



BARRY TOWN COUNCIL CYNGOR TREF Y BARRI

Your Ref:

Please reply to: TOWN CLERK

When calling please ask for:

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 MONDAY 12 FEBRUARY 2024 COMMENCING AT 07.00 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

Emily Forbes
Chief Officer

*The Council welcomes correspondence in English or Welsh
Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg neu'n Saesneg*

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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*
- (b) long-term effect;*
- (c) 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;*
- (d) 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;*

(e) 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;

(f) 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 11 December 2023** (Pages 1620 - 1628)
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 Planning Committees held on 12 December 2023, 9 January 2024 & 30 January 2024.** (Pages 1629 - 1649)
10. **To receive and note the minutes of the Personnel Committee held on 5 February 2024 and to give consideration to any recommendations therein.** (Pages 1650 - 1653)
11. **To receive and note the minutes of the Finance, Policy and General Purposes Committee held on 29 January 2024.** (Pages 1654 - 1657)
12. **To receive and note the minutes of the Halls, Cemeteries and Community Facilities Committee held on 22 January 2024.** (Pages 1658 - 1662)

ENGAGEMENT & EVENTS

13. **To receive results of the Public consultation on 2024 Budget proposals**
(Pages 1663 - 1665)
14. **Mayor's Replica Chain** **(Pages 1666 - 1668)**

FINANCE

15. **Budget Monitoring Report to 31 January 2024**
(Pages 1669 - 1672)

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

16. **To consider the Draft 2024-2025 Budget to determine Precept for 2023/24**
(Pages 1673 - 1685)
17. **Date of Next Meeting**

To note that the next meeting of Full Council is scheduled to be held on Monday 15 April 2024

18. **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

19. **To receive an update report on data from Christmas Events and future events planned**
(Pages 1686 - 1688)
20. **Cadoxton Community Orchard Update** **(To Follow)**

Distribution

The Mayor (Councillor Ian Johnson) 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.

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.

MINUTES OF THE MEETING OF COUNCIL HELD ON MONDAY 11 DECEMBER 2023 AT 7PM

PRESENT: The Mayor (Councillor Johnson) together with Councillors Aviet, Ball, Brooks, Charles, Clarke, Collins, Dancey, Davies-Powell, Drake, E J Goodjohn, E S Goodjohn, Hennessy, N Hodges, S Hodges, Iannucci, McKinney, Payne, Perkes, Thomas, William

ALSO PRESENT:

Tracy Predeth	Locum Chief Officer
Mark Sims	Deputy Chief Officer
Kathryn Thomas	Office Team Leader
Jason Harvey	Engagement & Events Team Manager

297. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Wilkinson.

298. **TO RECEIVE DECLARATIONS OF INTEREST UNDER THE COUNCIL'S CODE OF CONDUCT**

RESOLVED: That no declaration of interest were received.

299. **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;

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 - (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.

300.

TO APPROVE AND SIGN THE MINUTES OF THE EXTRAORDINARY FULL COUNCIL MEETING HELD ON WEDNESDAY 24 OCTOBER 2023

Councillor S Hodges asked for an update regarding minute number 296 (v). The Engagement and Events Team Manager advised that he and the Locum Chief Officer had agreed to meet in the New Year to discuss submitting the complaint.

Councillor S Hodges suggested that Councillors should meet with the officers with regards to the complaint.

Councillor Brooks agreed with Councillor S Hodges and suggested that herself along with Councillors, Hennessey, S Hodges, Johnson and Perkes meet in the New Year with the officers on this matter.

RESOLVED:

- 1. That the minutes of the Extraordinary meeting Full Council held on Wednesday 24 October 2022 be approved and signed as a correct record.**

2. That Councillors Brooks, Hennessey, S Hodges, Johnson and Perkes meet with the Locum Chief Officer and the Engagement and Events Team Manager to consider the formal complaint to be submitted to the Royal British Legion.

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

The Mayor provided members with an update of the events he had attended. The Mayor advised that he had attended The Which Craft Event on Halloween, the Mayor's Craft Fayre, The Christmas Light Switch on and the Mental Elf Run. There is also going to be a quiz night in January 2024.

The Mayor advised that raffle tickets for the Mayor's raffle are still on sale if anyone would like to buy some.

RESOLVED: That communications from the Mayor be received and noted.

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

None were received.

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

None were received.

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

None were received.

305. **TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE HELD ON 17 OCTOBER 2023, 7 NOVEMBER 2023 AND 28 NOVEMBER 2023**

Members were provided with the minutes of the Planning Committee's meetings held on 17 October 2023, 7 November 2023 and 28 November 2023.

RESOLVED: That the minutes of the Planning Committee meetings held on 17 October 2023, 7 November 2023 and 28 November 2023 be received and noted.

306. **TO RECEIVE AND NOTE THE MINUTES OF THE PERSONNEL COMMITTEE HELD ON 13 NOVEMBER 2023 AND TO GIVE CONSIDERATION TO ANY RECOMMENDATIONS THERIN.**

Members were provided with the minutes of the Personnel Committee meeting held on 13 November 2023.

RESOLVED: That the minutes of the Personnel Committee held on 13 November 2023 be received and noted.

307. **TO RECEIVE AND NOTE THE MINUTES OF THE FINANCE, POLICY AND GENERAL PURPOSES COMMITTEE HELD ON 27 NOVEMBER 2023**

Members were provided with the minutes of the Finance, Policy and General Purposes Committee meeting held on 27 November 2023.

Councillor S Hodges provided clarification on minute number F111(b) confirming that she had contacted the Royal British Legion who advised that although they used to provide donations to Groups prior to the Covid-19 pandemic that they haven't reintroduced yet, they will provide support in kind to organisations working with veterans.

RESOLVED: That the minutes of the Finance, Policy and General Purposes Committee held on 27 November be received and noted.

308. **TO RECEIVE AND NOTE THE MINUTES OF THE EXTRAORDINARY FINANCE, POLICY AND GENERAL PURPOSES COMMITTEE HELD ON 5 DECEMBER**

Members were provided with the minutes of the Extraordinary Finance, Policy and General Purposes Committee meeting held on 5 December 2023.

RESOLVED: That the minutes of the Extraordinary Finance, Policy and General Purposes Committee meeting held on 5 December 2023 be received and noted.

309. **TO APPROVE THE SCHEDULE OF PAYMENTS FOR DECEMBER 2023**

Members were provided with the schedule of payments for December 2023 for approval consisting of BACS payments and direct debits in the amount of £21,715.57

RESOLVED: That the schedule of payments for December 2023 consisting of BACS payments and direct debits in the amount of £21,715.57 be approved subject to the relevant papers being in order.

310.

BUDGET MONITORING REPORT 31 OCTOBER 2023

Members were provided with a report outlining 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 to 31 October 2023 indicating actual income and expenditure up to the end of month seven in the 2023/24 financial year, be received and noted with the projected overspend of £174,878 for 2023/24 that will result in a net amount of £37,413 being transferred from reserves rather than an amount of £212,291 in the budget for 2023/24.

311.

TO APPROVE THE DRAFT 2024/2025 BUDGET FOR PUBLIC CONSULTATION

Members were requested to consider the Town Council's draft budget for 2024/25 that will go out for public consultation from 22 December 2023 – 19 January 2024. The draft budget will then be considered at the Town Council's meeting on 12 February 2024 to determine the precept to be levied on the Vale of Glamorgan Council.

Councillor Brooks advised that the 2024/2025 draft budget was a standstill budget with adjustments relating to known costs such as salary and inflationary pressures. It included proposals for using reserves and maintaining hall hire fees to protect small local business hirers and families using the hall for Children's Parties. Councillor Brooks advised that this was a prudent budget with initial savings of £73,450 however including an amount for potential Heritage Centre.

Councillor Brooks acknowledged that the Election reserve had been depleted following the Election 2022 and Byelection in 2023, and suggested that this will need to be kept on the agenda with a possibility of deferring adding to the Election reserve this year however Council will need to consider this in 2024 for 2025/26 budget. Councillor Brooks confirmed the draft budget included a 2% increase to the precept for 2024/25 being £1,284,202.

Councillor S Hodges agreed that it is a challenging budget with savings made where we can and that the budget will now go out to consultation with Council confirming the budget in February.

RESOLVED: That the draft budget be approved for public consultation that provisionally sets a precept requirement of £1,284,202.

312.

MAYORS REPLICA CHAIN

Members were provided with information regarding the cost of purchasing a Mayoral Replica Chain and the continuation of this.

The Engagements and Events Team Manager handed out replica chain examples and asked members to consider whether we should go with the original chain or go with other options,

Councillor S Hodges said the price of bullion fluctuates and previous Mayors got paid a substantial amount more to what the Mayor gets now. She also said that she doesn't want to diminish the replica chain and the position should be treated with due respect.

Councillor S Hodges suggested it might a good idea to refer to Finance Policy and General Purposes Committee.

Councillor Brooks agreed with referring this matter to the Finance, Policy and General Purposes Committee and requested that all Councillors need to have a look at options available prior to the next meeting.

Councillor Payne suggested to take photos of the replica chains, give prices and maybe even a video and then send to all councillors for their information.

Councillor Collins said she was not impressed with the quality and that we should continue with the current Replica Chain provided.

Councillor EJ Goodjohn also commented that we are in a cost of living crisis and this needs to thought of when making decisions.

RESOLVED:

- 1. That the report be received and noted.**
- 2. That the Engagement and Events Manager arrange for all Councillors to view the alternative options available.**
- 3. That this item be deferred to the next meeting of the Finance, Policy & General Purposes Committee being held on 29 January 2024.**

313.

HALLOWEEN WHICH CRAFT 2023

Members were provided with the event report in relation to the Barry Town Council's Which Craft Event for information.

Councillor Brooks and Johnson congratulated the Events team on a successful event. It was very well attended and very well run. Councillor Johnson was pleased to see members of staff dressed up.

Councillor S Hodges agreed and said there was great coverage online as well.

RESOLVED: That the Halloween Event report be received and noted.

314. **WORKPLACE RECYCLING REGULATIONS**

Members received a report advising of the new Workplace Recycling Regulations that come into effect on 6 April 2024.

Councillor S Hodges asked if there was a financial implication.

The Deputy Chief Officer said that it is likely there would be a cost but we are not aware of the costs at this time.

RESOLVED: That members received and noted the new Workplace Recycling Regulations report.

315. **DATE OF NEXT MEETING**

RESOLVED: That the next meeting of Full Council is scheduled to be held on 12 February 2024

316. **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.

317. **CHRISTMAS CLOSURE**

Members were provided with a report to consider the Council's closure over the Christmas period.

RESOLVED: That staff be provided with an additional two statutory days leave to be taken on 28 December and 29 December of each year.

318. **TO RECEIVE AND NOTE THE GOVERNANCE REPORT FROM ONE VOICE WALES WITH A VIEW TO MAKING ARRANGEMENTS FOR A NEW COMMITTEE STRUCTURE IN THE NEW YEAR**

The Locum Chief Officer circulated a governance report from One Voice Wales with a view to making arrangements for a new committee structure in 2024.

RESOLVED:

1. That the Governance Report from One Voice Wales be received and noted.
2. That the Locum Chief Officer produce a report back in January 2024 relating to the three recommendations included in the Governance Report from One Voice Wales.

319.

UPDATE FROM THE CHIEF OFFICER AND EXTENSION TO THE APPOINTMENT OF THE LOCUM CHIEF OFFICER

The Locum Chief Officer provide members with an update from the Chief Officer.

The Locum Chief Officer together with the Engagement and Events Team Manager and the Office Team Leader were asked to leave the meeting with the Deputy Chief Officer taking the minutes for the remainder of the meeting.

Councillor Brooks confirmed that the Council would need to provide a period of notice to the Locum Chief Officer and therefore suggested a further extension to 31 January 2024 with notice being given before Christmas to allow a notice period greater than one month.

Councillor S Hodges agreed with providing one month's notice and extending the Locum Chief Officer's contract to 31 January 2024.

Councillor Payne requested that a handover report be provided by the Locum Chief Officer so that the Chief Officer will be aware of all tasks / duties undertaken during her absence.

Councillor Johnson commented that the Locum Chief Officer should complete the work requested on the previous agenda item relating to producing a report regarding the three recommendations included in the Governance Report from One Voice Wales before she leaves.

RESOLVED:

1. The Locum Chief Officer's contract be extended until 31 January 2024 and that notice be provided confirming that the contract will cease on 31 January 2024.
2. That the Locum Chief Officer provide a handover report for the Chief Officer's return.

