



# BARRY TOWN COUNCIL CYNGOR TREF Y BARRI

Please reply to: TOWN CLERK

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20 February 2024



## BARRY TOWN COUNCIL CYNGOR TREF Y BARRI

**PURSUANT TO THE REQUIREMENTS OF THE ABOVE STATUTORY PROVISIONS, NOTICE IS HEREBY GIVEN THAT AN EXTRA-ORDINARY MEETING OF FULL COUNCIL TO BE HELD HYBRID BASIS IN THE COUNCIL CHAMBER, TOWN HALL, KING SQUARE, BARRY, CF63 4RW AND REMOTELY ON MONDAY 26 FEBRUARY 2024 COMMENCING AT 6.30 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**

**This is a public meeting and any resident of Barry may attend in person or remotely; for remote access details, please contact [info@barrytowncouncil.gov.uk](mailto:info@barrytowncouncil.gov.uk)**

Yours faithfully

Councillor I Johnson  
Town Mayor

*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 12 February 2024 (Pages 1689 - 1696)**

**5. To consider the proposition that Ayshea Martyn of Barry Town, being a person who has rendered eminent services to the Town, within the meaning of Section 249 (5) and (6) of the Local Government Act 1972 be admitted an Honorary Freewoman of the Town of Barry, in accordance with the provision of the said Act, and that the Common Seal of Barry Town Council be affixed to the Scroll of Admission and the Roll of Honorary Freewoman. Further, Ayshea Martyn does receive the scroll and Honorary Freewoman at this Extraordinary Meeting of the Council held on 26 February 2024, following which Ayshea Martyn will be duly admitted an Honorary Freewoman of the Town during the Mayoralty of Councillor Ian Johnson. (Pages 1697 - 1700)**

**6. Date of Next Meeting**

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

### **Distribution**

The Mayor (Councillor Ian Johnson) plus all other Town Councillors (22)

Others (Barry & District News, Barry Police, Glamorgan Star and Barry Library) (4)

**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.**

**MINUTES OF THE MEETING OF COUNCIL HELD ON MONDAY 12 FEBRUARY 2024 AT 7PM**

**PRESENT:** The Mayor (Councillor Johnson) together with Councillors Aviet, Ball, Brooks, Clarke, Collins, Drake, EJ Goodjohn, ES Goodjohn, Hennessy, N Hodges, S Hodges, Iannucci, McKinney, Payne, Perkes, Thomas, William and Wilkinson

**ALSO PRESENT:**

Mark Sims	Deputy Chief Officer
Lyndsey Thomas	Administrator
Emma Thorne	Engagement & Events Officer
Amanda Webb	Wellbeing Goals Officer
Courtney Parker	Administrator

320. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Charles, Dancey and Davies-Powell.

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

Councillor Drake declared an interest in agenda item 20 as she is a member of the Vale of Glamorgan Council's Welsh Church Act Estate Committee.

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

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

323. **TO APPROVE AND SIGN THE MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY 11 DECEMBER 2023**

Councillor Johnson wished a welcome back to the Chief Officer on behalf of the Council.

Councillor S Hodges added that the Council would like to thank the Locum Chief Officer for her help over a difficult time. Council members agreed.

**RESOLVED:**

- a) That the minutes of the meeting Full Council held on Monday 11 December 2023 be approved and signed as a correct record.
- b) That a letter of thanks be sent to the Locum Chief Officer for her help during the Chief Officer's absence.

324. **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 Christmas Candle Lighting event at the Cemetery Chapel which raised approximately £350.

The Mayor thanked Councillor N Hodges for setting the quiz at Craft Republic which raised £312.

The Mayor also attended the Vale of Glamorgan Friends Christmas and New Year Celebration which he said was a lovely event.

The Mayor advised members of upcoming events including the Freedom of the town ceremony, future fundraising events and the Mayors Ball.

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

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

None were received.

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

None were received.

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

None were received.

328. **TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE HELD ON 12 DECEMBER 2023, 9 JANUARY 2024 AND 30 JANUARY 2024**

**RESOLVED: That the minutes of the Planning Committee meetings held on 12 December 2023, 9 January 2024 and 30 January be received and noted.**

Members were advised that discussion of the minutes of the Personnel Committee meeting should be moved to part two of the meeting.

329. **TO RECEIVE AND NOTE THE MINUTES OF THE FINANCE, POLICY AND GENERAL PURPOSES COMMITTEE HELD ON 29 JANUARY 2024**

**RESOLVED:** That the minutes of the Finance, Policy and General Purposes Committee meeting held on 29 January 2024 be received and noted.

