



**BARRY TOWN COUNCIL
CYNGOR TREF Y BARRI**

PURSUANT TO THE REQUIREMENTS OF THE ABOVE STATUTORY PROVISIONS, NOTICE IS HEREBY GIVEN THAT A MEETING OF FULL COUNCIL TO BE HELD HYBRID BASIS IN THE COUNCIL CHAMBER, TOWN HALL, KING SQUARE, BARRY, CF63 4RW AND REMOTELY ON WEDNESDAY 28 SEPTEMBER 2022 COMMENCING AT 7.00 PM FOR THE PURPOSE OF TRANSACTING THE BUSINESS SHOWN IN THE AGENDA SET OUT BELOW.

From 1 May 2021 The Local Government and Elections (Wales) Act 2021 makes provision for meetings to take place through a variety of arrangements, including multi-location meetings where all individuals are attending virtually and hybrid meetings where a number of individuals are attending in person at a designated location and others are attending virtually from a range of other locations. The Act makes permanent provision for remote meetings (multi-location) and electronic publication of documents

Yours faithfully

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

Emily Forbes
Chief Officer (Town Clerk)

Please note: A Police Representative will be in attendance at 6.30 pm to provide a public update

**To observe a minute silence in respect of the late
Queen, Her Majesty Elizabeth II**

AGENDA

1. **To receive apologies for absence**

2. **To receive declarations of interest under the Council's Code of Conduct** (Note: Members seeking advice on this item are asked to contact the Monitoring Officer at least 72 hours before the meeting)

TO NOTE: Councillors Aviet, Brooks, Charles, Collins, Drake, E Goodjohn, E J Goodjohn, Hennessy, Iannucci, Johnson, Payne, Perkes, Wilkinson have received dispensation from the Vale of Glamorgan Council to speak and vote on any item on this agenda relating to Reshaping of Services

Councillor Johnson has been granted Dispensation to allow them to speak and vote on future matters appertaining to community centres, sports facilities and matters relating to arts and events within the Vale of Glamorgan.

Councillor Wilkinson has been granted Dispensation to allow them to speak and vote on future matters relating to the Local Development Plan.

3. **Well-being of Future Generations (Wales) Act 2015**

(To note)

*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 and sign the minutes of Full Council held on Monday 27 June 2022** (Pages 315-323)
5. **To receive communications from the Mayor** (Verbal)
6. **To consider questions from Councillors in accordance with the provisions of Standing Order 3(e)** (none received)
7. **To consider questions/comments from Members of the public in accordance with the provisions of Standing Order 3(f)** (none received)

(NB: members of the press will be invited to attend this meeting remotely in line with current Welsh Government Regulations. If members of the public have questions, they can submit them prior to the meeting and may request to attend the meeting remotely if this is reasonably practicable and manageable).

8. **To consider motions submitted by Councillors** (None received)

MINUTES OF STANDING COMMITTEES AND WORKING PARTIES

9. **To receive and note the minutes of the Halls, Cemeteries and Community Facilities Committee held on 11 July 2022 and to give consideration to any recommendations therein** (Pages 324-331)
10. **To receive the minutes of the Finance, Policy and General Purposes Committee held on 19 July 2022 and to give any consideration to any recommendations therein** (Pages 332-336)
11. **To receive and note the minutes of the Personnel Committee held on 5 September 2022 and to give consideration to any recommendations therein** (Pages 337-342)

12. **To Receive Recommendations from Other Committees**
 - a) **Fairtrade Advisory Committee– Tuesday 27 September 2022**
(Verbal)
 - b) **Finance, Policy and General Purposes Committee – Tuesday 27 September 2022**
(Verbal)

GOVERNANCE

13. **Corporate Plan – outcomes from Staff Workshop, Councillor Workshop and Public Engagement and consideration of draft 2022-2027 Objectives**
(Pages 343-359)
14. **Urgent Actions** (Pages 360-362)
15. **Councillor Training Plan** (Pages 363-366)

FINANCE

16. **To approve the Schedule of Payments for September 2022**
(Pages 367-374)

(If Councillors have any queries on the attached please contact the Deputy Chief Officer prior to the meeting)

17. **Budget Monitoring Report to 31 August 2022** (Pages 375-379)

Councillors have any queries on the attached please contact the Deputy Chief Officer prior to the meeting)

18. **Election Costs** (Pages 380-383)
19. **Real Living Wage 2022 implications and future impact of LG pay award**
(Pages 384-385)

SERVICES

20. **Engagement & Events Team update** (Pages 386-411)
 - a) Barry Christmas Festival
 - b) Barry Pride 2022
 - c) Mayor's Chain Repairs

21. **Planning Appeal Consultation - Land at Barry Biomass, Woodham Road, Barry** (Pages 412-427)

- a) Submission of Environmental Statement in Connection with Enforcement Appeal Ref: CAS-01341-N2Q5B8 – Location Appeal by: Biomass UK No.2 Limited (Appeal A)
- b) Section 78 Discharge of Condition Appeal – Appeal Ref: CAS-01476-M1N1C0 – Location Appeal by: Biomass UK No.2 Limited (Appeal B)

22. **Date of Next Meeting**

To note that the next meeting of Full Council is scheduled to be held on Monday 12 December 2022

23. **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.

24. **Update on Barry Heritage Centre early discussions**
(Verbal / Discussion)

Distribution

The Mayor (Councillor Helen Payne) plus all other Town Councillors (22)
Others (Barry & District News, Barry Police and Barry Library) (3)

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.

MINUTES OF THE MEETING OF COUNCIL HELD ON MONDAY 27 JUNE 2022 AT 7PM

PRESENT: The Mayor (Councillor Payne) together with Councillors Aviet, Ball, Brooks, Collins, Davies-Powell, Dancey, Drake, E J Goodjohn, E S Goodjohn, Hennessy, N Hodges, S Hodges, Iannucci, Johnson, Marshall, Perkes, Thomas, Wiliam (arrived at 7.12pm) and Wilkinson.

ALSO PRESENT: Mark Sims Deputy Chief Officer
Robyn Walsh Engagement and Events Team
Manager
Rebecca Blackwell Office Team Leader

49. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Charles and McKinney

50. **TO RECEIVE DECLARATIONS OF INTEREST UNDER THE COUNCIL'S CODE OF CONDUCT NOTING THE LOCAL AUTHORITIES (MODEL CODE OF CONDUCT) (WALES) ORDER 2008 AND THE LOCAL AUTHORITIES (MODEL CODE OF CONDUCT) (WALES) (AMENDMENT) ORDER 2016 ADOPTED BY COUNCIL ON 16 MAY 2017 (PAGE 16 PART 3)**

Councillors Brooks advised that a number of members, who are also Vale of Glamorgan Council Councillors, have applied for dispensations to speak and vote on matters appertaining to Reshaping Services, however have yet to receive notification on whether any dispensations have been granted by the Standards Committee.

51. **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.

52. **TO APPROVE AND SIGN THE MINUTES OF THE ANNUAL MEETING HELD ON 16 AND 17 MAY 2022**

Members were provided with the minutes of the Annual Meeting held on both Monday 16 May and Tuesday 17 May 2022.

RESOLVED: That the minutes of the Annual Meeting held on 16 and 17 May 2022 be approved and signed as a correct record.

53. **TO RECEIVE COMMUNICATIONS FROM THE MAYOR**

The Mayor provided members with an update of the events she had attended including ten street parties to celebrate the Queen's Platinum Jubilee, a dinner at Nells' Point Coast Watch with Seafarers and members of the Merchant Navy. The Mayor also attended an interesting opening of the new toilet at St. Cadoc's Church.

The Mayor advised members of events that are coming up which include the Scout Fete on 2nd July, asking for Councillors to volunteer at the Council stall and to advise the Engagement and Events Team Manager of their availability, Civic Service on 3rd July, again the Mayor asked members to RSVP to the Civic Engagement and Events Administrator. The Mayor added that there will be a Barry Bingo event held on Friday 8th July at Market Street Club which has received a lot of interest. The Mayor said that the intention is to have fun and up lifting events during her term to raise community spirits following two years of the pandemic.

The Mayor presented a replica chain to Councillor Margaret Wilkinson for her two consecutive terms of office as Town Mayor during the municipal years 2019/2020 and 2020/2021. Councillor Steffan Wiliam

was not present at the time, with his replica badge being presented to him when he arrives.

RESOLVED that communications from the Mayor be received and noted.

54. **TO CONSIDER QUESTIONS FROM COUNCILLORS (STANDING ORDER 3 (E) REFERS)**

None were received.

55. **TO CONSIDER QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC (STANDING ORDER 3 (F) REFERS)**

None were received.

56. **TO CONSIDER MOTIONS SUBMITTED BY COUNCILLORS**

None were received.

57. **TO RECEIVE AND NOTE THE MINUTES OF THE SHOP LOCAL BARRY ADVISORY COMMITTEE HELD ON 9 JUNE 2022 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Members were provided with the minutes of the Shop Local Barry Advisory Committee's meeting held on 9 June 2022.

Councillor Perkes addressed members as the Vice Chair of Shop Local advising that there is a recommendation requesting the Town Council to set aside a budget of £7,000 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.

Councillor Brooks asked which budget did the money for the Santa's Post Office come from last year. The Deputy Chief Officer advised that it came from the Shop Local budget as last year however the budget for Shop Local was £15,000 in 2021/2022 and reduced to £10,000 this for 2022/2023.

Councillor Brooks asked if there had been talks with the Vale of Glamorgan Council. The Engagement and Events Team Manager advised that the Vale of Glamorgan Council are very supportive of the idea noting that the Town Council have expressed interest for Barry to have another Santa's Post Office. The request for a budget had been suggested in the event that the Vale of Glamorgan Council do not hold the event in Barry.

Councillor Brooks noted that there is £4,736 in the Shop Local Reserve and asked does the additional money need to come from General

Reserves. Councillor S Hodges advised that the Shop Local Committee have great ideas but suggested to cap the amount in the event that the Vale of Glamorgan Council changes its mind in relation to hosting the event.

Councillor Brooks suggested that £4,000 is drawn down from the Shop Local Reserve with the balance of up to £3,000 from the General Reserve. Councillor S Hodges agreed with the suggestion noting that group leaders can authorise a budget via Urgent Action however would suggest no more than a total of £8,000.

RESOLVED:

- 1. That the minutes of the Shop Local Barry Advisory Committee be received and noted**
- 2. That a budget of £7,000 be agreed (£4,000 from the Shop Local Reserve and £3,000 from the General Reserve) 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.**

58. **TO RECEIVE AND NOTE THE MINUTES OF THE PERSONNEL COMMITTEE HELD ON 13 JUNE 2022 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Members were provided with the minutes of the Personnel Committee meeting held on 13 June 2022.

Councillor Wilkinson added that Councillor Thomas was in attendance but is not recorded in the minutes.

RESOLVED: That the minutes of the Personnel Committee held on 13 June 2022 be received and noted.

59. **TO RECEIVE AND NOTE THE MINUTES OF THE FAIRTRADE ADVISORY COMMITTEE HELD ON 20 JUNE 2022 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THEREIN**

Members were provided with the minutes of the Fairtrade Advisory Committee meeting held on 20 June 2022.

Councillor Johnson advised members that the committee discussed the Fairtrade Town renewal and action plan and congratulated Councillor Iannucci becoming the Vice-Chair of the Fairtrade Advisory Committee. Councillor Johnson also advised members that there will be a Fairtrade presence at the Scout Fete due to be held on Saturday 3 July 2022 at Romilly Park and at the Town Council's Family Fun Day on 11 August 2022 in Central Park.

RESOLVED: That the minutes of the Fairtrade Advisory Committee meeting held on Monday 20 June 2022 be received and noted.

60.

TO RECEIVE AND NOTE THE MINUTES OF THE FINANCE, POLICY AND GENERAL PURPOSES COMMITTEE HELD ON 20 JUNE 2022 AND TO GIVE CONSIDERATIONS TO ANY RECOMMENDATIONS THEREIN

Members were provided with the minutes of the Finance, Policy and General Purposes Committee held on Monday 20 June 2022.

Councillor Brooks advised members that there was a discussion around the Council's intentions and ambitions relating to the £150,000 budget ring-fenced for Arts, Culture and Entertainment. Councillor Brooks advised that it was suggested that a working party be set up before the summer recess consisting of 12 members from all parties.

The Deputy Chief Officer requested that Group Leaders contact the Chief Officer to advise their representatives for the working party based on the political proportional balance of:

Labour – 6
Plaid – 5
Conservative – 1

Councillor S Hodges supported the recommendation stating that there needs to be an overarching policy and a report on how the Council will progress with the budget provision with a view to get it right from the start.

RESOLVED:

- 1. That the minutes of the Finance, Policy and General Purposes Committee be received and noted.**
- 2. That a Working Party be set up (consisting of twelve members) to discuss Council's intentions and ambitions relating to the £150,000 budget provision, ring fenced for arts, culture and entertainment. (All members are encouraged to provide written suggestions to the Council to ensure all ideas are considered).**

Councillor Wiliam arrived 7.12 pm

The Mayor presented Councillor Wiliam with his replica chain for his term of office as Town Mayor during the municipal year 2021/2022.

61. **TOWN AND COMMUNITY COUNCIL REPRESENTATIVE ON THE VALE OF GLAMORGAN COUNCIL'S STANDARDS COMMITTEE**

Members were provided with a report requesting members to consider nominating a representative for the position of a Town and Community Council representative on the Vale of Glamorgan Council's Standards Committee.

Councillor S Hodges advised that she had no nominations.

Councillor Brooks also advised that she had no nominations.

The Deputy Chief Officer advised that he would respond to the Vale of Glamorgan Council advising that there would be no representative nominated from Barry Town Council.

RESOLVED: That the Deputy Chief Officer informs the Vale of Glamorgan Council that the Town Council do not intent to nominate a representative for the position of a Town and Community Council representative on the Vale of Glamorgan Council's Standards Committee.

62. **BUDGET MONITORING REPORT TO 31 MAY 2022**

Members were provided with a report informing members of the Council's income and expenditure in the 2022/23 financial year as at the end of May 2022.

RESOLVED: That members receive the budget monitoring report for May 2022, indicating the actual income and expenditure up to the end of month two in the 2022/23 financial year, noting the projected underspend of £1,590 for 2022/23 that will result in a new amount of £36,380 being transferred from reserves.

63. **TO APPROVE THE DRAFT TOWN COUNCILS ACCOUNTS AND ANNUAL RETURN FOR THE YEAR ENDING 31 MARCH 2022**

Members were provided with the draft Town Council accounts and the Annual Return for the year ending 31 March 2022 for approval prior to their submission to the external auditors, Audit Wales.

Councillor Brooks advised that there is a larger amount in the General Reserves than expected. With Council's long term ambition to have a heritage centre/community facility Councillor Brooks suggested to move £200,000 into the Acquisition Reserve in order to make a start for the Council's future ambitions.

The Deputy Chief Officer confirmed that it would be a transfer between reserves to credit (increase) the Acquisition Reserve and debit

(decrease) the General Reserve which demonstrates that Council is monitoring and considering the appropriate level and use of Reserves.

Councillor S Hodges agreed with the suggestion noting that it would be saving money for a project that the public have been asking for.

Councillor S Hodges also thanked the Deputy Chief Officer for the presentation of the accounts.

RESOLVED:

- 1. That the draft financial statements and annual return for the year ending 31 March 2022 be approved, prior to their submission to the external auditors, Audit Wales.**
- 2. That £200,000 be transferred from the General Reserve into the Acquisition Reserve at the year end 31 March 2023.**

64.

TO ADOPT THE INTERNAL CONTROLS STATEMENT

Members were provided with a report for members to approve the annual review of the effectiveness of the Councils system of internal control.

RESOLVED: That the annual review of internal control be approved.

65.

COMMEMORATIVE BENCHES

Members were provided with an update relating to the installation of a commemorative bench on one of the plinths on the seating area overlooking Blind Park, opposite the Memorial Hall Theatre and Cenotaph.

Councillor Brooks noted that it was a substantial increase but felt that it was important for the public to have a commemorative bench in Barry.

Councillor Brooks also felt that it would be an important acquisition for the Town Council and important commitment to all those who have gone before us. Councillor Brooks asked if that would be the final cost or could the Council expect further increases.

The Deputy Chief Officer advised that he would go back to the Vale of Glamorgan Council to request more information.

Councillor S Hodges asked if the installation cost is for all three benches. The Deputy Chief Officer advised that it would just be for one bench.

Councillor S Hodges requested for assurances that the cost is only for one bench as the Vale of Glamorgan Council and was happy to agree in principle to the cost for one bench with a cap of £1,700.

Councillor Johnson raised concerns over the Welsh translation for the plaque on the bench and the costs relating to them.

Councillor Perkes said that Barry is in need of the bench and had concerns about capping, Councillor Perkes added that the bench is a mark of respect and that it would be the Town Council's bench.

Councillor S Hodges stressed how important it is to agree a figure with the Vale of Glamorgan Council and if there is another increase, proposed that Group Leaders can look at it via Urgent Action.

RESOLVED:

- 1. That the Deputy Chief Office be authorised to instruct the Vale of Glamorgan Council to install a commemorative bench on one of the plinths on the seating area overlooking Blind Park opposite the Memorial Hall Theatre and Cenotaph.**
- 2. That the Deputy Chief Officer contact the Vale of Glamorgan Council to confirm the final figure for the commemorative bench and if there is any variation, any additional fee can be agreed by Group Leaders via Urgent Action.**

66.

DATE OF NEXT MEETING

RESOLVED: That the next meeting of Full Council is scheduled to be held on Monday 19 September 2022 at 7pm

The meeting closed at 7.30pm

Signed Dated
(Town Mayor)

ACTION SHEET - FULL COUNCIL - 27 JUNE 2022

MINUTE NO.	ACTION TO BE TAKEN	ACTION TO BE TAKEN BY	DATE ACTION TO BE CARRIED OUT	PROGRESS
57(2)	That a budget of £7,000 be agreed (£4,000 from the Shop Local Reserve and £3,000 from the General Reserve) 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.	DCO		Complete
60 (2)	That a Working Party be set up (consisting of twelve members) to discuss Council's intentions and ambitions relating to the £150,000 budget	CO		Complete
61	That the Deputy Chief Officer informs the Vale of Glamorgan Council that the Town Council do not intent to nominate a representative for the position of a Town and Community Council representative on the Vale of Glamorgan Council's Standards Committee.	DCO	27.06.2022	Complete
63 (2)	That £200,000 be transferred from the General Reserve into the Acquisition Reserve at the year end 31 March 2023.	DCO		Complete
65 (1)	That the Deputy Chief Officer be authorised to instruct the Vale of Glamorgan Council to install a commemorative bench on one of the plinths on the seating area overlooking Blind Park opposite the Memorial Hall Theatre and Cenotaph.	DCO	29.06.2022	Complete
65 (2)	That the Deputy Chief Officer contact the Vale of Glamorgan Council to confirm the final figure for the commemorative bench and if there is any variation, any additional fee can be agreed by Group Leaders via Urgent Action.	DCO	30.06.2022	Complete

BARRY TOWN COUNCIL

DRAFT MINUTES OF A MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE HELD ON MONDAY 11 JULY 2022, AT 7PM

PRESENT: Councillor N Hodges (Chairperson) together with, Councillors Aviet, Dancey, EJ Goodjohn, Hennessy, Iannucci and McKinney

ALSO PRESENT: Amanda Evans – Facilities and Cemeteries Manager
Hannah Linton – Administrator
Councillor S Hodges – Observer
Councillor Johnson – Observer

A 1. APOLOGIES FOR ABSENCE

None were received.

A 2. DECLARATIONS OF INTEREST

None were received.

A 3. WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015

RESOLVED that the Well-Being of Future Generations (Wales) Act 2015 be received and noted.

A 4. TO NOTE THE TERMS OF REFERENCE FOR THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE

RESOLVED that the Terms of Reference for the Halls, Cemeteries and Community Facilities Committee be received and noted.

A 5. TO APPROVE THE MINUTES OF THE MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE HELD ON 17 JANUARY 2022

RESOLVED that the minutes of the meeting of the Halls, Cemeteries and Community Facilities Committee held on 17 January 2022 be approved and signed as a correct record.

A 6. BUDGET MONITORING REPORT TO 31 MAY 2022

RESOLVED that the Budget Monitoring Report to 31 May 2022 be received and noted.

A 7. TRANSFER OF EXCLUSIVE RIGHT OF BURIAL (1301 – 1339 INCLUSIVE)

RESOLVED that the Transfer of Exclusive Right of Burial (1301 - 1339 inclusive) be granted to those named on each transfer request.

A 8. GRANTS OF EXCLUSIVE RIGHT OF BURIAL (13856 – 13873 INCLUSIVE)

RESOLVED that the Grants of Exclusive Right of Burial (13856 – 13873 inclusive) be granted to those named on the interment forms.

A 9. TIME LINE BOARD

The Facilities and Cemeteries Manager provided a report to the members of the Halls, Cemeteries and Community Facilities Committee with an update and proposal to the Time-line Cemetery Board.

The Chair noted that the picture / design from a local school or community organisation was a lovely idea and that the timeline board was put in place as promised by the Committee to support the Heritage Award.

The Facilities and Cemeteries Manager suggested that a financial incentive for both the winner and school / community organisation could encourage more to apply.

Councillor Hennessy suggested the amount of £100 be awarded to the winners school / community organisation.

The Chair agreed with Councillor Hennessy's suggestion of £100.

Councillor Iannucci noted that the winner of the competition should also receive an award.

The Facilities and Cemeteries Manager suggested that the winner receive £50 and the school / community organisation also receive £50.

RESOLVED:

- 1. That members of the Halls, Cemeteries and Community Facilities Committee agree to a £100 incentive with the winner of the best picture / design to be placed on the Time-line Cemetery Board receiving £50, and £50 awarded to the school / community organisation.**
- 2. That the Facilities and Cemetery Manager will liaise with the Events and Engagement Team regarding the Time-line Cemetery Board picture / design competition.**

A 10. DATE OF NEXT MEETING

RESOLVED that the next meeting of the Halls, Cemeteries and Community Facilities Committee is scheduled to be held on Monday 3 October 2022.

A 11. EXCLUSION OF PRESS AND PUBLIC

RESOLVED that 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.

A 12. CHAPEL REPAIR

The Facilities and Cemeteries Manager provided members with a report and an update on quotes received for the repairs that need to be carried out on Merthyr Dyfan Chapel.

Councillor Hennessy stated he was happy for the repairs to go ahead on the Merthyr Dyfan Chapel and questioned if the company that supplied quote A had done historical buildings previously.

Councillor Iannucci also stated she would be happy for the repairs to happen with Quote A.

The Facilities and Cemeteries Manager confirmed that Lapidar would only engage with competent companies for the project.

Councillor Iannucci queried whether the budget to complete the repairs were coming from the Halls, Cemeteries and Community Facilities Committee's reserves.

The Chair confirmed that the repairs could be allocated from the Halls, Cemeteries and Community Facilities Committee reserves.

RESOLVED that the members of the Halls, Cemeteries and Community Facilities Committee considered the report and the options available.