The meeting closed at 8.10pm

Signed Dated
(Town Mayor)

ACTION SHEET - FULL COUNCIL - 11 DECEMBER 2023

MINUTE NO.	ACTION TO BE TAKEN	ACTION TO BE TAKEN BY	DATE ACTION TO BE CARRIED OUT	PROGRESS
300 (2)	That Councillors Brooks, Hennessey, S Hodges, Johnson and Perkes meet with the Locum Chief Officer and the Engagement and Events Team Manager to consider the formal complaint to be submitted to the	E&EM	22/01/2024	In progress. Letter with the Chief Officer
309	That the schedule of payments for December 2023 consisting of BACS payments and direct debits in the amount of £21,715.57 be approved	DCO	15/12/2023	Completed
311	That the draft budget be approved for public consultation that provisionally sets a precept requirement of £1,284,202.	DCO	15/12/2023	Completed
312 (2)	That the Engagement and Events Manager arrange for all Councillors to view the alternative options available	E&EM	12/02/2024	Completed
312 (3)	That this item be deferred to the next meeting of the Finance, Policy & General Purposes Committee being held on 29 January 2024.	E&EM	29/01/2024	Referred to FC 12/02/24 instead
317	That staff be provided with an additional two statutory days leave to be taken on 28 December and 29 December of each year.	CO/DCO	31/03/2024	In Progress.
318 (2)	That the Locum Chief Officer produce a report back in January 2024 relating to the three recommendations included in the Governance Report from One Voice Wales.	LCO	12/02/2024	In Progress. With the Chief Officer
319 (1)	The Locum Chief Officer's contract be extended until 31 January 2024 and that notice be provided confirming that the contract will cease on 31 January 2024.	DCO	15/12/2023	Completed
319 (2)	That the Locum Chief Officer provide a handover report for the Chief Officer's return.	LCO	31/01/2024	Completed

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BARRY TOWN COUNCIL

MINUTES OF A MEETING OF THE PLANNING COMMITTEE HELD ON TUESDAY 12 DECEMBER 2023 AT 7PM

PRESENT: Councillor S Hodges (Chair) together with Councillors Ball, Collins, E Goodjohn and Hennessy

ALSO PRESENT: Greg Smart – Planning Officer
Lyndsey Thomas – Administrator
Councillor N Hodges – Observer

PL119. **APOLOGIES FOR ABSENCE**

Councillors E S Goodjohn, Thomas, Davies-Powell

PL120. **TO RECEIVE DECLARATIONS OF INTEREST UNDER THE
COUNCIL'S CODE OF CONDUCT**

Councillor Hennessy announced a declaration of interest in regards to any Premise Licence Applications received due to being a member of Vale of Glamorgan Licencing Committee.

Councillor Ball declared a personal interest in application 5g as he knows the applicant.

PL121. **WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015**

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

PL122. **TO APPROVE THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 28 NOVEMBER 2023**

RESOLVED: That the minutes of the Planning Committees meeting held on 28 November 2023 be approved and signed as a correct record

PL123. **TO CONSIDER PLANNING APPLICATIONS**

a) Planning Application No. 2023/01082/FUL

Location: Homeleigh, Port Road West, Barry

Development: Proposed small rear dormer to match that of existing, and proposed replacement of existing single storey extension to rear with cavity construction, with new doors and windows

Councillor Ball commented that the design wasn't going to change very much. The Chair added that it is a house that has been built on many times over the years.

RESOLVED: No objection

b) Planning Application No. 2023/01083/FUL

Location: 6, Dyfrig Street, Barry

Development: Proposed rear single storey and second storey infill extensions

The committee agreed the designs didn't seem controversial.

RESOLVED: No objection

c) Planning Application No. 2023/01088/FUL

Location: Sandys Store, 253, Holton Road, Barry

Development: Conversion of existing coach house to flat with new doors, windows and balcony to the street elevation

The Planning Officer noted that a similar application on the site has been refused in the past by the Vale of Glamorgan Council due to the lack of amenity space for a dwelling.

Councillor Goodjohn said that she was happy to agree with the Planning Officer if the plan is unsuitable. Councillor Hennessy seconded.

RESOLVED: Objection due to the lack of amenity space

d) Planning Application No. 2023/01095/ADV

Location: Nationwide Building Society, 136, Holton Road, Barry
Development: Replace 1 no. projecting signage with new 500mm, Replace 1 no. fascia and lozenge logo with new blue fascia and new 290mm logo height. Replace 1 no. ATM surround and decals with new. Replace statutory signage with new. Replace safety manifestation with new

The committee had no objections.

RESOLVED: No objection

e) Planning Application No. 2023/01101/FUL

Location: 314, Barry Road, Barry
Development: Proposed 2 storey extension to side elevation, single storey extension to the rear and porch extension to the front of existing domestic dwellinghouse

The Planning Officer commented that the only real issue with the plan is the first-floor front elevation does not feature a window and is just a large bare brick wall.

Councillor Hennessy agreed the plan would look better with a window.

RESOLVED: No objection in principal but the design could be improved with the inclusion of a window

f) Planning Application No. 2023/01021/FUL

Location: 4, Clos Y Fulfran, Barry
Development: Enlargement of existing dormer window to the front elevation and construction of a two-storey bay window to the front elevation

The Planning Officer stated this is a constrained site as a new build house. This application is visually the same as the previous application, just using different materials.

The Chair suggested the committee proceed with the same decision as previously reported as the points are still valid. The committee agreed.

RESOLVED: Objection due to the visual impact

Councillor Ball left the meeting at 7:14pm.

g) Planning Application No. 2023/01089/FUL

Location: 71, Porth Y Castell, Barry

Development: Renewal of applications 2008/01506/FUL, 2013/01096/FUL and 2018/01248/FUL - Kitchen, dining room and extension

The Planning Officer advised the committee this is merely a renewal of a previous application.

RESOLVED: No objection subject to matching finishes and materials to those of the existing dwelling

Councillor Ball returned to the meeting at 7:16pm.

PL124.

TO CONSIDER TABLED APPLICATIONS

h) Planning Application No. 2023/01132/OUT

Location: Barry College, Colcot Road, Barry

Development: An outline planning application for up to 140 dwellings including demolition, public open space, sustainable urban drainage system, landscaping and associated infrastructure and engineering works. All matters reserved except for means of strategic access

The Chair informed the committee that this is a big application with a lot to consider, so the Planning Officer has recommended that the committee defer it to the next meeting once they've had time to fully consider it.

Councillor Hennessy said that he was happy to defer and that Councillor Charles should be invited to the next meeting as a representative of Illtyd ward. He added that he has already spoken with residents of Dyfan ward and they are unhappy with the plans.

The Chair invited him to invite residents to the next meeting to comment.

RESOLVED: Deferred to next meeting of the Planning Committee on 9th January 2024

i) Planning Application No. 2023/01107/FUL

Location: 20 Plymouth Road, Barry

Development: Change of use from a hairdressers (Class E) to a dwelling house (Class C3(a) Studio Apartment)

The Planning Officer advised the committee that to provide amenity space, the Vale of Glamorgan Council would have to give up part of the highway for garden space, which would mean taking land from the public outside of the existing building.

He added that the interior design is contrived to try and make it liveable.

Councillor Goodjohn asked for clarification as to whether the plans suggest that the existing windows would be bricked up. The Chair confirmed that they do.

RESOLVED: Objection due to the contrived design and living space as well as the encroachment onto the public highway

PL125.

LOCAL PLANNING AUTHORITY DECISIONS

RESOLVED: That the Local Planning Authority Decisions be received and noted.

The Planning Officer informed the committee that several new planning applications had been received in the past 48 hours and asked if they would like to see them as part of the agenda on 9th January 2024 or if he should respond to them using delegated powers.

The Chair said that the committee should like to see and review them. She also advised that Councillor N Hodges has passed on the message that the next meeting of the Vale of Glamorgan Planning Committee has been cancelled so there should be sufficient time to send comments to them.

The committee agreed that they would like to comment on the applications at the next meeting.

PL126.

NOTIFICATION OF PREMISES LICENCE APPLICATIONS

Councillor Hennessy left the meeting at 7:25pm.

RESOLVED: That the Premises Licence Applications are received and noted.

PL127. **APPLICATIONS DEALT WITH UNDER DELEGATED POWERS –
FOR INFORMATION ONLY**

None Received

PL128. **DATE OF NEXT MEETING**

The date of the next Planning Committee is scheduled for Tuesday 9
January 2024

Meeting closed at 7.29 pm.

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

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—

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- (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 PLANNING COMMITTEE HELD ON TUESDAY 9 JANUARY 2024 AT 7:12PM

PRESENT: Councillor S Hodges (Chair) together with Councillors Ball, Collins, Davies-Powell, E Goodjohn, E S Goodjohn, Hennessy and Thomas

ALSO PRESENT: Greg Smart – Planning Officer
Lyndsey Thomas – Administrator
Joanne John – Engagement and Events Administrator
Councillor N Hodges – Observer
Councillor Charles – Observer

PL129. **APOLOGIES FOR ABSENCE**

None received.

PL130. **TO RECEIVE DECLARATIONS OF INTEREST UNDER THE
COUNCIL'S CODE OF CONDUCT**

Councillors E S Goodjohn and Hennessy announced a declaration of interest in regards to any Premise Licence Applications received due to being a member of Vale of Glamorgan Licencing Committee.

Councillor E S Goodjohn announced a personal and prejudicial interest in agenda item 5o due to being a student of Cardiff and Vale college.

The Chair declared a personal prejudicial interest in application 5n as she lives next door but one to the property.

PL131. **WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015**
RESOLVED: That the Well-being for Future Generations (Wales) Act 2015 be received and noted.

PL132. **TO APPROVE THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 12 DECEMBER 2023**
RESOLVED: That the minutes of the Planning Committees meeting held on 12 December 2023 be approved and signed as a correct record

PL133. **TO CONSIDER PLANNING APPLICATIONS**

The Chair brought forward two applications on the agenda

j) Planning Application No. 2023/01166/FUL

Location: 21 Hawthorn Road, Barry

Development: Change the use of an existing single storey detached garage to a nail bar

Councillor Hennessy informed the committee that he had major concerns as it could set a precedent for the area. He added that the business would affect parking in the area.

Councillor Charles commented that it would mean turning a private home into a commercial enterprise when there are a number of empty commercial premises in Barry readily available to rent.

The Chair and Planning Officer reminded the committee that they had recently approved similar applications to open a barbershop and a dog groomer in similar dwellings.

Councillor Hennessy asked the committee to consider an objection on the basis that they would want reassurance that the conditions of the application are properly enforced.

A vote took place with three votes for the motion, four against and one abstaining.

RESOLVED: No objection by majority vote

Councillor E S Goodjohn left the meeting at 7:27pm

o) Planning Application No. 2023/01132/OUT

Location: Barry College, Colcot Road, Barry

Development: An outline planning application for up to 140 dwellings including demolition, public open space, sustainable urban drainage system, landscaping and associated infrastructure and engineering works. All matters reserved except for means of strategic access

The Planning Officer noted that the application does include a flood zone within the site. The site also has only one proposed main access road, from Colcot Road.

Councillor Hennessy stated that he had spoken to residents in the ward who were tremendously opposed to the plans. He said that there were concerns regarding traffic and passage along Colcot Road.

Councillor Collins agreed that there were traffic concerns and worries about the safety implication. She stated that as there is a shortage of affordable housing she would be in support of this application, provided the traffic issue is revised.

Councillor E Goodjohn agreed that there is a severe lack of social housing. She added that she trusts the professionals to do their jobs accurately i.e. Highways to make the traffic safe and an asbestos professional to be brought in to ensure safe demolition.

Councillor Davies-Powell pointed out that a number of developments in nearby areas also only have one main access road so the precedent is already set.

Councillor Charles had a number of questions from residents in nearby streets regarding the proposed development and expressed an objection to the plans.

The Chair reminded the committee that this was an outline application so they were only looking at the principal request at this time.

Councillor Thomas commented that the committee need to focus on housing people in affordable housing like this.

Councillor Hennessy stated that he is not against affordable housing but that Colcot Road is probably the second busiest road in Barry and in turn people are concerned about the traffic.

Councillor Thomas pointed out that the college currently caters to 1,000 students and 200 teachers. The plan is only for 140 dwellings so car numbers would be unlikely to be comparable.

The Chair reminded the committee that a lot of detail won't be known until the building application is submitted. Fundamentally the discussion is whether they have objection to 140 dwellings and the principal access discussed.

Councillor comments said that she was happy with the principal of houses subject to highways being safe.

The Chair proposed a no objection to the dwellings subject to Highways being satisfied that the junction on Colcot Road is safe. Councillors Collins and E Goodjohn seconded.

RESOLVED: No objection subject to Highways being satisfied that the junction on Colcot Road is safe

Councillor Charles left the meeting at 8:02pm. Councillor E S Goodjohn returned.

a) Planning Application No. 2023/01159/FUL

Location: The Moorings, Highlight Lane, Barry

Development: Single storey, pitched roof summer house within garden, ancillary to main house. Elevations finished in a mixture of timber cladding and steel profiled sheeting

The committee agreed with the Planning Officer's recommendations

RESOLVED: Objection due to being out of character with the rest of the street

b) Planning Application No. 2023/00587/FUL

Location: Land adjacent to 44, Coldbrook Road East, Barry

Development: Erection of a detached house

The Planning Officer commented that the plans were contrived.

