

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

(a) the names of the members who attended the meeting, and any apologies for absence;

(b) any declarations of interest;

(c) any decision taken at the meeting, including the outcomes of any votes.

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

### **BARRY TOWN COUNCIL**

#### **MINUTES OF A MEETING OF THE SHOP LOCAL BARRY ADVISORY COMMITTEE HELD ON THURSDAY 9 JUNE 2022 AT 6PM**

**PRESENT:** Councillors E Goodjohn, S Hodges, Marshall, Perkes, Thomas and Wiliam, together with Traders: S Burnell (Awesome Wales), A Greenfield (Awesome Wales), Hevs (Coast to Coast Clothing), C Edwards (Vale of Glamorgan Council-Town Centre Manager), D Elliott, H Isted (Hi Communications) Karri (Karri's Deli), G Robertson (Crafted Arts), K Young (Wild Meadow Floral), N Bolan (Dimensional Art)

**ALSO PRESENT:** Robyn Walsh – Community Engagement Officer  
Rebecca Blackwell – Office Team Leader  
N Spackman – Bro Radio  
Graeme – Num Nums  
Craft Republic  
Mererid Vellios – Place Manager  
Councillor Johnson – Observer

#### **SL1. APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Payne and N Hodges together with Aldene Thomas of Secret Garden of Beauty.

#### **SL2. TO RECEIVE DECLARATIONS OF INTEREST UNDER THE COUNCIL'S CODE OF CONDUCT**

None received.

#### **SL3. WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015**

**RESOLVED:** That the Well-Being of Future Generations (Wales) Act 2015 be received and noted

**SL4. ELECTION OF CHAIRPERSON FOR 2022/23 MUNICIPAL YEAR**

The Community Engagement Officer requested nominations from members for the Election of Chairperson for 2022/23 Municipal Year.

Councillor S Hodges nominated A Greenfield with D Elliott seconding the nomination.

Councillor Thomas nominated Councillor Perkes with Councillor Perkes seconding the nomination.

A vote was taken, the results of which were;

7 votes for A Greenfield  
3 votes for Councillor Perkes

**RESOLVED that Amy Greenfield is elected as the Chairperson for the Shop Local Barry Advisory Committee for the 2022/23 Municipal Year.**

**SL5. TO NOTE THE SHOP LOCAL BARRY ADVISORY COMMITTEE TERMS OF REFERENCE**

Members were provided with the Shop Local Terms of Reference that were adopted at the Annual Meeting held on 17 May 2022.

**RESOLVED: That the Terms of Reference be received and noted.**

**SL6. ELECTION OF VICE-CHAIRPERSON FOR 2022/23 MUNICIPAL YEAR**

The Chair requested nominations from members for the election of Vice-Chairperson for 2022/23 Municipal Year.

Councillor S Hodges nominated Councillor Perkes with S Burnell seconding the nomination.

**RESOLVED: That Councillor Perkes be elected as Vice-Chairperson for the Shop Local Barry Advisory Committee for the 2022/23 Municipal Year.**

**SL7. TO APPROVE THE MINUTES OF THE SHOP LOCAL BARRY ADVISORY COMMITTEE HELD ON THURSDAY 3 FEBRUARY 2022**

Members were provided with the minutes from the last Shop Local Barry Advisory Committee held on Thursday 3 February 2022.

Councillor S Hodges requested an update in relation to Shop Local applying for a grant from the Town Council through its usual grant programme.

The Community Engagement Officer advised that the Shop Local Barry Advisory Committee would not be able to apply for a Town Council grant due to a conflict of interest.

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

**SL8. TWITCHY CURTAINS PROJECT – MERERID VELIOS**

Mererid Velios provided members an update in relation to a Vale of Glamorgan Council led project named “Twitchy Curtains.”

Mererid advised that a number of shops throughout the town have QR codes displayed on the shop front so people can scan and listen to the stories which range from 1899 to the current day.

Mererid explained that they had been created to be entertaining rather than educational. Mererid noted that she had not been able to focus on the Social Media Marketing and asked how the Shop Local Barry Advisory Committee could help support, market and promote the project.

Councillor S Hodges advised that she would be able to promote the project when taking people on the Victorian Barry Experience Tours throughout the Town.

The Chair suggested creating promotional videos as people could be unsure with regard to how the QR codes work and need encouragement.

Hannah Isted agreed and suggested to have videos to show people how to use the QR codes. Hannah asked if Mererid could tag Barry Shop Local so their content could be shared on the Barry Shop Local social media pages.

The Community Engagement Officer suggested that a tour could take place in conjunction with the Council’s Family Fun Day.

**RESOLVED:**

- 1. That members receive and note the Project Update received from Mererid Velios.**
- 2. That the Community Engagement Officer liaise with Mererid Velios to determine if a tour could be arranged to take place at the Council’s Family Fun Day.**

**SL9. SHOP LOCAL BUDGET 2022/23**

The Community Engagement Officer provided an update in relation to the Shop Local Budget for 2022/23.