RECOMMENDED to a meeting of the Finance, Policy and General Purposes Committee scheduled to be held on Tuesday, 19 July 2022: That expenditure of £6,024 + VAT is authorised to be spent from the Halls, Cemeteries and Community Facilities Committee's reserves for the Merthyr Dyfan Chapel repairs.

A 13. COLUMBARIUM SANCTRUM PANORAMA

The Facilities and Cemeteries Manager provided a report to members with an update on the cost and lease life of other Cemeteries Columbarium's.

Councillor Hennessy queried the difference between the interments in Merthyr Dyfan Cemeteries columbarium to Cardiff Cemeteries columbarium both in terms of numbers and cost.

The Facilities and Cemeteries Manager noted that the difference due to Cardiff Cemetery having a Crematorium on site. She also noted that Cardiff Cemetery make a profit on the sales of columbarium interments and Merthyr Dyfan Cemetery does not.

The Chair noted that the Columbarium at Merthyr Dyfan Cemetery need to be advertised more as the columbarium is in the new section. He suggested to members of offering a better deal with rates and leases with the columbarium interments or to publicise first before making a decision on pricing.

Councillor Iannucci noted that the pricing is already under what other cemeteries are offering and suggested publicising heavily first before changing the rates and leases.

The Chair agreed with Councillor Iannucci's suggestion of publicising first and suggested a 6 months' scheme to then review the outcome at a future Halls, Cemeteries and Community Facilities Committee meeting.

The Facilities and Cemeteries Manager suggested creating a leaflet for Funeral Directors to help inform members of the public

The Chair suggested organising a day / evening for members to look around the Cemetery and Facilities including the columbarium and chapel.

RESOLVED:

- 1. That members of the Halls, Cemeteries and Community Facilities Committee noted the report.**
- 2. That the Facilities and Cemeteries Manager create and distribute new brochures to Funeral Directors to include information on the Columbarium.**
- 3. That the Facilities and Cemeteries Manager organise a day / evening for the members of the Halls, Cemeteries and Community Facilities Committee to attend a walkthrough of the Cemetery and Facilities.**

A 14. ELECTRIC GRASS MOWER – MEAN GREEN

The Facilities and Cemeteries Manager provided a report to members with an update on equipment that has become available to purchase from our local supplier which fits more with the Council's Values, which is to reduce the environmental impact and support the Well-being goals of:

- A Healthier Barry
- A Resilient Barry
- A Globally Responsible Barry

Councillor Hennessy queried whether the old Kubota's could be sold to help fund the new Mean Green electric mower.

The Facilities and Cemeteries Manager responded that the Kubota's can be sold and noted that the local supplier would part exchange the old Kubota for £900 to go towards another electric vehicle. She noted another option were to sell the Kubota with Merthyr Motor's Auctions with the company's confidence of achieving over £1,000 after deducting auction fees. The Facilities and Cemeteries Manager suggested that she can liaise with the Well-being Projects Officer to look into grants available for this type of project.

Councillor Johnson agreed with the Facilities and Cemeteries Manager in the comparison of costing between the diesel Kubota and the Mean Green electric mower. Councillor Johnson queried where the funding for the new Mean Green electric mower would be coming from.

The Facilities and Cemeteries Manager stated that in a previous Halls, Cemeteries and Community Facilities Committee meeting the budget was committed to replace the two Kubota's every other year and the suggestion would be to use that money to fund the new Mean Green electric mower.

The Chair interjected that the Council signed up for the 2030 Green Scheme and with most of the Council's vehicles in use are at the Cemetery, it would be a step in the right direction.

Councillor Iannucci queried whether the one Mean Green electric mower would accommodate for the two Kubota's that were previously agreed upon.

The Facilities and Cemeteries Manager confirmed that the Cemetery Team were confident in the new machine and felt it would be good enough to replace the two Kubota's.

The Chair inputted that the environmental impact of the new Mean Green electric mower had been agreed and suggested that the Committee recommend it to the next Finance, Policy and General Purposes Committee meeting scheduled to be held on Tuesday, 19 July 2022.

RESOLVED

- 1. That members of the Halls, Cemeteries and Community Facilities Committee received the report.**

RECOMMENDED:

- 2. To a meeting of the Finance, Policy and General Purposes Committee scheduled to be held on Tuesday, 19 July 2022: That expenditure of £26,058 + VAT is authorised to be spent from the Halls, Cemeteries and Community Facilities Committee's reserves for the new Mean Green Mower to replace the existing Kubota's.**

- 3. That the Facilities and Cemeteries Manager liaise with the Well-being Projects Officer regarding available grants to help fund the cost of the new Mean Green Mower.**

Meeting Closed at 19:45pm.

Signed (Chairperson) Dated

FOR INFORMATION ONLY

ACTION SHEET - HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE -11 JULY 2022

MINUTE NO.	ACTION TO BE TAKEN	ACTION TO BE TAKEN BY	DATE ACTION TO BE CARRIED OUT	PROGRESS
A 9 (1)	That members of the Halls, Cemeteries and Community Facilities Committee agree to a £100 incentive with the winner of the best picture / design to be placed on the Time-line Cemetery Board receiving £50, and £50 awarded to the school / community organisation.	FCM	Jul-22	Completed
A 9 (2)	That the Facilities and Cemetery Manager will liaise with the Events and Engagement Team regarding the Time-line Cemetery Board picture / design competition.	FCM	Jul-22	Completed
A 12	RESOLVED that the members of the Halls, Cemeteries and Community Facilities Committee considered the report and the options available. RECOMMENDED to a meeting of the Finance, Policy and General Purposes Committee scheduled to be held on Tuesday, 19 July 2022: That expenditure of £6,024 + VAT is authorised to be spent from the Halls, Cemeteries and Community Facilities Committee's reserves for the Merthyr Dyfan Chapel repairs.	FCM	19.07.2022	Completed
A 13 (2)	That the Facilities and Cemeteries Manager provide a leaflet for Funeral Directors for the them to show their customers the Columbarium as a service option	FCM		In Progress
A 13 (3)	That the Facilities and Cemeteries Manager organise a day / evening for the members of the Halls, Cemeteries and Community Facilities Committee to attend a walkthrough of the Cemetery and Facilities.	FCM/Chair	Sep-22	Completed

A 14 (2)	To a meeting of the Finance, Policy and General Purposes Committee scheduled to be held on Tuesday, 19 July 2022: That expenditure of £26,058 + VAT is authorised to be spent from the Halls, Cemeteries and Community Facilities Committee's reserves for the new Mean Green Mower to replace the existing Kubota's.	FCM	19.07.2022	Completed
A 14 (3)	That the Facilities and Cemeteries Manager liaise with the Well-being Projects Officer regarding available grants to help fund the cost of the new Mean Green Mower.	FCM	Jul-22	Completed

BARRY TOWN COUNCIL

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

FOR INFORMATION ONLY

ACTION SHEET - FINANCE, POLICY & GENERAL PURPOSES COMMITTEE - 19 JULY 2022

MINUTE NO.	ACTION TO BE TAKEN	ACTION TO BE TAKEN BY	DATE ACTION TO BE CARRIED OUT	PROGRESS
F21	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.	CO?	Sep-22	On FC agenda
F 24(a)	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).	DCO	Jul-22	Complete
F 24(b)(a)	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.	DCO	Jul-22	Complete
F 24 (b)(b)	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.	FCM	01-Oct	Ongoing

BARRY TOWN COUNCIL

MINUTES OF A MEETING OF THE PERSONNEL COMMITTEE HELD ON MONDAY 5 SEPTEMBER 2022 AT 7PM

PRESENT: Councillors Perkes (Chairperson) together with Councillors Charles, Johnson, Marshall, Payne (Town Mayor – Ex-Officio), Thomas and Wiliam

ALSO PRESENT: Emily Forbes – Chief Officer
Mark Sims – Deputy Chief Officer
Rebecca Blackwell – Office Team Leader
Amy Mander – Administrator

R14. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Wilkinson.

R15. **DECLARATIONS OF INTEREST**

None received

R16. **WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015**

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

R17. **TO APPROVE AND SIGN THE MINUTES OF A MEETING OF THE
PERSONNEL COMMITTEE HELD ON 13 JUNE 2022**

The Chief Officer advised members that at the last Full Council meeting held on 27 June 2022, it was raised that Councillor Thomas was present at the last meeting of the Personnel Committee held on 13 June 2022.

Councillor Johnson requested an update in relation to the Planning Officer recruitment. The Chief Officer advised that there had been no applications received by the closing date noting that the post had been advertised for the whole of August. The Chief Officer added that she is exploring to advertise with the Planning Institute to target those with RTPi experience at a cost and advised that the currently Planning support had been extended.

RESOLVED: That the minutes of the Personnel Committee held on 13 June 2022 be approved and signed as a correct record, subject to the amendment mentioned above.

R18. **BUDGET MONITORING REPORT TO 31 AUGUST 2022**

Members were provided with a report advising members of the Committee's expenditure in the 2022/23 financial year as at the end of August 2022. The Deputy Chief officer advised that there are discussions in relation to the Pay Award for 2022 noting that it could possibly effect the Personnel budget if the Unions agree to a flat rate increase to each spinal point of £1,925 as it had been budgeted for a potential increase of 2.5%.

RESOLVED: That the Personnel Committee receive and note the aforementioned information and the budget monitoring report for August 2022 noting the projected out-turn for the year is to be on budget.

R19. **REVIEW OF COUNCIL POLICIES**

a) Draft Fertility Journey Policy

Members were provided with a draft fertility journey policy for their consideration. The Chief Officer advised members that following the last Personnel committee it was requested that Officers explore a Fertility Journey Policy, advising that the draft policy proposed had been taken from a CIPD template.

RECOMMENDED: To a meeting of the Finance, Policy and General Purposes Committee that the Draft Fertility Journey Policy be approved and adopted subject to staff and union consultation.

R20. **COUNCILLOR TRAINING PLAN**

Members were provided with a report advising that Section 67 of the Local Government and Elections (Wales) 2021 Act requires community councils to make and publish a plan about the training provision for its members and staff.

Members were provided with a draft Councillor Training Plan.

Councillor Johnson advised that the Training Plan made sense and noted that the Twin Hatted Councillors have received a number of training courses at the Vale of Glamorgan Council and that it is good to see a plan which shows what training is mandatory or non-mandatory. Councillor Johnson asked how the plan would work in relation to changes to Chairpersons and Vice Chairpersons each year. The Chief Officer advised that with changes to the Committee memberships, training will be allocated accordingly, however certain training will only need to be completed once per administration.

Councillor Payne asked if the training was generic or would there be different training for each committee and would it be updated every year and/or when regulations change.

The Chief Officer advised that it can be updated and changed when needed.

RECOMMENDATION: That the Personnel Committee receive and note the Councillor Training Plan and to recommend the Training Plan to a meeting of Full Council being held on Monday 19 September 2022.

R21. **STAFF TRAINING**

Members were provided with an update report in relation to the staff training that is currently outstanding and any training that has been completed since the Annual Meeting in May 2022.

RESOLVED: That the Staff Training update be received and noted.

R22. **DATE OF NEXT MEETING**

RESOLVED: The date of the next meeting of the Personnel Committee has been scheduled to be held on Monday 14 November 2022

R23. **EXCLUSION OF PRESS AND PUBLIC**

RESOLVED: That 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 be excluded from the remainder of the meeting.

R24. **REVIEW OF TEMPORARY FINANCE ADMINISTRATOR**

Members were provided with a review of the Temporary Part Time Finance Administrator.

The Deputy Chief Officer advised that the assistance that the Temporary Part Time Finance Administrator has provided has been to a high standard and is a well needed resource to the Corporate Support Team.

RECOMMENDATION: To a meeting of the Finance, Policy and General Purposes Committee being held on 12 September 2022 that the role of Finance Administrator becomes permanent from 25 October 2022.

The Chief Officer advised members that agenda item 13 will not be discussed at this meeting and will be deferred to the next Personnel Committee being held on Monday 14 November 2022.

R25.

ENGAGEMENT AND EVENTS TEAM INCREASED CAPACITY

Members were provided with a report advising the of the current capacity of the Engagement and Event's Team with the potential to increase it.

1. Current Part Time Staff Members

Members were advised that it had been proposed that the current hours of the part time staff be increased as follows:

Wellbeing Projects Officer – currently at 18.5 hours, increase to 24 hours (an additional 5.5 hours) per week.

Civic Engagement and Events Administrator – currently at 20, increase to 24 hours (an additional 4 hours) per week.

There was also a request to change the job title of the Civic Engagement and Events Administrator to become the Engagement and Events Team Administrator.

RESOLVED: That the Civic Engagement and Events Administrator job title be changed to Engagement and Events Team Administrator.

RECOMMENDED to a meeting of the Finance, Policy and General Purposes Committee being held on Monday 12 September 2022 that the increase to both the Engagement and Events Team Administrator and Well Being Projects Officers' hours be discussed noting the financial implication for the remainder of 2022/23 will be an additional £4,070, with additional full year costs being £8,140.

2. Increased Capacity with the Engagement and Events Team

Members were provided with options to increase the capacity with the Engagement and Events Team to consider.

Councillor Payne proposed that option 1 is agreed.

Councillor Johnson proposed that option 2 is agreed.

A detailed discussion was had with a suggestion that option 2 be considered with the additional of the role having a Youth Worker qualification.

A vote was cast with a unanimous vote that option 2 is proposed.

RECOMMENDED: To a meeting of the Finance, Policy and General Purposes Committee being held on Monday 12 September 2022 that option 2 is pursued and that recruitment for the role of an Engagement and Events Officer be progressed at an additional cost to 2022/23 of £16,400 and an additional full year cost of £32,800 for 2023/24 budget.

The meeting closed at 7.45 pm

Signed

Dated

FOR INFORMATION ONLY

ACTION SHEET - PERSONNEL COMMITTEE -5 SEPTEMBER 2022

MINUTE NO.	ACTION TO BE TAKEN	ACTION TO BE TAKEN BY	DATE ACTION TO BE CARRIED OUT	PROGRESS
R19	To a meeting of the Finance, Policy and General Purposes Committee that the Draft Fertility Journey Policy be approved and adopted subject to staff and union consultation.	CO	27.09.22	complete
R20	That the Personnel Committee receive and note the Councillor Training Plan and to recommend the Training Plan to a meeting of Full Council being held on Monday 19 September 2022.	CO	28.09.22	On agenda for noting
R24	To a meeting of the Finance, Policy and General Purposes Committee being held on 12 September 2022 that the role of Finance Administrator becomes permanent from 25 October 2022.	DCO	27.09.2022	On F,P&G,P Agenda 27.09.2022
R25 (1)	To a meeting of the Finance, Policy and General Purposes Committee being held on Monday 12 September 2022 that the increase to both the Engagement and Events Team Administrator and Well Being Projects Officers' hours be discussed noting the financial implication for the remainder of 2022/23 will be an additional £4,070, with additional full year costs being £8,140.	E&ETM	27.09.2022	On F,P&G,P Agenda 27.09.2022
R25 (2)	To a meeting of the Finance, Policy and General Purposes Committee being held on Monday 12 September 2022 that option 2 is pursued and that recruitment for the role of an Engagement and Events Officer be progressed at an additional cost to 2022/23 of £16,400 and an additional full year cost of £32,800 for 2023/24 budget.	E&ETM	27.09.2022	On F,P&G,P Agenda 27.09.2022

FULL COUNCIL	27 SEPTEMBER 2022	AGENDA ITEM: 13
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CORPORATE PLAN – OUTCOMES FROM STAFF WORKSHOP, COUNCILLOR WORKSHOP AND PUBLIC ENGAGEMENT AND CONSIDERATION OF DRAFT 2022-2027 OBJECTIVES

Report Author

Emily Forbes, Chief Officer (Town Clerk)

Attached: Appendix A - Data from all responses
Appendix B – Evaluation of previous Corporate Plan actions
Appendix C – example Team Plan

Purpose of Report

Further to the workshops held and data gathered, this paper reports outcomes to members of the Council and seeks agreement for overarching Corporate Plan Objectives to be set for 2022-2027.

Background Information

The Council's last iteration of its five-year Corporate plan expired in May 2022 and therefore a new 5-year strategic direction for 2022-2027 is required to be set and new Corporate Plan designed, drafted and consulted on.

This process was paused due to the Elections and Induction process during May 2022 and inclusion of potential new councillors to the process.

Three Council Corporate events have been held to gather data as follows:

- All staff workshop 19 July 2022 (in person)
- Councillor workshop 26 July 2022 (virtual webinar)
- Family Fun Day 11 August 2022 (in person)

Views were gathered on what the Council should start doing, keep doing and stop doing and the raw data is included as an appendix for reference.

Detailed Information

A number of key themes have emerged throughout the data gathering process as collected in the data. This has been fed more widely into the Vale Wellbeing Plan workshop and there is read across with wider Vale consultation on the Wellbeing Plan noting that umbrella themes people are raising as important for them at a town and county level include:

- Cost of Living / economy
- Facilities and Services
- Events
- Young people

- Equalities, Diversity and Inclusion
- Mental Health and Wellbeing
- Environment

The 7 Wellbeing Goals for Barry are set out below, with suggested objectives beneath them for the next 5-year work programme:

7 Goals	A Healthier Barry	A Prosperous Barry	A Resilient Barry	A Barry of Cohesive Communities	A More Equal Barry	A Barry of Vibrant Culture and Thriving Welsh Language	A Globally Responsible Barry
Obj1	To raise the profile of mental health and wellbeing across the Council's workforce and the community and signpost to additional support	To provide a mechanism to support Barry residents with cost of living increases and rising bills	To work towards an all-electric fleet in our Cemeteries, exploring renewable and further improving energy resources in our Cemeteries and Facilities	To engage local people in Council decisions and decision making through webinars, virtual and face to face options	To lead on Barry as a Dementia Friendly Town	To establish a Vibrant Culture Working Group and budget to bring forward and streamline projects strategically	To create a new Globally Responsible Committee to have overarching strategic responsibility for projects such as Fairtrade ./ Town of Sanctuary / Sustainable Barry
Obj 2	To work more closely with partners and Public Health Wales to support campaigns and public messaging through our media platforms and communication with the public	To provide Annual Grant Programmes to support private and third sectors to be innovative and sustainable with that help to deliver Barry's Wellbeing Goals	To deliver the Council's Climate Change Strategy and report on annual progress and against the requirements of the Environment (Wales) Act	To provide an annual programme of community events which are well resourced and accessible to families and young people	To reduce inequalities in the town by supporting more local initiatives / events which actively include more historically excluded groups <i>(feedback included people with disabilities / identifying as LGBTQ+ / young people / those with mental ill-health)</i>	To increase promotion of the Welsh Language in the community and increase opportunities for learning the language	To deliver lasting change through the Council's Sustainability agenda including wildlife and its food sources and the Council's approach to waste and purchasing / procurement.

Obj 3	To enhance the Council's role in local Bereavement services – including Charter for the Bereaved and Bereavement café in Chapel	To Review Shop Local and look towards floating off the Council project to become a Chamber of Commerce for the Town in its own right	To explore options to reduce Food Poverty / food or support community growing initiatives and working with partners	To develop a Community Plan for Barry with partners and the public to protect and further develop community facilities and access to services	To increase support to Barry Youth Council to enable flow through to Full Council and engagement with young people	To deliver a Heritage Centre / Museum Project for Barry	To pursue Council of Sanctuary and Town of Sanctuary Status for Barry
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Recommendation

- **That the Council agrees its strategic objectives for 2022- 2027, to be consulted on publically**
- **That Council Teams are asked to draft Team plans with proposed actions to deliver these Corporate objectives for presentation at the next meeting of Full Council on 12 December 2022**
- **That a 5-year Financial Forecast is prepared alongside these detailed plans to determine likely future costs of delivery**

Wellbeing Goal: A Prosperous Barry

What should we keep doing?	Data Source
Promotion of Shop Local	Cllr workshop
Promotion of Fairtrade	Cllr workshop
Training and Development of Staff and Councillors	Cllr workshop
Grant scheme for School Books	Cllr workshop
Grant Funding but explore how to maximise use and to make fit for purpose for full and detailed review/proportion/criteria/ monitoring against well being goals	Cllr workshop
Developing Barry Youth Council - connection between youth council and Full Council	Cllr workshop
School governors - MARs - we don't really engage with this function - no reporting back, what is the purpose? We don't know what our MARs are doing - where does it sit in our wider function.	Cllr workshop
need flow and feedthrough with Barry Youth Council	Cllr workshop
Trainee Cemetery Operatives - keep the knowledge being passed down	Staff Workshop
Staff Training	Staff Workshop
Helping small businesses	Staff Workshop
£10,000 shop local budget	Staff Workshop
small business grants but increase them to help more businesses	Staff Workshop
need more recognition of council ownership. More specific for certain groups	Staff Workshop
Widen traineeships across other departments	Staff Workshop
further options for developments	Staff Workshop

What should we start doing?	Data Source
Brick project with the VoG	Cllr Workshop
Big Fresh Catering Company, not for profit arms length catering - budget/resources different with VOGC	Cllr Workshop
Cost of living crisis - how can we support individuals/residents like we supported businesses - who? How?	Cllr Workshop
Helping parents with the cost of School Uniform	Cllr Workshop
Resilience - growing food/food poverty/ how would you do that? What land? What can we do to support our community?	Cllr Workshop
Growth - grow our services and as a council having services in place to support people	Cllr Workshop
What is direct provision? What can others do better than us	Cllr Workshop
Energy? Barry - Energy - costs - power - to explore? Solar panels/co-op??	Cllr Workshop
Community orchard options??	Cllr Workshop
local businesses need to have more affordable prices for less well-off individuals	Staff workshop
Review of small business grants criteria to ensure it benefits the local people	Staff workshop
More staff involvement - more meetings and forum representatives	Staff workshop
Development & progression for Staff	Staff workshop
More team building	Staff workshop

What should we stop doing?	Data Source
Paper Waste	Cllr workshop
Shop Local and support a Chamber of Trade instead	Cllr workshop
small business grants - review criteria improve further such as only funding businesses with affordable/sustainable pricing	staff workshop

Wellbeing Goal: A resilient Barry

What should we keep doing?	Data Source
Emphasis to be placed on Council's sustainable goals	Cllr workshop
Litter picking loan service	Cllr workshop
Festival of Light as an sustainable alternative to Fireworks	Cllr workshop
Shop Local in Bloom	Staff workshop
Cemetery maintenance	Staff workshop
Cemetery roads repairs	Staff workshop
Memorial inspection programme	Staff workshop
Cemetery Approach Gardens Maintenance	Staff workshop
Bio-diversity	Staff workshop
involve local schools - environment and	Staff workshop

What should we start doing?	Data Source
Addressing the Cost of Living Crisis, how can BTC help with this? Signposting? Grants? Project funding?	Cllr workshop
Tablets for cemetery staff	Staff workshop
digitise cemetery records	Staff workshop
Recycle more	Staff workshop
Level up the land at MDC	Staff workshop
informal environmental monitoring - use GIS software	Staff workshop
Recycle of Cemetery soil and rock instead	Staff workshop
Digitalisation of Cemetery maps -	Staff workshop