Councillor Hennesy pointed out that without access for cars to turn around, then they would have to illegally reverse on to a main road to leave the dwelling.

Councillor E S Goodjohn informed the committee that the applicant has previously been difficult and uncooperative to liaise with the planning department. He proposed an objection to the plan which was seconded by Councillor Hennesy.

RESOLVED: Objection due to concerns regarding parking and highway safety

c) Planning Application No. 2023/01120/FUL

Location: 19, Heol Fioled, Barry

Development: Extension to rear of house (part single storey/part three storey). New pitched roof with raised ridge to accommodate additional bedrooms in loft space. Alterations and a new link to the conservatory. New outdoor swimming pool

The Planning Officer recommended that the committee defer discussion of this application to the next meeting.

RESOLVED: Deferred to meeting of the Planning Committee on 30th January 2024

d) Planning Application No. 2023/01133/FUL

Location: 34, Winston Road, Barry

Development: Construction of a double storey extension to the side and a single storey extension to the front of the property

Councillor Hennessy commented that there is already a precedence of similar work carried out in the street

RESOLVED: No objection

e) Planning Application No. 2023/01143/FUL

Location: A B Car Sales, Cardiff Road, Barry

Development: Two storey extension over the existing reception and admin to create office space (including external alterations) and side extension the the existing mot/servicing structure

RESOLVED: No objection

f) Planning Application No. 2023/01140/RES

Location: Former Railway Sidings, Ffordd y Mileniwm, Barry

Development: Reserved matters application (scale, appearance, landscape, layout), pursuant to application 2020/00775/OUT for the construction of 56 residential dwellings (C3) and associated infrastructure

The Planning Office informed the committee that they had previously objected the plans but the Vale of Glamorgan Council have approved them.

Councillor Collins commented that she was disappointed that the plans had been approved as the site was unsuitable with poor access.

The Chair reminded the committee that they could not stop the development but could put forward recommendations. She recommended that there be good access to public transport and no “dead zones” of space that no one seems responsible for.

RESOLVED: No objection

g) Planning Application No. 2023/01160/FUL

Location: 1, Baruc Way, Barry

Development: Fixing solar panels to the rear roof of detached house

RESOLVED: No objection

h) Planning Application No. 2023/01158/LBC

Location: College Fields Nursing Home, College Fields Close, Barry

Development: Take down single storey service buildings and construct three-storey 12 bedroom extension with related service facilities

The committee discussed the importance of the works needing to be sympathetic to the listed building features.

RESOLVED: No objection subject to sympathetic extension and matching materials

i) Planning Application No. 2023/01114/FUL

Location: 298, Holton Road, Barry

Development: Conversion of rear annex from 1 to 2 flats

The committee agreed with the officer’s recommendations

RESOLVED: Objection

k) Planning Application No. 2023/01198/FUL

Location: Land to the east of the Good Sheds, Hood Road, Barry

Development: Full planning application for the change of use of office containers from B1 use to A1, A3, B1, D1 and/or D2 use

RESOLVED: No objection

l) Planning Application No. 2023/01093/FUL

Location: 300, Holton Road, Barry

Development: Change of use of first and second floor flat to three flats with first floor rear extension

Councillor Collins commented that she had the same objections as to application 5i; the flats would not provide a good standard of living.

Councillor E S Goodjohn remarked that there is no excuse for inadequate housing.

RESOLVED: Objection

m) Planning Application No. 2023/01177/FUL

Location: 11, Min y Mor, Barry

Development: First floor gable extension and dormer to the front elevation and a dormer to the rear, with internal reconfiguration. Raised flat roof over proposed entrance hall. Patio doors to the rear elevation

RESOLVED: No objection

The Chair left the meeting at 8:26pm

n) Planning Application No. 2023/01124/FUL

Location: Aberthaw House Hotel, 28, Porthkerry Road, Barry

Development: Change the use of Aberthaw Guest House Hotel from commercial Class C1 to Residential Class C3

The committee discussed that it was a shame to lose a local business but understandable that financially they may require to close the guest house and revert the property back to a dwelling.

RESOLVED: No objection

The Chair returned to the meeting at 8:29pm.

p) Planning Application No. 2023/01147/FUL

Location: Land at Windmill Park, Hayes Road, Barry

Development: Proposed erection of Class B1(c)/B2/B8 Development (Phase 5) together with associated parking and amenity provision

RESOLVED: No objection

- PL134. **SUSPENSION OF STANDING ORDER 3(aa)**
RESOLVED that Standing Order 3(aa) be suspended for a period of thirty minutes.
- PL135. **TO CONSIDER TABLED APPLICATIONS**
None Received
- PL136. **LOCAL PLANNING AUTHORITY DECISIONS**
RESOLVED: That the Local Planning Authority Decisions be received and noted.
- PL137. **NOTIFICATION OF PREMISES LICENCE APPLICATIONS**
None received
- PL138. **APPLICATIONS DEALT WITH UNDER DELEGATED POWERS – FOR INFORMATION ONLY**
None Received
- PL139. **DATE OF NEXT MEETING**
The date of the next Planning Committee is scheduled for Tuesday 30 January 2024

Meeting closed at 8.35 pm.

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

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 PLANNING COMMITTEE HELD ON TUESDAY 30 JANUARY 2024 AT 7:00PM

PRESENT: Councillor S Hodges (Chair) together with Councillors Ball, Collins, E Goodjohn, Hennessy and Johnson (Town Mayor – Ex-Officio)

ALSO PRESENT: Mark Sims – Deputy Chief Officer
Lyndsey Thomas – Administrator
Councillor N Hodges – Observer

PL140. **APOLOGIES FOR ABSENCE**

Councillors Davies-Powell, E S Goodjohn and Thomas

PL141. **TO RECEIVE DECLARATIONS OF INTEREST UNDER THE
COUNCIL'S CODE OF CONDUCT**

Councillor Hennessy announced a declaration of interest in regards to any Premise Licence Applications received due to being a member of Vale of Glamorgan Licencing Committee.

Councillor Ball declared a personal prejudicial interest in application 5h as the applicant is well known to him.

PL142. **WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015**

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

PL143. **TO APPROVE THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 9 JANUARY 2024**

RESOLVED: That the minutes of the Planning Committees meeting held on 9 January 2024 be approved and signed as a correct record

PL144. **TO CONSIDER PLANNING APPLICATIONS**

a) Planning Application No. 2023/01171/FUL

Location: 26, Clos Y Fulfran, Barry

Development: Increase high of front window from 1300mm to 1650mm in UPVC width to remain at 1700mm

The committee agreed with the Planning Officer's recommendations

RESOLVED: No objection

b) Planning Application No. 2023/01214/FUL

Location: Existing telecommunications site on rooftop of Barry Gymnasium, Paget Road, Barry

Development: Removal of existing 6No. antennas, 2No. equipment cabinets and other ancillary equipment; Installation of 6No. replacement antennas on new support structures, with the height to top of antennas at 15.85m AGL; 1 no. replacement equipment cabinet and ancillary equipment thereto

RESOLVED: No objection

c) Planning Application No. 2023/01229/FUL

Location: 10, St. Andrews Road, Barry

Development: New single storey side and rear extension

Councillor Hennessy stated that there were similar developments in the street

RESOLVED: No objection

d) Planning Application No. 2023/01243/FUL

Location: 19 Vale Street, Barry

Development: Rear ground floor extension and rear second storey flat roof. Re-application following disapproval of 2023/00809/FUL

The Chair noted that since the original refusal, adjustments had been made to the plans to make it less overbearing.

Councillor Ball commented that most houses in the area have extensions so it isn't unusual.

RESOLVED: No objection

e) Planning Application No. 2023/01248/RG3

Location: 22 and 24, Cornwall Road, Barry

Development: Retrofit and Refurbishment works including installation of Soltherm 100mm Mineral Wool EWI with Ultimate Silicone render / Deco W Brick-ID applied to the existing external wall surfaces. Additional works include the replacement of windows and doors and roof to be extended to accommodate new EWI where necessary to achieve overhang

Councillor Hennessy said that he was happy to accept the Officer's recommendations.

Councillor E Goodjohn added that she knew that Councillor E S Goodjohn is passionate that upgrades be made to these houses.

RESOLVED: No objection

f) Planning Application No. 2023/01249/RG3

Location: 31, 33, 35 and 37, O'Donnell Road. Barry

Development: Retrofit and Refurbishment works including installation of Soltherm 100mm Mineral Wool EWI with Ultimate Silicone render / Deco W Brick-ID applied to the existing external wall surfaces. Additional works include the replacement of windows and doors and roof to be extended to accommodate new EWI where necessary to achieve overhang

RESOLVED: No objection

g) Planning Application No. 2023/01250/RG3

Location: 9, 11, 13 and 15, Dudley Place, Barry

Development: Retrofit and Refurbishment works including installation of Soltherm 100mm Mineral Wool EWI with Ultimate Silicone render / Deco W Brick-ID applied to the existing external wall surfaces. Additional works include the replacement of windows and doors and roof to be extended to accommodate new EWI where necessary to achieve overhang

The Chair noted that the committee welcomes the improvement of council housing stock

RESOLVED: No objection

Councillor Ball left the meeting at 7:12pm

h) Planning Application No. 2023/01274/FUL

Location: 24, Tan Y Fron, Barry

Development: Phase 1: Two storey side extension and garage. Extend kitchen to west boundary. Phase 2: First floor extension over proposed garage of Phase 1

The Planning Officer's recommendation was that Phase 1 was acceptable but Phase 2 was a bit overpowering.

Councillor Hennessy stated that he felt that Phase 1 and 2 should be different applications.

The Chair voiced that she agrees with the Officer's comments.

Councillor Collins asked if the committee could submit comments to that effect.

Councillor N Hodges advised that if the committee were unhappy with the application on the whole, then they could submit an objection with the note that they were happy with Phase 1 but not Phase 2 for the reasons laid out by the Planning Officer

RESOLVED: Objection due to the increased terracing impact as a result of the extension and detriment the proposal would have upon the visual amenity of these pairs of semi-detached dwellings.

Councillor Ball returned to the meeting at 7:15pm.

i) Planning Application No. 2023/01266/ADV

Location: Switch 'n' Socket, 2, Evelyn Street, Barry

Development: Resubmission of advertisement consent for front elevation (without illumination) following refusal of application 2023/00931/ADV

Councillor Johnson was invited to comment. He felt that the Planning Officer's comments covered the issue and it was up to the Vale of Glamorgan Officer to decide whether the compromise is enough. If the scale is still too large then the committee should submit an objection

RESOLVED: Objection due to the dominance of the signage would be at odds with the character of the building and not in-keeping with the existing area.

j) Planning Application No. 2023/01279/FUL

Location: 1-3, St. Marys Avenue, Barry

Development: Change of use from Office use (Class E) to Sui Generis (HMO) to become a 12 bedroom HMO, 4 double rooms and 8 single rooms. Remedial work and renovation work proposed to meet the minimum space requirements

Councillor Collins said that she has been approached by residents to express their unhappiness with the plans. She pointed out that parking is already an issue in the area and the amount of rubbish twelve beds would generate would have a negative effect. She added that she had concerns about the amenity space and that the rooms would be unlikely to be big enough.

The Chair agreed that some of the bedrooms in the plans were very small. She expressed that potentially a large number of people would be packed in the space.

Councillor Hennessy stated that if the plans were only for eight beds he would be happier.

Councillor E Goodjohn agreed with the Planning Officer's recommendations.

The Chair stated that she had no objection to the property being used as residential but felt that the plans needed to be more sensible

RESOLVED: Objection based on the lack of amenity space

k) Planning Application No. 2023/01120/FUL

Location: 19, Heol Fioled, Barry

Development: Extension to rear of house (part single storey/part three storey). New pitched roof with raised ridge to accommodate additional bedrooms in loft space. Alterations and a new link to the conservatory. New outdoor swimming pool

RESOLVED: No objection

l) Appeal Notice - Planning Application No. 2023/00927/FUL

Location: 95, Colcot Road, Barry

Development: Proposed first floor extension over existing ground floor with external fire escape stairs

RESOLVED: That the appeal notice be noted

PL145. **TO CONSIDER TABLED APPLICATIONS**

None Received

PL146. **LOCAL PLANNING AUTHORITY DECISIONS**

RESOLVED: That the Local Planning Authority Decisions be received and noted.

Councillor Hennessy left the meeting at 7:25pm

PL147. **NOTIFICATION OF PREMISES LICENCE APPLICATIONS**

RESOLVED: That the Premises Licence Application be received and noted with no objections

PL148. **APPLICATIONS DEALT WITH UNDER DELEGATED POWERS – FOR INFORMATION ONLY**

None Received

PL149. **DATE OF NEXT MEETING**

The date of the next Planning Committee is scheduled for Tuesday 20 February 2024

Meeting closed at 7.27 pm.