Councillor Perkes asked the Community Engagement Officer to confirm the allocated outgoings for the year. The Community Engagement Officer confirmed that there is £3,200 committed expenditure for Social Media.

D Elliot queried the Shop Local reserves. The Community Engagement Officer explained that in the last financial year, Council agreed that the unspent budget of 2019/20 could be placed into a reserve for 2021/22.

Council agreed that this reserve would remain in place for the 2022/23 financial year. At present, this reserve stands at £4,763 and is available to be used by the group to fund special projects and in case of extra funds being required.

D Elliot noted that the Shop Local budget had been reduced from £20,000 to £10,000 (in comparison to the 2021/22 budget).

Councillor Perkes advised that the Committee is usually allocated £10,000 each year. However, in the 2021/22 financial year, the Shop Local Barry Advisory Committee were allocated a larger budget of £20,000 to help towards the recovery from the Pandemic.

The Community Engagement Officer advised that if additional money is needed for a specific project that the Shop Local budget cannot cover, that the group could always consider making a recommendation for Council to consider.

**RESOLVED: That members receive and note the Shop Local Budget for 2022/23.**

**SL10. SHOP LOCAL WORK PLAN (JUNE – OCTOBER)**

Members were provided a report with suggestions for members to consider in relation to the groups June to October work programme.

S Burnell advised that a meeting in June is too late to discuss Christmas events, suggesting that a meeting should be held in April or May to discuss Christmas.

The Community Engagement Officer advised that due to the elections in May, meetings could not be held during the Pre-Election Period and the schedule of meetings is set at the annual meeting in May.

H Isted queried if the meeting scheduled for October could be brought forward to September. The Officer advised that members could choose to hold an extra-ordinary meeting if they wished.

The Chair informed members that herself and H Isted were currently in the process of organising a “Barry Summer Festival” and that the concept had received a lot of support and backing from traders across the various shopping areas. The aim of the festival was to join up all parts of the town by encouraging independent businesses to host workshops throughout the festival to encourage people to explore what is on their doorstep.

The Community Engagement Officer queried when the Festival would take place and whether they had spoken to the Vale of Glamorgan Council. H Isted responded that it would be trader led and trader owned, advising that they don't require money from the Vale Council just the enthusiasm from Traders.

Councillor S Hodges suggested that the Shop Local Committee could help and suggested to set a budget along with a Sub-Committee to aid in the organisation.

Councillor S Hodges suggested a budget of £2,500 with £300 being allocated for “Fiver Fest” and encouraged Traders to invite the Mayor or Deputy Mayor to attend any events / workshops that are organised.

H Isted queried whether the allocated budget of £2500 would be open for Traders to apply for help towards the costs of being involved in the campaign. The group agreed that this would be acceptable.

**RESOLVED:**

- 1. That members receive and note the report**
- 2. That a budget of £2,500 is set aside for Barry Summer Festival.**
- 3. That a Sub-Committee be arranged to discuss the Barry Summer Festival.**
- 4. That members note if there are applications from Traders for a grant to enable them to be involved in the festival that an Extra-ordinary meeting will need to be called so the applications can be discussed.**
- 5. That an Extra-ordinary meeting of Shop Local is arranged to take place in September.**

**SL11.**

**SHOP LOCAL - CHRISTMAS EVENTS**

The Community Engagement Officer advised that the Santa's Post Office (held in December 2020) had been a hugely successful event (in partnership with the Vale of Glamorgan Council) and that members may wish to consider how the event will be financially supported in the future if it were to be repeated as it was a large proportion of the Shop Local budget.

She also advised that she had informed the Vale of Glamorgan Council Events Team that should the event be repeated in 2022 that the group would be favourable to the Post office being supported in Barry this year.

The Community Engagement Officer also advised that the purpose of the report was to gain authorisation for her to approach trader areas who traditionally host Christmas Events throughout the town to encourage them to submit an application for funding early so that members can consider them at the next meeting of Shop Local scheduled to be held in October.

The Chair asked if the Vale of Glamorgan Council have any events planned. The Community Engagement Officer advised members of the events that she was aware of that the Vale of Glamorgan Council are holding. The Chair asked if a representative could attend the next meeting of Shop Local. The Community Engagement Officer said that she would invite Sarah Jones from the Vale of Glamorgan Council Events Team to the next meeting.

**RESOLVED:**

- 1. That the report be received and noted**
- 2. That members agree to receiving grants for Christmas events at the next meeting of Shop Local scheduled to be held on 6 October 2022.**
- 3. That the Community Engagement Officer invite Sarah Jones to the next meeting of Shop Local.**

**RECOMMENDATION**

**To a meeting of Full Council scheduled to be held on Monday, 27 June 2022;**

**That Barry Town Council consider setting aside a budget of £7000 to ensure that Barry continues to be a host for the Santa's Post Office, noting that this budget may not be required should the Vale of Glamorgan Council choose to host it in Barry for 2022.**