What should we stop doing?	Data Source
Memory Trees, look for another option	Cllr workshop
Reduce wildflower areas to better manage them	Staff workshop
using so much paper	Staff workshop
talking bins	Staff workshop

Wellbeing Goal: A more equal Barry

What should we keep doing?	Data Source
Restart Dementia Friendly Town	Cllr workshop
Free events	Family Fun Day
Fun Days	Family Fun Day
Events for Young People	Family Fun Day
More Events	Family Fun Day
Charter for the bereaved	Staff workshop

What should we start doing?	Data Source
Diversity Day	Cllr Workshop
Workshops	Staff workshop
More things for Community and Young People	Family Fun Day
More investment in Schools	Family Fun Day

What should we stop doing?	Data Source
Cost of living rises	Family Fun Day
Bills going up	Family Fun Day

Wellbeing Goal: A Barry of cohesive communities

What should we keep doing?	Data Source
Annual Grants	Councillor workshop
Christmas Meals	Councillor workshop
Dementia Projects	Councillor workshop
Pushing social media/transparency of Council to reduce the confusion of two Councils	Councillor workshop
Involvement with schools	Staff workshop
MARS	Staff workshop
MAR celebration but maybe a litter from the	Staff workshop
Shop local in bloom	Staff workshop
Free events for Children	Family Fun Day
More funding for schools	Family Fun Day
Supporting Services and Community Groups	Family Fun Day
More events	Family Fun Day
Family Events	Family Fun Day
Tuesday Market	Family Fun Day
Fun Days	Family Fun Day
Looking after public areas	Family Fun Day
Upkeep of parks and benches	Family Fun Day
New shops	Family Fun Day
More homes	Family Fun Day
Activities for Kids	Family Fun Day
Invest in the community	Family Fun Day
Support learning disabilities	Family Fun Day
Green spaces	Family Fun Day
Painting Bridges	Family Fun Day

What should we start doing?	Data Source
Online financial workshops	Staff workshop
Sharing Council's best practices via webinars	Staff workshop
Charities	Staff workshop
More volunteers for projects	Staff workshop
More citizen forums / drop ins - informal	Staff workshop
Promote BTC best practices to other	Staff workshop
Better signage	Staff workshop
Repair potholes	Family fun day
listen and follow through with promises	Family fun day
more litter picks	Family fun day
more rubbish collections	Family fun day
more for homeless people	Family fun day
fix pot holes	Family fun day
update parks	Family fun day
more local events	Family fun day
make sure parks are safe	Family fun day
more things for children	Family fun day
finer for not recycling	Family fun day
new shops at Holton road	Family fun day
picking up litter	Family fun day
splash parks	Family fun day
more shops	Family fun day
more for teenagers	Family fun day
parking permits and improve parking	Family fun day
more beach activities	Family fun day
invest in community	Family fun day
more community events	Family fun day
flowers	Family fun day
more info re events	Family fun day
make streets safer	Family fun day
more welsh speaking events	Family fun day
resident parking only	Family fun day

What should we stop doing?	Data Source
Cutting community funding	Family Fun Day
stop letting the streets be messy	Family Fun Day
not collecting rubbish	Family Fun Day
gas and electric going up	Family Fun Day
CT rises and car park charges	Family Fun Day
car park charges	Family Fun Day
raising council tax and letting shops	Family Fun Day
building houses	Family Fun Day
putting prices up	Family Fun Day
charity shops	Family Fun Day
littering	Family Fun Day
taking parks away	Family Fun Day

Wellbeing Goal: A Barry of vibrant culture & thriving Welsh language

What should we keep doing?	Data Source
Museum Project	Cllr workshop
Annual Grants	Cllr workshop
Christmas Meal Funding	Cllr workshop
Dementia Project Annual Grant Programme / Continue with project schemes	Cllr workshop
Pushing social media pages / transparency of what BTC do, stopping the confusion between councils	Cllr workshop
Expand history boards at MDC from 5 to 12	Cllr workshop
Free family fun days	Staff Workshop
Santa's Fun Run	Staff Workshop
Barry Making Waves	Staff Workshop

What should we start doing?	Data Source
Blue Plaques, similar to ones in Cemetery	Cllr workshop
Events for Welsh Speakers & Traders	Cllr workshop
Blue plaque scheme - speak with VoG	Cllr workshop
Heritage Centre - consider alongside a future acquisition fund	Cllr workshop
Create an arts, heritage and community venue so it is accessible to more people	Cllr workshop
Support welsh learning in the community	Cllr workshop
Welsh Lessons for Staff and Cllrs	Cllr workshop
Welsh Event	Cllr workshop
more promotion of the welsh language	Cllr workshop
Long term goal of heritage centre	Cllr workshop
Global role - Fairtrade/town of sanctuary	Cllr workshop
Global Barry Committee with strands of work like FT and ToS	Cllr workshop
Community participation and who are using facilities - who are we not engaging with and should be?	Cllr workshop
Community ownership of projects	Cllr workshop
Expand the Engagement and Events Team	Staff Workshop
Workshops	Staff Workshop

What should we stop doing?	Data Source

Wellbeing Goal: A globally responsible Barry

What should we keep doing?	Data Source
Plastic free to reduce waste	Staff workshop
Bee Hives	Staff workshop
Wild flowers at Cemetery Approach	Staff workshop
Cemetery Approach Gardens Maintenance	Staff workshop
Sustainable Barry Working Party - involve locals in climate change forum	Cllr Workshop
Fairtrade	Cllr Workshop
Climate change strategy	Cllr Workshop
Remit of Sustainability/Fairtrade/global town, is there read across	Cllr Workshop
Fairtrade - where does it fit, evolved through SBGW, what does Town of Sanctuary look like	Cllr Workshop

What should we start doing?	Data Source
Obtain a second green flag	Cllr Workshop
Crystal Springs Project - not being prescriptive on this action encase the issue with ownership continues	Cllr Workshop
Silent fireworks	Cllr Workshop
Procedure for waste from events	Cllr Workshop
Promote Clean Air	Cllr Workshop
Recycle more	Staff workshop
More storage, new location for storage of items at Memo	Staff workshop
Create globally responsible Committee Inc. Fairtrade, SBGW and Town of Sanctuary if agreed	Cllr workshop

What should we stop doing?	Data Source
Fairtrade - is it worth it financially and staff capacity	Staff workshop

A PROSPEROUS BARRY

Obj 1	To promote local businesses and support a thriving local economy in Barry	Initials	Progress
	Commit £10,000 funding to Shop Local Barry Group every year	Council	Complete
	Dedicated Community Engagement Officer to engage with local businesses and support Shop Local Group Action Plan Delivery	Eng & Events Team	Dedicated Officer support to Shop Local Group / worked with Vale Town Centres
	Promote and maintain Barry's Fairtrade Town status and deliver projects through the Fairtrade Committee	Eng & Events Team	Fairtrade Town status renewal has been extended due to Covid. Members continue to meet and promote FT in Barry
	Provide 3 x £1000 Small Business grants annually through Grant Giving	Senior Management Team and Eng & Events Senior Management	This has been completed. As well as, Covid-19 Recovery Grants - over £194000 awarded
	Work with partners to develop solution to promote and support local shopping areas and the town incorporating Barry: Making Waves outcomes	Team and Eng & Events Team	Worked with Traders, Vale Town Centre, Vale of Glamorgan Council Tourism & Events / using Barry Making Waves branding in marketing materials
Obj 2	To work in partnership with local schools and community groups to support education and enhance young people's skills	Initials	Progress
	Commit £10,000 grant funding for non-curriculum books	Council	This has been completed. Grants were absorbed into the Covid-19 Recovery grant fund
	Recruit Minor Authority Representatives (MARs) onto Primary School Governing Bodies	Management & Support	Ongoing
	Hold an annual celebration and "thank you" seminar for all MARs to recognise contribution	Eng & Events Team	Ongoing
	Building on work of Barry Youth Action, develop Barry Youth Council and co-opt two community youth representatives to engage, consult with and represent young people's views	Eng & Events Team	Complete. BYC has been formed and 2 reps attend FC
Obj 3	To effectively plan, promote and make available relevant training for all staff and Councillors, increasing professionalisation of the Council and the sector	Initials	Progress
	Review staff training budget annually and increase as necessary to deliver training programme	Senior Management Team	Complete
	Induction programme for new Councillors	Senior Management Team	Complete
	One Voice Wales Induction Training for Councillors	Senior Management Team	Complete
	Staff Training Programme to be prepared annually in line with Training Matrix to ensure skills and competence to deliver services	Senior Mgt Team & Management & Support Facilities & Cemetery	Complete
	Introduce new Cemetery traineeships, review and monitor throughout period	Team	Complete

A RESILIENT BARRY

A RESILIENT BARRY			
Obj 1	To develop a green strategy for the Council, reviewing waste management and recycling	Initials	Progress
	Review Council's approach to becoming Plastic Free and develop a programme of waste reduction	Senior Management Team and Eng & Events Team	Complete
	Complete development and asset transfer of Cemetery Approach Gardens creating more useable green community space	Senior Management Team	Complete
	Build new community centre at Cemetery Approach using sustainable principles	Senior Management Team	Complete
	Explore further options for new developments	Senior Management Team and Eng & Events Team	SBPO looking at green space in Cadoxton via Heritage Funding
Obj 2	To uphold the Council's duty under the Environment (Wales) Act 2016 to maintain and enhance biodiversity and promote the resilience of ecosystems	Initials	Progress
	Engage with local schools to explore options for environmental projects	Eng & Events Team	Complete
	Encourage wildlife in the Cemetery by enhancing biodiversity and encourage schools to visit for pond dipping activities	Facilities & Cemeteries Team	Complete
	Complete tree tagging and topographical survey to identify trees and potential planting programmes	Facilities & Cemeteries Team	Tree survey conducted every year and 135 trees delivered from Tree Charter to planter
	To introduce a bee programme, bees and bugs hotel landscaping of columbarium and Bios Urn are at MDC	Facilities & Cemeteries Team	Complete
	To protect the hibernaculum and plant wildflowers at Cemetery Approach Gardens	Facilities & Cemeteries Team	Complete
	To introduce Memory Trees to reduce the Carbon Footprint of Bios Urns	Facilities & Cemeteries Team	Complete
	To publish an annual report against section 6 of the Environment (Wales) Act 2016	Eng & Events Team	Complete
Obj 3	Support Keeping Barry Tidy	Initials	Progress
	Monitor and maintain use of Council purchased Talking Bins at Barry Island	Facilities & Cemeteries Team	Complete
	Develop Shop Local in Bloom initiative for local traders to install and maintain flower features	Eng & Events Team	Complete
	Work in partnership with the Vale of Glamorgan Council Waste Departments to promote recycling and appropriate waste reduction	Eng & Events Team and Facilities & Cemeteries Team	Complete
	Offer a litter picking loan service for members of the public / volunteers can litter pick	Eng & Events Team	Complete

A HEALTHIER BARRY

A HEALTHIER BARRY			
Obj 1	To organise, promote and support events which improve people's health and wellbeing	Initials	Progress
	Organise and deliver a BTC annual family Santa Fun Run	Eng & Events Team	Complete - event won a Bro Radio Community Award
	Host a mental health and wellbeing event during mental health awareness week	Eng & Events Team	Complete and promote across social media
	Work with Friends of MDC and relevant community groups to promote walking and develop cemetery tours to promote health and wellbeing	Eng & Events Team	Complete - Cem Tours, Race Riots
	Delivery of Community Engagement Strategy	Eng & Events Team	Complete
Obj 2	To work in partnership with LHB and community organisations to develop and promote health and wellbeing	Initials	Progress
	Invite reps from C&V University Health Board to give a presentation to Councillors	Senior Management Team	Complete
	Provide feedback to partners via Grant Monitoring to evidence outcomes and contributions to the 7 wellbeing goals	Senior Management Team	Complete
	Support a Dementia Friendly Town by introducing training and delivering projects through specific grant funding in partnership with community groups	Eng & Events Team	Complete
Obj 3	To support the bereaved and mental health and well being by reducing loneliness and isolation of people in Barry	Initials	Progress
	Ensure all office staff and Cemetery Staff are trained in Cemetery Processes and mprocedures to ensure they can relay information sensitively to bereaved customers	Senior Management Team and Management & Support	Complete
	Achieve Charter for the Bereaved accreditation	Facilities & Cemeteries Team	Complete
	Promote health information and raise awarness via Twitter, Facebook, website and social media channels	Management & Support	Complete
	Quarterly coffee and chat events introduced at the Cemetery Chapel	Facilities & Cemeteries Team	

A MORE EQUAL BARRY

Obj 1	To engage with a diverse range of community groups to create a more inclusive community	Initials	Progress
	Encourage a broader range of community reps to be involved in non-standing committees such as SL and FT	Eng & Events Team	Complete
	Promote diversity in democracy through existing and new Cllrs and provide info on becoming a Cllr if vacancies arise	Senior Mgt Team	Complete
	Allocate community grants fairly across a range of applicants	Council	Complete
Obj 2	To ensure that all staff understand the principles of Equalities legislation through training and implement these through service delivery	Initials	Progress
	Provide training for all staff in the Equalities Act 2010	Management & Support Team	Complete
	Equality Impact Assess ne wpolicies, plans or projects in the spirit of the Welsh Specific Public Sector Equalities Duty	Senior Mgt Team	Complete
	Increase engagement with all parts of the community through marketing and comms strategy linked to community engagement commitments	Eng & Events Team	First Draft started
	Revision of Equalities Policy	Senior Mgt Team	Complete
	Adopt the EHRC Working Forward Pledge	Council	Complete
	Gain Accredited Real Living Wage Employer status and maintain	Council	Complete
Obj 3	To enhance equality of opportunites for young people in Barry, whatever their background or circumstances	Initials	Progress
	Facilities participation in the Mayor's Scout Group	Eng & Events Team	Complete
	Introduce new free child burials	Facilities & Cemeteries Team	Complete
	Develop new funeral service provision for gaps identified	Facilities & Cemeteries Team	Complete
	Develop Barry Youth Council	Eng & Events Team	Complete

A BARRY OF COHESIVE COMMUNITIES

Actively engage with the people of Barry, encouraging community participation through a community engagement strategy			
Obj 1		Initials	Progress
	Focus on two key objectives within community engagement strategy to raise awareness	Eng & Events Team	Complete
	Promote and encourage public participation at Council meetings and create a participation guide on the council's website	Eng & Events Team	Complete
	Develop a programme of outreach events / open days / road show to maximise public engagement	Eng & Events Team	Complete
	Promote community engagement strategy	Eng & Events Team	Complete
Provide financial assistance to support a thriving voluntary, community and third sector in Barry			
Obj 2		Initials	Progress
	Annual Grant Giving Exercise	Management & Support / Council	Complete
	Consider new proposals via Working Party or FC meetings	Council	Complete
	Collect qualitative and quantitative data on the impact of Council investment in the community	Senior Mgt Team	Complete
	Introduce new small business grants	Eng & Events Team / Senior Mgt Team	Complete
	Introduce new financial assistance workshop to support applicants	Eng & Events Team	Complete
	Increase support to Christmas Meals	Council	Complete
	Introduce Dementia Projects Grant Prog	Council / Eng & Events Team	Complete
Support well connected and enhanced community networks and safeguard community facilities			
Obj 3		Initials	Progress
	Develop a Marketing & Comms Strategy	Eng & Events Team	First Draft started
	Work in partnership with the local authority and community to develop a place plan or community plan for Barry	Eng & Events Team	Started
	Develop new Community Building at Cemetery Approach to support community groups	Senior Mgt Team	Complete
	Improve social media presence to enhance connectivity	Eng & Events Team / Management & Support	Complete

A BARRY OF VIBRANT CULTURE

Obj 1	Enhance community participation in the arts, culture and history	Initials	Progress
	Work in partnership with Art Festival Groups to support and develop relevant local projects	Council	Complete via grant giving exercise
	Organise historical tours / visits and walks of the cemetery	Eng & Events Team	Complete
	Further enhance relationship with the Memo to increase promotion and participation and secure a three year grant agreement	Council / Senior Mgt Team	Complete and ongoing
	Cemetery Approach & Cemetery Open Day	Management & Support / Eng & Events	Complete
Obj 2	Enhance participation in sport	Initials	Progress
	Continue to support sporting groups and clubs with financial assistance	Council	Complete via grant giving exercise
	Further promote FT through sports equipment	FT Comm / Eng & Events Team	Complete
	Work with Vale of Glamorgan Sports Dev to support family fun day	Management & Support	Complete
Obj 3	Promote local heritage, culture and the Welsh Language		
	Review and further develop the Council's Welsh Language Policy	Senior Mgt Team	Complete
	Provide the opportunity for all staff and councillors to improve their Welsh	Senior Mgt Team and Management & Support	Complete
	Celebrate achievements of citizens through Freedom of the Town	Council / Eng & Events Team	Complete
	Work in partnership with the Vale of Glam Council to deliver Barry Making Waves project	Senior Mgt Team / Council	Complete
	Explore refurbishment project for Air Raid Shelter	Eng & Events Team / Facilities & Cmeeteries	Complete
	Revisit Blue Plaques programme if need established	Eng & Events Team	Commemorative Naming Committee and Bryan Foley Shield introduced instead

A GLOBALLY RESPONSIBLE BARRY

A GLOBALLY RESPONSIBLE BARRY			
Obj 1	To promote and contribute to global wellbeing through Fairtrade	Initials	Progress
	Maintain Barry's FT Status	FT Comm / Eng & Events Team	Complete
	Strengthen relationships with the local comm, schools and businesses to encourage use of FT products	FT Comm / Eng & Events Team	Complete
	Use FT products at Civic & Corporate Events	Eng & Events Team	Complete
	New Fair Hair Campaign	FT Comm / Eng & Events Team	Unable to complete
Obj 2	To regularly analyse supply chains and stock and undertake local procurement where it provides best value for money	Initials	Progress
	Annual exercise to determine local, national and outside Wales expenditure	Senior Mgt Team	Complete
	Consider supply chain when entering into purchase of goods and services	All Org	Complete
	Make links to SL campaign in promoting use of local supply chains and produces SL Maps to encourage local economy	Eng & Events Team	Complete
Obj 3	Work with local community groups, businesses and partners to increase social wellbeing in Barry	Initials	Progress
	Set up BYC to increase young people's access to Team Building Activities	Eng & Events Team	Complete
	Provide £10000 to support the Annual Firework Fiesta	Council	Complete
	Continue to provide funding for Christmas Lights	Council	Complete
	Support dementia friends Barry through a programme of events	Eng & Events Team	Complete
Obj 4	A Plastic Free Barry	Initials	Progress
	Secure BTC commitment to working towards a Plastic Free Town	Council	Complete
	Facilitate and develop regular litter pick events and set up litter picking loan service	Eng & Events Team	Complete
	Develop Barry Spring Clean	Eng & Events Team	Complete

FULL COUNCIL	22 SEPTEMBER 2022	AGENDA ITEM: 14
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URGENT ACTIONS

Report Author

Mark Sims – Deputy Chief Officer

Purpose of Report

The purpose of this report is to advise Councillors of any Urgent Actions that have been undertaken by the Chief Officer in conjunction with Group Leaders, since the last meeting of Council held on 27 June 2022.

Detailed Information

Standing Order 31 states that “The law makes no provision for dealing with urgent business on Council agendas. If it is urgent only because it was not notified in time to appear on the agenda, it should be left until the next meeting. If it is genuinely urgent, that is, it was too late for the agenda and it will be too late for action if left until the next ordinary meeting, an additional meeting should be called unless the reference of the urgent business can be referred to a committee or sub-committee, or to the Town Clerk for action with consultation with the Group Leaders. A minimum of two Group Leaders must respond within a specified time frame and those respondents must be in agreement for the Urgent Action to be undertaken. If a Group Leader disagrees with the Urgent Action then an Extraordinary meeting of Council should be called to consider the item. It is contrary to local government law for the Town Mayor, Leader of Council or any other single member to take a decision binding the Council.”

The following urgent actions were undertaken for Group Leaders to consider due to the need for the business to be dealt with as a matter of urgency and no meetings of Council or Committees being scheduled for the matter to be placed before them.

22 August 2022 – Transportation Costs for Gareth Jones Plaque

Further to correspondence received back in March 2022 from Mick Antoniw AS/MS advising that with the 90th anniversary of the Holodomor, Stalin’s artificial famine in Ukraine which killed around 6 million people, Gareth Jones’ archives are being digitised and placed in the National Library of Wales, library of the US Congress, Canada and Kyiv. On May 12th a ceremony was held in the Senedd to mark the digitisation of these important records, also the publication of a biography of Gareth Jones by Martin Sipton. It has been requested that the Town Council consider allowing a plaque of Gareth Jones to be placed in the Merthyr Dyfan Chapel which is being made in Canada and funded by Ukrainians in Canada and the US. The plaque is a copy of a plaque in Aberystwyth to Gareth Jones in Welsh, English and Ukrainian.

We have been provided with a photograph of the plaque that measures 36” x 24”.

Group Leaders approved that the Chief Officer be authorised to accept the offer of a plaque of Gareth Jones to be hung in the Merthyr Dyfan Cemetery Chapel.

It has now come to light that although the plaque has been paid for by funds raised abroad, there appears to be an issue of export tax and transport which will amount to around 2,000 Canadian dollars.

A meeting (via Zoom) was held on Monday 15 August 2022 between Jane Hutt AS/MS, Mick Antoniw AS/MS, Councillor Brooks, Councillor S Hodges with the Deputy Chief Officer and the Engagement and Events Manager to discuss whether the Town Council would be prepared to consider providing funding towards the remaining costs.

Both Councillor Brooks and S Hodges were keen for the Town Council to receive the plaque and proposed that the Council pay the total of the export tax and transport costs of CAD\$2,000 up to £1,500.

Therefore, due to the urgency of transporting the plaque to the UK for a proposed unveiling in the Cemetery Chapel on Sunday 30 October 2022, Group Leaders were requested to authorise an urgent action to approve up to £1,500 to cover the costs of export tax and transportation costs of the Gareth Jones plaque from Canada to be placed in the Cemetery Chapel.

This Urgent Action was approved by Group Leaders, Councillors Brooks, Charles and S Hodges and the Deputy Chief Officer.

On 17 September 2022 we received confirmation that only the transportation costs needed to be paid, costing US\$1,415.00 being £925.00, that has been paid.

14 September 2022 – Barry Pride 2022

The Chief Officer contacted the Group Leaders to request to authorise an urgent action to:

- a) **That BTC sponsors Pride 2022 event with £1,000 towards the cost of the event as a key Town partner**
- b) **That BTC staff and councillors may choose to join the Protest March starting at the Parade Gardens if they so wish**
- c) **That a budget to purchase a banner and Props to be used on the March is set at £100**
- d) **That BTC host a stall at Barry Pride and ensure the stall is well equipped with BTC merchandise at a cost of £250**
- e) **That BTC decorate the Town Hall in Pride colours in the lead up to the event at a cost of £200**

There was a difference of opinion whether the Council should sponsor the £1,000 towards the overall event (item a), therefore this was removed from the Urgent Action and included as a specific item for resolution on the agenda for Full Council on 28 September.