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

BARRY TOWN COUNCIL

MINUTES OF A MEETING OF THE PERSONNEL COMMITTEE HELD ON MONDAY 5 FEBRUARY 2024 AT 7.00 PM

PRESENT: Councillors Perkes (Chair) together with Councillors N Hodges, S Hodges, Johnson (Town Mayor – Ex-officio), Thomas and William (Vice-Chair)

ALSO PRESENT: Mark Sims – Deputy Chief Officer
Lyndsey Thomas – Administrator

R118. APOLOGIES FOR ABSENCE

Apologies received from Councillor Wilkinson.

R119. DECLARATIONS OF INTEREST

Councillor William declared an interest in Agenda item 9 as one of the applicants.

R120. WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015

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

R121. TO APPROVE AND SIGN THE MINUTES OF THE PERSONNEL COMMITTEE HELD ON 13 NOVEMBER 2023

RESOLVED: That the minutes of the Personnel Committee held on 13 November 2023 be approved and signed as a correct record.

R122. BUDGET MONITORING REPORT TO 31 DECEMBER 2023

Members were provided with the Committee's expenditure in the 2023/24 financial year as at the end of December 2023 which showed a net underspend of £26,715. The Deputy Chief Officer informed the committee that due to movement in January to purchase a new vehicle for the cemetery that the underspend will have gone down to £1,715 as of the end of January.

RESOLVED: That the budget monitoring report for December 2023 be received and noted.

R123. DATE OF NEXT MEETING

RESOLVED: The date of the next meeting of the Personnel Committee will be agreed at the Annual Meeting scheduled to be held on Tuesday 14 May 2024.

R124. 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.

R125. REAL LIVING WAGE

Members received a report from the Deputy Chief Officer informing them that due to the increase in the Real Living Wage, one member of staff is currently receiving below this amount.

The committee was unanimous in agreeing for this increase to allow the staff member to receive the accredited Real Living Wage.

RESOLVED: That the Deputy Chief Officer implement the new Real Living Wage to affected staff with immediate effect.

Councillor Wiliam left the meeting at 7.05pm.

R126. MINOR AUTHORITY REPRESENTATIVE GOVERNOR VACANCIES AT BARRY ISLAND PRIMARY SCHOOL, GLADSTONE PRIMARY SCHOOL AND YSGOL GWAUN Y NANT

The Deputy Chief Officer informed the committee that Councillor Wiliam had applied for the position for Barry Island Primary School. He added the Mark Bowen was the current representative for Ysgol Gwaun y Nant but no update had been received as to whether he would like to continue for another term. No applications had been received for Gladstone Primary School.

The Chair asked that Barry Town Council contact Mr Bowen directly to ask whether he would consider another term as representative.

The committee unanimously agreed that Cllr Wiliam be appointed Minor Authority Representative for Barry Island Primary School.

The Deputy Chief Officer asked that if Mr Bowen is unreachable or does not wish to extend his term, that the Council ask the school to advertise the position.

Councillor Thomas commented that she would be happy to apply as a representative for either Ysgol Gwaun y Nant or Gladstone Primary School.

RESOLVED:

- 1) That Councillor Wiliam will be offered the Minor Authority Representative Governor position for Barry Island Primary School.**
- 2) That Barry Town Council contact Mr Mark Bowen to enquire as to whether he would like to continue in this role at Ysgol Gwaun y Nant.**
- 3) That an application form will be sent to Councillor Thomas to allow her to apply as a representative for either Gladstone Primary School or Ysgol Gwaun y Nant.**

Councillor Wiliam returned to the meeting at 7:09pm

R127. PAYMENT OF ADDITIONAL HOURS

Members were provided with a report outlining the extra work done by a member of staff whilst they were signed off on sick leave.

Councillor S Hodges said that she had no problem recommending that the staff member is paid the additional hours worked. She added that she feels guilty that someone had to work whilst they were on sick leave. She suggested that the Council review what can be done to avoid this occurring in future.

Councillor Johnson agreed that the Council has a duty of care as an employer and as such the process should be looked at.

The committee unanimously echoed that they were happy to recommend that the hours are paid but that the Council should look into resilience planning.

- 1) RESOLVED: That the Chief Officer looks at putting together a resilience plan for the Council.**
- 2) RECOMMENDATION: To the meeting of Full Council being held on 12 February 2024 that the payment of additional hours for the staff member be authorised**

The meeting closed at 7.14pm

Signed Dated

ACTION SHEET - PERSONNEL COMMITTEE 5 FEBRUARY 2024				
MINUTE NO.	ACTION TO BE TAKEN	ACTION TO BE TAKEN BY	DATE ACTION TO BE CARRIED OUT	PROGRESS
R125	That the Deputy Chief Officer implement the new Real Living Wage to affected staff with immediate effect	DCO	15 February 2024	Complete
R126 (1)	That Councillor Wiliam will be offered the Minor Authority Respresentative Governor position for Barry Island Primary School	DCO	12 February 2024	In Progress
R126 (2)	That Barry Town Council will contact Mr Mark Bowen to enquire as to whether he would like to continue in this role at Ysgol Gwaun y Nant	DCO	29 February 2024	In Progress
R126 (3)	That an application form will be sent to Councillor Thomas to allow her to apply as a representative for either Gladstone Primary School or Ysgol Gwaun y Nant	Admin	29 February 2024	In Progress
R127 (1)	That the Chief Officer looks at putting together a resilience plan for the Council	CO	June 2024	In Progress
R127 (2)	To a meeting of the Full Council being held on 12 February 2024 that the payment of additional hours for the staff member are paid	DCO	06 February 2024	Complete

BARRY TOWN COUNCIL

**MINUTES OF A MEETING OF THE FINANCE, POLICY & GENERAL PURPOSES
COMMITTEE HELD ON MONDAY 29 JANUARY 2024 AT 7PM**

PRESENT: Councillor Brooks (Chair) together with Councillors Clarke, Drake, E S Goodjohn (Vice Chairperson) and S Hodges.

ALSO PRESENT: Mark Sims – Deputy Chief Officer
Rachel Williams – Finance Administrator
Councillor N Hodges

F119. **APOLOGIES FOR ABSENCE**

Councillor McKinney, Payne and Johnson (Town Mayor Ex-Officio)

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

RESOLVED: That no declaration of interest were received.

F120. **WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015**

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

F121. **TO APPROVE THE MINUTES OF THE FINANCE, POLICY &
GENERAL PURPOSES COMMITTEE MEETING HELD ON 5
DECEMBER 2023**

RESOLVED: That the minutes of the Finance, Policy & General Purposes Committee held on Monday 5 December 2023 be approved and signed as correct record.

F122. **TO RECEIVE THE SCHEDULE OF PAYMENTS FOR JANUARY 2024**

Members were provided with the schedule of payments for January 2024 consisting of direct debits and BACS payments, in the amount of £48,068.96.

RESOLVED: That the schedule of payments for January 2023 consisting of direct debits and BACS payments in the amount of £48,068.96 be approved.

F123. **TO RECEIVE A BUDGET MONITORING REPORT TO 31 DECEMBER
2023**

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

RESOLVED: That the budget monitoring report for December 2023, indicating actual income and expenditure up to the end of month nine in the 2023/24 financial year be received and noted.

F124. **TO RECEIVE RECOMMENDATIONS FROM OTHER COMMITTEES**

Members received a recommendation from the Halls, Cemeteries and Community Facilities Committee held on 22 January 2024 in relation to the new Policy on Unauthorised Scatter of Ashes. Members agreed that the new policy was sensible and agreed to adopt and implement.

RESOLVED: That the New Policy on Unauthorised Scatter of Ashes be approved and adopted.

F125. **TO APPROVE A REVISED POLICY ON RESERVES**

Member's received a report on a revised Policy on Reserves.

RESOLVED: That the revised policy on reserves be approved.

F126. **TO APPROVE A REVISED INVESTMENT STRATEGY**

Members were provided with a report on a revised Investment Strategy. Councillor E S Goodjohn requested the Deputy Chief Officer investigate how focused the investments are in relation to climate change considering the council's commitment to reducing its carbon footprint.

RESOLVED: That the revised Investment Strategy be approved.

F127. **GDPR UPDATE**

Members were provided with a GDPR update from the Deputy Chief Officer.

RESOLVED: That the GDPR update be received and noted.

F128. **DATE OF NEXT MEETING**

RESOLVED: That the date of the next meeting of the Finance, Policy and General Purposes Committee is scheduled to be held on Monday 8 April 2024.

F129. **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.

F130. **TO RECEIVE RECOMMENDATION FROM OTHER COMMITTEES**

Members received a recommendation from the Halls, Cemeteries and Community Facilities Committee meeting held on 22 January 2024 in relation to the purchase of a new electric van. Members were in support of the purchase of a new electric van to be utilised by the engagement and events team as well as its primary use at the cemetery. Councillor Clarke requested an officer look into the option of leasing an electric vehicle due to his own personal concerns on the longevity of electric vehicles.

RESOLVED: That the recommendation from the Halls, Cemeteries and Community Facilities Committee be approved.

Meeting closed at 7.19 pm.

Signed(Chairperson) Dated

FOR INFORMATION ONLY

ACTION SHEET - FINANCE, POLICY & GENERAL PURPOSES COMMITTEE - 29 JANUARY 2024

MINUTE NO.	ACTION TO BE TAKEN	ACTION TO BE TAKEN BY	DATE ACTION TO BE CARRIED OUT	PROGRESS
F129	That the schedule of payments for January 2023 consisting of cheque number 002985, direct debits and BACS payments in the amount of £48,068.96 be approved.	DCO	05 February 2024	Complete
F131	That the New Policy on Unauthorised Scatter of Ashes be approved and adopted.	FCM	31 March 2024	In Progress
F132	That the revised policy on reserves be approved	DCO	05 February 2024	Complete
F133	That the revised Investment Strategy be approved	DCO	05 February 2024	Complete
F137 (1)	That the recommendation from the Halls, Cemeteries and Community Facilities Committee that a new electric vehicle be purchased be agreed	FCM	31 March 2024	In Progress
F137 (2)	That a new budget expenditure heading MD Cemetery/New Electric Vehicle in the amount of £25,000 be created with a virement of £25,000 being reduced to the MD Cemetery/Salaries expenditure heading.	DCO	05 February 2024	Complete

BARRY TOWN COUNCIL

MINUTES OF A MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE HELD ON MONDAY 22 JANUARY 2024 AT 7PM

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

ALSO PRESENT: Amanda Evans – Facilities & Cemeteries Manager
Kathryn Thomas – Office Team Leader
Councillor S Hodges – Observer
Councillor Clarke - Observer

A 71 APOLOGIES FOR ABSENCE

None received

A 72. DECLARATIONS OF INTEREST

None were received.

A 73. WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015

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

A 74. TO APPROVE THE MINUTES OF THE MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE HELD ON 2 OCTOBER 2023

RESOLVED that the minutes of the meeting of the Halls, Cemeteries and Community Facilities Committee held on 2 October 2023 be approved and signed as a correct record.

A 75. BUDGET MONITORING REPORT TO 31 DECEMBER 2023

Members were provided with a report outlining the Committee's income and expenditure in the 2023/24 financial year as at the end of December 2023.

RESOLVED that the budget monitoring report for December 2023 be received noting the projected net underspend (surplus for the year) of £52,421 in 2023/24.

A 76. TRANSFER OF EXCLUSIVE RIGHT OF BURIAL

RESOLVED that the Transfer of Exclusive Right of Burial (1457 – 1479 inclusive) be granted to those named on each transfer request.

A 77. GRANTS OF EXCLUSIVE RIGH OF BURIAL

RESOLVED that the Grants of Exclusive Right of Burial (13986 – 13995 inclusive) be granted to those named on the interment forms.

A78. DATE OF NEXT MEETING

RESOLVED that the next meeting of the Halls, Cemeteries and Community Facilities Committee is scheduled to be held on Monday 11 March 2024.

A79. 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.

A80. CEMETERIES & FACILITIES UPDATE

Members were provided with an update report since the last meeting in October 2023.

Members discussed the following items:

There is currently 1 burial space left at Porthkerry Cemetery as of 1st February 2024. The Cemeteries and Facilities Manager will arrange to meet a representative of the Vale of Glamorgan Council at Porthkerry Cemetery with Councillors N Hodges and Hennessey expressing an interest to attend.

Quotes are required for works that need to be carried out on the Councils residential property know as the Lodge and agreed that quotes for a new bathroom suite are to be obtained

A member of the public has requested to use the Merthyr Dyfan Cemetery for recording footage in the older parts of the Cemetery.

Members felt that more information is required before a decision can be made and have asked for a site visit to establish a better understanding.

RESOLVED:

- 1. That the update report be received and noted**
- 2. The Facilities and Cemeteries Manager obtain quotes for a new bathroom for the Lodge**
- 3. The Facilities and Cemeteries Manager to arrange a site visit to Porthkerry Cemetery with a representative of the Vale of Glamorgan Council**

4. **The Cemeteries and Facilities Manager to arrange a site visit with the member of public who has requested permission to film at the cemetery with Councillors N Hodges and ES Goodjohn to attend.**

A81. UNAUTHORISED ASHES SCATTERED

Members were provided with a report with information on implementing a new policy on Unauthorised Scattering of Ashes.

