



**BARRY TOWN COUNCIL
CYNGOR TREF Y BARRI**

PURSUANT TO THE REQUIREMENTS OF THE ABOVE STATUTORY PROVISIONS, NOTICE IS HEREBY GIVEN THAT AN EXTRAORDINARY MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE IS TO BE HELD AT 7.00 PM ON MONDAY, 12 APRIL 2021 FOR THE PURPOSE OF TRANSACTING THE BUSINESS SHOWN IN THE AGENDA SET OUT BELOW.

THE MEETING WILL BE HELD ON A REMOTE BASIS IN ACCORDANCE WITH THE PROVISIONS OF THE LOCAL AUTHORITIES (CORONAVIRUS) (MEETINGS) (WALES) REGULATIONS 2020.

Yours faithfully

A handwritten signature in black ink that reads 'Emily Forbes'.

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 Halls, Cemeteries & Community Facilities Committee held on 8 March 2021**

(Pages 899 - 903)

5. **Community Centres Update**

(Pages 904 – 905)

6. **Date of Next Meeting**

The next meeting of the Halls, Cemeteries and Community Facilities Committee will be discussed at the Annual Meeting being held on 17 May 2021

7. **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

8. **Merthyr Dyfan Cemetery Fencing** **(Pages 906 - 907)**

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 and the Glamorgan Gem

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

MINUTES OF A MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE HELD ON MONDAY, 8 MARCH 2021 AT 7.00 PM

PRESENT: Councillors N P Hodges (Chair), Aviet, Clarke, Johnson, Richardson (Vice Chair) and Wilkinson (Ex Officio)

ALSO PRESENT: Amanda Evans – Facilities and Cemeteries Manager
Rhian Burns – Administrator

A261. **APOLOGIES FOR ABSENCE**

None were received.

A262. **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.

A263. **WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015**

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

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

- (a) the importance of balancing short term needs with the need to safeguard the ability to meet long term needs, especially where things done to meet short term needs may have detrimental long term effect;
- (b) the need to take an integrated approach, by considering how—
 - (i) the body's well-being objectives may impact upon each of the well-being goals;
 - (ii) the body's well-being objectives impact upon each other or upon other public bodies' objectives, in particular where steps taken by the body may contribute to meeting one objective but may be detrimental to meeting another;
- (c) the importance of involving other persons with an interest in achieving the well-being goals and of ensuring those persons

reflect the diversity of the population of the part of Wales in relation to which the body exercises functions;

- (d) how acting in collaboration with any other person (or how different parts of the body acting together) could assist the body to meet its well-being objectives, or assist another body to meet its objectives;
- (e) how deploying resources to prevent problems occurring or getting worse may contribute to meeting the body's well-being objectives, or another body's objectives.

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

A264.

TO APPROVE THE MINUTES OF AN EXTRAORDINARY MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE'S MEETING HELD ON 11 JANUARY 2021

RESOLVED: That the minutes of the Extraordinary Meeting of the Halls, Cemeteries and Community Facilities Committee's meeting held on 11 January 2021 be approved and signed as a correct record.

A265.

BUDGET MONITORING REPORT DECEMBER 2020

Members received the Committee's income and expenditure in the 2020/21 financial year as at the end of February. The Facilities and Cemeteries Manager advised that the net overspend of £5,855 was largely due to costs incurred in laying flat four large memorials for safety and extra costs incurred due to the Covid-19 pandemic.

Councillor Johnson noted that under the circumstances of the last year, the overspend was understandable, especially given the loss of income from the hire of the community halls.

Members wished to record their thanks to staff for their work in ensuring the budget was adhered to as much as possible.

RESOLVED: That the budget monitoring report for February 2021 noting the projected net overspend (deficit for the year) of £5,855 in 2020/21.

A266.

TREES/FENCE UPDATE

The Facilities and Cemeteries Manager advised that two new members of staff had been recruited to join the Cemetery Team – a Trainee Cemetery Operative and a Gardener, who would largely be responsible for Cemetery Approach Gardens.

She advised Members that the trees along the boundary with St Andrews Road had now been removed and the ground restored. She asked members to advise their availability for a site visit with the fence contractor.

RESOLVED:

1. That the verbal update be received and noted.
2. That the Facilities and Cemeteries Manager arranges a site visit for Members with the fencing contractor.

A 267. **TRANSFER OF EXCLUSIVE RIGHT OF BURIAL (1212 - 1221 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 1212 - 1221 inclusive, granting the transfer of Exclusive Right of Burial to those named on each transfer request.

A 268. **GRANTS OF EXCLUSIVE RIGHT OF BURIAL (13788 - 13799 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 13788 - 13799 inclusive, granting the Exclusive Right of Burial to those named.