This Urgent Action (items b – e) was approved by Group Leaders, Councillors Brooks, Charles and S Hodges and the Chief Officer.

Recommendation

Councillors are requested to receive and note the above information.

PERSONNEL COMMITTEE	5 SEPTEMBER 2022	AGENDA ITEM: 7
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COUNCILLOR TRAINING PLAN

Report prepared by – Emily Forbes, Chief Officer

Purpose of Report

Section 67 of the Local Government & Elections (Wales) 2021 Act requires community councils to make and publish a plan about the training provision for its members and staff. The first training plan must be ready and **published by 5 November 2022**, six months after the duty comes into force.

The Council already has a Staff Training Plan published annually as well as a clear Training Policy and it is now required to develop and publish a statutory Training Plan for Councillors. A draft plan is contained in this report.

To note that under section 67(4) of the Act, there is a duty on councils to review their training plan from time to time (at least after each ordinary election and more frequently if changes take place, for example, following a council by-election or a new co-opted councillor joining; staff changes; or taking on new responsibilities such as new services or assets).

Detailed information

The training plan should reflect on, and address, whether the council collectively has the skills and knowledge it needs to deliver its plans most effectively. Overall, the intention is that the preparation of a training plan would support councillors to have the relevant training to carry out their role.

In order to determine the training priorities for the community council, it is necessary to assess the essential skills needed by the council and whether the council feels there is sufficient coverage and depth across the council. The full list of essential skills will depend on the activities within the council. The guidance to the Local Government & Elections (Wales) Act 2021 states that **all councils should ensure that they have sufficient skills and understanding in:**

- Basic induction for councillors;
- The Code of Conduct for members of local authorities in Wales; and
- Financial management and governance.

Therefore, these have been marked as mandatory in the suggested Training Plan.

Training needs analysis

The Chief Officer produced a Councillor Training Needs Assessment to inform the Training Plan which some councillors completed.

The results of this exercise showed that the key areas lacking full confidence currently were:

- IT / Technology skills
- Charing Meetings
- Understanding how the Council works
- Understanding the law and health and safety
- Managing Council Finances
- Employing staff

The Plan below sets out steps to address these skills gaps and prioritise training for new councillors accordingly which can be met from within the Councillor Training Budget which is set at £4000 as it is an election year.

In house Training

Using the webinar function on Zoom, officers suggest that Webinars covering an introduction to general topics could be organised in house for Councillors, and led on by officers, to increase knowledge and awareness, for example:

- IT / technology / using tablets / using zoom / accessing papers
- Equalities & Diversity – basic overview of legislation and guide through Council policy
- Health & Safety – overview of legislation and guide through Council policy
- Community Engagement – and guidance through Council documents
- Managing Council Finances – the essentials of preparing a budget

One Voice Wales Training

Barry Town Council Induction training and Code of Conduct training sessions are already provided externally via One Voice Wales and are mandatory for all Councillors.

Other training topics are arranged from time to time throughout the year. Moving forward, these will be arranged for members of specific Committees and Chairs / Vice Chairs of those Committees as set out in the Training plan below if agreed by the Personnel Committee and then recommended to Full Council:

Training Topic	Method of delivery	Councillors required	Mandatory or Optional
Induction to the Council and being a Councillor	OVW	All	Mandatory
Code of Conduct	OVW or VOG Council	All	Mandatory
The Council as an Employer	OVW	Personnel Committee members	Mandatory
Understanding the Law	OVW	All	Optional
Council Meetings	OVW	All	Optional
Local Government Finance	OVW	Finance Committee members All councillors	Mandatory Optional
Introduction to the Council's Finances and budget setting webinar	In house	All	Optional
Introduction to Health & Safety webinar and policy	In house	Personnel Committee All councillors	Mandatory Optional
Introduction to Community Engagement	In house	All	Optional
Chairing Skills	OVW	All Chairs and Vice Chairs each year	Mandatory
Community/Place Planning	OVW	Chair and Vice Chair of Planning	Mandatory
Community Engagement Part II	OVW	All	Optional
Introduction to Equality & Diversity webinar and policy	In house	All	Mandatory

Information Management	Ovw	All	Mandatory
Introduction to use of Council IT / tablets	In house	All	Optional
Managing your staff	Ovw	Personnel Committee members & Leader as line manager	Mandatory
Local Government Finance (Advanced)	Ovw	Finance Committee	Optional
Mediation and Conciliation	Ovw	Personnel Committee members in line with Local Resolution policy	Mandatory

Recommendation: that the Personnel Committee considers the new draft Councillor Training Plan and confirms whether it wishes to recommend it to a meeting of Full Council on 19 September 2022.

FULL COUNCIL	28 SEPTEMBER 2022	AGENDA ITEM: 16
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SCHEDULE OF PAYMENTS FOR SEPTEMBER 2022

Report Author

Rachel Williams (Finance Administrator) and Mark Sims (Deputy Chief Officer).

Attached: A. Schedule of Payments of Accounts September 2022 (6 page)

Purpose of Report

To provide members with the schedule of payments for September 2022 for approval consisting of cheque number 002980, BACS payments and direct debits in the amount of £106,286.84

Detailed Information

Financial Regulation 5.2 states “The RFO shall prepare a schedule of payments of accounts, including cheques requiring authorisation, forming part of the Agenda for the Meeting and, together with the relevant invoices, present the schedule on a monthly basis either to a meeting of the Town Council or any Standing Committee, depending on which meets first. The Council / Committee shall review the schedule for compliance and, having satisfied itself shall authorise payment by a resolution of the Council or appropriate Committee.”

The schedule of payments for September 2022 comprising of cheque number 002980, BACS payments and direct debits in the amount of £106,286.84 is attached for approval.

Standing Order 19(c) states “Where it has been necessary to make a payment before it has been authorised by the Council, the appropriate officer shall certify such payment as to its correctness and urgency, except the salaries for which a report will be produced quarterly.”

Standing Order 19(d) states “All payments ratified under Standing Order 19(c) shall be separately included in the next schedule of payments laid before the Council.” Please find below a summary of salary payments for May, June, July, August and September 2022.

	<u>May 2022</u>	<u>June 2022</u>	<u>July 2022</u>
Lloyds Banking Online (Net Pay)	38,534.61	37,698.61	40,683.68
HMRC	12,560.09	11,927.78	12,318.49
Cardiff Council (LGPS)	12,713.85	12,390.57	13,186.46
GMB	58.28	58.28	58.28
Unison	7.85	7.85	7.85
DWP AEO	0.00	0.00	133.19
Prudential	100.00	100.00	100.00
	<u>63,974.68</u>	<u>62,183.09</u>	<u>66,487.95</u>

	<u>August 2022</u>	<u>September 2022</u>
Lloyds Banking Online (Net Pay)	41,431.66	42,478.37
HMRC	12,241.37	13,107.97
Cardiff Council (LGPS)	12,632.87	13,746.60
GMB	58.28	58.28
Unison	7.85	7.85
DWP AEO	74.73	77.86
Prudential	<u>100.00</u>	<u>100.00</u>
	<u>66,546.76</u>	<u>69,576.93</u>

Recommendations

1. That the information set out above relating to salary payments for May 2022 to September 2022 inclusive, which has been certified and authorised by the appropriate officers in accordance with the requirements of Standing Order 19(c), be received and noted;
2. That the attached schedule of payments for September 2022 comprising of cheque number 002980, BACS payments and direct debits in the amount of £106,286.84 be approved, subject to the relevant papers being in order.

chedule of Payments of Accounts For eptember

Chq No.	upplier	Description	Net	Vat	Price ()	Posted To
BACS	ewson	One large bulk bag sub-base gravel	.	7.60	45.60	Cemetery/Property Maintenance
BACS	ewson	Concrete paving flags, concrete blocks and cement	.	53.68	322.09	Cemetery/Property Maintenance
BACS	ewson	Sika Sikabond, Heavy duty black tape, steel digging spade	.	11.70	70.21	Cemetery/Property Maintenance
DD	Lloyds Cardnet	Cardnet service charges (01.06.22 - 30.06.22)	.	0.00	32.32	M S/Bank Charges
BACS	Falconry UK	Fee for attendance at Family Fun Day	.	0.00	400.00	Corporate/Corporate Events
BACS	Vale of Glamorgan	Purchase of waste bags	.	0.00	199.45	Pioneer Hall/Cleaning
BACS	Vale of Glamorgan	Purchase of waste bags	.	0.00	199.45	CACC/Cleaning
BACS	Lunch at Twelve	Fee for suppling buffet for Civic Service	.	0.00	765.00	Civic/Civic Hospitality
BACS	Elas	Health tests for thirteen staff	.	153.40	920.40	M S/Health Safety
BACS	ABC Designs	Fee for updating of Mayors Board in golf leaf	.	15.00	90.00	M S/Property Maintenance
BACS	High Speed Training	LGBTQ Awareness Training for twenty seven staff	.	121.50	729.00	Corporate/Staff Training
BACS	ICCM	Membership of the Charter for the Bereaved Scheme	.	0.00	310.00	Cemetery/Subscriptions
BACS	Memsafe	Refix stone to existing foundation	.	19.00	114.00	Cemetery/Memorial Inspections
BACS	Microshade	Monthly fee for the use of Citrix	.	137.98	827.87	M S/Citrix
BACS	Prospero Planning Ltd	Planning officer support for une 2022	.	250.00	1,500.00	Planning/Professional Fees
BACS	Hi Communication	Monthly fee for Shop Local media Management	.	0.00	420.00	Corporate/Shop Local
BACS	Masons	Storage charge for one container plus insurance	.	5.76	39.37	Corporate/Corporate Advertising
DD	Pitney Bowes	Meter reset plus transaction fee	.	0.00	810.00	M S/Postage
DD	Screwfix	Six Line Marking White 750ml canisters	.	5.99	35.94	Cemetery/Property Maintenance
DD	Waterlogic	Spring water for office water cooler	.	11.50	69.02	M S/Equipment
DD	Sage	Sage Payroll maintenance cover 01.07.22 - 31.07.22	.	17.44	104.64	M S/Equipment Maintenance
DD	British Gas	Gas bill 14.06.22-13.07.22	.	0.13	2.91	Pioneer Hall/Gas
DD	Biffa	Hire of skip plus excess tonnage charge 25.06.22-22.07.22	.	65.14	390.82	Cemetery/Property Maintenance
BACS	Glamorgan Star	Recruitment adverts 28th uly and 11 August 2022	.	74.00	444.00	Corporate/Corporate Advertising
BACS	Glamorgan Star	Vale Show advert	.	10.40	62.40	Civic/Mayor's Advertising
BACS	Pearson Panke Limited	Topple Tester recalibration	.	39.00	234.00	Cemetery/Equipment Maintenance
BACS	Hays	Salary for temp administrator for week ending 08/04/22	.	0.00	484.10	M S/Professional Fees
BACS	Cardiff Council	Pension increase and compensation Apr, May, un 2022	.	0.00	492.18	M S/Pension Added Years
BACS	Best Value Memorials	Payment of headstone storage re PK213	.	0.00	245.00	Porthkerry Cemetery/Misc
BACS	Virgin Media	Monthly broadband charges for Pioneer Hall	.	6.40	38.40	Pioneer Hall/Broadband
BACS	Virgin Media	Monthly telephone charges for Pioneer Hall	.	3.74	22.45	Pioneer Hall/Telephone
BACS	Microshade VSM	Annual subscription for Acrobat Pro for Teams	.	101.57	609.44	M S/Citrix
BACS	Employee 008	Staff mileage claim for May, une and uly 2022	.	0.23	7.80	M S/Officers Travel
BACS	Employee 001	Staff mileage claim for March, April, May une and uly 2022	.	2.29	79.30	M S/Officers Travel
BACS	Employee 0053	Staff mileage claim for April, May and une 2022	.	5.92	204.75	M S/Officers Travel
BACS	Employee 00196	Staff mileage claim for September 2021 - uly 2022	.	2.28	78.65	M S/Officers Travel
BACS	Employee 0062	Reimbursement of PPE shoes	.	0.00	34.99	M S/PPE

chedule of Payments of Accounts For eptember

<u>Chq No.</u>	<u>upplier</u>	<u>Description</u>	<u>Net</u>	<u>Vat</u>	<u>Price ()</u>	<u>Posted To</u>
BACS	Datakom	Office telephone charges for the month of uly	.	0.33	1.97	M S/Telephone
BACS	Datakom	Office broadband charges for the of uly 2022	.	53.54	321.23	M S/Broadband
BACS	Datakom	Telephone maintenance contract for uly 2022	.	7.55	45.28	M S/Equipment Maintenance
BACS	Churches Fire	Fire alarm service for the period 01.08.22 - 31.01.23	.	12.40	74.40	Cemetery/Property Maintenance
BACS	T L Computer Systems	Repairs to lap top	.	15.80	94.80	M S/Equipment Maintenance
DD	British Gas	Electricity bill 21.06.22 - 20.07.22	.	2.91	61.11	Pioneer Hall/Gas
DD	Viking	A4 paper printer cartridge	.	18.65	111.90	M S/Stationary
BACS	One Voice Wales	Grading assesment for the post of Events Team Manager	.	0.00	100.00	M S/Professional fees
BACS	Living Wage	Employer Accreditation/Recognition	.	24.00	144.00	Porthkerry/Property Maintenance
BACS	Hi Communication	Shop Local social media management	.	0.00	400.00	Corporate/Shop Local
BACS	Churches Fire	Intruder Alarm Service Temp fuel surcharge	.	0.49	2.94	Pioneer Hall/Property Maintenance
BACS	Green Circle	20 tonne screened soil garde 1	.	140.00	840.00	Cemetery/Property Maintenance
BACS	GB Industrail doors ltd	Service of doors	.	36.00	216.00	Cemetery/Property Maintenance
BACS	R M Dyke	Resurfacing works at Merthyr Dyfan Cemetery	.	4,161.02	24,966.14	Special Projects/Cemetery Roads
BACS	Ran Tool Hire	Plate Compactor 13" Petrol, unleaded petrol	.	4.86	29.16	Cemetery/Property Maintenance
DD	Screwfix	Forty five pairs of Palm Dip Gloves	.	10.12	60.75	Cemetery/PPE
DD	N Power	Electricity bill 01.07.22 - 31.07.22	.	14.41	302.64	CACC/Electric
DD	Lloyds Cardnet	Cardnet service charges (01.08.22 - 31.08.22)	.	0.00	26.43	M S/Bank Charges
DD	British Gas	Electricity bill 29.06.22-28.07.22	.	1.77	37.36	Cemetery/Electric
DD	British Gas	Electricity bill 22.06.22-21.07.22	.	4.03	84.68	Cemetery/Electric
BACS	Employee 00185	Staff mileage claim for une and uly 2022	.	1.05	36.40	M S/Officers Travel
BACS	Employee 0062	Staff mileage claim for April, May une and uly 2022	.	1.26	43.55	M S/Officers Travel
BACS	Employee 195	Staff mileage claim due to attending training course	.	1.02	35.10	Corporate/Staff Training
BACS	Employee 200	Staff mileage claim due to attending training course	.	1.24	42.90	Corporate/Staff Training
BACS	Employee 194	Staff mileage claim due to attending training course	.	1.98	68.25	Corporate/Staff Training
BACS	Employee 52	Staff mileage claim due to attending training course	.	2.20	76.05	Corporate/Staff Training
BACS	Employee 158	Staff mileage claim for August 2022	.	0.65	22.75	M S/Officers Travel
BACS	RNLI	Two tickets for Mayor to attend RNLI Summer Bash	.	0.00	100.00	Civic/Mayor's Donations
BACS	Dyfed Steel	50 x 12m reinforced steels (for head	.	81.50	489.00	Cemetery/Property Maintenance
BACS	Deal Agricultural	Battery for dumper	.	26.90	161.42	Cemetery/Equipment Maint
BACS	Ran Tool Hire	3mm x 280m Strimmer line	.	14.55	87.30	Cemetery/Property Maintenance
BACS	ewson	Kiln Dried C24 Regularised oist	.	14.40	86.40	Cemetery/Property Maintenance
DD	Screwfix	One pair of City Knights Brogue Shoes Si e 8	.	6.83	40.99	Cemetery/PPE
DD	Screwfix	2x Beagle Trousers Dunlop Protomastor Wellies 8	.	7.49	62.93	Cemetery/PPE
BACS	DVLA	Vehicle tax for cemetery vehicle CA57 DLU	.	0.00	290.00	Cemetery/Vehicle Tax
DD	Lloyds Credit Card	3x laptop stands	.	4.68	27.99	M S/ Equipment
DD	Lloyds Credit Card	Wide brimmed outdoor UPF 50 Sun Hat	.	3.67	21.99	Cemetery/PPE

chedule of Payments of Accounts For eptember

Chq No.	upplier	Description	Net	Vat	Price ()	Posted To
DD	Lloyds Credit Card	Nitrile powder free multi-purpose disposable gloves	.	3.92	23.56	M S/Stationary
DD	Lloyds Credit Card	Stainless steel cake slicer	.	0.83	4.99	M S/Equipment
DD	Lloyds Credit Card	oom annual subscription	.	0.00	119.90	Corporate/Subscriptions
DD	Lloyds Credit Card	Drinks, plates, napkins and table decs for Civic Service	.	0.00	57.95	Civic/Civic Hospitality
DD	Lloyds Credit Card	Drinks for Civic Service	.	0.00	96.90	Civic/Civic Hospitality
DD	Lloyds Credit Card	Bingo dabber markers mixed colours pack	.	3.07	18.44	M S/Equipment
DD	Lloyds Credit Card	umbo Bingo books and dabbers for Barry Bingo event	.	11.54	69.20	M S/Stationary
DD	Lloyds Credit Card	Bingo tickets and flyers for Barry Bingo event	.	4.02	23.94	M S/Stationary
DD	Lloyds Credit Card	Windproof waterproof automatic open umbrella	.	2.67	15.99	Cemetery/PPE
DD	Lloyds Credit Card	Windproof waterproof automatic open umbrella	.	2.67	15.99	Cemetery/PPE
DD	Lloyds Credit Card	Windproof waterproof automatic open umbrella	.	2.67	15.99	Cemetery/PPE
DD	Lloyds Credit Card	Premier seed super hardwearing grass seed	.	9.17	54.99	Cemetery/Property Maintenance
DD	Lloyds Credit Card	Double sided blackboard table top decorations	.	2.67	15.99	M S/Equipment
DD	Lloyds Credit Card	Easy to grow your own herb plants	.	11.32	67.96	Cemetery/Proprty Maintenance
DD	Lloyds Credit Card	Refund for Bingo dabbers for Barry Bingo event	.	-9.17	-55.00	M S/Stationary
DD	Lloyds Credit Card	Refund for Bingo dabber markers mixed colours pack	.	-3.07	-18.44	M S/Stationary
DD	Lloyds Credit Card	HP Full HD Monitor 21.5 inch	.	18.33	109.99	M S/Equipment
DD	Lloyds Credit Card	8x6 Gold and Silver plates	.	0.00	139.80	Cemetery/Equipment
DD	Lloyds Credit Card	2 x Black A7 Pocket Elastic Notebook with Pencil - 12 pack	.	7.19	43.11	M S/Equipment
DD	Lloyds Credit Card	Q Connect Half Pencil (pack of 144)	.	0.97	5.81	M S/Equipment
DD	Lloyds Credit Card	Three x Norton 360 Premium - 1 year for 10 devices	.	13.33	79.97	M S/Equipment Maint
DD	Lloyds Credit Card	Postage fee for Return of unwanted item	.	0.00	6.10	M S/Post
DD	Lloyds Credit Card	Pop up target training football goal for family fun day	.	0.00	23.00	Corporate/Fair Trade
DD	Lloyds Credit Card	Advert for administrator job role on indeed	.	0.00	14.29	Corp/Corp Advertising
DD	Lloyds Credit Card	Supplies for works done to pathway at the CACC	.	53.00	318.00	CACC/Property Maintenance
DD	Vodafone	Monthly rental of six mobile phones calls for uly 2022	.	11.38	71.11	M S/Telephone
DD	Vodafone	Monthly rental of one mobile phone calls for uly 2022	.	2.95	17.71	Cemetery/Telephone
DD	Vodafone	Monthly rental of mobile WI-Fi for uly 2022	.	6.76	40.58	Cemetery/Broadband
DD	Lloyds Credit Card	Audio - Visual direct wheeled lectern	.	11.66	69.98	M S/Equipment
DD	Lloyds Credit Card	DPD fee	.	0.00	9.59	M S/Postage
DD	Lloyds Credit Card	Buffet food for Bryan Foley awards	.	0.00	87.08	Civic/Civic Hospitality
DD	Lloyds Credit Card	Buffet food for Bryan Foley awards	.	0.00	56.10	Civic/Civic Hospitality
DD	Lloyds Credit Card	Drinks for Bryan Foley awards	.	0.00	36.00	Civic/Civic Hospitality
DD	Lloyds Credit Card	Sharp solo digital touch Microwave Oven 20 L	.	12.00	71.99	M S/Equipment
DD	Lloyds Credit Card	Logitech Wireless Keyboard and Mouse Combo	.	3.33	19.99	M S/Equipment
DD	Lloyds Credit Card	Airflex waterproof breathable trousers and jacket	.	6.89	41.33	Cemetery/Clothing
DD	Lloyds Credit Card	Five Hi vis bomber jackets a pair of amblers safety boots	.	24.98	192.88	Cemetery/Clothing

