

### **MINUTES OF A MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE HELD ON MONDAY, 2 MARCH 2020**

**PRESENT:** Councillors N P Hodges (Chair), Aviet, Clarke, Johnson, Nugent-Finn Richardson (Vice Chair), Rowlands and Wilkinson.

**ALSO PRESENT:** Amanda Evans – Facilities and Cemeteries Manager  
Mark Sims – Deputy Chief Officer  
Rhian Burns – Administrator  
Councillor P Drake - Observer  
Councillor S Hodges – Observer

A203. **APOLOGIES FOR ABSENCE**

None were received.

A204. **DECLARATIONS OF INTEREST**

It was noted that Councillor Johnson had been granted Dispensation to allow him to speak and vote on 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.

A205. **TO APPROVE THE MINUTES OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE'S MEETING HELD ON 13 JANUARY 2020**

Councillor Johnson requested an update on the repairs to the Pioneer Hall roof. The Facilities and Cemeteries Manager advised that the work was completed.

Councillor Johnson queried whether there had been any response from the Vale of Glamorgan Council regarding the Porthkerry Cemetery agreement. The Facilities and Cemeteries Manager advised that the Chief Officer had contacted officers at the Vale of Glamorgan Council. She advised that the suggested amendments had been made to the Porthkerry Cemetery agreement and the paperwork was being drawn up by the Vale of Glamorgan legal department for the Chief Officer to sign.

**RESOLVED:** That the minutes of the Halls, Cemeteries and Community Facilities Committee's meeting held on 13 January 2020 be approved and signed as a correct record.

A206. **SCHEDULE OF PAYMENTS FOR MARCH 2020 (INTERIM)**

Members received the schedule of payments for March 2020 (Interim) consisting of cheque number 2972, direct debits and BACS payments, in the amount of £1,855.46.

**RESOLVED: That the schedule of payments for March 2020 (Interim) consisting of cheque number 2972, direct debits and BACS payments, in the amount of £1,855.46 be approved.**

A207. **BUDGET MONITORING REPORT JANUARY 2020**

Members were provided with the Committee's income and expenditure in the 2019/20 financial year as at the end of January 2020.

**RESOLVED: That the budget monitoring report for January 2020 be received, noting the projected net under-spend for the year of £64,811 in 2019/20.**

A 208. **ASH DIE BACK**

Members received information regarding the Ash Trees at Merthyr Dyfan Cemetery. The Facilities and Cemeteries Manager advised that the Ash trees at Merthyr Dyfan Cemetery had been surveyed and that advice from the Welsh Government was being followed regarding their management. She noted that they would be monitored for public safety and would only be felled if they deteriorated to such a condition that they became a hazard. She also advised that there had been some recovery of infected trees.

**RESOLVED: That the report be received and noted.**

A 209. **TRANSFER OF EXCLUSIVE RIGHT OF BURIAL (1146 - 1162 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 1146 - 1162 inclusive, granting the transfer of Exclusive Right of Burial to those named on each transfer request.**

A 210. **GRANTS OF EXCLUSIVE RIGHT OF BURIAL (13735 - 13741 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 13735 - 13741 inclusive, granting the transfer of Exclusive Right of Burial to those named on each transfer request.**

A 211. **DATE OF NEXT MEETING**

**RESOLVED:** That the date of the next meeting of the Halls, Cemeteries and Community Facilities Committee will be confirmed at the Annual Meeting of Council on 12 May 2020.

A 212. **CEMETERIES**

**Merthyr Dyfan Cemetery**

**a) Famous Notice Board**

Members were provided with the layout for the proposed notice boards to be installed at Merthyr Dyfan Cemetery. The Facilities and Cemeteries Manager advised that she had been approached to request a fourth notice board be installed.

Councillor N Hodges noted that it had been this Committee's intention to install further plaques and invited Councillor Wilkinson to speak on the matter.

Councillor Wilkinson advised that she would like to nominate Beatrice Lewis as a subject for the next notice board. She outlined Beatrice Lewis' achievements and why she felt it would be appropriate to include her. Councillor Wilkinson advised that she had received permission from the family of the late Beatrice Lewis and that costs would be covered by a group of Labour Party Members.

Members agreed that a plaque for Beatrice Lewis should be included and felt that it was appropriate that this was paid for from the Halls, Cemeteries and Community Facilities budget.

Councillor Wilkinson queried whether it would be possible for the plaque to be made by the end of April as the family wished to attend the unveiling and it was logistically difficult as they were not living locally.

Members agreed that if the base section was not ready in time one of the other notice boards could be pushed back to accommodate this.

Councillors N Hodges and Richardson agreed that they would meet with the Facilities and Cemeteries Manager and the Cemetery Supervisor to identify where the notice boards could be placed.

Members agreed that the notice boards should be unveiled individually in order to properly celebrate the accomplishments of each person.

**RESOLVED:**

- 1. That Members approved the proposed layout for the notice boards.**
- 2. That an additional notice board be created for Beatrice Lewis.**
- 3. That a budget of £297 be agreed for the supply of the notice board.**

**b) Fencing and Trees – St Andrews Road, Merthyr Dyfan Cemetery**

Members received further information as per the request from the Meeting of Full Council held on Monday 10 February 2020 regarding the fencing/Leylandi boundary at Merthyr Dyfan Cemetery.

The Facilities and Cemeteries Manager noted that she wished to re-iterate that the biodiversity of Merthyr Dyfan Cemetery would be vastly improved by the removal of this tree line and replanting with native species, supported by the Woodland Trust.

She advised that the tree surgeon and fencing contractor were both happy to attend a meeting of Full Council in order to answer any questions Members had.

Members agreed that this was an important decision and required expert advice and wider consultation with the public.

It was felt that it was more appropriate for the tree surgeon and fencing contractor to be invited to a future meeting of the Halls, Cemeteries and Community Facilities Committee and that the discussion could then be fed back to Full Council. This would allow a lengthier discussion to take place. Members agreed that all Councillors should be made aware of this and invited to attend should they wish.

**RESOLVED:**

- 1. That the information be received and noted.**
- 2. That the tree surgeon and fencing contractor be invited to attend the next meeting of the Halls, Cemeteries and Community Facilities Committee (date to be confirmed at the Annual Meeting of Council on 12 May 2020)**
- 3. That a public consultation be held over the summer to allow works to potentially commence once the nesting season is over.**

The meeting ended at 8.40 pm

Signed .....Date .....