

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 FINANCE, POLICY & GENERAL PURPOSES COMMITTEE HELD ON MONDAY 27 NOVEMBER 2023 AT 7PM**

**PRESENT:** Councillor Brooks (Chair) together with Councillors Clarke, Drake, E S Goodjohn (Vice Chairperson), S Hodges and Johnson (Town Mayor Ex-Officio)

**ALSO PRESENT:** Mark Sims – Deputy Chief Officer  
Rachel Williams – Finance Administrator  
Councillor N Hodges (arrived at 7:38pm)

F103. **APOLOGIES FOR ABSENCE**

Councillor McKinney

F104. **TO RECEIVE DECLARATIONS OF INTEREST UNDER THE COUNCILS CODE OF CONDUCT**

**RESOLVED:** That no declaration of interest were received.

F105. **WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015**

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

F106. **TO APPROVE THE MINUTES OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE MEETING HELD ON 11 SEPTEMBER 2023**

**RESOLVED:** That the minutes of the Finance, Policy & General Purposes Committee held on Monday 11 September 2023 be approved and signed as correct record.

F107. **TO RECEIVE A BUDGET MONITORING REPORT TO 31 OCTOBER 2023**

Members were informed about the Council's income and expenditure in the 2023/24 financial year as at the end of October 2023.

**RESOLVED: That the budget monitoring report for October 2023, indicating actual income and expenditure up to the end of month seven in the 2023/24 financial year be received currently projecting a net underspend of £57,738.**

F108. **TO RECEIVE RECOMMENDATIONS FROM OTHER COMMITTEES**

a) **Draft budget 2024/25**

Members were provided with recommendations from the Halls, Cemeteries and Community Facilities Committee and the Personnel Committee relating to the Draft Budget for 2024/25.

Members agreed to implement a 5% increase to cemetery interment fees, exclusive rights of burial fees, memorial fees and Sanctum Panorama Columbaria. Members also agreed to implement zero increase in relation to the hire of our community halls.

**RESOLVED that members approve the following for inclusion in the draft budget for 2024/25;**

1. **That the Cemetery Fees and Charges be increased by 5%.**
2. **That no increase be made to the prices at the Pioneer Hall and the Cemetery Approach Community Centre.**
3. **That the draft estimates for 2024/25 is agreed as confirmation of the Halls, Cemeteries and Community Facilities Committee's requirements for the 2024/25 financial year.**
4. **That the draft budgets for the 2024/25 is agreed as confirmation of the Personnel Committee's requirements for the 2024/25 financial year.**

F109. **ENGAGEMENT AND EVENTS TEAM**

a) **Budget Considerations**

Members were provided with a report from the Engagement and Events team which included an overview of proposed changes to the Engagement and Events Civic and Corporate budgets for 2024/25.

Members agreed that they would require for the proposed budget figures to be included in the draft budget for 2024/25 to be able to come to a decision on this. Members therefore agreed to defer this item along with the draft budget 2024/25 and discuss these further at an extraordinary meeting to be held on Tuesday 5 December 2023.

**RESOLVED: That the Engagement and Events Team's budget proposals be deferred to an Extraordinary meeting of Finance, Policy and General Purposes Committee to be held on Tuesday 5 December 2023 at 7.00pm (REMOTE ONLY).**

**b) St. David's Day Event**

Members were provided with a report from the Engagement and Events team to request a budget to host a St David's Day event. Members supported the idea of a St David's Day event and agreed a new budget of £5,000 that would be a virement from Community Grants/Arts, Culture and Entertainment (£30,000 budget).

**RESOLVED: That a virement is agreed from Community Grants/Arts, Culture and Entertainment budget (£30,000) to create a new £5,000 budget for a St David's Day event.**

F110.

**TO CONSIDER THE DRAFT BUDGET 2024/25**

Members were provided with the draft budget 2023/24 for recommendation but agreed to defer this for discussion at an Extraordinary Finance, Policy and General Purposes Committee to be held on Tuesday 5 December due to additional information needing to be included in the draft budget.

**RESOLVED: That members defer the draft budget 2024/25 to an Extraordinary meeting of Finance, Policy and General Purposes Committee to be held on Tuesday 5 December 2023 at 7.00pm (REMOTE ONLY).**

F111.

**GRANTS AND DONATIONS 2023/24**

**a) Christmas Meals for Voluntary Organisations**

Members were requested to consider grant applications for Christmas Meals under the General Power of Competence, Section 24 of the Local Government and Elections (Wales) Act 2021. The Deputy Chief Officer advised that an amount of £2,700 has been included within the Council's budget for Community Grants – Christmas Meals.