330. **TO RECEIVE AND NOTE THE MINUTES OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE HELD ON 22 JANUARY 2024**

Councillor N Hodges commented that he was grateful that the Finance, Policy and General Purposes Committee had agreed to both of their Recommendations. These being the new unauthorised ashes scattering policy and the purchase of a new electric vehicle for the Cemetery.

He added that the Committee will soon be looking to bring in a policy regarding filming on Barry Town Council owned land following an enquiry from a musical band wanting to film at Merthyr Dyfan Cemetery.

**RESOLVED:** That the minutes of the Halls, Cemeteries and Community Facilities Committee meeting held on 22 January 2024 be received and noted.

331. **TO RECEIVE RESULTS OF THE PUBLIC CONSULTATION ON 2024 BUDGET PROPOSALS**

Members were provided with a report showing the results of the online survey completed by fourteen participants regarding the 2024 budget. Of the 14 respondents; two were happy, seven were not and 5 said they were happy only if the Council increased services.

Councillor Brooks noted the report and commented that usually in such surveys a lot of comments actually refer to the Vale of Glamorgan Council and their responsibilities and as such advised members to take it at face value.

Councillor S Hodges agreed and added that maybe an attempt should be made to engage more with the public.

The Engagement and Events Officer informed members that this year's approach to the public consultation had been changed from previous, including modernised visuals and the use of social media and QR codes.

Councillor ES Goodjohn addressed the comment in the report that the public did not want an increase to be spent on councillor's pay rises or expenses, and confirmed that any rise was not for these purposes.

**RESOLVED: That the results of the Public Consultation on 2024 Budget Proposals be received and noted.**

332.

**MAYOR'S REPLICA CHAIN**

Members were provided with a report explaining costs involved with the current method of issuing Mayor Medals to past Mayors at the end of their term. The report suggested some alternatives with cost breakdowns for the Council to discuss.

Councillor Brooks commented that she felt that there was not enough information provided to make a decision. She suggested that she would like the Council to have a forensic look to see what the options were as she didn't think Council should automatically pick the cheapest option.

The Mayor stated that the matter had previously been referred to the Finance, Policy and General Purposes Committee and as such he was unsure as to why it was being considered by Full Council.

Councillor Brooks recommended that the matter be deferred to a meeting of the Finance, Policy and General Purposes Committee or a Working Party once they are re-established.

Councillor S Hodges added that the Council need to consider their civic responsibility with all regalia and suggested that members could consider awarding a replica badge to someone who is awarded Freedom of the Town.

The Wellbeing Goals Officer informed members that all regalia had been examined in the last month and that a full report was pending.

Councillor Wilkinson asked whether members who have already received a past Mayor medal will be able to vote on the matter.

The Mayor replied that the decision affects all members of the Council and as such all members can contribute to the decision, the decision at this time is to defer.

The Deputy Chief Officer stated that if the matter was viewed as important then an Extra-Ordinary meeting of the Finance, Policy and General Purposes Committee could be called.

Councillor Brooks commented that it was more important to take the time to make the right decision as the medals form a part of Barry Town Council history and consider this matter at a meeting of the

Innovation Working Party following conclusion of the Governance Arrangements Review that is being reported to the next meeting of Full Council in April.

**RESOLVED: That more information be obtained and presented to a future meeting of the Innovation Working Party.**

333. **BUDGET MONITORING REPORT 31 JANUARY 2024**

Members were provided with a report outlining the Council's income and expenditure in the 2023/24 financial year as at the end of January 2024.

**RESOLVED: That the budget monitoring report to 31 January 2024 indicating actual income and expenditure up to the end of month ten in the 2023/24 financial year, be received and noted with the projected underspend of £174,094 for 2023/24 that will result in a net amount of £38,197 being transferred from reserves**

334. **TO CONSIDER THE DRAFT 2024/2025 BUDGET TO DETERMINE PRECEPT FOR 2024/25**

Councillor Brooks informed members that the draft budget provided a better view of where the Council will be by the end of the financial year.

Councillor Brooks said that they were in a much better position than they were going to be originally and she wanted to thank all Councillors and staff for helping make that possible.

Councillor Brooks advised that the budget required an increase of 0.66% to balance the budget for 2024/25, however she added that members need to consider the Election Reserve that has a current balance of nil. She warned that any future bill could be significant based on the 2022 Election Costs, and that the Council only have three years to place money in the Reserve.