chedule of Payments of Accounts For eptember

Chq No.	upplier	Description	Net	Vat	Price ()	Posted To
DD	Lloyds Credit Card	Picture frame	.	4.00	24.00	M S/Equipment
DD	Lloyds Credit Card	Refund due to non delivery of safety boots	.	0.00	-42.98	Cemetery/PPE
DD	Lloyds Credit Card	Refund of picture frame (wrong size)	.	-4.00	-24.00	M S/Equipment
DD	Lloyds Credit Card	Fee for hire of function room for Barry Bingo event	.	10.00	60.00	Civic/Miscellaneous
DD	Lloyds Credit Card	Amblers Safety boots and delivery	.	0.83	49.98	Cemetery/PPE
DD	Lloyds Credit Card	Annual fee	.	0.00	32.00	M S/Bank Charges
DD	Lloyds Credit Card	Camera Tripod for Canon Nikon Camera	.	5.55	33.29	M S/Equipment
DD	Lloyds Credit Card	Logitech Lift Vertical Ergonomic Wireless Mouse	.	11.57	69.42	M S/Equipment
DD	Lloyds Credit Card	Oscillating Tower Fan with remote control	.	6.75	40.49	M S/Equipment
DD	Lloyds Credit Card	Polytunnel Green house	.	20.17	120.99	Cemetery/Equipment
DD	Lloyds Credit Card	Vodafone UK Pay as you go top up for caretaker phone	.	0.00	50.00	CACC/Telephone
DD	Lloyds Credit Card	Vodafone UK Pay as you go top up for caretaker phone	.	0.00	100.00	PH/Telephone
DD	Lloyds Credit Card	Lenovo 10.1 16GB HD Tablet - Black	.	20.00	119.99	M S/Equipment
BACS	Ink on Fabric	Giant Deckchair, frame and fabric seat, colour and print	.	118.97	713.82	Corporate/Advertising
BACS	RIM Motors	MOT CA57 DLU, replace radiator cap, supply fit radiator	.	40.00	280.00	Cemetery/Vehicle Maintenance
BACS	Deal Agricultural	New Rival 52 Electric Commercial Mower	.	5,391.60	32,349.60	Special Projects/New Mower
BACS	Holt CB	Plough bolt nut plus carriage costs	.	2.44	14.68	Cemetery/Equipment Maint
BACS	PL Sounds	Stage hire and equipment for family fun day	.	145.00	870.00	Corporate/Corporate Events
BACS	Microshade VSM	Citrix hosting service Microsoft office for August 2022	.	137.98	827.87	M S/Citrix
BACS	Fair Trade Wales	Two Fair Trade Footballs	.	0.00	37.00	Corporate/Fair Trade
BACS	Cra y Faces Face Painting	Fee for two face painters for family fun day	.	0.00	350.00	Corporate/Corporate Events
BACS	Masons	Storage charge for one container plus insurance	.	5.76	39.37	M S/Property Maintenance
BACS	S W Robinson	Fee to clear Porthkerry Cemetery soil compound	.	0.00	2,090.00	Cemetery/Property Maintenance
BACS	High Speed Training	Various E-learning training courses for new staff member	.	32.00	192.00	Corporate/Staff Training
BACS	Memo	Archive storage space at Memo for April - August 2022	.	438.00	2,628.00	M S/Office Rent
BACS	SLCC	Finance Summit event fee for one member	.	9.00	54.00	Corporate/Staff Training
BACS	SLCC	Finance Summit event fee for one member	.	9.00	54.00	Corporate/Staff Training
DD	Certas Energy	Diesel for cemetery vehicles	.	178.11	1,068.65	Cemetery/Fuel
DD	Welsh Water	Bill for water services from 18 Feb 22 to 02 Aug 22	.	0.00	162.77	Pioneer Hall/Water
DD	Welsh Water	Bill for water services from 24 Feb 22 to 03 Aug 22	.	0.00	76.76	Cemetery/Water
DD	Sage	Sage Payroll maintenance cover for August 2022	.	17.44	104.64	M S/Equipment
DD	Viking	Various stationary equipment for office use	.	12.16	72.97	M S/Stationary
DD	Vodafone	Monthly rental of six mobile phones calls for Aug 2022	.	12.03	72.21	M S/Telephone
DD	Vodafone	Monthly rental of one mobile phone calls for Aug 2022	.	2.95	17.71	Cemetery/Telephone
DD	Vodafone	Monthly rental of mobile WI-Fi for August 2022	.	6.76	40.58	Cemetery/Broadband
DD	Welsh Water	Bill for water services from 24 Feb 22 to 02 August 22	.	0.00	800.89	Cemetery/Water
BACS	Welsh Water	Bill for water services from 18 Feb 22 to 02 Aug 22	.	0.00	194.37	CACC/Water

chedule of Payments of Accounts For eptember

Chq No.	upplier	Description	Net	Vat	Price ()	Posted To
DD	Lloyds Cardnet	Cardnet service charges (01.07.22 - 31.07.22)	.	0.00	31.60	M S/Bank Charges
DD	Nisbets	antex Centre Feed Roll Blue 2ply 400 sheets (6 pack)	.	10.06	60.40	Cemetery/Cleaning
DD	Nisbets	Cold Cups - 7o (Box 1000) for family fun day event	.	11.87	71.26	Corporate/Corporate Events
DD	Datakom	Call charges for uly 2022	.	1.52	9.10	M S/Telephone
DD	Datakom	Broadband costs for uly 2022	.	53.54	321.23	M S/Broadband
DD	Datakom	Support Services for uly 2022	.	7.55	45.28	M S/Equipment Maintenance
BACS	Ran Tool Hire	Bobcat Mini Excavator Hire 17.08.22	.	20.00	120.00	Porthkerry/Property Maintenance
BACS	Ran Tool Hire	Bobcat Mini Excavator Hire 01.08.22	.	20.00	120.00	Porthkerry/Property Maintenance
BACS	Ran Tool Hire	Bobcat Mini Excavator Hire 02.08.22	.	22.80	136.80	Porthkerry/Property Maintenance
BACS	Vale of Glamorgan	Removal of Wasps Nest from cemeterly 20/07/2022	.	0.00	52.00	Cemetery/Property Maintenance
BACS	Employee 0195	Lunch allowances for staff training day 25.07.22 - 27.07.22	.	0.00	26.43	Corporate/Staff Training
BACS	Employee 0194	Lunch allowances for staff training day 25.07.22 - 27.07.22	.	0.00	26.43	Corporate/Staff Training
BACS	Employee 0052	Lunch allowances for staff training day 25.07.22 - 27.07.22	.	0.00	26.43	Corporate/Staff Training
BACS	Employee no 008	Reimbursement - Various items for exhumation	.	61.18	367.06	Cemetery/Property Maintenance
BACS	Lapider	Professional fees for survey and drawings at cemetery	.	300.00	1,800.00	M S/Professional fees
BACS	Lapider	Professional fees for management of resurfacing works	.	353.69	2,122.13	Special Projects/Cemetery Roads
BACS	Matthews Commercial	Removal and disposal of confidential paper	.	13.00	78.00	M S/Property Maintenance
DD	Biffa	Hire of skip plus excess tonnage charge 23.07.22-19.08.22	.	48.51	291.07	Cemetery/Property Maintenance
DD	British Gas	Gas bill 14.07.22 - 13.08.22	.	0.20	4.32	Pioneer Hall/Gas
BACS	Audit Wales	External Audit fee 2020/2021	.	0.00	200.00	M S/External Audit
BACS	Merchant Navy Day	Commemorative Day Service wreath plus donation	.	0.00	77.00	Civic/Mayor Donations
DD	Viking	Various stationary equipment for office use	.	23.29	139.73	M S/Stationary
DD	British Telecom	Broadband services charges 01.07.22-30.09.22	.	26.76	160.56	Cemetery/Broadband
DD	British Telecom	Telephone services charges 01.04.22-30.06.22	.	10.16	60.94	Cemetery/Telephone
DD	British Telecom	Telephone services charges 01.07.22-30.09.22	.	10.59	63.52	Cemetery/Telephone
DD	British Telecom	Bundles services charges 01.07.22-31.07.22	.	6.69	40.14	CACC/Broadband
DD	British Telecom	Bundles services charges 01.08.22-31.08.22	.	6.69	40.14	CACC/Broadband
DD	Sage	Sage Payroll maintenance cover for May 2022	.	17.44	104.64	M S/Equipment Maintanance
DD	PHS Group	Hygiene Services 19.09.22-18.12.22 at CACC	.	7.52	45.13	CACC/Hygiene
DD	PHS Group	Hygiene Services 19.09.22-18.12.22 at Cemetery	.	30.19	181.13	Cemetery/Hygiene
DD	PHS Group	Hygiene Services 19.09.22-18.12.22 at Pioneer Hall	.	36.98	221.87	Pioneer Hall/Hygiene
DD	PHS Group	Hygiene Services 19.09.22-18.12.22 at Town Hall	.	11.15	66.89	M S/Hygiene
DD	UK Fuels	Diesel for cemetery vehicles CA57DLU YS17CT	.	35.42	212.51	Cemetery/Fuel
DD	UK Fuels	Unleaded petrol for mowers	.	18.70	172.23	Cemetery/Fuel
DD	UK Fuels	Diesel for cemetery vehicle YS17CT	.	20.46	122.76	Cemetery/Fuel
DD	UK Fuels	Diesel for cemetery vehicle CA57DLU	.	14.86	89.19	Cemetery/Fuel
DD	UK Fuels	Fleet control and insights fuel card monthly charge	.	0.20	1.20	Cemetery/Fuel

chedule of Payments of Accounts For eptember

Chq No.	upplier	Description	Net	Vat	Price ()	Posted To
DD	Vale of Glamorgan Council	Non domestic rates demand for Cemetery Office - uly	.	0.00	36.00	Cemetery/Rates
DD	Vale of Glamorgan Council	Non domestic rates demand for Cemetery - uly	.	0.00	896.00	Cemetery/Rates
DD	Vale of Glamorgan Council	Non domestic rates demand for Pioneer Hall - uly	.	0.00	177.00	Pioneer Hall/Rates
DD	Vale of Glamorgan Council	Non domestic rates demand for Community Centre - uly	.	0.00	203.00	CACC/Rates
DD	Vale of Glamorgan Council	Non domestic rates demand for Cemetery Office - uly	.	0.00	36.00	Cemetery/Rates
DD	Vale of Glamorgan Council	Non domestic rates demand for Cemetery - August	.	0.00	896.00	Cemetery/Rates
DD	Vale of Glamorgan Council	Non domestic rates demand for Pioneer Hall - August	.	0.00	177.00	Pioneer Hall/Rates
DD	Vale of Glamorgan Council	Non domestic rates demand for Community Centre - August	.	0.00	203.00	CACC/Rates
DD	Vale of Glamorgan Council	Non domestic rates demand for Cemetery Office - September	.	0.00	36.00	Cemetery/Rates
DD	Vale of Glamorgan Council	Non domestic rates demand for Cemetery - September	.	0.00	896.00	Cemetery/Rates
DD	Vale of Glamorgan Council	Non domestic rates demand for Pioneer Hall - September	.	0.00	177.00	Pioneer Hall/Rates
DD	Vale of Glamorgan Council	Non domestic rates demand for Community Centre - September	.	0.00	203.00	CACC/Rates
BACS	RIM Motors	Full service for Ford Transit Tipper YS17 CT	.	84.00	504.00	Cemetery/Vehicle Maintenance
DD	Screwfix	Hilsea Riser Rail Set Garden Furniture Oil	.	6.16	36.98	Cemetery/Property Maintenance
BACS	Churches Fire	Fire risk assessment	.	91.00	546.00	M S/Health Safety
BACS	Tip Top Toilets	Hire of portaloo for use at Porthkerry Cemetery for uly	.	22.14	132.86	Porthkerry Cem/Property Maint
BACS	Tip Top Toilets	Hire of portaloo for use at Porthkerry Cemetery for August	.	22.14	132.86	Porthkerry Cem/Property Maint
BACS	Office Furniture Online	Two x Comfort Ergo 3-Lever Office Chairs	.	34.00	204.00	M S/Equipment
BACS	Prospero Planning Ltd	Planning officer support for uly 2022	.	250.00	1,500.00	Planning/Professional Fees
BACS	Prospero Planning Ltd	Planning officer support for August 2022	.	250.00	1,500.00	Planning/Professional Fees
BACS	Microshade VSM	Annual fee for Kaspersky Managed Endpoint Security	.	144.00	864.00	M S/Equipment Maintenance
BACS	Microshade VSM	Citrix hosting service Microsoft office for September 2022	.	137.98	827.87	M S/Citrix
BACS	SLCC	Membership fee	.	0.00	552.00	M S/Professional fees
BACS	SLCC	Qualification Fee (CiLCA - Cymru)	.	0.00	410.00	M S/Professional fees
BACS	Caer Health Services	Occupational Health telephone referral	.	0.00	95.00	M S/Professional fees
BACS	Caer Health Services	Occupational Health telephone referral	.	0.00	95.00	M S/Professional fees
BACS	The Practice of Health	Medical report	.	0.00	50.00	M S/Health Safety
2980	Petty Cash	Reimburse petty cash account	.	0.00	413.96	Petty Cash A/C
Total For This Period			.	.	.	
Total For Previous Periods			.	.	.	
Total to eptember			.	.	.	

FULL COUNCIL	28 SEPTEMBER 2022	AGENDA ITEM: 17
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BUDGET MONITORING REPORT 31 AUGUST 2022

Report Author

Mark Sims, Deputy Chief Officer

Attached: A. Budget Monitoring Report August 2022 (2 pages)
 B. Projected Reserves at 31 March 2023 (as at 31 August 2022) (1 page)

Purpose of Report

To inform members about the Council's income and expenditure in the 2022/23 financial year as at the end of August 2022.

Background Information

On the following pages is the budget monitoring report August 2022, indicating actual income and expenditure up to the end of month five in the 2022/23 financial year. In addition, the projected out turn for the current financial year is provided highlighting anticipated overspends and under-spends on various budget headings currently projecting a net overspend of **£141,090** that will result in a net amount of £182,943 being transferred from reserves rather than an amount of £41,854 in the revised budget for 2022/23.

The main overspends are listed below for ease of reference:

All/Salaries	£ 33,938
All/Electricity & Gas	£ 11,245
MD Cemetery/Property Maintenance	£ 5,000
Planning/Professional Fees	£ 5,625
M&S/General Salaries Contingency	£ 5,000
M&S/Election Costs	£ 21,448
MD Cemetery/Haulage & Fuel costs	£ 3,829
Civic/Civic Hospitality	£ 1,093
Corporate/Corporate Events	£ 6,250
Corporate/Shop Local Campaign	£ 7,000
Special Projects/Mindfulness Garden	£ 9,000
Special Projects/New Kubota Ride on Mower	£ 12,750
Special Projects/New Rival Electric Commercial Mower	£ 26,958
Special Projects/Commemorative Bench	£ 1,700

Total	£ 150,836
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Recommendation

Members are requested to receive the budget monitoring report for August 2022, indicating actual income and expenditure up to the end of month five in the 2022/23 financial year, noting the projected underspend of **£141,090** for 2022/23 that will result in a net amount of £182,943 being transferred from reserves.

Budget Monitoring Report August For FC

Description	Item No.	Gross expenditure				Balance	Budget For year	ear nd Pro ceptions	Pro ected Variance
		Budget Months	penditure Months	Committed expenditure					
Salaries	1	819,212	318,086	535,064	-33,938	819,212	853,150	-33,938	
Pension Added Years Costs	2	9,600	0	9,600	0	9,600	9,600	0	
Personal Hygiene Facilities	3	1,995	475	1,520	0	1,995	1,995	0	
Personal Protective Equipment / Clothing	3	3,375	1,181	2,194	0	3,375	3,375	0	
Cleaning Products	3	2,700	559	2,141	0	2,700	2,700	0	
Officers Travel and Subsistence	4	2,700	358	2,384	-42	2,700	2,742	-42	
Rates	5	13,775	6,559	6,560	656	13,775	13,119	656	
Water	6	4,050	1,235	2,815	0	4,050	4,050	0	
Rent	7	36,256	17,690	18,566	0	36,256	36,256	0	
Electricity	8	7,790	2,543	15,867	-10,620	7,790	18,410	-10,620	
Gas	9	1,250	193	1,682	-625	1,250	1,875	-625	
Telephone	10	4,465	1,117	2,682	666	4,465	3,799	666	
Postage	11	2,000	1,123	877	0	2,000	2,000	0	
Printing and Stationery	12	2,500	629	1,871	0	2,500	2,500	0	
Insurance	13	5,310	5,641	0	-331	5,310	5,641	-331	
Photocopier Costs	14	3,976	849	3,127	0	3,976	3,976	0	
Property Maintenance and Improvements	15	38,200	15,723	27,477	-5,000	38,200	43,200	-5,000	
Equipment	16	14,125	2,835	11,290	0	14,125	14,125	0	
Equipment Maintenance	17	13,700	2,201	11,499	0	13,700	13,700	0	
Bank Charges	18	960	279	681	0	960	960	0	
Audit Fees - Internal	19	1,425	0	1,425	0	1,425	1,425	0	
Legal Fees	20	6,000	662	5,338	0	6,000	6,000	0	
Audit Fees - External	21	460	0	460	0	460	460	0	
Professional Fees	22	6,000	7,111	4,514	-5,625	6,000	11,625	-5,625	
General Salaries Contingency	23	30,000	15,145	19,855	-5,000	30,000	35,000	-5,000	
Health and Safety	24	5,000	788	4,212	0	5,000	5,000	0	
Internet Broadband	25	4,812	2,070	2,881	-139	4,812	4,951	-139	
Election Costs	28	30,000	51,448	0	-21,448	30,000	51,448	-21,448	
BACAS Burials System Annual Maintenance	29	2,550	0	2,550	0	2,550	2,550	0	
Microshade Citrix	30	8,427	3,951	4,830	-354	8,427	8,781	-354	
Welsh Translation Service	31	4,000	49	3,951	0	4,000	4,000	0	
Horticulture	8	800	0	800	0	800	800	0	
Vehicle Maintenance	11	1,800	320	1,480	0	1,800	1,800	0	
Haulage and Fuel	12	5,371	4,515	4,685	-3,829	5,371	9,200	-3,829	
Vehicle Tax and Insurance	13	583	583	0	0	583	583	0	
Philadelphia Cemetery	14	500	0	500	0	500	500	0	
Interest on PWLB Loan	15	1,338	730	608	0	1,338	1,338	0	
Capital Repayment on PWLB Loan	16	10,464	5,232	5,232	0	10,464	10,464	0	
Treework Maintenance	17	6,195	0	6,195	0	6,195	6,195	0	
Cemetery Roads Maintenance	19	3,000	0	3,000	0	3,000	3,000	0	
Memorial Safety Advertising	20	250	0	250	0	250	250	0	
Subscriptions	21	850	405	445	0	850	850	0	
Cemetery Approach Gardens Property Maintenance	26	0	622	0	-622	0	622	-622	
Bees at Cemetery	27	0	288	0	-288	0	288	-288	
New Play Equipment	11	1,600	0	1,600	0	1,600	1,600	0	
Civic Hospitality	1	2,200	1,431	1,862	-1,093	2,200	3,293	-1,093	
Mayor's Hospitality	2	500	0	500	0	500	500	0	
Mayor's Medallions and Plaques	3	2,000	24	2,204	-228	2,000	2,228	-228	
Photographical Services	4	250	210	40	0	250	250	0	
Mayor's Allowance inc. On Cost	5	1,619	1,702	0	-83	1,619	1,702	-83	
Deputy Mayor's Allowance inc. On Cost	5	500	0	500	0	500	500	0	
Mayor's Travel	6	500	426	74	0	500	500	0	
Mayor's Donations	7	750	262	488	0	750	750	0	
Mayor's Advertising	8	750	104	646	0	750	750	0	
Civic Gifts	9	500	410	90	0	500	500	0	
Corporate Events	3	40,000	1,923	44,327	-6,250	40,000	46,250	-6,250	
Corporate Advertising and Marketing	4	4,000	1,529	1,971	500	4,000	3,500	500	
Corporate Engagement Strategy	5	7,000	0	5,000	2,000	7,000	5,000	2,000	
Shop Local Campaign	6	10,000	2,360	14,640	-7,000	10,000	17,000	-7,000	
Community Grants	7	53,883	8,658	45,225	0	53,883	53,883	0	
Grant to Pioneers Club re use of hall	8	1,270	0	0	1,270	1,270	0	1,270	
Website Costs	9	2,000	0	2,000	0	2,000	2,000	0	
Fairtrade Campaign	10	1,000	60	940	0	1,000	1,000	0	
Subscriptions	11	9,652	9,239	25	388	9,652	9,264	388	
Councillor Training	12	4,000	433	3,567	0	4,000	4,000	0	
Staff Training	13	20,000	3,637	16,363	0	20,000	20,000	0	
Councillor Allowances	14	2,000	1,350	0	650	2,000	1,350	650	
Councillor Tablets	15	792	0	792	0	792	792	0	
Councillor Emails	16	391	396	0	-5	391	396	-5	
Staff Suggestion Scheme	17	500	0	500	0	500	500	0	
Sustainable Barry Initiative	18	10,000	410	9,590	0	10,000	10,000	0	
Community Plan	19	3,000	0	2,500	500	3,000	2,500	500	
Long Service Award	20	500	0	500	0	500	500	0	
Barry Youth Action	1	3,000	150	2,350	500	3,000	2,500	500	
Dementia Friendly Project	2	3,000	0	3,000	0	3,000	3,000	0	
Cemetery Roads Improvement	4	22,500	22,574	0	-74	22,500	22,574	-74	
Cemetery Benches	5	4,000	3,413	0	587	4,000	3,413	587	
Provision of Arts and Entertainment (LGA 1972 S145)	9	150,000	0	150,000	0	150,000	150,000	0	
Mindfulness Garden at Cemetery Approach Gardens	10	0	0	9,000	-9,000	0	9,000	-9,000	
Kubota G261 Ride on Mower	11	0	12,750	0	-12,750	0	12,750	-12,750	
Rival Electric Commercial Mower (Green Machine)	12	0	26,958	0	-26,958	0	26,958	-26,958	
Commemorative Bench	13	0	0	1,700	-1,700	0	1,700	-1,700	
Covid-19 Expenditure	1	7,000	84	6,916	0	7,000	7,000	0	
Memorial Inspection Maintenance	1	10,000	2,377	7,623	0	10,000	10,000	0	
Community Groups Use of CACC (FOC)	1	1,800	477	1,323	0	1,800	1,800	0	
Miscellaneous	6	0	245	0	-245	0	245	-245	
Total expenditure			377						

Budget Monitoring Report August For FC . . .

Gross Income									
Description	Item No.	Budget Months	Income Months	Income expenditure	Balance	Budget For year	ear nd Pro ceptions	Pro ected Variance	
Bank Interest	1	500	586	0	86	500	1,200	700	
Interment Fees	1	90,986	37,213	0	-53,773	90,986	90,986	0	
Exclusive Right of Burials	2	35,983	14,123	0	-21,860	35,983	35,983	0	
Memorial Fees	3	19,986	11,713	0	-8,273	19,986	19,986	0	
Transfer of Exclusive Right of Burials	4	1,800	720	0	-1,080	1,800	1,800	0	
Hire of Chapel	5	0	77	0	77	0	385	385	
War Graves	6	78	0	0	-78	78	78	0	
Cemetery Lodge Rent	7	5,650	2,328	0	-3,322	5,650	5,650	0	
Other Miscellaneous Income	8	2,000	1,603	0	-397	2,000	2,000	0	
Cemetery Improvement Fee	9	2,060	1,430	0	-630	2,060	2,060	0	
Grants Receivable	10	0	0	0	0	0	0	0	
Assets Disposal Proceeds	11	0	0	0	0	0	3,355	3,355	
Porthkerry Agreement	3	13,409	13,409	0	0	13,409	13,409	0	
Lettings	1	20,000	10,102	0	-9,898	20,000	20,000	0	
Total Income									
Net expenditure									
Description	Item No.	Budget Months	penditure Months	penditure expenditure	Balance	Budget For year	ear nd Pro ceptions	Pro ected Variance	
Total Net expenditure									
Transfer to / (from) reserves		()				()	()		
Amount to be met from Precept									
Our net budget for the year is £1,307,770 with actual expenditure for the 5 months to 31 August 2022 of £483,483 and committed expenditure of £1,068,964 with an amount of budgeted income yet to be received of £99,148 noting that a revised amount of £41,854 will be drawn down from reserves.									
Our projected out-turn for the year produces an overspend of £141,090 (£145,530 more expenditure with £4,440 more income). This will result in a net amount of £182,943 being transferred from reserves rather than transferring £41,854 from reserves.									