RECOMMENDATION TO THE FINANCE, POLICY AND GENERAL PURPOSES COMMITTEE MEETING BEING HELD ON 29 JANUARY 2024

That the Unauthorised Scattering of Ashes Policy be approved and adopted.

A82. LETTERS TO HEAVEN

Members were provided with a report regarding a request from a member of the public via Facebook to have a 'Letters to Heaven' post box in the Cemetery for the use of grieving families and their friends.

Members felt that the word Heaven would exclude some religions and non-religious visitors so have agreed on Letters for loved ones to offer a more inclusive tone

Members considered that in principle this scheme is a great idea as it offers something additional to the grieving process.

A Memorial Mason has offered to donate a plaque to go on the post box which the Council thought was a kind gesture and will accept.

RESOLVED:

1. **That the report be received.**
2. **That the post box be called 'Letters for Loved Ones'**
3. **The Facilities and Cemeteries Manager be authorised to source all materials for this project**
4. **The post box to be located at the front of the Cemetery near to the Chapel.**

A83. ASBESTOS

Members were provided with a report with information on Asbestos, if any, within the Council's Buildings.

RESOLVED: That the report be received and noted.

A84.

SMALL VAN

Members were provided with a report regarding replacing the small work van used by the Cemetery team.

The van is now in need of replacing and members were given costs on a second-hand van and a new van.

Members felt that due to the current underspend that a new electric van was better value for money.

Members felt that 2 units under the government grant awards would again offer value for money and note that the grants are available for the electric units with a closing date of March 2024.

Members requested that the Facilities and Cemeteries Manager prepare a report for the Finance, Policy and General Purposes Committee meeting being held on 29 January and include lease costs as another option.

RECOMMENDATION TO THE FINANCE, POLICY AND GENERAL PURPOSES COMMITTEE MEETING BEING HELD ON 29 JANUARY 2024

- 1. Barry Town Council purchase a new Electric Van with 2 charging units with the option of leasing be investigated and considered.**
- 2. The Wellbeing officer to look at what grants are available.**

Meeting Closed at 8.00pm

Signed (Chairperson) Dated

FOR INFORMATION ONLY

ACTION SHEET - HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE - 22 JANUARY 2024

MINUTE NO.	ACTION TO BE TAKEN	ACTION TO BE TAKEN BY	DATE ACTION TO BE CARRIED OUT	PROGRESS
A80	Cemeteries & Facilities Manager to arrange a site visit to Porthkerry Cemetery	C&FM		ongoing
A80 1	The unauthorised scattering of ashes report to go to Finance, Policy & General Purposes Meeting to be held 29 January	C&FM	29-Jan-24	ongoing
A80 2	The Cemeteries & Facilities Manager to get quotes for a new bathroom for the Lodge	C&FM		ongoing
A80 3	Cemeteries and Facilities Manager to arrange a site visit with the member of public who would like to record footage at the Cemetery, and for Councillor ES Goodjohn to attend as well	C&FM		ongoing
A82	Install a post box at the cemetery to be named either "Letters for Loved Ones"	C&FM		ongoing
A84	To purchase a new electric van - The Cemeteries & Facilities Manager to get quotes on a new van or leasing options and present to Finance, Policy and General Purposes Meeting to be held 29 January	C&FM		ongoing
A84 2	The Wellbeing Officer to get information on what grants are available and apply before the March deadline, once agreed at the Finance, Policy and General Purposes meeting to be held 29 January	WBO	29-Jan-24	ongoing

FULL COUNCIL	12 FEBRUARY 2024	AGENDA ITEM: 13
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RESULTS OF THE PUBLIC CONSULTATION ON 2024 BUDGET PROPOSALS

Report Author

Emma Thorne, Engagement and Events Officer

Purpose of Report

To provide members with the results of the 2024/25 Draft Budget Consultation.

Background Information

At a meeting of Full Council held on 11 December 2023, members approved the 2024/25 draft budget for public consultation.

Results of Consultation

The online survey received 14 responses. The results of which are as follows;

The survey was completed by 11 Barry Residents, 2 Town Councillors and 1 Fully Anonymous.

From those who responded, they had reported to previously engage in the following services provided by Barry Town Council;

- Merthyr Dyfan Cemetery
- Cemetery Approach Community Centre
- Cemetery Approach Gardens
- Pioneer Hall
- Shop Local
- Mental Elf Run
- Barry Christmas Festival
- Halloween Which Craft?
- Mayor's Christmas Market
- Family Fun Day
- Barry Town Council litter pick
- Christmas Lights at Park Crescent, Holton Road and High Street

Respondents were asked to confirm which of the 7 Wellbeing Goals were most important to them. The results are ranked from 1 being the most important to 5 being the least below;

1. A More Prosperous Barry
2. A Barry of Cohesive Communities

3. A Barry of Vibrant Culture and Thriving Welsh Language
4. A Healthier Barry
5. A More Resilient Barry
6. A More Equal Barry
7. A More Resilient Barry and A More Globally Responsible Barry

Respondents were also asked to provide their own comments regarding the 7 Wellbeing Goals, an overview of these comments are as follows;

- Protect our green spaces, keep the community areas full of colour and biodiversity.
- Including those with Chronic illnesses, those who have physical and or mental impairments and providing a grief service in house.
- Better services for all of Barry.

Respondents were asked to tell us which services that the Council offers matter most to them. The following were ranked of (high) importance to those who responded;

- Community Events
- Community Halls
- Community Organisation Grants
- Shop Local Campaign
- Small Business Grants
- Merthyr Dyfan Cemetery
- Climate Change Action Plan and Delivery
- Barry Youth Council
- Cemetery Approach Gardens

Respondents were asked if they had any comments regarding the services that Barry Town Council offers, an overview of these comments are as follows;

- It would be great to have more for the teenagers. A lot of Barry events focus on small children. Promote the welsh language in shops with the orange speech bubble for those staff who want to encourage welsh speaking.

Respondents were informed that for 2024/25, Barry Town Council proposes to increase the Council Tax precept by 2%. They were asked would they be prepared to support this increase?

Yes	-	2
No	-	7
Yes, if Council increases its services	-	5
Don't know	-	0

Finally, respondents were asked if they had any additional comments in relation to the proposed council tax precept increase, an overview of these comments is as follows;

- Don't be wasteful.
- Don't spend it on councillors pay rises or expenses.
- The council does nothing viable to validate an increase. Will we see an increase in services as a result?
- It's already expensive as it is. The services are not reflective of the price.

Recommendation

That members receive and note the 2024/25 Budget Consultation results.

FULL COUNCIL	12 FEBRUARY 2024	AGENDA ITEM: 14
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Mayor's Replica Chain

Report Author

Jason Harvey, Engagement & Events Team Manager

Purpose of Report

To provide members with an opportunity to further discuss future Mayor Medal procurement for past Mayor's, following the meeting of Full Council 11 December 2023.

Background Information

At the previous meeting of Full Council members were presented with replica medals, made from Zinc Alloy and Gold Plated. Members were also presented with costs from suppliers to provide other alternatives as outlined below, and the rising cost of gold over the past 10 years. These medals were available for viewing within the Council office for a period after the Christmas break, with photographs including measurements sent to members for consideration. Please note that the prices of BTC past Mayor's medals containing in the presentation circulated are inclusive of VAT, which the Council claim back.

Members have posed some questions, including what the current medal is made from, with a view of using a lower grade of gold. The current medal is from 9crt Gold, presented with a ribbon and presentation case, with an engraving on the reverse reflecting the Mayors name and year(s) of office.

Members have also commented on the 'look' of the replicas presented. Following a visit by one of the suppliers as part of a robe inspection, they examined the samples provided compared to that loaned to the Council by Cllr Payne. The supplier commented that they have an alternative shade of gold plating which would bear a closer resemblance to what the Council currently purchase making it difficult to distinguish the difference.

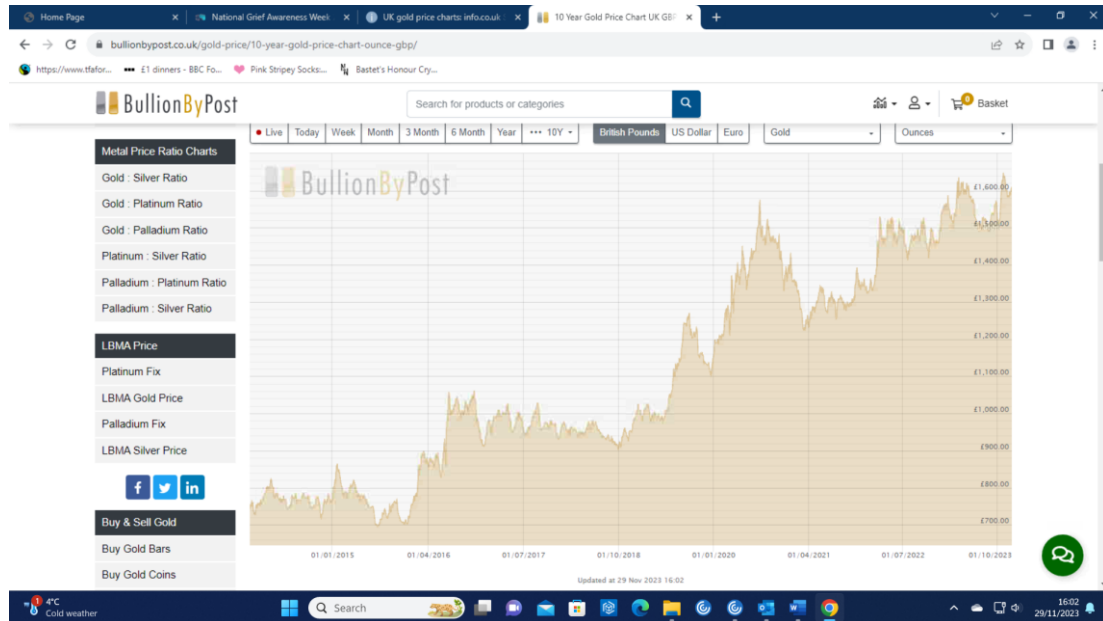
Officers have been in contact with the local authority and other local Town Councils, who have confirmed they also purchase cheaper alternatives to gold for their past Mayors.

The Mayor's Replica Badge Costs

Each supplier was given the following criteria for the replica badge, it is the same criteria used for current badges and foreseen that there will be no difference in the external look of any future badges.

- Past Mayor Pendant 9ct Gold / Gold Plated and enamelled Pendant.
- Bespoke shape, size 42mm x 62mm.
- Enamelled five colours.
- Polished HGP Finish
- Suspended from a 32mm wide Ribbon Collarets.
- Packed in Presentation case
- Machine engraved letters on the reverse with the name and year.

Cost of Gold over the last 10 years (at a Glance):



There are 4 Options for Council to consider going forward:

Option 1 – Supplier A (New)

The Supplier have sent through a number of replica badges that have already been created – which were available for inspection by Council.

Please note that these badges are non-precious metal and are made from Zinc Alloy with gold plating.

Replica Past Mayor's Badge - £613.45

One off cost of Dies and tooling too create Badge - £0.00

Delivery would be £12.50 and all prices are excluding VAT.

Machine engraving to reverse of the pendant – 0p per character

This Supplier do not charge for any set up or die cast and will not be charge for any personalised engraving on the back. Also, the above price won't change for the next 3 years which helps Councils with budgeting as the price will not increase.

Option 2 – Supplier 2 (Current)

Council stick with the current supplier and replica badge and pay year on year for the increase in cost.

The current supplier has indicated that they are not willing to sign another static contract and hold the prices for 3 or 5 years.

Current cost for this terms badge - **£2355.89**

One off cost of Dies and tooling to create Badge - **£0.00**

Machine engraving to reverse of the pendant – **62p per character**

Delivery would be additional and all prices are excluding VAT

Option 3 – Supplier 2 (Current)

Supplier has offered us this quote, but it is for a limited time and is for one year only.

Replica Past Mayor's Badge, Sterling silver gilt - **£876.01**

One off cost of Dies and tooling too create Badge - **£0.00**

Machine engraving to reverse of the pendant – **62p per character**

Delivery would be additional and all prices are excluding VAT

Option 4 – Supplier 3 (New)

The supplier has offered us two quotes:

Replica Past Mayor's Badge in silver gilt - **£1998.86**

One off cost of Dies and tooling too create Badge - **£3000.00**

Machine engraving to reverse of the pendant – **96p per character**

Delivery would be an additional cost and all prices are excluding VAT

Total Cost (before engraving) – **£4998.86**

Replica Past Mayor's Badge in gilt metal - **£1789.48**

One off cost of Dies and tooling too create Badge - **£3000.00**

Machine engraving to reverse of the pendant – **96p per character**

Delivery would be an additional cost and all prices are excluding VAT

Total Cost (before engraving) – **£4789.48**

RECOMMENDED

Members are requested to:

Receive and note the report.

