

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**

#### **DRAFT MINUTES OF A MEETING OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE HELD ON TUESDAY 19 JULY 2022 AT 7PM**

**PRESENT:** Councillor Brooks (Chair) together with Councillors Davies-Powell, Drake, E S Goodjohn (Vice Chairperson), N Hodges and S Hodges.

**ALSO PRESENT:** Mark Sims – Deputy Chief Officer  
Rebecca Blackwell – Office Team Leader

F13. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Payne and McKinney

F14. **DECLARATIONS OF INTEREST**

None were received.

F15. **WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015**

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

F16. **TO APPROVE THE MINUTES OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE MEETING HELD ON 20 JUNE 2022**

**RESOLVED:** That the minutes of the Finance, Policy & General Purposes Committee held on 20 June 2022 be approved and signed as correct record.

F17. **TO NOTE THE MINUTES OF THE SUSTAINABLE BARRY WORKING PARTY HELD ON MONDAY 11 JULY 2022**

**RESOLVED:** That the minutes of the Sustainable Barry Working Party held on 11 July 2022 be received and noted.

F18. **SCHEDULE OF PAYMENTS FOR JUNE 2022**

Members were provided with the schedule of payments for June 2022 consisting of direct debits and BACS payments, in the amount of £49,621.97.

**RESOLVED:** That the schedule of payments for June 2022 consisting of direct debits and BACS payments, in the amount of £49,621.97 be approved.

F19. **INTERNAL AUDIT REPORT 2021/22**

Members were provided with the internal auditor's report (Year-end up date) for 2021/22.

**RESOLVED:**

- 1. That the Internal Audit Report for 2021/22 (Year-end up date) for 2021/22 be received and noted.**
- 2. That members agree to re-appoint Auditing Solutions Ltd as internal auditor for 2022/23.**

F20. **GDPR UPDATE**

The Deputy Chief Officer advised members that there was nothing to report in relation to GDPR.

**RESOLVED:** That members received and noted the GDPR update.

F21. **TO RECEIVE THE NEWLY LAUNCHED FINANCE AND GOVERNANCE TOOLKIT FOR COMMUNITY AND TOWN COUNCILS AND NOTE THAT THIS SELF-ASSESSMENT WILL BE TAKEN FORWARD WITH FULL COUNCIL AT A FUTURE MEETING**

Members were provided with The Finance and Governance Toolkit for Community and Town Councils received from the SLCC.

**RESOLVED:** The information provided within the toolkit for Town and Community Councils be received, noting that the self-assessment will be taken forward to a future meeting of Full Council.

F22. **TO RECEIVE AND NOTE THE STATUTORY GUIDANCE RELATING TO THE LOCAL GOVERNMENT AND ELECTIONS (WALES) ACT 2021**

Members were provided with the Statutory Guidance relating to the Local Government and Elections (Wales) Act 2021.

**RESOLVED: The Government and Elections (Wales) Act 2021: Statutory Guidance for Community and Town Councils be received and noted.**

F23. **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.

F24. **TO RECEIVE RECOMMENDATIONS FROM OTHER COMMITTEES**

a. **Sustainable Barry Working Group**

Members were provided with a report with a request for costs for the undertaking of a Carbon Management and reduction Plan and development of an Environmental Management System.

Councillor S Hodges advised that it is the next logical step in the Sustainable Action Plan noting that there is a large difference in the cost of the two quotes.

The Chair also commented on the difference between the two quotes and asked if there was a rational for the difference and would the second quote provide what is required.

The Deputy Chief Officer advised that the Engagement and Events Team Manager and the Wellbeing Projects Officer have checked the quotes and believe that both quotes will provide the baseline report Council requires.

**RESOLVED: That £3,196 is authorised to be spent from the Sustainable Barry Working Party's budget to engage an external consultant to undertake the BTC Net Zero Carbon Reduction Strategy (as per quotation received dated 31 May 2022).**

b. **Halls, Cemeteries and Community Facilities Committee**

a. **Electric Grass Mower**

Members were provided with a report on information in regarded to equipment that has become available to purchase from a local supplier which fits into the Councils values and with an aim to reduce the environmental impact and support the well-being goals of a healthier Barry, a resilient Barry and a globally responsible Barry.

Councillor N Hodges addressed members as the Chair of the Halls, Cemeteries and Community Facilities Committee advising that there has been a long standing problem with the current ride on mowers

with either one being out of service at any one time. Councillor N Hodges advised members that the Cemetery Team were given an opportunity to have a demonstration in November 2021 to which their feedback was very positive. Councillor N Hodges continued to advise members of the benefits of having an electric ride on mower.

Discussions continues with concerns being raised that the Cemetery Reserve would be depleted if the machine was purchased using the whole of the Cemetery's Reserves. Members discussed subsidising part of the purchase from the Councils General Reserve.

Members agreed to authorise up to £17,000 be taken from the General Reserves and £10,000 allocated from Cemetery Reserves, making a total of £27,000 to purchase the electric ride on mower.

**RESOLVED: That members authorise the purchase of the Mean Green electric ride on mower at a cost of up to £27,000 with £10,000 from the Cemetery Reserves and up to £17,000 from the General Reserve.**

b. Merthyr Dyfan Chapel Repairs

Members were provided with a report to request the cost to carry out repairs to Merthyr Dyfan cemetery Chapel. The report contained two quotes. Members considered the two quotes noting that again there is a large difference between them.

The Chair advised that the Chapel repairs are necessary and asked if there needs to be a new budget heading for the Halls, Cemeteries and Community Facilities for repairs to the Chapel.

Councillor N Hodges welcomed the proposal of a new budget heading. Councillor Brooks suggested that it be discussed during budget setting process later in the year for draft budget 2023/24..

Councillor S Hodges with to make members aware that if they wish to make more use of the Chapel then electric lighting would be required during the darker months to make the area safer for people to walk to and from the Chapel and the Main Gates.

The Chair noted that would be a good idea and should be for Halls, Cemetery and Community Facilities Committee to consider.

**RESOLVED:**

**1. That members authorise to allocate £6,024 from the General Reserve accepting quote 2 for the repairs to the Cemetery Chapel.**

2. That a recommendation is made to the Halls, Cemeteries and Community Facilities Committee to consider a Cemetery Chapel Maintenance revenue budget and a Cemetery Buildings Reserve when it comes to setting the budget for 2023/24.

F25. **DATE OF NEXT MEETING**

**RESOLVED:** The date of the next meeting of the Finance, Policy and General Purposes Committee is scheduled to be held on 12 September 2022.

Meeting closed at 7.40 pm.

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