Budget Monitoring Report August For FC . . .

Description of Reserves	Balance at	Contribution	Contribution	Balance at
	. .	to reserve	from reserve	. .
Cemetery Improvement Reserve	5,538	2,060	(3,413)	4,185
Acquisition Reserve (ee note below)	17,566	200,000	-	217,566
Plant and Machinery Reserve	21,850	2,000	(22,750)	1,100
Shop Local Reserve	4,763	-	(4,000)	763
Election Reserve	26,771	-	(26,771)	-
Place Plan Reserve	3,000	-	(2,500)	500
Cemetery Roads Reserve	5,000	-	(2,500)	2,500
Staff Training Reserve	6,000	-	-	6,000
General Reserve (ee note below)	718,595	-	(325,069)	393,526
Total			()	
Full Council meeting held on . . Minute number () That be transferred from the General Reserve into the Acquisition Reserve at the year end March .				

FULL COUNCIL	28 SEPTEMBER 2022	AGENDA ITEM: 18
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ELECTION COSTS 2022

Report Author

Mark Sims, Deputy Chief Officer

Attached: A. Invoice and breakdown from Vale of Glamorgan Council relating to Town Council Election costs for 2022 (2 pages)

Purpose of Report

To advise members of the costs for the election held on 5 May 2022 that have been recharged from the Vale of Glamorgan Council and to consider the opportunity to pay the costs over two years.

Background Information

On 7 September 2022 we received notification from the Vale Council's Returning Officer, DR Thomas, of the recharge costs for the Local Election held on 5 May 2022. The invoice is for £51,448 (attached with breakdown provided). Council included an amount of £30,000 for Election Costs in the budget for 2022/2023 being funded by drawing down the Election Reserve balance of £26,771 with the balance of £3,229 coming from the General Reserve.

With the actual cost exceeding the Council's estimate a further £21,448 will need to be drawn from the General Reserve. This has been included in agenda item 15, Budget Monitoring Report to 31 August 2022.

Details of the letter received are included below:

'You will be aware that the costs of the local elections are recharged to each Town and Community Council. It is important that Councils meet the cost of these elections. A review of the calculation methodology of the recharges was previously undertaken. The review highlighted that the basis on which the charges had formerly been levied was not clear and did not accurately reflect the actual costs incurred. A further review of the process has been undertaken to ensure charges are calculated on a reasonable and fair basis and charged appropriately. In light of this review, we have calculated the charges as follows:-

- **Nominations** – recharge of staff costs are divided over the total number of nominations to establish a unit cost. The unit cost is charged against the number of nominations for both contested and uncontested wards.
- **Hire of Premises** – the cost is split on a 50/50 basis for the contested wards.
- **Hire of Premises (Portacabins)** – As above.

- **Ballot Papers** – total cost of producing the Town/Community ballot papers is divided over the contested wards based on elector numbers.
- **Poll Cards** – total cost of producing the poll cards is divided over elector numbers to establish a unit cost. Charges assigned to the contested wards are split on a 50/50 basis between the County and Town/Community Councils.
- **Polling Staff** - the cost is split on a 50/50 basis for the contested wards.
- **Count Staff** - cost is based on the total number of votes cast for the Town/Community divided by the overall number of votes cast for both the County & Town/Community. The share attributed to Town & Community Councils is 43%.
- **Other Count Costs** – As above.
- **Postal Costs** - this is based on the total number of postal votes returned for the Town/Community divided by the overall number of postal votes returned for both the County & Town/Community. The share attributed to Town & Community Councils is 41%.
- **Postal Issuing/Opening (staff costs)** – As above.

The charges listed above include costs for the hire of premises and payments to staff for postal issuing and opening. These costs were fully absorbed by the Vale of Glamorgan Council in the past.

Some of the costs have increased significantly since the previous Local Election in 2017 i.e. the cost of producing poll cards and postages have increased by 71% and 99% respectively.

However, some of the costs previously charged to your councils no longer apply, such as the previous fee charged for work undertaken previously by the Returning Officer, and for which there is no longer any charge by reason of the Returning officer not receiving any fees for local elections.

We have endeavoured to provide a clear breakdown and explanation of the recharge methodology. However, if you wish to discuss any of this further, please do not hesitate to contact the Electoral Registration Office.

It is also acknowledged that where there is an increase in the charge to your council, this would not have been budgeted for. Therefore, we accept that your council may wish to take the opportunity to pay the charge over two years. I would be grateful if you can confirm if you wish to take up this proposal, by contacting the Electoral Registration Manager.'

The offer to pay the charge over two years will assist cash flow however the full cost will need to be accounted for in the Council's accounts for 2022/2023 with the overspend reducing the Council's reserves as at 31 March 2023.

Recommendation

Members are requested to receive and note the aforementioned and attached information and to consider the opportunity to pay the Election Costs charge over two years.

Invoice / Anfoneb



98260175000592615070005

BARRY TOWN COUNCIL
 TOWN HALL
 KING SQUARE
 HOLTON ROAD
 BARRY
 CF63 4RW

Invoice No. / Rhif Anfoneb: 9261507
 Invoice Date / Dyddiad Anfoneb: 02.09.2022
 Customer No. / Rhif Cwsmer: 30137244

Invoice Details Manylion Anfoneb	VAT Rate % Graddfa TAW %	Amount £ Swm £
LOCAL GOVERNMENT ELECTION 5.5.2022 COMMUNITY COUNCIL RECHARGES BARRY TOWN COUNCIL ANY QUERIES PLEASE CONTACT RACHEL STARR-WOOD ON 01446 709304 OR BY E-MAIL AT:- rmstarr-wood@valeofglamorgan.gov.uk	0.00	51447.59
Original Total Due £51447.59		


All information held on the Sundry Debtors System relating to the raising, administration and payment of invoices can be used for the purposes of ascertaining your credit worthiness.

Gellir defnyddio'r holl wybodaeth ar y System Dyledwyr Cyffredinol sy'n ymwneud â chodi, gweinyddu a thalu anfonebau i benderfynu i ba raddau yr ycych yn deilwng o gredyd.

We reserve the right to charge late payment interest on this invoice.
 Cadwn yr hawl i godi llog petai'r anfoneb hon yn cael ei thalu'n hwyr.

Total Ex. VAT Cyfanswm heb TAW	£51447.59
Total VAT Cyfanswm TAW	£0.00
Total Due Cyfanswm Dyledus	£51447.59

Quick Easy Payment
 Debit Card
 24 Hour
 01446 736815



PLEASE NOTE THAT PAYMENT OF THIS INVOICE IS DUE IMMEDIATELY UPON RECEIPT
 SYLWCH FOD DISGWYL I CHI DALU CYN GYNTED AG Y BYDDWCH WEDI DERBYN YR ANFONEB HON

Details of how to make your payment are shown overleaf.
 Gweler y manylion drosodd am sut i dalu.

<u>O C A C T I O N T O N / C O M M N I T C O N C I R C A R G</u>												
<u>N O M I N A T I O N</u>	<u>N O M I N A T I O N</u>	<u>N O T I C / P</u>	<u>P R M I</u>	<u>P R M I</u>	<u>B A O T</u>	<u>P O</u>	<u>P O I N G</u>	<u>C O N T</u>	<u>C O N T</u>	<u>P O T A</u>	<u>T O T A</u>	
	<u>P A C</u>	<u>O T A G</u>		<u>(P O R T A C A B I N)</u>	<u>P A P R</u>	<u>C A R D</u>	<u>T A F F</u>	<u>T A F F</u>			<u>A R D</u>	
<u>Barry Town</u>												
Baruc	19.92	-	-	395.00	1,608.84	1,066.99	1,638.03	1,557.50	1,665.35	469.88	1,777.75	10,199.26
Illtyd	17.43	-	-	404.00	-	993.20	1,524.75	1,809.00	1,306.55	368.64	1,618.74	8,042.32
Dyfan	12.45	-	-	254.75	-	659.58	1,012.58	954.50	788.36	222.44	1,007.64	4,912.30
Gibbonsdown	19.92	-	-	250.00	-	612.52	940.34	854.50	425.99	120.19	952.09	4,175.55
Buttrills	14.94	-	-	320.00	390.33	719.15	1,104.02	1,457.50	761.92	214.98	961.67	5,944.50
Castleland	14.94	-	-	172.50	-	560.31	860.18	1,206.00	521.05	147.01	777.76	4,259.75
Court	19.92	-	-	400.00	-	546.55	839.05	954.50	393.11	110.92	923.35	4,187.41
Cadoc	24.90	-	-	765.00	804.42	1,169.86	1,795.95	1,909.00	1,061.39	299.47	1,896.52	9,726.51
Total

FULL COUNCIL	27 SEPTEMBER 2022	AGENDA ITEM:19
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REAL LIVING WAGE 2022 IMPLICATIONS AND FUTURE IMPACT OF LOCAL GOVERNMENT PAY AWARD

Report Author

Emily Forbes (Chief Officer, Town Clerk)

Purpose of Report

To provide members with an update on the Real Living Wage rates for 2022 and further impacts of Local Government Pay Award.

Further Information

The Real Living Wage (RLW) have been released as £11.95 for London and £10.90 for the rest of the UK.

This has gone up significantly (10.10%) taking the RLW to £10.90 per hour that is currently higher than a number of staff remuneration salary points (SPs).

We have **one** role on SP4 (currently £9.99), **eight** on SP6 (£10.39 per hour) and at least **two** on SP7 (£10.60). Current SP rates copied below.

3	18,887	9.79
4	19,264	9.99
5	19,650	10.19
6	20,043	10.39
7	20,444	10.60
8	20,852	10.81
9	21,269	11.02
10	21,695	11.25
11	22,129	11.47

If the current Local Government Pay Award offer for 2022-23 of £1,925 per SP is agreed then **all rates will exceed the RLW**, albeit SP4 only by 8p.

The RFO has presented projected new rates below (assuming pay offer accepted):

3	20,812	10.79
4	21,189	10.98
5	21,575	11.18
6	21,968	11.39
7	22,369	11.59
8	22,777	11.81
9	23,194	12.02
10	23,620	12.24

Although employers are encouraged to implement new RLW *no later than six months* from announcement date, it is suggested that this should be considered with immediate effect due to the current cost of living crisis and the financial wellbeing of staff which is important to the Council.

This, in effect, will be providing a 'part pay award' increase until the actual 'pay award' is agreed and then implemented, (which may not be until December 2022 or the New Year 2023, depending on outcome of the Union ballot).

This action would normally rest with the Personnel Committee as their Terms of Reference states under Delegate Authority:

10. To authorise officers to pay any member of staff in receipt of less than the accredited 'real' Living Wage.

However, given time recommendations of urgency to implement, this has been brought to the attention of Full Council.

Financial Implications

Members are asked to note that there will be an impact on existing budget and future salaries budget of circa £34,000 when the Local Government Pay Award for 2022-23 is announced (this has been included in the Budget Monitoring Report agenda item 16).

Recommendation

That members note the report and authorise the Chief Officer to implement the new Real Living Wage rates to affected staff from 1 October 2022.

FULL COUNCIL	27 SEPTEMBER 2022	AGENDA ITEM: 20a
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BARRY CHRISTMAS FESTIVAL

Report Author

Robyn Walsh, Engagement and Events Team Manager

Purpose of Report

To provide members with an update in relation to the Festival of Light and Santa's Post Office.

Background Information

Santa's Post Office

At a meeting of Full Council held on 27 June 2022, members **RESOLVED** that a budget of £7,000 be agreed (£4,000 from the Shop Local Reserve and £3,000 from the General Reserve) 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.

Festival of Light

At a meeting of the Finance, Policy and General Purposes Committee held on 31 January 2022 members discussed the budget headings for the corporate events budget 2022/223 and decided to re-purpose the heading for Fireworks to Festival of Light as both the Vale of Glamorgan Council and the Rotary Club had indicated that they will not be involved with the Barry Island Firework Fiesta for 2022 and it was **RESOLVED** that Barry Town Council would continue working in partnership with the Vale of Glamorgan Council to deliver the Festival of Light in 2022 and agree to no charge for entry and for the event to last 3 nights.

Detailed Information

Following on from this, the Vale of Glamorgan Council have begun working with their external events co-ordinators (Jam Jar) to put together a programme of events which will bring together the various events that both the Town Council and Vale Council are jointly organising. This will be branded as the "Barry Christmas Festival."

The Barry Christmas Festival proposes to be a week-long festive celebration in Barry between Saturday, 3 December 2022 - Sunday, 11 December 2022 and will include the following events;

- Festival of Lights (Central Park)
- Christmas Market (King Square)
- Christmas Post Office (Barry Library)
- Santa Fun Run (Barry Island) (subject to approval by Council)
- Elf Trail in Barry Town Centre

Additional events to be confirmed are;

- Santa's Grotto on King Square
- Carol Concert on King Square

To clarify, Jam Jar is responsible for the branding of the event and organising the Santa's Post Office and Elf Trail with funding from Vale of Glamorgan Council and Barry Town Council. If additional budget becomes available, Jam Jar will also be responsible for organising the Santa's Grotto on Kings Square.

Christmas Post Office

Saturday, 3 December – Sunday, 11 December
Times TBC (Subject to Barry Library Opening Times)

This year's event will build on the success of last year's Post Office and take into consideration feedback from a post event survey.

Following feedback from last year, the event has been renamed to "Christmas Post Office" to help manage people's expectations and what it is. This would then allow for the addition of a complementary Santa's Grotto on Kings Square (budget allowing).

The event will remain the same as last year, where children will visit the Post Office which is supervised by Santa's Elves to write and post their letter to Santa. In return for their letter, children will receive a certificate to say they are on the Nice List and a Christmas Cookie.

Members will note that there were a number of no shows last year, which resulted in a number of spaces not being given to families who had also shown an interest. The Staff who were supervising the stall resorted to offering spaces to visitors to the Library to ensure that the service was properly utilised. It is proposed that this year a small booking fee is included to help alleviate this issue and to ensure that the event is sustainable.

The Elf Trail

Jam Jar will hide elves in shop windows of participating traders with each elf holding a letter. Once the children have completed the trail the letters will spell out the name of a Christmas film. Trail maps will be available to collect from Barry Library and completed maps can then post their entry form to be in with a chance of winning a voucher for Giggles Toy Store.

Christmas Market

Members will be aware that Holton Road Traders Association in partnership with the Vale of Glamorgan Council and Shop Local Barry hold an annual Christmas Market. The proposal for 2022 is that the Christmas Market will be held over the same weekend as the Festival of Light to combine the use of the security company which will be employed to provide security cover for the Festival of Light. Thus reducing what is usually a large cost for the market and will contribute to the Christmas atmosphere within the Town.

NB. Not included in costings below. Grant is usually submitted to a meeting of Shop Local.

Festival of Light

Members will note that £10,000 has already been earmarked for the Festival of Light which was first held in 2021 and was a huge success. As with the Christmas Post Office, as the event was free, a number of no shows were reported which prevented others from accessing tickets.

As the Festival of Light will now run for a longer period of time (8 nights, as oppose to 3 nights), it is not viable for Barry Town Council to provide the same level of support in terms of stewardship as was provided in 2021. This also means that the cost of security will also be higher.

The Vale of Glamorgan Council has advised that they intend to impose a small booking fee for 2022 of £1.50 for each family ticket. Each family ticket will be 2 x adults and unlimited children.

It is also proposed that any profits from this (this cannot be forecasted) will be split between both Mayor’s charities.

Santa Fun Run

It is further proposed that the Barry Christmas Festival will conclude with the Town Council’s Annual Santa Fun Run.

Financial Implications

Barry Christmas Festival	-	£16,275	-	£7,000 BTC Contribution
Festival of Light	-	£30,000	-	£10,000 BTC Contribution

Total BTC Contribution to Barry Christmas Festival - £17,000

Recommendation

That Council receive the aforementioned information and authorise the Officer to begin liaising with the Vale of Glamorgan Council Events Team to deliver a successful Christmas events programme on behalf of Barry Town Council.

FULL COUNCIL	27 SEPTEMBER 2022	AGENDA ITEM: 20b
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PRIDE 2022

Report Author

Robyn Walsh, Engagement and Events Team Manager

Purpose of Report

To provide members with an update in relation to Barry Pride 2022 and for members to consider a request received from the organisers for sponsorship towards the event.

Attached:- Appendix 1 – Finance, Policy & General Purposes Committee Report
Appendix 2 – Barry Pride Brief
Appendix 3 – Sponsorship Request from organisers of Barry Pride

Further Information

Barry Pride 2022 will celebrate #AllOurPride, and mark the 50th anniversary of the UK's first official pride march. The day will start with a march from the Parade Gardens at 11 am, marching along the causeway to the Island, to be followed by an event on the Promenade.

Date: Saturday, 1 October 2022
Protest March: 11 am – 12 pm
Stage and Stalls: 12 pm – 8 pm
Finale: 7 pm – 8 pm

A report was originally set to be discussed by members of the Finance, Policy and General Purposes Committee (appendix 1 relates). However, due to the Queen's death, all Council meetings were postponed until after the period of national mourning had concluded.

Due to the time sensitivity of the decisions required within the report, the Engagement and Events Team Manager liaised with the Chief Officer whom upon discussing with Group Leaders determined that the following recommendations could be agreed via urgent action;

- 1. That BTC staff and councillors may choose to join the Protest March starting at the Parade Gardens if they so wish**
- 2. That a budget to purchase a banner and Props to be used on the March is set at £100**
- 3. That BTC host a stall at Barry Pride and ensure the stall is well equipped with BTC merchandise at a cost of £250**
- 4. That BTC decorate the Town Hall in Pride colours in the lead up to the event at a cost of £200**

However, Group Leaders were unable to come to a unanimous decision regarding sponsorship of the event. As a result, the Officer has been in contact with the event

organisers who have now provided Council with further information and have completed the Council's necessary paperwork (appendices 2 & 3 relates).

Financial Implications

Members will note that the organisers of Barry Pride 2022 have requested £1,000 from Barry Town Council in order to sponsor the event.

Recommendation

1. That members receive and note the report.
2. That members inform the Engagement and Events Team Manager of their intention to join the March.
3. That members consider the request for sponsorship from the organisers of Barry Pride 2022.

FINANCE, POLICY & GENERAL PURPOSES COMMITTEE	12 SEPTEMBER 2022	AGENDA ITEM: 7
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PRIDE 2022

Report Author

Robyn Walsh, Engagement and Events Team Manager

Purpose of Report

To provide members with further information regarding Barry Pride (2022) and how Barry Town Council may wish to consider being involved with the event.

NB. Members will also receive a presentation from the organisers of Barry Pride and will need to consider what (if any) financial support they will provide towards the event. **However, please note that this financial contribution will be separate to the recommendations contained below.**

Further Information

Barry Pride 2022 will celebrate #AllOurPride, and mark the 50th anniversary of the UK's first official pride march. The day will start with a march from the Parade Gardens at 11 am, marching along the causeway to the Island, to be followed by an event on the Promenade.

Date: Saturday, 1 October 2022
 Protest March: 11 am – 12 pm
 Stage and Stalls: 12 pm – 8 pm
 Finale: 7 pm – 8 pm

There are various ways in which Barry Town Council can get involved;

Join the March

The march will start at the Parade Gardens at 11 am. Members are asked to consider whether Barry Town Council would like a space at the march and whether this would include both Councillors and Staff.

Members would also need to consider setting aside a small budget to allow for the production of a banner which could display the following logo and the text "Barry Town Council supports Pride 2022"



BARRY TOWN COUNCIL SUPPORTS BARRY PRIDE 2022

Host a Stall

The cost to host a stall is £50 per business and £20 suggested donation for third sector organisations. Members are asked to consider whether they wish Barry Town Council to have a presence and if so, set aside budgetary provision so car stickers with the “Love Barry” in pride colours can be purchased as these were very popular in previous years.

Window Display Competition

Members may also wish to decorate the windows of the Town Hall. Businesses are being asked to get involved through making the high streets as colourful and inclusive as possible. The competition will run the week prior to the march and will be judged by the Mayor of Barry.

Become a Sponsor

Presentation from event organisers to discuss this further.

Financial Implications

Banner & Props	-	£100
Stall	-	£50
Stall Misc	-	£200 (engagement activities, promo material)
Car Stickers	-	£750
Window Art	-	£200

Recommendation

1. That members consider the presentation from the event organisers of Barry pride 2022.
2. That members consider whether to join the Protest March starting at the Parade Gardens and determine whether staff will also be invited to join.

3. That members consider a budget to purchase a banner and Props to be used on the March.
4. That members consider whether to host a stall at Barry Pride and set aside an appropriate budget to ensure the stall is well equipped.
5. That members consider expenditure to purchase Pride Love Barry car stickers to be used as free giveaways at the stall.
6. That members consider whether to decorate the Town Hall in Pride colours in the lead up to the event.