Consider and agree how Council would like to move forward from 2024/25, indicating which option is most preferred.

FULL COUNCIL	12 FEBRUARY 2024	AGENDA ITEM: 15
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BUDGET MONITORING REPORT 31 JANUARY 2024

Report Author

Mark Sims, Deputy Chief Officer

Attached: A. Budget Monitoring Report January 2024 (2 pages)
B. Projected Reserves at 31 March 2024 (as at 31 January 2024) (1 page)

Purpose of Report

To inform members about the Council's income and expenditure in the 2023/24 financial year as at the end of January 2024.

Background Information

On the following pages is the budget monitoring report January 2024, indicating actual income and expenditure up to the end of month ten in the 2023/24 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 underspend of £174,094 that will result in a net amount of £38 197 being transferred from reserves rather than an amount of £212,291 in the budget for 2023/24.

Recommendation

Members are requested to receive the budget monitoring report for January 2024, indicating actual income and expenditure up to the end of month ten in the 2023/24 financial year, noting the projected underspend of £174,094 for 2023/24 that will result in a net amount of £38,197 being transferred from reserves.

Budget Monitoring Report January 2024

Description	Item No.	Gross Expenditure						
		Budget	Expenditure	Committed	Balance	Budget	Year End	Projected
		12 Months	10 Months	Expenditure		For Year	Projections	Variance
		£	£	£	£	£	£	£
Salaries	1	953,935	780,865	154,887	18,183	953,935	935,752	18,183
Pension Added Years Costs	2	10,200	7,626	2,574	0	10,200	10,200	0
Personal Hygiene Facilities	3	2,018	1,004	1,046	-32	2,018	2,050	-32
Personal Protective Equipment / Clothing	3	4,600	1,759	2,911	-70	4,600	4,670	-70
Cleaning Products	3	3,200	2,655	1,475	-930	3,200	4,130	-930
Officers Travel and Subsistence	4	3,150	1,473	1,077	600	3,150	2,550	600
Rates	5	14,431	8,316	0	6,115	14,431	8,316	6,115
Water	6	3,685	979	1,956	750	3,685	2,935	750
Rent	7	36,256	34,066	2,190	0	36,256	36,256	0
Electricity	8	20,251	7,542	6,709	6,000	20,251	14,251	6,000
Gas	9	2,063	1,772	291	0	2,063	2,063	0
Telephone / Alarm Line	10	4,501	2,704	981	816	4,501	3,685	816
Postage	11	2,000	1,410	590	0	2,000	2,000	0
Printing and Stationery	12	2,500	1,990	510	0	2,500	2,500	0
Insurance	13	6,512	6,711	0	-199	6,512	6,711	-199
Photocopier Costs	14	2,500	2,465	371	-336	2,500	2,836	-336
Property Maintenance and Improvements	15	48,000	28,908	16,092	3,000	48,000	45,000	3,000
Equipment	16	15,288	8,492	5,540	1,256	15,288	14,032	1,256
Equipment Maintenance	17	15,750	6,281	9,778	-309	15,750	16,059	-309
Bank Charges	18	960	714	122	124	960	836	124
Audit Fees - Internal	19	1,650	500	1,150	0	1,650	1,650	0
Legal Fees	20	6,000	743	5,257	0	6,000	6,000	0
Audit Fees - External	21	506	0	506	0	506	506	0
Professional Fees	22	6,000	11,423	3,263	-8,686	6,000	14,686	-8,686
General Salaries Contingency	23	35,000	37,425	5,575	-8,000	35,000	43,000	-8,000
Health and Safety	24	5,500	1,025	3,555	920	5,500	4,580	920
Internet Broadband	25	5,518	4,701	976	-159	5,518	5,677	-159
Election Costs	28	0	10,720	0	-10,720	0	10,720	-10,720
BACAS Burials System Annual Maintenance	29	2,730	2,827	0	-97	2,730	2,827	-97
Microshade Citrix	30	10,080	9,695	1,884	-1,499	10,080	11,579	-1,499
Welsh Translation Service	31	4,000	3,501	499	0	4,000	4,000	0
Horticulture	8	800	835	0	-35	800	835	-35
Vehicle Maintenance	11	3,080	1,468	1,612	0	3,080	3,080	0
Haulage and Fuel	12	10,100	4,977	3,123	2,000	10,100	8,100	2,000
Vehicle Tax and Insurance	13	641	645	0	-4	641	645	-4
Philadelphia Cemetery	14	500	0	500	0	500	500	0
Interest on PWLB Loan	15	852	487	365	0	852	852	0
Capital Repayment on PWLB Loan	16	10,464	5,232	5,232	0	10,464	10,464	0
Treework Maintenance	17	6,815	1,170	5,645	0	6,815	6,815	0
Cemetery Roads Maintenance	19	3,600	0	3,600	0	3,600	3,600	0
Memorial Safety Advertising	20	500	395	105	0	500	500	0
Cemetery Subscriptions	21	688	315	373	0	688	688	0
Memorial Inspection Maintenance	1	10,000	3,521	2,479	4,000	10,000	6,000	4,000
Cemetery Approach Gardens Property Maintenance	26	5,000	2	998	4,000	5,000	1,000	4,000
Bees at Cemetery	27	500	0	500	0	500	500	0
New Electric Vehicle	27	25,000	0	25,000	0	25,000	25,000	0
New Play Equipment	11	3,600	0	1,600	2,000	3,600	1,600	2,000
Online Charges re Website Bookings	13	0	76	64	-140	0	140	-140
Community Groups Use of CACC (FOC)	1	1,800	480	120	1,200	1,800	600	1,200
Other Professional Fees (PPL/PRS)	15	0	1,417	0	-1,417	0	1,417	-1,417
Civic Hospitality - Remembrance Sunday	1	1,300	98	0	1,202	1,300	98	1,202
Civic Hospitality - Civic Service	1	1,000	1,786	0	-786	1,000	1,786	-786
Civic Hospitality - Annual Meeting	1	350	633	0	-283	350	633	-283
Civic Hospitality - Bryan Foley Award	1	350	0	350	0	350	350	0
Civic Hospitality - Miscellaneous	1	0	25	561	-586	0	586	-586
Mayor's Hospitality	2	500	0	500	0	500	500	0
Mayor's Medallions and Plaques	3	2,750	0	2,750	0	2,750	2,750	0
Mayor's Chain Repairs	3	700	897	0	-197	700	897	-197
Photographical Services	4	250	0	0	250	250	0	250
Mayor's Allowance inc. On Cost	5	1,619	1,602	0	17	1,619	1,602	17
Deputy Mayor's Allowance inc. On Cost	5	500	574	0	-74	500	574	-74
Mayor's Travel	6	500	0	500	0	500	500	0
Mayor's Donations	7	500	307	193	0	500	500	0
Mayor's Advertising	8	300	52	248	0	300	300	0
Civic Gifts	9	500	0	500	0	500	500	0
Corporate Events - Christmas Lights	3	20,000	0	9,116	10,884	20,000	9,116	10,884
Corporate Events - Christmas Events	3	10,000	7,294	1,940	766	10,000	9,234	766
Corporate Events - Santa Fun Run	3	2,000	1,394	65	541	2,000	1,459	541
Corporate Events - Family Fun Day	3	4,000	3,862	0	138	4,000	3,862	138
Corporate Events - Pride	3	250	250	0	0	250	250	0
Corporate Events - Miscellaneous	3	2,000	1,248	752	0	2,000	2,000	0
Corporate Events - St David's Day Event	3	5,000	0	5,000	0	5,000	5,000	0
Corporate Advertising and Marketing	3	4,000	4,278	0	-278	4,000	4,278	-278
Website Costs	3	2,000	0	1,000	1,000	2,000	1,000	1,000
Corporate Projects - Town Center Planters	4	8,000	0	8,000	0	8,000	8,000	0
Corporate Projects - Barry Youth Action	5	3,000	90	500	2,410	3,000	590	2,410
Corporate Projects - Community Plan	6	3,000	0	0	3,000	3,000	0	3,000
Corporate Projects - Dementia Friendly Project	7	3,000	0	0	3,000	3,000	0	3,000
Corporate Projects - Shop Local Campaign	8	10,000	7,236	2,764	0	10,000	10,000	0
Corporate Projects - Fairtrade Campaign	9	1,000	438	562	0	1,000	1,000	0
Corporate Projects - Sustainable Barry	10	10,000	0	2,000	8,000	10,000	2,000	8,000
Corporate Projects - Arts, Culture and Entertainment	11	120,000	17,000	0	103,000	120,000	17,000	103,000
Community Engagement Strategy	12	7,000	1,004	1,996	4,000	7,000	3,000	4,000
Community Grants - Green Grants	13	4,300	2,000	0	2,300	4,300	2,000	2,300
Community Grants - Christmas Meals	14	2,700	2,700	0	0	2,700	2,700	0
Community Grants - Voluntary Organisations	15	25,000	14,232	0	10,768	25,000	14,232	10,768
Community Grants - Small Business Grants	16	3,000	2,939	0	61	3,000	2,939	61
Community Grants - Books for Schools	17	10,000	0	10,000	0	10,000	10,000	0
Community Grants - King's Coronation	18	10,000	9,900	0	100	10,000	9,900	100
Community Grants - Arts, Culture and Entertainment	19	25,000	15,642	0	9,358	25,000	15,642	9,358
Cemetery Roads Improvement	4	22,500	0	22,500	0	22,500	22,500	0
Subscriptions		10,403	10,204	0	199	10,403	10,204	199
Councillor Training		4,000	494	3,506	0	4,000	4,000	0
Staff Training		20,000	16,379	3,621	0	20,000	20,000	0
Councillor Allowances		2,000	1,640	360	0	2,000	2,000	0
Councillor Tablets		880	720	0	160	880	720	160
Councillor Emails		440	414	0	26	440	414	26
Staff Wellbeing Fund		500	0	500	0	500	500	0
Long Service Award		500	0	0	500	500	0	500
Cemetery Benches	5	2,000	1,950	0	50	2,000	1,950	50
Covid-19 Expenditure	1	0	0	0	0	0	0	0
Miscellaneous	6	0	0	0	0	0	0	0
Total Expenditure		1,681,316	1,670,594	362,864	177,858	1,681,316	1,503,458	177,858

Budget Monitoring Report January 2024

Gross Income								
Description	Item No.	Budget	Income	Income	Balance	Budget	Year End	Projected
		12 Months	10 Months	Expenditure		For Year	Projections	Variance
		£	£	£	£	£	£	£
Bank Interest	1	4,000	14,744	0	10,744	4,000	18,000	14,000
Interment Fees	1	94,574	65,707	0	-28,867	94,574	78,848	-15,726
Exclusive Right of Burials	2	38,775	23,460	0	-15,315	38,775	28,152	-10,623
Memorial Fees	3	24,445	23,554	0	-891	24,445	28,265	3,820
Transfer of Exclusive Right of Burials	4	1,770	1,470	0	-300	1,770	1,764	-6
Hire of Chapel	5	770	385	0	-385	770	462	-308
War Graves	6	78	78	0	0	78	78	0
Cemetery Lodge Rent	7	5,912	4,950	0	-962	5,912	5,940	28
Other Miscellaneous Income	8	2,000	3,303	0	1,303	2,000	3,303	1,303
Cemetery Improvement Fee	9	3,600	2,220	0	-1,380	3,600	2,664	-936
Grants Receivable	10	0	0	0	0	0	0	0
Other Miscellaneous Income	2	0	0	0	0	0	0	0
Assets Disposal Proceeds	11	0	0	0	0	0	0	0
Porthkerry Agreement	3	14,079	14,763	0	684	14,079	14,763	684
Lettings	1	20,000	21,870	0	1,870	20,000	24,000	4,000
Total Income		210,003	176,504	0	-33,499	210,003	206,239	-3,764
Net Expenditure								
Description	Item No.	Budget	Expenditure	Expenditure	Balance	Budget	Year End	Projected
		12 Months	10 Months	Expenditure		For Year	Projections	Variance
		£	£	£	£	£	£	£
Total Net Expenditure		1,471,313	964,090	362,864	144,359	1,471,313	1,297,219	174,094
Transfer to / (from) reserves		(212,291)				(212,291)	(38,197)	
Amount to be met from Precept		1,259,022				1,259,022	1,259,022	
Our net budget for the year is £1,471,313 with actual expenditure for the 9 months to 31 January 2024 of £964,090 and committed expenditure of £362,864 with an amount of budgeted income yet to be received of £33,499 noting that a amount of £212,291 will be drawn down from reserves.								
Our projected out-turn for the year produces an underspend of £174,094 (£177,858 less expenditure with £3,764 more income). This will result in a net amount of £38,197 being transferred from reserves rather than transferring £212,291 from reserves.								

