

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 2 OCTOBER 2023 AT 7PM**

**PRESENT:** Councillor N Hodges (Chairperson) together with, Councillors Aviet, EJ Goodjohn, Hennessy, Johnson (Town Mayor – EX Officio) and McKinney

**ALSO PRESENT:** Mark Sims – Deputy Chief Officer  
Kathryn Thomas – Office Team Leader  
Stella Lewis - Administrator  
Councillor S Hodges – Observer

**A 58**            **APOLOGIES FOR ABSENCE**  
Councillor Iannucci

Councillor Dancey (apologies received after the meeting)

**A 59.**            **DECLARATIONS OF INTEREST**

None were received.

**A 60.**            **WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015**

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

**A 61.**            **TO APPROVE THE MINUTES OF THE MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE HELD ON 10 JULY 2023**

**RESOLVED** that the minutes of the meeting of the Halls, Cemeteries and Community Facilities Committee held on 10 July 2023 be approved and signed as a correct record.

**A 62. BUDGET MONITORING REPORT TO 31 AUGUST 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 August 2023.

**RESOLVED** that the budget monitoring report for August 2023 be received noting the projected net underspend (surplus for the year) of £83,526 in 2023/24.

**A 63 DRAFT HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE ESTIMATES FOR 2024/25**

Members were provided with the draft estimates for 2024/25

The Deputy Chief Officer stated there was a slight variation to the figure for the salaries of the cemetery staff. The revised budget is £463.982.

Cemetery Interment fees, exclusive rights of burial fees and memorial fees have not been accounted for as awaiting Committee's decision.

**RECOMMENDATION: To a meeting of Finance, Policy and general Purposes Committee being held on 27 November 2023 that the draft estimates for 2023/24 as confirmation of the Halls, Cemeteries and Community Facilities Committee requirements for the 2023/24 financial year.**

**A 64. CEMETERY FEES AND CHARGES 2024/25**

Members to consider, and review the cemetery fees and charges for the financial year 1 April 2024 to March 2025.

Members are requested to consider an increase of either 5.0% or 10.0% to the cemetery interment fees, exclusive rights of burial fees, memorial fees and Sanctum Panorama Columbaria with no increase to the other burial fees.

Councillor Goodjohn agreed we need to keep costs as low as possible for the people of Barry.

Councillor N Hodges proposed a 5% increase and was seconded by Councillor Hennessey.

Councillor Johnson agreed as it's a fair amount.

Councillor N Hodges considered and agreed for Merthyr Dyfan Cemetery and Porthkerry Cemetery.

**RESOLVED: The proposal fees and charges for the 2024/25 be increased to 5%**

**A 65. PIONEER HALL AND CEMETERY APPROACH COMMUNITY CENTRE FEES AND CHARGES 2024/25**

Members to consider, and review the hire charges at the Pioneer Hall and the Cemetery Approach Community Centres.

Council were given the current price list.

Councillor N Hodges said he didn't think we should increase the price but to keep it as it is. This was proposed by the Chair and seconded by Councillor Hennessey.

**RECOMMENDATION to a meeting of the Finance, Policy and General Purposes Committee being held on 27 November 2023 that a proposal of a zero increase to the fees and charges for the Pioneer Hall and the Cemetery Approach Community Centre.**

**A 66. REQUEST FROM SOUTH WALES POLICE FOR FREE USE OF THE PIONEER HALL**

Council have had a request from Steven Westlake from South Wales Police asking if they could hire Pioneer Hall once a fortnight for Police Cadet training, however they are requesting if this can be free of charge.

The cost of hiring the hall would normally be £40 a month and as we are low on regular hirers, it would be good to see the hall being used.

Councillor Goodjohn agreed and said we should encourage young people and the Police working together.

Councillor S Hodges commented as an observer that surely the Police have a budget for this themselves. We still have to pay utility bills for the hall and Councillor S Hodges feels this is putting a lot of pressure on the committee. We shouldn't have to subsidise it.

Councillor Hennessey agrees with Councillor S Hodges and Goodjohn and suggested we should maybe ask them for half the fee.

Councillor Johnson said the police have a £360m budget and is surprised that they have asked us.

Councillor N Hodges was also surprised and is not sure we should commit. Why can't the Police use the Barry Police Station? We are all for helping groups and charities in the town, but the Police have a large budget.

Councillor N Hodges proposed that we turn down the application.

Councillor McKinney asked if it was for young people and Councillor S Hodges said it was for Police Cadets.

Councillor McKinney said maybe they don't want to use the police station as it will be youngsters going in there.

Councillor Aviet suggested using the YMCA but Councillor Goodjohn said there would be no space at the YMCA.

Councillor S Hodges asked the Deputy Chief Officer would the cost cover the utility bill but the Deputy Chief Officer said it probably would cover that but not everything.

Councillor S Hodges said we are subsidising the service anyway.

Councillor Johnson said we subsidise 80% of the cost.

The Deputy Chief Officer said regular hirers receive a 10% discount.

Councillor Hennessy said we are not willing to give it for free but would consider half the cost.

Councillor Goodjohn said if people were in the hall it would raise awareness.

**RESOLVED: The application from South Wales Police for the hire of the Pioneer Hall free of charge not be agreed.**

**A 67.**

### **HUMANIST FUNERALS**

Officers received a request from a Local Funeral Director asking whether Council would permit a Humanist funeral to take place in the Cemetery Approach Community Centre and if so, what would be the price.

Councillor Hennessey requested clarification on what a Humanist Service was. Councillors N Hodges and Goodjohn explained that is a Non-Religious ceremony.

Councillor N Hodges said that the Chapel in the Cemetery is also available which is non-denominational. There is a wooden cross on the wall of the chapel, however that can be taken down if needed.

Councillor N Hodges said we need to make the necessary checks to ensure a coffin is allowed in the Hall.

Councillor Johnson agreed and asked what the financial cost would be.

Councillor N Hodges said the rate would be set the same as the Chapel which is £77.

The Deputy Chief Officer advised that guidance obtained states 'There are no legal restrictions on where a funeral can be held and therefore no license would be required.

Councillor N Hodges suggested that council accept the idea in principal but to give councillors time to speak to the Deputy Chief Officer to discuss the cost, however the Deputy Chief Officer suggested it would be the same price.

Councillor S Hodges suggested families could use the Chapel for the service and then use Cemetery Approach Community Centre for the wake.

Councillor S Hodges said we would need to stipulate that the coffin would need to be transported to the Cemetery in a hearse rather than be carried by hand.

Councillor Aviet asked if there were any Health & Safety issues to have a coffin in the community centre.

The Deputy Chief Officer advised that guidance had been sought stating 'a coffin can be present anywhere that will accept it'

**RESOLVED: To agree in principal to allow Humanist Funerals at the Cemetery Approach Community Centre**

**A 68. TRANSFER OF EXCLUSIVE RIGHT OF BURIAL**

**RESOLVED that the Transfer of Exclusive Right of Burial (1426 - 1456 inclusive) be granted to those named on each transfer request.**

**A 69. GRANTS OF EXCLUSIVE RIGHT OF BURIAL**

**RESOLVED that the Grants of Exclusive Right of Burial (13977 – 13985 inclusive) be granted to those named on the interment forms.**

**A 70. DATE OF NEXT MEETING**

**RESOLVED that the next meeting of the Halls, Cemeteries and Community Facilities Committee is scheduled to be held on Monday 22 January 2024**

**Meeting Closed at 7.39pm**

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