

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 10 JULY 2023 AT 7PM

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

ALSO PRESENT: Amanda Evans – Facilities and Cemeteries Manager
Kathryn Thomas – Office Team Leader
Councillor S Hodges – Observer
Councillor Johnson – Observer

A 44. APOLOGIES FOR ABSENCE

No Apologies were received

A 45. DECLARATIONS OF INTEREST

None were received.

A 46. WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015

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

A 47. 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 48. TO APPROVE THE MINUTES OF THE MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE HELD ON 13 MARCH 2023

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 49. BUDGET MONITORING REPORT TO 31 MAY 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 May 2023.

Councillor Johnson had a question about the Rates and the figures on the report. The Facilities & Cemeteries Manager said she ask the Finance Officer and report back.

RESOLVED that the budget monitoring report for March 2023 be received noting the projected net underspend (surplus for the year) of £6,828 in 2023/24

A 50 TRANSFER OF EXCLUSIVE RIGHT OF BURIAL (1398-1425 INCLUSIVE)

RESOLVED that the Transfer of Exclusive Right of Burial (1398-1425 inclusive) be granted to those named on each transfer request.

A 51 GRANTS OF EXCLUSIVE RIGHT OF BURIAL (13950 - 13976 INCLUSIVE)

RESOLVED that the Grants of Exclusive Right of Burial (13950 – 13976 inclusive) be granted to those named on the interment forms.

A 52. CEMETERY AND FACILITIES UPDATE

Members were provided with a report to update since the last meeting on 13 March 2023.

The Facilities and Cemeteries Manager confirmed Planning Permission has been granted for the 2 Flagpoles at the Cemetery from the Vale of Glamorgan and we will not need to reapply again for the next 5 years.

The Launch of the Remembrance and Mindfulness Garden will be taking place on Wednesday 12 July at 11.00am

All memorial tests have now been completed. Spot checks will be completed over the summer to ensure all have been captured as part of diligence

All 30 saplings have been received from the Woodland Trust and have been planted. Councillor Johnson asked approximately how many we

will lose? The Facilities and Cemeteries Manager confirmed 135 were planted last year and we only lost 19.

The heater in the Chapel is now up and running

The Porthkerry cemetery maps have all been updated as agreed with the Vale of Glamorgan

A review of all the Cemetery forms will be taking place over the summer to ensure we have everything in place and the team are happy on how to complete these.

Due to the unusual level of complaints received relating to certain sections up Merthyr Dyfan Cemetery, 2 agency staff were taken on which eased the issue with the long grass without the month of June. 1 agency staff member will stay on until September to cover the summer period and support absence.

Councillor Ian Johnson asked how we were logging the complaints – the Facilities & Cemeteries manager advised that calls, verbal communication and emails are collated and responded. Lessons for next year with regards to the warmer weather coming earlier and absence levels. We have had 6 complaints in a month compared to 2 last month

Councillor S Hodges said these complaints come in every year. Councillor Hennessey commented that the grass was not an issue. It's the strimming that is an issue. He said we should trim then mow however Facilities and Cemeteries Manager advised she is happy to discuss best practice with the team.

Tours and Candle-lighting services have been very successful and well received with the next one scheduled for 27 July

The Vale of Glamorgan has been informed that we are back down to 4 full burial plots at Porthkerry Cemetery.

The new Facilities Team leader is now in post since 2nd May and all training needs have been completed

Since introducing QR codes to the Pioneer Hall and Community Centre we have not been receiving any customer feedback however, we will be sending out forms along with the hire forms to encourage feedback whilst looking at how to better communicate the presence of the QR code and their use.

RESOLVED:

That the report be received and noted

A 53. 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 2nd October 2023 but if anything come up in the meantime, we can try and schedule another meeting.

A 54. 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 55. Flag pole

Quotes were received for the cost of a third flag pole at Merthyr Dyfan Cemetery and Councillors agreed that this would be a benefit to the site and instructed the Facilities and Cemeteries Manager to go ahead with arranging this

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 56. Famous Notice Board

Members were provided with a report for another Heritage information board for Merthyr Dyfan Cemetery. This was for Sir William Carruthers.

Councillors Catherine Iannucci and Lesley Dancy both commented that they don't know anything about Sir William Carruthers apart from he is buried at Merthyr Dyfan Cemetery

Councillor Shirley Hodges is going to investigate to see if he has done anything else

RESOLVED: It was agreed to put this on hold until more information is found.

A 57. Best Picture Competition

A large selection of drawings had been received by Council with regards to the "Best picture competition" the pictures had been shortlisted to the best 6 and from these the committee voted on and agreed the winner.

RESOLVED: The winner of the competition was selected

Meeting Closed at 7.35pm

Signed (Chairperson) Dated