Budget Monitoring Report January 2024

Description of Reserves	Balance at 01.04.23	Contribution to reserve	Contribution from reserve	Balance at 31.03.24
Cemetery Improvement Reserve	5,480	2,664	-	8,144
Acquisition Reserve	217,566	103,000	-	320,566
Plant and Machinery Reserve	1,100	-	-	1,100
Shop Local Reserve	27	-	-	27
Election Reserve	5,323	-	(5,323)	-
Place Plan Reserve	3,000	-	-	3,000
Cemetery Roads Reserve	2,500	-	-	2,500
Staff Training Reserve	6,000	-	-	6,000
General Reserve	633,485	-	(138,538)	494,947
Total	874,481	105,664	(143,861)	836,284

FULL COUNCIL	12 FEBRUARY 2024	AGENDA ITEM: 16
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DRAFT BUDGET 2024/25 AND TO DETERMINE THE PRECEPT FOR 2024/25

Report Author

Mark Sims, Deputy Chief Officer

Attached: A. Draft Budget 2024/25 (11 Pages)

Purpose of Report

To consider the Town Council's draft budget for 2024/25 following public consultation and to determine the precept to be levied on the Vale of Glamorgan Council.

Background

At the meeting of Full Council held on 11 December 2023 members approved the Draft Budget 2024/25 for public consultation that provisionally set a precept requirement of £1,284,202 for 2024/25 being a cash increase of 2.0%.

On the following pages is a projected out-turn for 2023/24, as at 5 February 2024, and the draft budget for 2024/25 for consideration. The projected out-turn for 2023/24 results in a deficit of £38,197 being transferred from reserves rather than the intention to transfer £212,291 from reserves.

In the table below is a breakdown showing the movements to / from reserves with the projected balances as at 31 March 2024.

	Balance as at 01.04.23	Contribution to Reserve	Contribution from Reserve	Balance as at 31.03.24
Cemetery Improvement Reserve	5,480	2,664	0	8,144
Acquisition Reserve	217,566	103,000	0	320,566
Plant and Machinery Reserve	1,100	0	0	1,100
Shop Local Reserve	27	0	0	27
Election Reserve	5,323	0	5,323	0
Place Plan Reserve	3,000	0	0	3,000
Cemetery Roads Renewal Reserve	2,500	0	0	2,500
Staff Training Reserve	6,000	0	0	6,000
General Reserve	633,485	0	138,538	494,947
Total	874,481	105,664	143,861	836,284

It is generally accepted that general (un-earmarked) revenue reserves usually lie within a range of three to twelve months (i.e. between 25% and 100%) of gross expenditure.

With gross expenditure for 2024/2025 of £1,705,337 the general reserve should lie within a range between £426,334 and £1,705,337.

With the general reserve projected to reduce from £633,485 to £494,947 this represents a level of 29% of gross expenditure, so within the generally accepted range, albeit at the lower end.

Members will need to consider whether to include any provision in the draft budget to increase the General Reserve or whether they are prepared to have a balance at the lower end of the generally accepted level.

Officers consider that the other reserves form a safety net in a worst-case scenario if members choose not to increase the General Reserve during 2024/2025, or alternatively consider using the General Reserve to fund expenditure.

It is worth noting that with the Elections Reserve reducing to nil following the May 2022 Election recharge costs and July 2023 Byelection recharge costs, officers consider that it would be prudent to include an amount each year to build the Election Reserve back up to a level considered sufficient to cover the 2027 Council Election costs. However, members may wish to include an amount for this in 2024/2025 or defer this until 2025/2026 due to other cost pressures facing the Council for 2024/2025.

The draft budget comprises gross expenditure of £1,705,337 with income from services amounting to £216,163 producing a net expenditure budget of £1,489,174.

An amount of £3,024 is proposed to be added to the Cemetery Improvement Reserve, being the Cemetery Improvement fees received during the year on new graves, an amount of £2,000 is being drawn down from the Cemetery Improvement Reserve to fund expenditure of new cemetery benches, transferring £3,000 from the Place Plan Reserve to the General Reserve, drawing down £6,000 from the Staff Training Reserve to fund expenditure in 2024/2025 with an amount of £196,996 being drawn down from the General Reserve that reduces the net expenditure budget to £1,284,202.

We have received notification from the Vale of Glamorgan Council that the tax base for Barry for 2024/25 is 21,193 an increase on the current tax base of 20,914.

The Council would need to set a precept of £1,284,202 to balance the budget that would represent an increase to a Band D tax payer of 0.66% (lower than a 2% cash increase due to the increase in the Tax Base).

Recommendation

Members are requested to approve the draft 2024/25 budget that sets a precept requirement of £1,284,202 being an increase to a Band D tax payer of 0.66% compared to 2023/24.

Draft Budget 2024 / 2025 Summary

	2022/23	2022/23	2023/24	2023/24	2024/25
	Budget	Out-Turn	Budget	Out-Turn	Budget
Expenditure					
Management and Support Services	567,471	592,235	619,615	658,601	663,674
Planning	17,500	21,331	48,500	51,585	52,000
Merthyr Dyfan Cemetery	459,228	474,255	523,313	469,127	523,779
Porthkerry Cemetery	19,400	17,310	21,200	17,700	19,200
Pioneer Hall	41,808	41,090	48,181	48,082	50,737
Community Building at Cemetery Approach Gardens	39,657	26,935	51,913	49,297	56,349
Corporate	39,106	28,550	38,723	37,838	39,620
Corporate Engagement and Events	286,883	130,474	294,250	135,202	254,500
Civic Engagement and Events	9,569	11,462	11,119	11,576	20,979
Special Projects	26,500	81,968	24,500	24,450	24,500
	1,507,122	1,425,610	1,681,314	1,503,458	1,705,337
Income					
Management and Support Services	500	4,518	4,000	18,000	20,000
Merthyr Dyfan Cemetery	155,387	159,147	157,710	137,308	148,917
Porthkerry Cemetery	26,836	25,630	28,294	26,931	23,246
Pioneer Hall	10,000	12,500	10,000	12,000	12,000
Community Building at Cemetery Approach Gardens	10,000	12,000	10,000	12,000	12,000
Precept	1,242,362	1,242,362	1,259,022	1,259,022	1,284,202
	1,445,085	1,456,157	1,469,026	1,465,261	1,500,365
Net Operating Deficit / (Surplus) for the Year (Expenditure less Income)	62,037	(30,546)	212,288	38,197	204,972
Movement of Council Reserves to Offset the Net Operating Deficit for the Year					
Addition to Cemetery Improvement Reserves from in year charges	2,060	3,300	3,600	2,664	3,024
From Shop Local Reserve to fund expenditure	-	(4,300)	-	-	-
From Plant and Machinery Reserve to fund purchase of new Kubota and Electric Mower	-	(22,750)	-	-	-
From Election Reserve to fund Elections Costs 2022	(26,771)	(26,771)	-	-	-
From Cemetery Roads Reserve for Cemetery Roads 2022/23	(2,500)	(2,500)	-	-	-
From Cemetery Improvement Reserve for Seat Replacement 2022/23	(4,000)	(3,413)	-	-	(2,000)
From Place Plan Reserve to fund expenditure (Min No. 673 (4) refers)	(3,000)	-	(3,000)	-	-
Transfer from General Reserve to Acquisition Reserve	-	(200,000)	-	-	-
Addition to Acquisition Reserve from General Reserve	-	200,000	-	-	-
Addition to Plant and Machinery Reserve (Asset disposal proceeds)	-	2,000	-	-	-
Addition to Acquisition Reserve	-	-	-	103,000	-
From Election Reserve to fund By-Election Costs 2023	-	-	-	(5,323)	-
Transfer From Place Plan Reserve to General Reserve	-	-	-	-	(3,000)
From Staff Training Reserve to fund expenditure	-	-	-	-	(6,000)
Net surplus (deficit) for the year to (from) General Reserve	(27,826)	84,980	(212,888)	(138,538)	(196,996)
Deficit for the Year to be funded from Reserves or Increase in Precept 2022/2023	0	0			
Surplus for the Year to be funded to Reserves			0	0	
Deficit for the Year to be funded from Reserves or Increase in Precept 2024/2025					0

Draft Budget 2024 / 2025 Management & Support

EXPENDITURE							
Description	Item No.	2022/23 Budget	2022/23 Out-Turn Projected	2023/24 Budget	2023/24 Out-Turn Projected	2024/25 Budget	
Salaries	1	381,100	374,057	463,600	479,355	498,000	
Pension Added Years Costs	2	9,600	9,255	10,200	10,200	10,885	
Personal Hygiene Facilities	3	225	225	248	248	260	
Personal Protective Equipment / Clothing	4	675	675	300	370	300	
Cleaning Products	5	1,100	1,100	1,100	1,030	1,100	
Officers Travel and Subsistance	6	2,400	1,300	2,400	2,400	2,400	
Rent	9	36,256	36,256	36,256	36,256	36,256	
Telephone	12	3,317	2,860	3,278	2,623	3,442	
Postage	13	2,000	1,500	2,000	2,000	2,000	
Printing and Stationery	14	2,500	1,500	2,500	2,500	2,500	
Insurance	15	5,311	5,920	6,512	6,711	7,050	
Photocopier Costs	16	3,976	2,206	2,500	2,836	2,625	
Property Maintenance and Improvements	17	4,000	4,000	4,000	4,000	4,000	
Equipment	18	5,000	4,867	5,500	7,244	5,775	
Equipment Maintenance	19	3,200	2,350	3,200	3,509	3,200	
Bank Charges	20	960	775	960	836	1,010	
Audit Fees (Internal)	21	1,425	1,440	1,650	1,650	1,735	
Legal Fees	22	6,000	6,000	6,000	6,000	6,000	
Audit Fees (External)	23	460	460	506	506	530	
Other Professional Fees	24	6,000	23,134	6,000	7,978	6,000	
General Salaries Contingency (All Depts)	25	30,000	38,960	35,000	43,000	40,000	
Health & Safety Fees	26	11,900	3,176	5,500	4,580	5,775	
Internet	27	3,090	3,240	3,596	3,643	3,830	
Election Costs	28	30,000	51,448	0	10,720	0	
BACAS Burials System Annual Maintenance	29	2,550	2,594	2,730	2,827	2,970	
MicroShade Citrix	30	8,427	8,903	10,080	11,579	12,030	
Welsh Translation Service	31	4,000	4,000	4,000	4,000	4,000	
COVID-19 EXPENDITURE	32	2,000	34	0	0	0	
Total Expenditure		567,471	592,235	619,615	658,601	663,674	
INCOME							
Description	Item No.	2022/23 Budget	2022/23 Out-Turn Projected	2023/24 Budget	2023/24 Out-Turn Projected	2024/25 Budget	
Bank Interest	1	500	4,518	4,000	18,000	20,000	
Total Income		500	4,518	4,000	18,000	20,000	

Draft Budget 2024 / 2025 Planning

EXPENDITURE								
<u>Description</u>	<u>Item No.</u>	<u>2022/23</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2023/24</u>	<u>2023/24</u>	<u>2024/25</u>	
		<u>Budget</u>	<u>Out-Turn</u>	<u>Budget</u>	<u>Out-Turn</u>	<u>Out-Turn</u>	<u>Budget</u>	
			<u>Projected</u>		<u>Projected</u>			
Salaries	1	17,350	10,706	47,900	47,835		52,000	
Officers Travel	2	150	-	600	0		0	
Other Professional Fees	3	0	10,625	0	3,750		0	
Total Expenditure		17,500	21,331	48,500	51,585		52,000	

Draft Budget 2024 / 2025 Merthyr Dyfan Cemetery

EXPENDITURE						
Description	Item No.	2022/23 Budget	2022/23 Out-Turn Projected	2023/24 Budget	2023/24 Out-Turn Projected	2024/25 Budget
Salaries	1	349,562	359,517	385,635	327,035	395,100
Personal Hygiene Facilities	2	600	600	600	654	685
Personal Protective Equipment / Clothing	2	2,400	4,000	4,000	4,000	4,000
Cleaning Products	2	1,000	1,000	1,000	2,000	1,400
Rates	3	9,786	9,320	10,252	3,976	4,374
Water	4	3,000	2,500	2,750	2,000	2,100
Electricity & Gas	5	5,550	5,550	12,430	6,430	6,600
Telephone	6	414	392	431	331	453
Property Maintenance and Improvements	7	25,000	35,000	33,000	33,000	34,650
Horticulture	8	800	800	800	835	800
Equipment	9	6,625	1,924	7,288	5,788	7,652
Plant & Equipment Maintenance	10	9,500	10,500	11,550	11,550	11,550
Vehicle Maintenance	11	1,800	2,800	3,080	3,080	3,234
Haulage and Fuel	12	5,171	9,000	9,900	7,900	10,395
Vehicle Tax and Insurance	13	583	585	641	645	710
Philadelphia Cemetery Maintenance	14	500	500	500	500	500
Interest on PWLB Loans	15	1,338	1,338	852	852	365
Capital Repayment on PWLB Loans	16	10,464	10,464	10,464	10,464	10,464
Treework Maintenance	17	6,195	6,195	6,815	6,815	7,156
Cemetery Roads Maintenance	18	3,000	3,000	3,600	3,600	3,780
Memorial Safety Advertising	19	250	250	500	500	500
Subscriptions	20	850	625	688	688	722
Broadband Internet	21	840	944	1,038	1,026	1,090
Professional Fees	22	0	0	0	2,958	0
Officers Travel	23	0	42	0	0	0
COVID-19 Expenditure	24	4,000	50	0	0	0
Memorial Inspection Maintenance	25	10,000	6,377	10,000	6,000	10,000
Cemetery Approach Gdns Maintenance	26	0	694	5,000	1,000	5,000
Bees	27	0	288	500	500	500
New Electric Vehicle	28	0	0	0	25,000	0
Total Expenditure		459,228	474,255	523,313	469,127	523,779