Councillor Brooks proposed that instead of an increase of 0.66%, members consider an increase of 1.66% which would allow £12,810 to be added to the Election Reserve. She informed members that this would equate to a £1 a year increase in Council Tax for a Band D rate-payer.

Councillor S Hodges commented that the proposal was sensible. She added that an 0% increase is always desirable but as the population grows the Council need to obtain funds for services. She suggested that it might be worthwhile Officers contact the Vale of Glamorgan Council to gauge what the projected election costs for 2027 might be so that there is time to prepare.

Councillor Hennessy stated that the Conservative Party's policy is for no increase to the Precept and as such he will vote against the proposed 1.66% increase.

Councillor S Hodges replied that traditionally the Conservatives have suggested for half the increase that is proposed.

The Mayor summarised that the figures in the report are the same as the costs for the Council except an increase of 1.66% generates an additional amount of £12,810 that will be added to the Election Reserve to go towards the 2027 Election Costs.

Councillor Thomas added that members are not here for party politics, they are here to help the community.

A vote was cast, the results were;

For – 17 Councillors

Against – 1 Councillor

Abstained – 1 Councillor

**RESOLVED:**

1. That the draft budget for 2024/25 be agreed, with the addition of including an amount of £12,810 being added to the Election Reserve, that sets a precept requirement of £1,297,012 being an increase to a Band D tax payer of 1.66%
2. That officers contact the Vale of Glamorgan Council to request an estimate of the potential future election costs for 2027.

335.

**DATE OF NEXT MEETING**

**RESOLVED:** That the next meeting of Full Council is scheduled to be held on Monday 15 April 2024, with an Extraordinary meeting of Full Council being held on 26 February 2024 to consider a Freedom of Town nomination.

336.

**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.

**ACTION SHEET - FULL COUNCIL - 12 FEBRUARY 2024**

MINUTE NO.	ACTION TO BE TAKEN	ACTION TO BE TAKEN BY	DATE ACTION TO BE CARRIED OUT	PROGRESS
323	That a letter of thanks be sent to the Locum Chief Officer for her help during the Chief Officer's absence.	CO	29/02/2024	In Progress.
332	That more information regarding medals be obtained and presented to a future meeting of the Innovation Working Party.	E&E TM	14/05/2024	In Progress.
334 (1)	That the draft budget be approved that sets a precept requirement of 1.6%	DCO	15/02/2024	Complete
334 (2)	That officers contact the Vale of Glamorgan Council to request an estimate of the potential future election costs for 2027.	CO/DCO	05/04/2024	In Progress.
338 (2)	That payment of additional hours for the staff member be agreed (minute R127(2) refers).	DCO/FA	15/02/2024	Complete
339 (1)	That Councillor Clarke will share the land registry information he has obtained with the team.	Cllr D Clarke	13/02/2024	Complete
339 (2)	That the Engagement and Events Manager writes to the Vale of Glamorgan Council to address Barry Town Council's concerns and refers back to a future meeting of the Hall, Cemeteries and Community Facilities Committee when a response is received.	E&E TM	11/03/2024	In Progress.

<b>EXTRA-ORDINARY FULL COUNCIL</b>	<b>26 FEBRUARY 2024</b>	<b>AGENDA ITEM: 5</b>
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## **Freedom of the Town**

### **Report Author**

Jo John, Engagement & Events Administrator

**Attached** a. Freedom of Town Protocol

### **Purpose of Report**

To provide members with background information to the nomination for a Ayshea Martyn to be awarded Freedom of the Town.

### **Background Information**

The practice of awarding the Freedom of the Town dates back to the medieval practice of granting respected citizens freedom from serfdom. The tradition still lives on in the United Kingdom and other countries in the commonwealth such as Ireland, Australia, Canada, South Africa and New Zealand.

In today's modern world, the title of "freeman" or "freewoman" confers no special privileges but is the highest honour the Council can bestow upon a valued member of the community, a visiting celebrity or dignitary.

The recipients' nomination was sent to, and agreed by, the three Group Leaders in October 2021. It was one of the four that were being arranged back in August 2022, but at the time we were unable to obtain any contact details.

The nomination was in recognition of their historical achievements as towards international football, where Ayshea Martyn represented her country at the highest level.

Honorary Freedom can only be awarded if two thirds of Councillors (being 15) are present and voting at the Extraordinary Meeting (Local Democracy, Economic Development & Construction Act 2009 S29 SS8(b));

### **Recommendations**

1. Members are requested to receive and note the report
2. To consider awarding the nominee the Freedom of the Town

## **BARRY TOWN COUNCIL**

### **FREEDOM OF THE TOWN PROTOCOL**

#### **Policy Statement**

The granting of the Freedom of the Town is a symbolic presentation, which represents the highest honour a Town can bestow on an individual.