A 269. **DATE OF NEXT MEETING**

RESOLVED: That the next meeting of the Halls, Cemeteries & Community Facilities Committee will be confirmed at the Annual Meeting of Full Council to be held on 17 and 18 May 2021.

A 270. **EXCLUSION OF THE PRESS AND PUBLIC**

RESOLVED: 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.

A271. **ENHANCED SERVICES**

Members were provided with an update on providing extra services at Merthyr Dyfan Cemetery. The Cemetery and Facilities Manager provided members with costings and quotes from florists for the supply of flowers.

Members discussed the various options for pricing with the Facilities and Cemeteries Manager noting that it had been her intention to keep the pricing structure as cost neutral as possible in providing this service.

RECOMMENDED:

- 1. To a meeting of the Finance, Policy and General Purposes Committee to be held on 19 April 2021 that an enhanced service is introduced based on the costings provided.**
- 2. That both flower laying and grave care services be introduced.**
- 3. That the supplier of quote number three be approached a first choice and supplier of quote number four be second choice.**

RESOLVED:

- 1. That the services be introduced for a trial period of one year and that take up and feasibility is reviewed at the end of this period.**
- 2. That the service be allowed to grow slowly to allow feasibility to be monitored.**

A272.

TREES

Members received an update on the tree enquiries from the members of the public. The Facilities and Cemeteries Manager advised that she had created a leaflet to distribute to households neighbouring Merthyr Dyfan Cemetery in order to highlight the Councils responsibilities and householders' rights concerning boundary trees.

Councillor Johnson requested that a small section regarding tree roots be added to the leaflet. Councillor Clarke raised a concern that if tree roots were cut by householders it could potentially render the tree concerned unstable.

Members received a request from Barry and District Soroptomist group requesting that they be involved in the planting of the trees along the boundary with St Andrews Road. Members felt that this work should be undertaken by the Cemetery Team. Members noted that the Barry and District Soroptomist group would be very welcome to plant a tree commemorating the 100th anniversary of the Soroptomist International of Great Britain and Ireland organisation.

RESOLVED:

1. That the leaflet be approved for distribution to residents living in properties on the boundary with Merthyr Dyfan Cemetery in order to highlight the Councils responsibilities and householders' rights concerning boundary trees, subject to the above amendment.
2. That the request from the Barry and District Soroptomist Group to assist in planting trees along the boundary with St Andrews Road be declined.
3. That the Barry and District Soroptomist Group be invited to plant a commemorative tree in Merthyr Dyfan Cemetery to mark the 100th anniversary of the Soroptomist International of Great Britain and Ireland organisation on the proviso that the Barry Town Mayor be invited to attend the planting.

A273.

PHILADELPHIA CEMETERY PLAQUE

Members received an example plaque to be placed on the wall outside the Philadelphia Cemetery. Members suggested an amendment to the wording and requested that the Facilities and Cemeteries Manager circulate the finalised wording to members before purchasing the plaque.

Councillor Johnson noted that it would be useful for himself and Councillor Wiliam - as fluent Welsh speakers – to have sight of the translated text as well as the English.

RESOLVED: That the wording be amended and that the final proof including Welsh translation be circulated to Members and Councillor Wiliam.

The meeting ended at 7.41 pm

SignedDate

HALLS, CEMETERIES & COMMUNITY FACILITIES COMMITTEE	12 April 2021	AGENDA ITEM: 5
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Community Centre Update

Report Author

Amanda Evans, Facilities and Cemeteries Manager

Purpose of Report

The purpose of this report is to provide Members of the Halls, Cemeteries & Community Facilities Committee with an update on the Community Centres closure due to the Pandemic

Background Information

With the outbreak of the Covid-19 pandemic in March 2021 our Community Centres closed and have remained closed other than for the permitted use allowed by the Welsh Government which allowed us to support a Charity Organisation, "The Big Wrap" in December and more recently a Childcare company who looks after Key-workers children.

The latest information from the Welsh Government released 31st March says that if all continues to go well and should public health conditions remain favourable, we will be permitted to reopen our doors once more, as of 17th of May

Over the past few months we have been working towards this goal and have all the required processes and procedures in place, as required by the Welsh Government, in order to welcome our community back through our doors, these consist of

- New terms and conditions
- Risk Assessments
- Hand Sanister Stations
- One way system
- Display NHS QR poster
- Test, Trace & protect protol call in place
- Recruitment of New Caretaker (Interviews in April and Induction in May)
- Communication Signage
- Useful links which will be emailed out to each Hirer
- Limited numbers (Max 15)
- 2 metre distancing in place both inside and on entry points
- Cleaning protocol in place for any reported Covid positive results
- The use of face coverings/masks

Recommendation

That members of the Hall, Cemeteries & Community Facilities Committee receive and note this report