BARRY PRIDE

Rationale

- To increase visibility and inclusivity of the LGBTQ+ community in Barry
- To adhere to the National theme: **#AllOurPride**
- To mark the 50th anniversary of Pride and celebrate all notable events
- To build on the success of the 2019 event
- To look to the future and build a movement across the vale leading to the national celebration of Pride Cymru

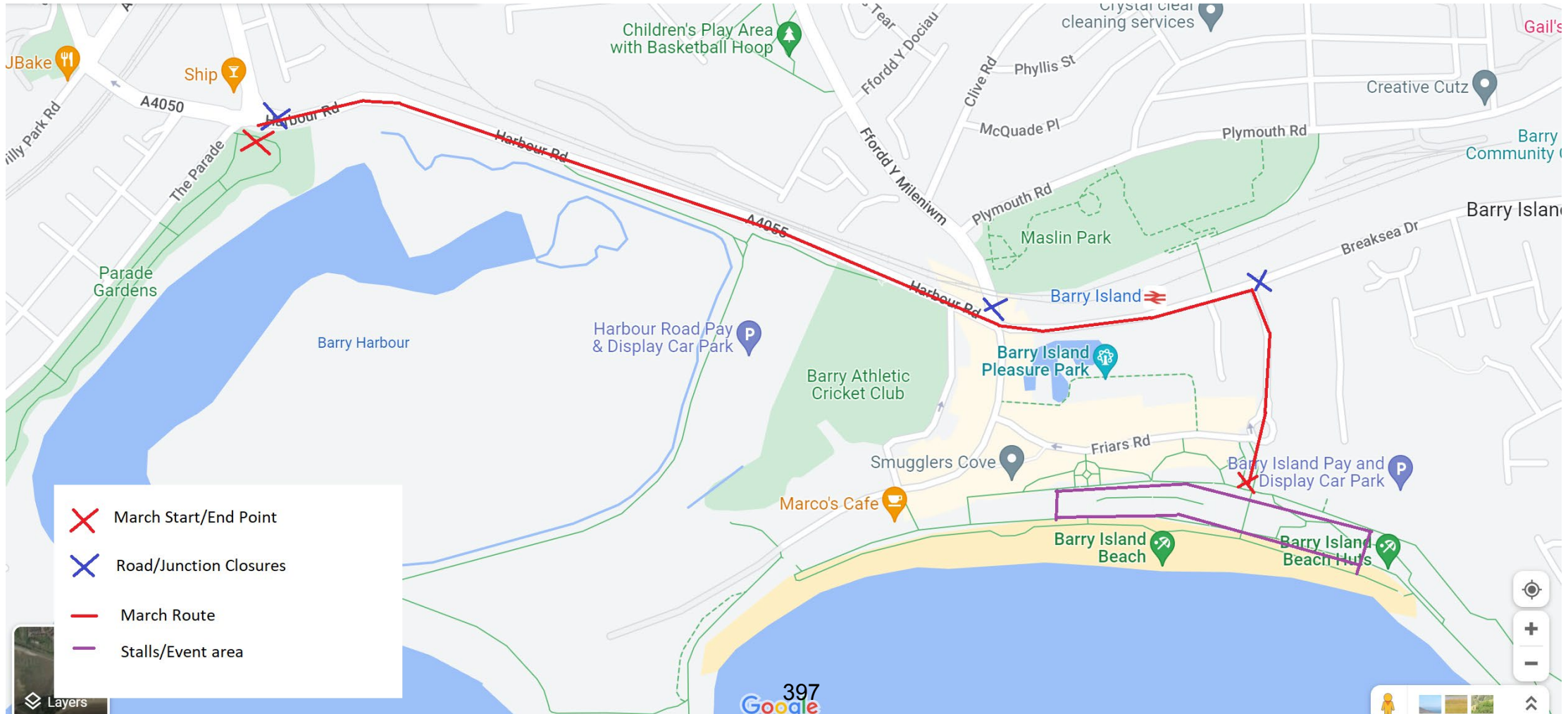


Barry Pride 2022

- **Date:** Saturday 1st October
- **Location:** Barry Island – with a march starting at the gardens end of the causeway c.11am, marching along the causeway to the Island, to be followed by an event similar to the Food Festival on the Promenade during the day.
- **Timings:**
 - Protest march: 11.00-12.00
 - Stage and stalls: 12.00 – 20.00
 - Finale: 19.00-20.00



Proposed map



Suggested stakeholders

- Pride Cymru
- Fast Track
- Frisky Wales
- THT
- Gender Wales
- Glam Network
- Mermaid
- Local schools, CAVC, Bro Morganwgg
- Rotary Club
- LGBT Cymru Helpline
- Umbrella
- Prysm
- Unions
- Police
- Ambulance
- Hurt so good
- Queer Emporium
- Round Table



Local businesses

- 6 areas
 - Holton Road
 - High/Broad Street
 - Goodsheds
 - Vere Street
 - Park Crescent
 - Barry Island
- Window competition
- Via shop local
- Traders Group
- **Community funds**
 - Dow Silicones
 - Tarmac
 - ASDA
 - Morrisons
 - Knights
 - Cardiff Airport



Stage and artists

- Bro Radio
 - Aida HD
 - Tina Sparkles
 - Patsy Hunt
 - Mike Bubbins
 - Vogue Class
 - Comedy
 - Oasis Choir
- Possible celebrities
 - Ruth Jones (Nessa)
 - Derek Brockway
 - Owain Wyn-Evans
 - H



Finale

- Switching of the Rainbow Lights under the shelter
- Disco space / glow sticks
- Paddle Boards lit up on the sea (tide dependant)



Merchandise

- Car stickers
- Tshirts
- Badges
- Temporary tatooes
- Banners
- Flyers
- Flags



Costs

- Road Closure
- Stalls
- Merchandise
- Stage and artists
- Communications



Barry Town Council Financial Assistance Grant Application Form

To request an application form please email info@barrytowncouncil.gov.uk

If you would like to discuss your project/event before you apply drop us an email (robynwalsh@barrytowncouncil.gov.uk) and we will aim to contact you within 24 hours (during normal office hours).

Applications will be considered at the next ordinary meeting of the Finance, Policy & General Purposes Committee or a meeting of the Innovation Working Party. Applicants will be advised of the outcome of their application within 5 days of the group having met.

APPLICATION FORM

SECTION 1. YOUR BUSINESS DETAILS

Name of Business / Organisation	Barry Pride
Project/Event title	Barry Pride 2022
Contact Name	Pierre Codron
Address for correspondence	[REDACTED]
Phone Number	[REDACTED]
Mobile Number	
Email	[REDACTED]
Briefly tell us what your business/organisation does:	
<p>Barry Pride is an incorporated association created in September 2022 set up to promote equality and acceptance in the Vale of Glamorgan for LGBTQ+ individuals. It will aim to provide wellbeing information and signposting for awareness of support networks available in the region for the community. It will aim to be a fully inclusive and equitable organisation to support the community via an array of information on sexual health, gender issues and general wellbeing to name but a few.</p> <p>It will also be responsible for the organising of Barry Pride on 01.10.22 an event aimed at giving the community a voice by the organisation of a protest march and stalls/event for visibility purposes and a celebration of our vibrant community.</p>	

SECTION 2. PROJECT SUMMARY

Please provide detail of your project/event, include the following information:

- *Describe what currently exists, what it is you want to do and what the end product(s) will be.*
- *Specify the location of your event/project if it relates to particular property or land.*
- *Tell us who will manage your event/project and describe their relevant experience.*
- *Explain the need for the event/project (include any evidence of need if you have this)*
- *Provide any other information that will help us fully understand your project/event and its benefits*
- *Tell us when you anticipate starting and completing your project/event*

The Barry Pride movement was created in 2019 but progress had been halted due to the pandemic. To mark the 50th anniversary of the Pride movement nationally, the committee decided that 2022 would be a good milestone year to reinstate this event and hopefully make it a recurring yearly grassroots event.

The event will be a combination of satellite events and on the day activities on 1st October 2022. Satellite events will consist of a Drag artists show on the 28th to raise awareness of different strands of our community as well as a comedy night to raise some funds for local charities. We have aim to invite many stakeholders in the community to ensure we give the message to the LGBTQ+ community that Barry is a safe place to live, prosper and be happy.

The event will take place on Barry Island promenade with the march bringing the crowd from Parade Gardens to the Island via the causeway (Harbour Road).

The event is lead by an 11 people steering committee with varying backgrounds with Pierre Codron acting as a chairperson. The group is registered as an unincorporated association with 3 trustees (Pierre Codron, Catherine Iannucci and Anna Snow) – all decisions are made via this committee. The committee consist of members of the LGBTQ+ community and allies all residents of the Vale of Glamorgan with backgrounds in education, health, homeless, local government community work, journalism and finance to ensure we have a breadth of knowledge of the support available and a good range of skills and experience.

With 1 in 6 Gen Z adults identify as being part of the LGBTQIA+ community, it is important that Barry as the biggest town in Wales celebrates its diversity and includes members of the community in visible events. With families taking part in a Pride celebration, it educates non members of the community and creates bridges, talking about Pride as a family can make a big difference in how our children see the world. It educates the community to be more tolerant and therefore creates a more cohesive community with a fair understanding, it alleviates fears and allows open discussions with less prejudices. The Pride movement is 50 years old in 2022

with Peter Tatchell, the founder celebrating more than 55 years of activism. It is important that locally we continue to raise awareness and continue to push for equal rights for the LGBTQ+ community.

The project is a one day event that aims to bring the community of Barry together to celebrate the progress made in terms of equal rights for the LGBTQ+ community. It is aimed that this project will then become a yearly event supported locally by councils and stakeholders (Businesses, local organisations and emergency services) to promote allyship and reduce hate crimes via education and normalisation.

The project in its planning stage since July 2022 with a short turnaround to ensure we celebrate Pride on its 50th anniversary and with an grassroot community event on 1st October 2022.

SECTION 3. WELL-BEING GOALS (please refer to the Guidance)

Which of the following outcomes do you think your project or activity contributes to? (you can tick more than one)

- A prosperous Barry
- A resilient Barry
- A healthier Barry
- A more equal Barry
- A Barry of cohesive communities
- A Barry of vibrant culture and thriving Welsh Language
- A globally responsible Barry

Please explain how your project/event fits with the above

Prosperous: We are encouraging local businesses to participate in the event by offering space under the Eastern shelter and promoting them via our promotional literature including the promotion of LGBTQ+ entrepreneurs

Resilient: Promoting Barry as an equal permissive town, where acceptance is at the forefront and inclusion as the best form of self esteem and mental wellbeing Enabling the LGBTQ+ to access the much needed support.

Healthier: We will offer wellbeing services during the event to encourage people to look after their mental and physical health. The promotion of Pride and the recognition of LGBTQ+ health as a priority

A More equal Barry: Making the LGBTQ+ community visible without fear of hate crimes or discrimination

A Barry of cohesive community: By educating the community of Barry of the similarities of between the heterosexual community and the LGBTQ+ community, it is hoped to create allyship and understanding.

We have Welsh speakers as part of the planning committee and will be available on event day.
In future years we hope to connect with national/global organisations promoting LGBTQ+ issues

SECTION 4. GRANT PROJECT COSTS

Item or Activity <i>List all individual project costs below</i>	Amount required from BTC	Total Cost
	£	£
Road Closures		3000
Posters, banners, advertising		1200
Tshirt/Hoodies		280
Stickers		200
Performers		3500
Sound	800	800
Bro Radio	200	250
Stage		250
Amount requested from Barry Town Council	1000	
Total Project Cost		9480

Please provide further details of any other grants applied for

Vale of Glamorgan council has pledged to support this project by supporting road closures and other licensing arrangements

Applications has been logged for Small Magic Grants and the Vale of Glamorgan Mayor's fund.

Please provide details of how you intend to finance this project / event if you are unsuccessful in obtaining any / or some of the grants you have applied for above

We have approached local businesses who are supporting the project with sponsorship and advertising as well as holding stalls at the event.

SECTION 5. PROJECT OUTCOMES

What do you hope to achieve through your project/event? Please list any specific outcomes and refer to the Guidance notes here.

Cohesive communities, allyship, a sense of belonging, ignite activism for members of the community and ensure we continue to progress towards total acceptance of the LGBTQ+ community

Are all consents and permissions in place to allow the project/event to proceed? You should be able to provide details and evidence of ownership/land agreement for the project any other relevant consents, where applicable.

Yes

SECTION 6. YOUR SIGNATURE

I confirm that the answers given on this application form are true and accurate to the best of my knowledge and belief. I understand that Barry Town Council may collect corroborating information at any time during the application process.

I further confirm that this information is made on the basis that I shall agree to the following conditions, should the application be successful:

- To use the grant for the purpose agreed in the Grant Contract
- To prepare any reports as required relating to the work for which funding is received.
- To agree to any additional monitoring as required.
- In the event of the organisation/business terminating before completion of the work for which the grant is received, any part of the grant which is unspent/unused shall be returned to, including the return or transfer to Barry Town Council of any assets purchased with the grant
- In the event that the organisation/business terminate, the applicant is expected to return or transfer to Barry Town Council any assets purchased with the grant.
- You may be asked to partake in promotional interviews, press releases, and social media posts to promote the fund.

Please be aware that images and information on your organisation/business or group may be used to publicise the scheme in the press, and in marketing materials.

As an administrator of Public Funds, and to meet its due diligence practices, Barry Town Council may require sight of your Governing Document / latest accounts / specific policies. We will be in touch with you if we require this information.

The information that you provide to Barry Town Council will be held for the purpose of monitoring and evaluation.

We would also like to add you to our database of community organisations / businesses in order to receive information on other sources of funding and support that may be of benefit to you.

Please circle "YES" if you would like to be added to Barry Town Council's database;

YES

Please sign below to confirm that you consent to all of the above and that the information that you have provided is accurate and true

Signature:	P. Codron
Name in BLOCK CAPITALS:	Pierre Codron
Date:	13/09/22

Your completed application along with supporting evidence and checklist should be sent electronically to robynwalsh@barrytowncouncil.gov.uk .

If unavoidable, an application may be sent in hard copy to Barry Town Council, Town Hall, King Square, Holton Road, Barry, CF63 4RW.

APPLICATION CHECKLIST

	Yes	No
I have read and understood the guidelines / notes for applicants. (This will help you complete your application correctly and avoid delays in processing)	✓	
I have fully completed and signed the application form (either electronically or in hard copy)	✓	
I have provided evidence of land owner's consent, land agreement and other permissions or licenses, where applicable	N/A	
I have included a scanned copy of quotations for each item in accordance with tender guidelines		✓

MAYOR'S CHAIN REPAIRS**Report Author**

Robyn Walsh, Engagement and Events Team Manager

Purpose of Report

To provide members with a report regarding repairs required to the Mayor's Chain.

Further Information

The Mayor's chain is in need of repair, specifically the delicate links that make up the chain have become loose over the years and there is now a concern that the chain could break.

Members are asked to consider a way forward as repairs to the chain had not been forecasted and so there is not a specific budget that Officers can use, though the work is urgent.

The Engagement and Events Administrator has approached three jewellers, one of which was too busy to undertake the work, another has asked to view the chain on Friday (23 September) and the last has already provided Council with a quote of £900 to undertake the repairs.

Members are asked to consider the suggested budget and authorise Officers to seek the necessary repairs once the second jeweller has been able to provide a quote. Due to the specialist nature of these repairs, members will note that it may only be possible to seek two quotations.

Financial Implications

Members are asked to consider a budget of up to £900.

Recommendations

- That members consider the report and determine whether to authorise repairs of the Mayor's Chain up to £900 and agree an appropriate budget heading;
- That an annual check of the Mayoral Chain is undertaken moving forward to deal with problems as they arise, and that a small budget for repairs is allocated from 2023 onwards

Date/Dyddiad: 7 September 2022

Ask for/Gofynwch am: Sarah Feist

Telephone/Rhif ffon: (01446) 704681

My Ref/Cyf: P/DC/SF/

e-mail/e-bost: Planning@valeofglamorgan.gov.uk

The Vale of Glamorgan Council
Dock Office, Barry Docks, Barry CF63 4RT
Tel: (01446) 700111

Cyngor Bro Morgannwg
Swyddfa'r Doc, Dociau'r Barri, Y Barri CF63 4RT
Ffôn: (01446) 700111



www.valeofglamorgan.gov.uk

Barry Town Council
Barry Town Council,
Mrs Emily Forbes
Town Clerk,
Town Hall,
Kings Square,
Holton Road,
Barry.
CF63 4RW

Dear Sir / Madam

Town and Country Planning Act 1990 (As Amended) – Section 174 and 78 Appeals
Appeals by: Biomass UK No.2 Limited
Site: Land at Barry Biomass, Woodham Road, Barry Docks, CF63 4JE

I am writing to inform you that the following two appeals have been made to the Planning and Environment Decisions Wales (PEDW), formerly the Planning Inspectorate in respect of the above site:

Appeal A

Section 174 Enforcement Appeal

Council Reference:

ENF/2020/0230/M (A)

PEDW Reference:

CAS-01341-N2Q5B8

Appeal Start Date:

5^h September 2022

Appeal by:

Biomass UK No.2 Limited

This appeal follows the serving of an Enforcement Notice by the Council in respect of the following alleged breach of planning control:

Operational development comprising the construction of a wood fired renewable energy plant together with associated structures and the material change of use from unused land having a nil use to the storage of containers and as a vehicle turning space in association with the use of the wood fired renewable energy plant.

The reasons why the Council considered it expedient to issue the Enforcement Notice were as follows:

It appears to the Council that the above breach of planning control has occurred in respect of 3.1 (construction of the renewable energy plant) within the last four years and in respect of 3.2 (extension of land to the north) within the last ten years

The site is located within the wider coastal area of Barry Docks, to the north-east of existing industrial units on Woodham Road and was previously occupied by a container storage and refurbishment operation. Planning permission was granted for the redevelopment of the site to provide a wood fuelled renewable energy plant under outline planning permission 2015/00031/OUT. Despite a significant level of local opposition, the

Date/Dyddiad: 7 September 2022

Ask for/Gofynwch am: Sarah Feist

Telephone/Rhif ffon: (01446) 704681

My Ref/Cyf: P/DC/SF/

e-mail/e-bost: Planning@valeofglamorgan.gov.uk

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outline permission was approved as it was concluded that the proposal would represent a sustainable renewable energy proposal which would comply with national and local planning policies, whilst also satisfactorily protecting the interests of local residential and visual amenity and highway safety. In order to ensure that the development was acceptable, a number of planning conditions were imposed which were designed to control both the construction and the future operation of the facility. These included measures to control issues such as air quality, waste management, the control of dust within the site and locality, light spillage, noise mitigation, deliveries and open storage and without such controls, it was considered that the development would have been unacceptable. A reserved matters application was approved for the approval of the landscaping of the development (2016/00187/RES) and the pre-commencement conditions for the scheme have been discharged.

Whilst the Council has investigated a number of complaints that have been received regarding the site since 2016, which initially related to construction issues including noise, dust, hours of construction and air quality, the investigation of more recent complaints has identified a number of discrepancies between the consented scheme and that which had been built including differences between the approved layout and elevation plans, the provision of additional structures, plant and equipment and the extension of the site to the north. Despite protracted correspondence with the developer and their initial acceptance of the differences with the scheme that had been approved, the existing development has failed to be regularised, which could affect the Council's ability to take enforcement action in the future if the unauthorised development were to become lawful.

It is considered the retention and operation of the plant without the ability to take enforcement action in the future could have a significant and irreversible adverse impact on the local environment and affect residential amenity and highway safety. The unauthorised development is therefore considered to conflict with strategic policies SP1 (Delivering the Strategy) and SP8 (Sustainable Waste Management), and the wider principles of managing new development set out in policies MD1 (Location of New Development), MD2 (Design of New Development), MD7 (Environmental Protection), MD16 (Protection of Existing Employment Sites and Premises), MD19 (Low Carbon and Renewable Energy Generation) and MD20 (Assessment of Waste Management Proposals). These breaches are also considered to conflict with the principles of sustainable development set out in PPW Edition 11 (2021), , Technical Advice Note 11 (Noise), Technical Advice Note 18 (Transport) and Technical Advice Note 21 (Waste) and Technical Advice Note 23 (Economic Development).

It is considered that the decision complies with the Council's well-being objectives and the sustainable development principle in accordance with the requirements of the Well Being of Future Generations (Wales) Act 2015.

The appellant has made the appeal on the following grounds:

- (a) That planning permission should be granted for what is alleged in the notice;
- (b) That the breach of planning control alleged in the enforcement notice has not occurred as a matter of fact;
- (c) That there has not been a breach of planning control;
- (f) The steps required to comply with the requirements of the notice are excessive, and lesser steps would overcome the objections;
- (g) That the time given to comply with the notice is too short.

Date/Dyddiad: 25 August 2022

Ask for/Gofynwch am: Sarah Feist

Telephone/Rhif ffon: (01446) 704690

Your Ref/Eich Cyf:

My Ref/Cyf: CAS-01341-N2Q5B8

e-mail/e-bost: planning@valeofglamorgan.gov.uk

The Vale of Glamorgan Council
Dock Office, Barry Docks, Barry CF63 4RT
Tel: (01446) 700111

Cyngor Bro Morgannwg
Swyddfa'r Doc, Dociau'r Barri, Y Barri CF63 4RT
Ffôn: (01446) 700111

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Barry Town Council
Barry Town Council,
Mrs Emily Forbes
Town Clerk,
Town Hall,
Kings Square,
Holton Road,
Barry.
CF63 4RW

Dear Sir / Madam,

Town and Country Planning (Environmental Impact Assessment) (Wales) Regulations 2017

Submission of Environmental Statement in connection with Enforcement Appeal Ref: CAS-01341-N2Q5B8.

Location: Barry Biomass, Woodham Road, Barry

An Environmental Statement (ES) has been received in connection with the above enforcement appeal which is to be determined by the Welsh Ministers. I would therefore be obliged if you would advise me whether you wish to make any observations on the ES.

As part of the appeal process and ground (a) appeal, consideration will be given to whether the existing development should be granted planning permission and to whether the planning conditions attached to the previous planning permission 2015/00031/FUL remain appropriate. A copy of the planning conditions is attached with this letter and I would appreciate if you would advise me, in light of the information provided in the ES, whether you consider that the existing planning conditions remain appropriate.

You can view the Environmental Statement on the Council's website by accessing the 'Barry Biomass Enforcement Appeal' link on the Planning and Building Control page:

https://www.valeofglamorgan.gov.uk/en/living/planning_and_building_control/Planning/Barry-Biomass-Enforcement-Appeal.aspx

or through the online appeals register at <https://vog.planning-register.co.uk> by searching for appeal number **CAS-01341-N2Q5B8**.

The Council will need to produce an appeal statement in due course and it is therefore essential that any observations should be received within 8 weeks from the date of this letter – i.e. 20th October 2022. Observations should be made via Planning@valeofglamorgan.gov.uk quoting the appeal case number **CAS-01341-N2Q5B8**. If, however, you are unable to forward your observations by that date, please inform the case officer detailed above. In the event of no reply being received by the date given, it will be assumed that you have no observations. Under the provisions of the Local Government (Access to Information) Act, 1985, any representations you make will be open to public inspection and as the ES has been submitted in relation to an appeal,

copies of your representations will be forwarded to Planning and Environment Decisions Wales at the Welsh Government and be made available for the appellant's inspection.

Yours faithfully

Vale of Glamorgan Council
(Local Planning Authority)

THE VALE OF GLAMORGAN COUNCIL

Town and Country Planning Act 1990
 Planning and Compulsory Purchase Act 2004
 The Town and Country Planning (Development Management Procedure) (Wales) Order 2012

OUTLINE PLANNING PERMISSION

Agent:
 Sunrise Renewables (Barry) Ltd,
 Gilbert Wakefield House,
 Bewsey Street,
 Warrington
 WA2 7JQ

Applicant:
 Sunrise Renewables (Barry) Ltd,
 Gilbert Wakefield House,
 Bewsey Street,
 Warrington
 WA2 7JQ

Outline application for a wood fired renewable energy plant at David Davies Road, Woodham Road, Barry

The Council in pursuance of its powers under the above mentioned Act and Order hereby **GRANTS OUTLINE PERMISSION** for the carrying out of the proposed development as described above and in accordance with the application and plans registered by the Council on 5 February 2015 subject to the following condition(s):

1. Approval of the landscaping of the development (hereinafter called "the reserved matters") shall be submitted to and approved by the Local Planning Authority before any development is commenced.

Reason:

To comply with the requirements of Section 92 of the Town and Country Planning Act 1990.

2. Application for approval of the reserved matters hereinbefore referred to must be made not later than the expiration of three years beginning with the date of this permission.

Reason:

To comply with the requirements of Section 92 of the Town and Country Planning Act 1990.

3. Plans and particulars of the reserved matters referred to in condition 1 above shall be submitted in writing to the Local Planning Authority and shall be carried out as approved.

Reason:

The application was made for outline planning permission and to comply with the requirements of Section 92 of the Town and Country Planning Act 1990.

4. The development to which this permission relates must be begun not later than whichever is the later of the following dates:

- (a) The expiration of five years from the date of this permission.

