

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 THE MEETING OF COUNCIL HELD ON MONDAY 29 JULY 2024 AT 7PM

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

ALSO PRESENT:

| | |
|----------------|-----------------------------|
| Emily Forbes | Chief Officer |
| Kathryn Thomas | Office Team Leader |
| Emma Thorne | Engagement & Events Officer |

443. **APOLOGIES FOR ABSENCE**

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

Councillor Collins arrived at 19:07.

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

TO NOTE: Councillors Aviet, Brooks, Charles, Collins, Drake, E Goodjohn, E J Goodjohn, Hennessy, Iannucci, Johnson, Payne, Perkes and 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.

Councillors EJ Goodjohn and Hennessy have been granted Dispensation to allow them to speak and vote on future matters appertaining to community centres within the Vale of Glamorgan.

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

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

446. **TO APPROVE AND SIGN THE MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY 24 JUNE 2024**

RESOLVED: That the minutes of Full Council held on Monday 24 June 2024 be approved and signed as a correct record.

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

The Mayor provided members with an update of the events that she had attended recently. She has been to 12 engagements including RNLI, Barry Model Boat Club, Cadstock and had opened Glastonbary Juniors.

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

448. **TO CONSIDER QUESTIONS FROM COUNCILLORS IN ACCORDANCE WITH THE PROVISIONS OF STANDING ORDER 3 (E)**

None were received.

449. **TO CONSIDER QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF STANDING ORDER 3 (F)**

None were received.

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

None were received.

451. **TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE HELD ON 2 JULY 2024 AND TO CONSIDER ANY RECOMMENDATIONS THEREIN**

RESOLVED: That the minutes of the Planning Committee meeting held on 2 July 2024 be received and noted.

452. **TO RECEIVE AND NOTE THE MINUTES OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES MEETING HELD ON 8 JULY 2024 AND TO CONSIDER ANY RECOMMENDATIONS THEREIN**

RESOLVED: That the minutes of the Halls, Cemeteries and Community Facilities meeting held on 8 July 2024 be received and noted.

453. **TO RECEIVE AND NOTE THE MINUTES OF THE SHOP LOCAL BARRY ADVISORY COMMITTEE HELD ON 16 JULY 2024 AND TO CONSIDER ANY RECOMMENDATIONS THEREIN**

Councillor Johnson commented on the fact that the Shop Local Barry Advisory Committee hadn't met for almost a year and in that time a lot of local businesses had closed.

Traders cannot become a full member of the Committee without first completing their Code of Conduct Training.

The Chief Officer clarified the governance, voting and decisions and that Shop Local Barry Advisory Committee is an Advisory Committee to the Council that can provide support and recommendations or suggestions, but not make any decisions.

The Code of Conduct training was initially brought in for the traders to understand how the Council Committee Structure works, how to be a non-councillor member and their roles on an advisory committee. The Terms of Reference is clear stating that in order for a meeting to be quorate, a third of the voting membership is required to attend (councillors and non-councillors).

The Chief Officer also suggested that the Engagement & Events Officer go out to all previous members and advise that they have 6 weeks to respond if they still wish to be an active member. If so, then they must undertake the Code of Conduct Training - otherwise they will be removed from the membership list. She also suggested speaking with One Voice Wales to see if they can provide a specific Code of Conduct training solely for the traders.

Councillor Hennessy wanted clarification on who had signed up and who had done the Code of Conduct Training to date. He also asked if

the accounts had been provided from the traders from last year for monies spent.

The Engagement & Events Officer said there were no further sign ups, no further training had been done and she had received no information on the budget from last year.

The Engagement & Events Officer had reminded Shop Local members to send in their monitoring form by 31st July 2024 as this was advised during the Shop Local meeting by Traders. £1500 from last year's grant was not yet accounted for as the monitoring form still hadn't been received.

Councillor Johnson said any unspent money has to go back into general reserves as was not earmarked.