<b>Community Organisation</b>	<b>Amount Awarded</b>
Barry Veterans Group	£130.00
Barry Nordic Walking Group	£105.00
New Colcot Community Association – Whist Drive	£125.00
New Colcot Community Association – Seniors Bingo	£275.00
Barry Women’s Institute Highlight Park	£500.00
Castleland Lunch Club	£ 75.00
Friends and Neighbours	£410.00
Cadoxton Youth Project	£250.00
Social Sisters	£330.00
Barry Round Table	£500.00
<b>Total</b>	<b>£2,700.00</b>

**RESOLVED: That members agree to award the various applications for community grants – Christmas meals, under the General Power of Competence, Section 24 of the Local Government and Elections (Wales) Act 2021.**

**b) Grants for Businesses and Voluntary and Community Organisations**

Members were requested to consider the applications under the General Power of Competence, Section 24 of the Local Government and Elections (Wales) Act 2021.

**1. RESOLVED: That members agree to not award financial assistance as follows:**

96 Events	No Award	
Barry Veterans Group	No Award	Note 1
DOJO Training Ltd	No Award	Note 2
Alfie Davies	No Award	

Note 1 – Members requested that the Barry Veterans Group be advised that the Royal British Legion provide grant assistance.

Note 2 – Members requested that DOJO Training Ltd be advised of the Vale of Glamorgan Council’s new Cost of Living Grant Fund.

**2. RESOLVED: That members agree to award financial assistance of £22,000, under the General Power of Competence, Section 24 of the Local Government and Elections (Wales) Act 2021 to Mack Events for GlastonBarry**

**2024 from the Corporate Projects/Arts, Culture and Entertainment budget in 2024/25**

- 3. RESOLVED: That members agree to award financial assistance of £24,500, under the General Power of Competence, Section 24 of the Local Government and Elections (Wales) Act 2021 to Mack Events for GlastonBarry 2025 from the Corporate Projects/Arts, Culture and Entertainment budget in 2025/26**
- 4. RESOLVED: That members agreed to close grant applications for 2023/2024.**

F112. **GDPR UPDATE**

The Deputy Chief Officer advised members that there was nothing to report in relation to GDPR and all new staff have done their GDPR training.

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

F113. **INTERNAL AUDIT REPORT 2023/24 (FIRST INTERIM)**

Members were provided with the internal auditor's reports (first interim) for 2023/24.

**RESOLVED that the internal auditor's reports (first interim) 2023/24 be received and noted.**

F114. **DATE OF NEXT MEETING**

**RESOLVED that the date of the next meeting will be an Extraordinary Finance, Policy and General Purposes Committee on Tuesday, 5 December 2023 (as per minute F110 above) and then the next scheduled meeting of the Finance, Policy and General Purposes Committee to be held on Monday, 29 January 2024.**

F115. **EXCLUSION OF THE PRESS & 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.**

F116. **SUSPENSION OF STANDING ORDER 3(aa)**

**RESOLVED** that Standing Order 3(aa) be suspended for a period of thirty minutes.

F117. **TO RECEIVE RECOMMENDATIONS FROM OTHER COMMITTEES**

a. **Personnel Committee, 13 November 2023**

Members were provided with a recommendation from the Personnel Committee that Council consider affiliation with Worknest or Peninsula who are Human Resources and Health and Safety advisors. Members agreed that they would prefer to remain with One Voice Wales for Human Resources and Health and Safety advice however willing for the Chief Officer to revisit this upon her return.

- 1. RESOLVED: That Council do not affiliate with Worknest or Peninsula, and that the Chief Officer revisit Human Resources and Health and Safety advisors upon her return.**

Members were also provided with a recommendation from the Personnel committee that members review the current job description and employee specification for postholder 194 and the associate spinal point. Members agreed with the recommendation.

- 2. RESOLVED: That postholder 194's role be regraded to be spinal points 5-11 with the postholder's pay increasing with immediate effect to spinal point 10.**

Members were also requested to consider and agree an increase in salary scale banding for postholder 216 from spinal points 25-28 to spinal points 28-31. Members noted that due to the role having been evaluated just over 12 months prior that they require further information before coming to a decision on this recommendation. With the Locum Chief Officer suggesting increasing the grade and salary due to aligning with other roles across the staff structure, specifically postholder 211, members requested that both roles be evaluated for comparison.

- 3. RESOLVED: That One voice Wales undertaken a job evaluation on postholders 216 and 211 and report back to the meeting of Finance, Policy & General Purposes Committee in January 2024.**

F118. **INVESTIGATION BY ONE VOICE WALES**

Members received a report from One Voice Wales and due to the confidential nature of the matter details will be held by the Chief Officer.

**RESOLVED: That under the General Power of Competence, Section 24 of the Local Government and Elections (Wales) Act 2021, an amount of £98.40 be awarded to the Barry Town Council Mayor's Charity Account.**

Meeting closed at 8.50 pm.

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