INCOME						
Description	Item No.	2022/23 Budget	2022/23 Out-Turn Projected	2023/24 Budget	2023/24 Out-Turn Projected	2024/25 Budget
Interment Fees	1	80,691	77,445	82,326	69,870	79,333
Exclusive Right of Burials	2	41,035	40,675	38,775	28,152	33,296
Memorial Fees	3	22,073	22,857	22,478	25,075	26,390
Transfer of Exclusive Right of Burials	4	1,800	2,010	1,770	1,764	1,181
Hire of Chapel	5	0	770	770	462	462
War Graves	6	78	78	78	78	78
Cemetery Lodge Rent	7	5,650	5,630	5,912	5,940	6,178
Other Miscellaneous Income	8	2,000	3,027	2,000	3,303	2,000
Grants Receivable	9	0	0	0	0	0
Cemetery Improvement Fee	10	2,060	3,300	3,600	2,664	3,024
Disposal of Assets	11	0	3,355	0	0	0
Total Income		155,387	159,147	157,710	137,308	148,917

Draft Budget 2024 / 2025 Porthkerry Cemetery

EXPENDITURE							
Description	Item No.	2022/23 Budget	2022/23 Out-Turn Projected	2023/24 Budget	2023/24 Out-Turn Projected	2024/25 Budget	
Salaries	1	15,000	15,000	15,000	15,000	15,000	
Officers Travel and Subsistance	2	0	0	0	0	0	
Property Maintenance and Improvements	3	4,200	1,366	6,000	2,500	4,000	
Haulage and Fuel	4	200	200	200	200	200	
COVID-19 Expenditure	5	0	0	0	0	0	
Miscellaneous	6	0	744	0	0	0	
Total Expenditure		19,400	17,310	21,200	17,700	19,200	
INCOME							
Description	Item No.	2022/23 Budget	2022/23 Out-Turn Projected	2023/24 Budget	2023/24 Out-Turn Projected	2024/25 Budget	
Interment Fees	1	11,847	9,787	12,248	8,978	5,188	
Memorial Fees	2	1,580	1,934	1,967	3,190	2,557	
Porthkerry Agreement	3	13,409	13,409	14,079	14,763	15,501	
Other Income	4	0	500	0	0	0	
Total Income		26,836	25,630	28,294	26,931	23,246	

Draft Budget 2024 / 2025 Pioneer Hall

EXPENDITURE							
Description	Item No.	2022/23 Budget	2022/23 Out-Turn Projected	2023/24 Budget	2023/24 Out-Turn Projected	2024/25 Budget	
Salaries	1	28,350	29,751	31,500	32,400	34,500	
Personal Hygiene Facilities	2	720	720	720	930	977	
Personal Protective Equipment / Clothing	2	200	200	200	200	200	
Cleaning Products	2	400	500	500	500	500	
Rates	3	1,854	1,766	1,943	2,065	2,583	
Water	4	650	450	495	495	520	
Electricity	5	1,520	1,520	2,310	2,310	2,541	
Gas	6	1,250	1,768	2,063	2,063	2,269	
Alarm Line	7	384	240	264	251	252	
Telephone Line	8	0	240	264	240	252	
Broadband	9	480	384	422	384	403	
Property Maintenance and Improvements	10	3,500	2,500	3,500	3,500	3,500	
Equipment	11	500	51	500	500	500	
Equipment Maintenance	12	500	500	500	500	500	
New Play Equipment	13	1,000	500	3,000	1,000	1,000	
Online Charges re Website Bookings	14	0	0	0	40	240	
COVID-19 Expenditure	15	500	0	0	0	0	
Other Professional Fees	16	0	0	0	704	0	
Total Expenditure		41,808	41,090	48,181	48,082	50,737	
INCOME							
Description	Item No.	2022/23 Budget	2022/23 Out-Turn Projected	2023/24 Budget	2023/24 Out-Turn Projected	2024/25 Budget	
Lettings	1	10,000	12,500	10,000	12,000	12,000	
Total Income		10,000	12,500	10,000	12,000	12,000	

Draft Budget 2024 / 2025 Community Building

EXPENDITURE							
Description	Item No.	2022/23 Budget	2022/23 Out-Turn Projected	2023/24 Budget	2023/24 Out-Turn Projected	2024/25 Budget	
Salaries	1	27,850	14,326	35,300	34,127	38,750	
Personal Hygiene Facilities	2	450	450	450	218	176	
Personal Protective Equipment / Clothing	3	100	100	100	100	100	
Cleaning Products	4	200	600	600	600	600	
Rates	5	2,135	2,033	2,236	2,274	2,501	
Water	6	400	400	440	440	462	
Electricity	7	720	3,064	5,511	5,511	6,062	
Alarm Telephone Line	8	350	240	264	240	252	
Property Maintenance and Improvements	9	1,500	1,500	1,500	2,000	1,500	
Equipment	10	2,000	252	2,000	500	2,000	
Equipment Maintenance	11	500	500	500	500	500	
New Play Equipment	12	600	600	600	600	600	
Broadband	13	402	420	462	624	655	
COVID-19 Expenditure	14	500	500	0	0	0	
Officers Travel and Subsistence	15	150	150	150	150	150	
Community Groups Use of Hall (FOC)	16	1,800	1,800	1,800	600	1,800	
Online Charges re Website Bookings	17	0	0	0	100	240	
Other Professional Fees	18	0	0	0	713	0	
Total Expenditure		39,657	26,935	51,913	49,297	56,349	
INCOME							
Description	Item No.	2022/23 Budget	2022/23 Out-Turn Projected	2023/24 Budget	2023/24 Out-Turn Projected	2024/25 Budget	
Lettings	1	10,000	12,000	10,000	12,000	12,000	
Total Income		10,000	12,000	10,000	12,000	12,000	

Draft Budget 2024 / 2025 Corporate

EXPENDITURE							
Description	Item No.	2022/23 Budget	2022/23 Out-Turn Projected	2023/24 Budget	2023/24 Out-Turn Projected	2024/25 Budget	
Subscriptions	9	9,652	9,364	10,403	10,204	10,925	
Councillors Training	10	4,000	1,028	4,000	4,000	4,000	
Staff Training	11	20,000	15,463	20,000	20,000	20,000	
Councillors Allowances	12	2,000	1,300	2,000	2,000	2,000	
Councillor Tablets	13	792	792	880	720	760	
Councillor Emails	14	391	396	440	414	435	
Staff Wellbeing Fund	15	500	0	500	500	500	
Long Service Award	18	500	207	500	0	1,000	
Total Expenditure		39,106	28,550	38,723	37,838	39,620	

Draft Budget 2024 / 2025 Corporate Engagement & Events

EXPENDITURE							
Description	Item No.	2022/23 Budget	2022/23 Out-Turn Projected	2023/24 Budget	2023/24 Out-Turn Projected	2024/25 Budget	
Corporate Events - Christmas Lights	1	20,000	20,000	20,000	9,116	20,000	
Corporate Events - Festival of Lights	1	10,000	10,000	10,000	0	0	
Corporate Events - Christmas Events	1	0	0	0	9,234	10,000	
Corporate Events - Santa Fun Run	1	2,000	2,000	2,000	1,459	0	
Corporate Events - Christmas Charity Event	1	0	0	0	0	2,000	
Corporate Events - Family Fun Day	1	1,000	4,700	4,700	3,862	0	
Corporate Events - Community Events	1	0	0	0	0	20,000	
Corporate Events - Pride	1	0	550	550	250	0	
Corporate Events - Community Event Attendance	1	0	0	0	0	1,000	
Corporate Events - Miscellaneous	1	1,000	1,000	1,000	2,000	0	
Corporate Events - St David's Day Event	1	0	0	0	5,000	0	
Corporate Events - Staff Sustenance	1	0	0	0	0	500	
Corporate Events - Equipment and Storage	1	0	0	0	0	4,000	
Corporate Marketing and Communications	2	4,000	3,500	4,000	4,278	5,000	
Website Costs	7	2,000	2,000	2,000	1,000	2,000	
Corporate Projects - Town Centre Planters	1	6,000	8,000	8,000	8,000	8,000	
Corporate Projects - Barry Youth Action	1	3,000	300	3,000	590	3,000	
Corporate Projects - Community Plan	17	3,000	0	3,000	0	0	
Corporate Projects - Dementia Friendly Project	2	3,000	0	3,000	0	3,000	
Corporate Projects - Shop Local Campaign	4	10,000	17,300	10,000	10,000	10,000	
Corporate Projects - Fairtrade Campaign	8	1,000	1,000	1,000	1,000	0	
Corporate Projects - Sustainable Barry	16	10,000	537	10,000	2,000	0	
Corporate Projects - Globally Responsible Barry	16	0	0	0	0	11,000	
Corporate Projects - Arts, Culture & Entertainment	5	120,000	0	120,000	17,000	100,000	
Corporate Engagement	3	7,000	1,669	7,000	3,000	0	
Coporate Grants - Green Grants	5	4,300	2,633	4,300	2,000	4,000	
Coporate Grants - Christmas Meals	5	2,700	2,125	2,700	2,700	3,000	
Coporate Grants - Voluntary Organisations	5	25,000	7,772	25,000	14,232	15,000	
Coporate Grants - Small Business Grants	5	3,000	3,000	3,000	2,939	3,000	
Coporate Grants - Books for Schools	5	10,000	10,000	10,000	10,000	10,000	
Coporate Grants - Queen's Jubilee Grants	5	8,883	8,833	0	0	0	
Coporate Grants - King's Coronation Grants	5	0	0	10,000	9,900	0	
Coporate Grants - Arts, Culture & Entertainment Grants	5	30,000	23,555	30,000	15,642	20,000	
Total Expenditure		286,883	130,474	294,250	135,202	254,500	

Draft Budget 2024 / 2025 Civic Engagement & Events

EXPENDITURE							
<u>Description</u>	<u>Item No.</u>	<u>2022/23</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2023/24</u>	<u>2024/25</u>	
		<u>Budget</u>	<u>Out-Turn</u>	<u>Budget</u>	<u>Out-Turn</u>	<u>Budget</u>	
			<u>Projected</u>		<u>Projected</u>		
Civic Hospitality - Remembrance Sunday	1	500	1,452	1,300	98	5,000	
Civic Hospitality - Civic Service	1	1,000	1,007	1,000	1,786	2,000	
Civic Hospitality - Annual Meeting	1	350	130	350	633	650	
Civic Hospitality - Bryan Foley Award	1	350	311	350	350	400	
Civic Hospitality - Miscellaneous	1	0	416	0	586	0	
Civic Hospitality - Christmas Candle Service	1	0	0	0	0	50	
Civic Hospitality - Freedom of Town	1	0	0	0	0	500	
Mayor's Hospitality	2	500	500	500	500	500	
Mayor's Medallions	3	2,000	2,524	2,750	2,750	2,750	
Mayor's Chain Repairs	3	0	0	700	897	0	
Civic Regalia - Repairs and Servicing	3	0	0	0	0	2,000	
Photographical Services	4	250	250	250	0	0	
Mayor's Allowance inc. On Cost	5	1,619	1,872	1,619	1,602	1,619	
Deputy Mayor's Allowance inc. On Cost	6	500	500	500	574	500	
Mayor's Travel	7	500	500	500	500	4,000	
Mayor's Donations	8	750	750	500	500	500	
Mayor's Advertising	9	750	750	300	300	260	
Civic Gifts	10	500	500	500	500	250	
Total Expenditure		9,569	11,462	11,119	11,576	20,979	

Draft Budget 2024 / 2025 Special Projects

EXPENDITURE								
Description	Item No.	2022/23 Budget	2022/23 Out-Turn Projected	2023/24 Budget	2023/24 Out-Turn Projected	2024/25 Budget		
Cemetery Roads Improvement	3	22,500	22,574	22,500	22,500	22,500		
Cemetery Benches	4	4,000	3,413	2,000	1,950	2,000		
Mindfulness Garden at Cemetery Approach Gardens	6	0	9,000	0	0	0		
New Ride on Mower (Kubota)	7	0	12,750	0	0	0		
New Ride on Mower (Green Machine)	8	0	26,958	0	0	0		
Commemorative Bench	9	0	1,500	0	0	0		
Cemetery Lodge Windows	10	0	5,773	0	0	0		
Total Expenditure		26,500	81,968	24,500	24,450	24,500		