(b) The expiration of two years from the date of the final approval of the reserved matters or, in the case of approval on different dates the final approval of the last such matters to be approved.

Reason:

To comply with the requirements of Section 92 of the Town and Country Planning Act 1990.

5. This consent shall relate to the plans registered on 5 February 2015 other than where amended by plans reference E1627- 2101 Rev A, E1627- 2102 Rev A, E1627- 2103 Rev A, E1627- 2104 Rev A, E1627- 2105 Rev A, dated 16 April 2015 and E1627- 2116 Rev B, E1627- 2117 Rev B, E1627- 2118 Rev B, E1627- 2119 Rev B, E1627- 2120 Rev B received on 22 July 2015 as well as the updated Air Quality Assessment submitted on 12 June 2015 the Waste Planning Assessment received on 17 June 2015
6. No development shall take place until details of a scheme for the management of waste emanating from the site has been submitted to and approved in writing by the Local Planning Authority. The disposal of waste shall be carried in accordance with the approved scheme.

Reason:

In order to ensure the disposal of waste from the site without harm to local amenity, and to ensure compliance with Policies WAST2, EMP2, EMP3, ENV27 and ENV29 of the Unitary Development Plan.

7. No development shall take place until full details, inc samples of the external facing materials to be used in the development, to include colour of the building and stack and shall be submitted to and approved in writing by the Local Planning Authority and the development shall thereafter be carried out and retained in accordance with the approved details, unless otherwise approved in writing by the Local Planning Authority.

Reason:

In the interests of local visual and residential amenity, and to ensure compliance with Policies WAST2, EMP2, EMP3, ENV27 and ENV29 of the Unitary Development Plan.

8. No development approved by this permission shall be commenced until a contaminated land assessment and associated remedial strategy have been submitted to and approved by the Local Planning Authority. The assessment shall contain the following elements and follow the guidance contained in 'Contaminated Land: A Guide for Developers' available from the Local Planning Authority:
 - a) A Phase I Preliminary Risk Assessment (Desk Study) to be submitted to the Local Planning Authority for approval. The desk study shall detail the history of the site uses and identify and evaluate all potential sources and impacts of land and/or groundwater contamination.
 - b) Where the preliminary risk assessment identifies potentially unacceptable risks at the site, a suitably qualified and accredited person shall carry out a site investigation, including relevant soil, soil-gas, surface and groundwater sampling in accordance with a quality

assured sampling and analysis methodology. The requirements of the Local Planning Authority shall be fully established before any site surveys are commenced.

c) A site investigation report detailing all investigative works and sampling on site, together with the results of any analysis, risk assessment to any receptors and a proposed remediation strategy shall be submitted to the Local Planning Authority. The Local Planning Authority shall approve any such remedial works as required, prior to any remediation commencing on site. The works shall be of such a nature as to render harmless the identified contamination given the proposed end-use of the site and surrounding environment including any controlled waters.

d) The approved remediation works shall be carried out in full on site under a quality assurance scheme to demonstrate compliance with the proposed methodology and best practice guidance. If during the works contamination is encountered which has not previously been identified then the additional contamination shall be fully assessed and an appropriate remediation scheme agreed with the Local Planning Authority.

e) Upon completion of the works, this condition shall not be discharged until a verification report has been submitted to and approved by the Local Planning Authority. The verification report shall include details of the completed remediation works and include quality assurance certificates to show that the works have been carried out in full and in accordance with the approved methodology. Details of any post-remedial sampling and analysis to show the site has reached the required clean-up criteria shall be included in the verification report together with the necessary documentation detailing what waste materials have been removed from the site.

Reason:

In the interests of public safety, and to ensure compliance with Policy ENV7 of the Unitary Development Plan.

9. Should contamination not previously identified be found through the course of development it must be reported immediately in writing to the Local Planning Authority. An investigation shall be carried out to assess the nature and extent of any contamination and the contamination shall be dealt with in accordance with a scheme to be submitted to and approved in writing by the Local Planning Authority before the building hereby permitted is occupied.

Reason:

In the interests of public safety, and to ensure compliance with Policy ENV7 of the Unitary Development Plan.

10. All means of enclosure associated with the development hereby approved shall be in accordance with a scheme to be submitted to and agreed in writing by the Local Planning Authority prior to the commencement of development, and the means of enclosure shall be implemented in accordance with the approved details prior to the development being put into beneficial use.

Reason:

To safeguard local visual amenities, and to ensure compliance with the terms of Policy ENV27 of the Unitary Development Plan.

11. Prior to the facility being brought into beneficial use, details of a scheme to control dust within the site and locality shall be submitted to and approved in writing by the Local Planning Authority. The operation of the plant shall thereafter be in accordance with the approved details unless otherwise approved in writing by the Local Planning Authority.

Reason:

In the interests of local amenity, and to ensure compliance with the terms of Policy ENV27 of the Unitary Development Plan.

12. Prior to their construction / installation / use on site, details of all external lighting of the building and site, to include specification, means of operation (whether permanent or sensor/security lights, and hours of operation), and lux plots to prevent / minimise light spillage outside of the site (including atmospheric light pollution) shall be submitted to and approved in writing by the Local Planning Authority. All lighting shall be implemented in accordance with such approved scheme and thereafter retained as approved, unless otherwise approved in writing by the Local Planning Authority.

Reason:

In the interests of residential and visual amenity, and to ensure compliance with Policies WAST2, EMP2, EMP3, ENV27 and ENV29 of the Unitary Development Plan.

13. The building hereby permitted shall not be occupied until surface water drainage works have been implemented in accordance with details that have been submitted to and approved in writing by the Local Planning Authority. Before these details are submitted an assessment shall be carried out of the potential for disposing of surface water by means of a sustainable drainage system and the results of the assessment provided to the Local Planning Authority. Where a sustainable drainage scheme is to be provided, the submitted details shall:

i) provide information about the design storm period and intensity, the method employed to delay and control the surface water discharged from the site and the measures taken to prevent pollution of the receiving groundwater and/or surface waters;

ii) include a timetable for its implementation; and provide a management and maintenance plan for the lifetime of the development which shall include the arrangements for adoption by any public authority or statutory undertaker and any other arrangements to secure the operation of the scheme throughout its lifetime.

Reason:

To ensure that the development is serviced by an appropriate Sustainable Urban Drainage Scheme, and to ensure compliance with the terms of Policies ENV7 and ENV27 of the Unitary Development Plan.

14. The building hereby permitted shall not be occupied until the sustainable drainage scheme for the site has been completed in accordance with the submitted details. The sustainable drainage scheme shall be managed and maintained thereafter in accordance with the agreed management and maintenance plan.

Reason:

To ensure that the development is services by an appropriate Sustainable Urban Drainage Scheme, and to ensure compliance with the terms of Policies ENV7 and ENV27 of the Unitary Development Plan.

15. All planting, seeding or turfing comprised in the approved details of landscaping shall be carried out in the first planting and seeding seasons following the occupation of the buildings or the completion of the development, whichever is the sooner; and any trees or plants which within a period of five years from the completion of the development die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species, unless the Local Planning Authority gives written consent to any variation.

Reason:

To ensure satisfactory maintenance of the landscaped area to ensure compliance with Policies ENV11 and ENV27 of the Unitary Development Plan.

16. The access and visibility splays (4.5m x 48m) to the site are approved in accordance with the amended site layout plan draw ref E1627-2104 Rev A received on 16 April 2015 and shall be constructed from a bound material for a minimum distance of 20.0m from the carriageway boundary. The development should be carried out in accordance with these details unless otherwise agreed in writing by the Local Planning Authority.

Reason

In the interest of Highway Safety and in accordance with WAST2, COMM8 of the Unitary Development Plan.

17. Notwithstanding the approved access and site layout plan, an amended plan with full details of the means of enclosure to the front boundary with Woodham Road, and forecourt area, shall be submitted to satisfy the following highway requirements: -
- i) The boundary fence shall be set back a minimum of 4.0m from the carriageway edge to allow for adequate visibility splays from the proposed access and to maintain visibility from the existing Woodham Road junction.
 - ii) Visibility splays of 4.5m x 48m in both directions, measured from the centre line of the proposed access shall be provided.
 - iii) Provision of a hard surface of concrete or bituminous material for a minimum distance of 6.0m from the highway boundary.
 - v) A manoeuvring area, to enable all vehicles to enter and leave in a forward gear at all times, which shall be kept free of obstruction at all times.
 - vi) Gates, if provided, that shall not open outwards and shall be set back a minimum of 6.0m from the carriageway edge.

The development shall be undertaken and thereafter retained in full accordance with such approved details unless otherwise approved in writing by the Local Planning Authority.

Reason:

In the interests of highway safety, and to ensure compliance with the terms of Policy ENV27 of the Unitary Development Plan.

Reasons

In the interests of highway safety

18. The proposed energy recovery plant shall not be brought into beneficial use until the approved access has been constructed in accordance with the approved plans and the access shall thereafter be so retained to serve the development hereby approved.

Reason:

In the interest of highway safety and to ensure a satisfactory form of access to serve the development, and to ensure compliance with the terms of Policy ENV27 of the Unitary Development Plan.

19. No part of the development hereby approved shall be brought into beneficial use until such time as the parking areas, including all associated access and turning areas, have been laid out in full accordance with the details to be submitted and approved by the Local Planning Authority and the parking, access and turning areas shall thereafter be so retained at all times to serve the development hereby approved.

Reason:

To ensure the provision on site of parking and turning facilities to serve the development in the interests of highway safety, and to ensure compliance with the terms of Policy ENV27 of the Unitary Development Plan.

20. Details of secure parking on site for cycles shall be submitted to and approved in writing by the Local Planning Authority and the approved scheme of cycle parking shall be fully implemented on site prior to the first beneficial occupation of the development hereby approved and shall thereafter be so retained at all times.

Reason:

To ensure that satisfactory parking for cycles is provided on site to serve the development, and to ensure compliance with the terms of Policy ENV27 of the Unitary Development Plan.

21. A noise survey post installation at the nearest residential premises, 57 Dock View Road, Cory Way and Estrella House, Cei Dafydd, shall be undertaken when the plant is initially commissioned and again after six months. The noise survey is to be provided in the same format as in the developer's submitted noise statement. The results of the first noise assessments shall be submitted to the Local Planning Authority, within two months of the date of commissioning the plant and, should either of the surveys indicate that the noise levels exceed those stated in the application documents, the use of the plant shall cease until such time as a scheme of noise mitigation has been submitted to and approved in writing by the Local Planning Authority, and those measures implemented. The development shall at all times be carried out in accordance with any mitigation measures that are identified as being necessary.

Reason:

In the interests of residential amenity and to ensure compliance with Policies ENV27 and COMM7 of the Unitary Development Plan.

22. The total tonnage of wood waste treated at the plant hereby approved shall not exceed 72,000 dry tonnes per annum, unless otherwise agreed in writing with the Local Planning Authority beforehand, and records of the amount of fuel processed shall be retained and made available to the Local Planning Authority on request.

Reason:

To ensure accordance with the terms of the application, to limit the impact of activities on the immediate area, and to ensure compliance with Policies WAST2, EMP2, EMP3, ENV27 and ENV29 of the Unitary Development Plan.

23. The plant hereby permitted shall only process waste wood.

Reason:

In the interests of local amenity, given that the technical equipment is capable of processing alternative fuels, the impact of which has not been considered through the environmental submission accompanying this application, and to ensure compliance with Policies WAST2, EMP2, EMP3, ENV27 and ENV29 of the Unitary Development Plan.

24. Deliveries to the site, and all other external operations, shall be restricted to the following hours: - Monday to Saturday : 07:00 - 19:00; and Sunday /Bank/Public holidays 08:00 - 16:00.

Reason:

In the interests of local residential amenity, and to ensure compliance with Policies WAST2, EMP2, EMP3, ENV27 and ENV29 of the Unitary Development Plan.

25. The internal plant noise shall be restricted to a maximum of 85 dBA to include a 5 dBA tonal penalty (with every opportunity to reduce this level explored and demonstrated prior to final construction) and a noise survey, post installation, shall be undertaken when the plant is initially commissioned and again after six months. The noise survey is to be provided in the same format as in the developer's submitted noise statement. The results of the first noise assessments shall be submitted to the Local Planning Authority, within two months of the date of commissioning the plant and, should either of the surveys indicate that the noise levels exceed those stated in the application documents, the use of the plant shall cease until such time as a scheme of noise mitigation has been submitted to and approved in writing by the Local Planning Authority, and those measures implemented. The development shall at all times be carried out in accordance with any mitigation measures that are identified as being necessary.

Reason:

In the interests of local residential amenity, and to ensure compliance with Policies ENV27 and COMM7 of the Unitary Development Plan.

26. There shall be no open storage of materials of any kind outside any approved buildings on the site unless otherwise agreed in writing by the Local Planning Authority.

Reason:

In the interests of local visual amenity, and to ensure compliance with the terms of Policy ENV27 of the Unitary Development Plan.

27. Foul water and surface water discharges shall be drained separately from the site, with no surface water or land drainage run-off allowed to connect (either directly or indirectly) into the public sewerage system.

Reason:

To protect the integrity, and prevent hydraulic overloading, of the Public Sewerage System, and to ensure compliance with the terms of Policy ENV27 of the Unitary Development Plan.

28. No Development shall take place until there has been submitted to, approved in writing by the Local Planning Authority a Construction Environmental Management Plan (CEMP). The CEMP shall include details of how noise, lighting, dust and other airborne pollutants, vibration, smoke, and odour from construction work will be controlled and mitigated. The CEMP will utilise the Considerate Constructors Scheme (www.considerateconstructorsscheme.org.uk). The CEMP will include a system for the management of complaints from local residents which will incorporate a reporting system. The construction of the Development shall be completed in accordance with the approved Plan unless otherwise agreed in writing with the Local Planning Authority.

Reason:

To ensure that the construction of the development is undertaken in a neighbourly manner and in the interests of the protection of amenity and the environment and to ensure compliance with the terms of Policy ENV27 of the Unitary Development Plan.

29. Prior to the first beneficial use of the development hereby approved, a Green Travel Plan (which will include details relating to proposals for minimising the use of staff car journeys to and from the site) and measure to control the plan along with agreed haul routes for the delivery of waste wood feed stock and the removal of ash from the site shall be submitted to and agreed in writing by the Local Planning Authority and the development shall be operated in accordance with the agreed details.

Reason:

In the interest of minimising vehicular movements and sustainability in compliance with Policy ENV27 'Design of New Developments' of the Unitary Development Plan.

30. The roller shutter doors in the feedstock building shall be kept closed at all times other than when deliveries are being received.

Reason

To protect residential amenity, complying with the requirements of ENV27 and COMM 8 of the Adopted UDP 1996-2011

31. Within nine months of the energy plant hereby approved being fully operational, the applicant shall carry out a further Air Quality Assessment through monitoring at the nearest residential property locations, 57 Dock View Road, Cory Way and Estrella House, Cei Dafydd . The new assessment should be completed and submitted to the Local Planning Authority within 3 months of being commenced and, should the assessment indicate that the air quality levels fail to comply with predicted process concentrations as set out in the

Correspondence is welcomed in Welsh or English/Croesawir Gohebiaeth yn y Gymraeg neu yn Saesneg

updated Air Quality Assessment document submitted on 12 June 2015, the use of the plant shall cease until such time as a scheme of mitigation has been submitted to and approved in writing by the Local Planning Authority, and those measures identified in the scheme, implemented. The development shall at all times be carried out in accordance with any mitigation measures that are identified as being necessary.

Reason:

In the interests of residential amenity and to ensure compliance with Policies ENV27 and COMM7 of the Unitary Development Plan.

Reason for Granting Planning Permission

The decision to recommend planning permission has been taken in accordance with Section 38 of The Planning and Compulsory Purchase Act 2004, which requires that, in determining a planning application the determination must be in accordance with the Development Plan unless material considerations indicate otherwise. The Development Plan comprises the Vale of Glamorgan Adopted Local Development Plan 2011-2026.

It is considered that the decision complies with the Council's well-being objectives and the sustainable development principle in accordance with the requirements of the Well-being of Future Generations (Wales) Act 2015.

Having regard to National and Regional Policies on Waste and Renewable Energy, and Policies 13, WAST1 – Provision of Waste Management Facilities, WAST2 – Criteria for Assessing Waste Management Facilities, COMM8 – Other Renewable Energy Scheme, ENV6 – East Vale Coast, ENV7 – Water Resources, ENV16 – Protected Species, ENV18 – Archaeological Field Evaluation, ENV26 – Contaminated Land and Unstable Land, ENV27 – Design of New Developments, ENV29 – Protection of Environmental Quality, EMP2 – New Business and Industrial Development, EMP3 – General Industry, TRAN10 - Parking and TRAN11 – Road Freight of the Vale of Glamorgan Adopted Unitary Development Plan 1996-2011, it is concluded that the proposal would represent a sustainable, renewable energy proposal, which meets the above policies, while also satisfactorily protecting the interests of local residential and visual amenity, and highway safety, while not compromising other material considerations detailed in the accompanying report.

NOTE:

Please note that this consent is specific to the plans and particulars approved as part of the application. Any departure from the approved plans will constitute unauthorised development and may be liable to enforcement action. You (or any subsequent developer) should advise the Council of any actual or proposed variations from the approved plans immediately so that you can be advised how to best resolve the matter.

In addition, any conditions that the Council has imposed on this consent will be listed above and should be read carefully. It is your (or any subsequent developers) responsibility to ensure that the terms of all conditions are met in full at the appropriate time (as outlined in the specific condition).

The commencement of development without firstly meeting in full the terms of any conditions that require the submission of details prior to the commencement of development will constitute unauthorised development. This will necessitate the

submission of a further application to retain the unauthorised development and may render you liable to formal enforcement action.

Failure on the part of the developer to observe the requirements of any other conditions could result in the Council pursuing formal enforcement action in the form of a Breach of Condition Notice.

Dated: 31 July 2015

M. J. Goldsworthy

Head of Regeneration and Planning

**IT IS IMPORTANT THAT YOU SHOULD READ THE NOTES
ATTACHED TO THIS FORM.**

Note for applicant/agent

THESE NOTES SHOULD ALWAYS BE REPRODUCED WITH
COPIES OF THE DECISION NOTICE

NOTES

Notification to be sent to an applicant when a Local Planning Authority refuse planning permission or grant it subject to conditions.

Appeals to the Welsh Government:

- If you are aggrieved by the decision of the Local Planning Authority to refuse permission for the proposed development or to grant it subject to conditions, then you can appeal to the Welsh Government under Section 78 of the Town and Country Planning Act 1990 (as amended).
- If you want to appeal, then you must do so within six months of the date of this notice, using a form which you can get from The Planning Inspectorate, Crown Buildings, Cathays Park, Cardiff CF10 3NQ.
- The Welsh Government can allow a longer period of an appeal, but will not normally be prepared to use this power unless there are special circumstances which excuse the delay in giving notice of appeal.
- The Welsh Government need not consider an appeal if it seems that the Local Planning Authority could not have granted planning permission for the proposed development or could not have granted it without the conditions they imposed, having regard to the statutory requirements, to the provisions of any Development Order and to any directions given under a Development Order.
- In practice, the Welsh Government does not refuse to consider appeals solely because the Local Planning Authority based their decision on a direction given by them.

Purchase Notices:

- If either the Local Planning Authority or the Welsh Government refuses permission to develop land or grants it subject to conditions, the owner may claim that he/she can neither put the land to a reasonable beneficial use in its existing state nor render the land capable of a reasonably beneficial use by the carrying out of any development which has been or would be permitted.
- In these circumstances, the owner may serve a Purchase Notice on the Council. This notice will require the Council to purchase his/her interest in the land in accordance with the provisions of Part VI of the Town and Country Planning Act 1990 (as amended).

PLEASE NOTE: THIS NOTICE RELATES ONLY TO A PLANNING DECISION AND DOES NOT RELATE TO OTHER LEGISLATION INCLUDING ANY LEGISLATION UNDER:

BUILDING REGULATIONS
LISTED BUILDING LEGISLATION
HIGHWAY LEGISLATION

IF PLANNING CONSENT HAS BEEN GRANTED IT IS ADVISABLE TO ESTABLISH WHETHER ANY OTHER FORM OF CONSENT IS REQUIRED AND TO OBTAIN SUCH CONSENT BEFORE COMMENCING DEVELOPMENT

Please quote the application number in all correspondence.

Date/Dyddiad: 7 September 2022

Ask for/Gofynwch am: Sarah Feist

Telephone/Rhif ffon: (01446) 704681

My Ref/Cyf: P/DC/SF/

e-mail/e-bost: Planning@valeofglamorgan.gov.uk

The Vale of Glamorgan Council
Dock Office, Barry Docks, Barry CF63 4RT
Tel: (01446) 700111

Cyngor Bro Morgannwg
Swyddfa'r Doc, Dociau'r Barri, Y Barri CF63 4RT
Ffôn: (01446) 700111



www.valeofglamorgan.gov.uk

Appeal B

Section 78 Discharge of Condition Appeal

Council Reference:

2015/00031/5/CD

PEDW Reference:

CAS-01476-M1N1C0

Appeal Start Date:

5^h September 2022

Appeal by:

Biomass UK No.2 Limited

The appeal follows the failure of the Council to determine the above discharge of condition application relating to the conditions numbered 5, 11, 12, 13, 14, 15, 16, 17, 19, 20, 21, 25 and 29 on planning application 2015/00031/OUT.

These appeals are to be linked together and determined on the basis of a **Public Inquiry**, conducted by an Inspector from PEDW, and once the date and venue is known you will be notified again. Please note that you are able to attend the Inquiry (or arrange for someone to attend on your behalf) and may state your views verbally at the discretion of the Inspector. Alternatively, you may submit your views in writing, in which case they will be disclosed to the appeal parties and may also be read out at the inquiry.

Any comments made at the application stage in relation to the Discharge of Condition appeal will be forwarded to PEDW. If you wish to make any additional comments or representations on either appeal, you should send these direct to **PEDW, Crown Buildings, Cathays Park, Cardiff, CF10 3NQ**, quoting the reference **CAS-01341-N2Q5B8 (Enforcement Appeal A) or CAS-01476-M1N1C0 (Discharge of Condition Appeal B)**. You can also make your representations by email to PEDW.Casework@gov.wales. Such comments must not exceed 3000 words and be submitted no later than **23rd November 2022**. Any representations received after the deadline will not normally be seen by the Inspector and will be returned to you.

You can get a copy of the PEDW leaflet 'A Guide to Engaging with PEDW' from PEDW at the address given above or online at: <https://gov.wales/sites/default/files/publications/2021-09/guide-to-engaging-with-planning-and-environment-decisions-wales.pdf>

A copy of the appeal decision can be obtained by making a request in writing to PEDW at the address given above. If you wish to inspect any document in connection with this appeal, please visit <https://planningcasework.service.gov.wales> or contact PEDW at the following email address: PEDW.Casework@gov.wales/PEDW.GwaithAchos@llyw.cymru

Yours faithfully

Vale of Glamorgan Council
(Local Planning Authority)