The Freedom of the Town is a significant honour, demonstrating trust, loyalty and a sense of community between a Town and an individual.

#### **Purpose**

The purpose of this policy is to provide Councillors with guidance for the awarding of Freedom of the Town to individuals and groups.

#### **Definitions**

“Freedom” was originally an honour which could be bestowed by a Town or Community Council upon a valued member of the community, a visiting celebrity or dignitary or a military group. Although the honour once carried entitlements on how the individual or group could enter the Town, today it is a symbolic presentation.

The original Act was a short one, consisting of only three sections, Section 1 provided that:-

“...the Council of every borough may from time to time, by the authority of not less than two thirds of their number present and voting at a meeting of the Council specially called for the purpose with notice of the object, admit to be honorary freeman of the borough persons of distinction and any persons who have rendered eminent services to the borough.”

Honorary freedom can now be made by Community and Town Councils under the legislation as amended by the Local Democracy, Economic Development and Construction Act 2009 (LDED&C Act 2009)

The (LDED&C Act 2009) states:-

“(5) Subject as follows, a relevant authority may admit to be honorary freemen or honorary freewomen of the place or area for which it is the authority -

- (a) Persons of distinction
- (b) Persons who have, in the opinion of the authority, rendered eminent services to that place or area

## **Procedure and Guidance Notes**

- The Council may consider applications for “Freedom of the Town” to be bestowed on individuals or groups as described above;
- The Council may on its own initiative consider bestowing “Freedom of the Town” on individuals or groups as described above;
- Councillors are to be advised of the proposal to bestow honorary freeman/woman onto said person(s) to ensure that 2/3 are in agreement prior to arrangements for the special council meeting and reception being made.
- Nominations are to be agreed by Group Leaders and the Town Clerk, prior to any resolution being put before Council;
- Once agreed arrangements will be made for a Special Meeting of Full Council to be held, in order to award the Honorary Freedom, followed by a reception to be held in a local venue;
- The recipient will be informed of the Council’s wish to bestow the honour of Freeman/woman onto them and they will be invited to attend the special meeting of Full Council followed by the reception, they will be advised on how many guests they can invite to the reception (usually 5);
- An agenda will be sent to all Members advising them of the date and they will be advised of the venue for the reception and the cost;
- A “Freedom” scroll will be ordered from “Communicorp” or a similar organisation, stating the name and purpose for which the honour is being bestowed;
- Once the resolution has been passed at the meeting the Honorary Freeman/woman will be bestowed on the individual and the Council’s seal affixed prior to the scroll being presented followed by the planned reception.

## **Criteria for Qualification**

When considering a nomination for the awarding of the Freedom of the Town the following should be considered:-

- The candidate has made an outstanding contribution to the local community.
- The candidate has made achievements in their chosen sport resulting in World or Olympic titles or represented their nation at the highest level.
- The candidate has been a Town Councillor for 25 years
- The candidate has achieved significant artistic/cultural/theatrical/scientific status on a world stage (e.g. Nobel Prize, Oscar etc.)

### **At the Meeting**

- Honorary Freedom can only be awarded if two thirds of Councillors are present and voting at the Special Meeting (Local Democracy, Economic Development & Construction Act 2009 S29 SS8(b));
- The Mayor will open the Special Meeting of Council as is the usual practice and invite Councillors to consider the proposition being placed before them in respect of the awarding of the Freedom of the Town to an individual or group (the wording for this will be included on the agenda);
- The Leader of Council will propose that Council formally accept the proposition with a further Councillor seconding the proposal;
- The Leader of Council and the Leader of the opposition may wish to say a few words about the recipient at this point;
- Following the proposal and seconding of said proposal the Mayor will request a vote by a show of hands;
- Once the proposal has been voted upon and a resolution made that the Freedom of the Town be bestowed upon the individual or group in question the Scroll of Admission will be signed by the Town Mayor and the Town Clerk and officially presented to the recipient;
- Pictures will be taken in the Parlour following the presentation;
- An offer will be made to the recipient of the award for the Council to hold onto the scroll for the purpose of having it professionally framed on behalf of the recipient (if they so wish).

### **After the Meeting**

- The Council's social media sites will be updated (Twitter/website);
- A press release will be sent to local press (including a photograph)

Reviewed and adopted by Full Council 20 February 2017