

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

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

(b) any declarations of interest;

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

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

### **BARRY TOWN COUNCIL**

#### **MINUTES OF A MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE HELD ON MONDAY 13 MARCH 2023 AT 7PM**

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

**ALSO PRESENT:** Amanda Evans – Facilities and Cemeteries Manager  
Rebecca Blackwell – Office Team Leader  
Councillor S Hodges – Observer  
Councillor Johnson – Observer

#### **A 32. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Dancey and E Goodjohn

#### **A 33. DECLARATIONS OF INTEREST**

None were received.

#### **A 34. WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015**

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

#### **A 35. TO APPROVE THE MINUTES OF THE MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE HELD ON 3 OCTOBER 2023**

The Facilities and Cemeteries Manager advised that the Porthkerry Cemetery Fees had been agreed by the Vale of Glamorgan Council and have been distributed to Funeral Directors and Monumental Masons

**RESOLVED that the minutes of the meeting of the Halls, Cemeteries and Community Facilities Committee held on 3 October 2023 be approved and signed as a correct record.**

**A 36.**

**BUDGET MONITORING REPORT TO 31 JANUARY 2023**

Members were provided with a report outlining the Committee's income and expenditure in the 2022/23 financial year as at the end of January 2023.

The Facilities and Cemeteries Manager advised that there had been new safety equipment purchased and the change from red diesel to white meant there had been an increase in costs.

Councillor Johnson asked what the reason behind the change from red diesel to white diesel was. The Facilities and Cemeteries Manager advised that it was a Welsh Government Decision in which the Council had to comply with and the duty is higher on the fuel.

Councillor Johnson also asked that the £9,000 put aside for the mindfulness garden at Cemetery Approach, can that be placed into next years budget. The Facilities and Cemeteries manager advised that the Council are awaiting Planning Permission and that the project will go into 2023/24.

Councillor Hennessy asked for a breakdown on the £10,000 Property Maintenance budget, the Facilities and Cemeteries Manager advised that the Deputy Chief Officer had received no questions prior to the meeting and that she would be happy to request a breakdown of cost to be sent out if it is required. The Chair noted that it would have included the re-decoration of the Chapel, Fire Risk Assessments, plus other costs.

**RESOLVED that the budget monitoring report for January 2023 be received noting the projected new overspend (deficit for the year) of £57,850 in 2022/23.**

**A 37.**

**CEMETERY AND FACILITIES UPDATE**

Members were provided with a report to update since the last meeting on 3 October 2022.

Members were asked as part of the update that if the Heritage Award is retained, it will be awarded in the form of a flag and were asked which flags would they like flown at the Cemetery.

The Chair responded that he would like all three to be flown and that if successful in retaining the Heritage Award then Planning Permission should be sought for a third flag pole.

Councillor Payne asked where had 'The Best Picture' competition been promoted to. Suggesting that the Head of Governor Services be contacted instead of the school headteachers.

**RESOLVED:**

1. That the report be received and noted
2. That should the Heritage Award be retained then costs for the erection of a third flag pole be explored, with all three flags being flown at Merthyr Dyfan Cemetery.

**A 38. TRANSFER OF EXCLUSIVE RIGHT OF BURIAL (1357-1367 INCLUSIVE)**

**RESOLVED** that the Transfer of Exclusive Right of Burial (1357-1367 inclusive) be granted to those named on each transfer request.

**A 39. GRANTS OF EXCLUSIVE RIGHT OF BURIAL (13895 - 13949 INCLUSIVE)**

**RESOLVED** that the Grants of Exclusive Right of Burial (13895 – 13949 inclusive) be granted to those named on the interment forms.

**A 40. DATE OF NEXT MEETING**

**RESOLVED:** That the date of the next Halls, Cemeteries and Community Facilities Committee will be agreed at the Annual Meeting schedule to be held on Tuesday 16 May 2023

**A 41. 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 42. SURGE POOL REPAIRS**

Members were provided with a report advising of quotes received to make repairs to the surge pool at Merthyr Dyfan Cemetery.

Members were happy to choose quote (a) within the report

**RESOLVED:** That members agree to appoint the contractor who provided quote (a) and instructed the Facilities and Cemeteries Manager to proceed with the works outlined within the report.

**A 43.            STAFF ROOM**

Members were provided with a report which gave an update in relation to the staff mess room and its potential refurbishment or extension.

Councillor Hennessy suggested that the building be cladded in wood to have a better fit within the Cemetery.

The Facilities and Cemeteries Manager advised members that since the Deep Dive Review of the Cemetery Team, members are requested to put a hold on this project until the recommendations had been discussed.

**RESOLVED:**

- 1. That members note the options for reconfigurations/extension**
- 2. That members note the costs attached to the proposals which will require Council consideration at a later date**
- 3. That the project is put on hold until the Deep Dive Review of the Cemeteries Department/Team is further explored.**

Meeting Closed at 7.25pm

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