Councillor S Hodges said that Shop Local previously did fantastic work but it was stopped through no fault of their own, rather, when the Locum Clerk paused all meetings and activity for 6 months. The Committee needs to be built up again from scratch and needs as much support as they can.

Councillor Perkes agreed and said that the year of Shop Local not meeting was very detrimental to the Council's plans and delivery and suggested that if the budget wasn't spent, then it should go back into general funds.

Councillor Wilkinson asked who was on the Committee and was advised that Councillors Aviet, Collins, Hennessy, S Hodges, Johnson, Payne and Perkes were Council members.

RESOLVED:

- **That the minutes of the Shop Local Barry Advisory Committee held on 16 July 2024 be received and noted**
- **That traders are contacted and given a deadline to respond in order to ascertain a complete membership list which will affect numbers for quoracy**
- **That One Voice Wales is contacted to run a bespoke session for traders to attend as non-councillors' members of an advisory committee**
- **That the deadline for Christmas trader applications be extended to 16 August.**
- **That a relaunch event is held in the chamber where local traders can be invited with a budget of £250**

- That funds relating to the future Halloween Event are held until a completed grant monitoring form is received and accepted.

454. **TO RECEIVE AND NOTE THE MINUTES OF THE VIBRANT CULTURE COMMITTEE HELD ON 22 JULY 2024 AND TO CONSIDER ANY RECOMMENDATIONS THEREIN**

Councillor N Hodges as Vice Chair was happy to move the minutes of the Vibrant Culture Committee Meeting in the absence of the Chair – Councillor Brooks, subject to the spelling of Eisteddfod, under point 9 of the Minutes on page 2033, being corrected and the word Urdd added.

Councillor S Hodges was concerned about officers meeting with Royal British Legion as she didn't want any of the staff to be compromised in any way. Given the problems last year, she felt that staff should not be put in a difficult position again, and that officers do not make the decisions, but the Council does.

Councillor Perkes said the Vibrant Culture Meetings were very helpful and interesting speaking about The Welsh Language Culture and the Heritage Centre, and said it will be good to meet up again regularly.

Councillor Johnson noted an amendment on point 9, page 2032 of the minutes, under Welsh Language Provision Update. He asked for an amendment that there are a number of Welsh speaking staff and Welsh speaking councillors, not just staff.

RESOLVED: That the Minutes of the Vibrant Culture Committee held on 22 July 2024 be received and noted subject to the amendments noted above.

455. **TO RECEIVE THE BUDGET MONITORING REPORT 30 JUNE 2024**

The Chief Officer provided the Budget Monitoring Report as an overall picture. There were some overspends and a decrease in burial income by £7,500 in the first 3 months. This will be monitored monthly by officers and overall, the budget is currently on track to be underspent as a whole.

RESOLVED: That the budget monitoring report to 30 June 2024 indicating actual income and expenditure in the 2024/25 financial year, be received and noted.

456. **TO APPROVE THE SCHEDULE OF PAYMENTS FOR JULY 2024**

Members were provided with the schedule of payments for July 2024 for approval consisting of BACS payments and direct debits in the amount of £46,950.49

RESOLVED: That the Schedule of Payments for July 2024 be received and noted.

457. **TO AGREE THE REVISED SCHEDULE OF TOWN COUNCIL MEETINGS FOR 2024/25 INCLUSIVE OF BARRY YOUTH COUNCIL DATES**

Members were provided with the revised Schedule of Town Council Meetings for 2024/25 inclusive of Barry Youth Council dates

RESOLVED: That the revised Schedule of Town Council Meetings for 2024/25 inclusive of Barry Youth Council dates be received and noted.

458. **TO REVIEW AND APPROVE TEAM PLANS FOR 2024/25**

Members were presented with the Team Plans for 2024/25 detailing what all departments' key responsibilities are and who does what.

Councillor S Hodges thanked the Chief Officer for all the work that has gone into the report and said it is really helpful and useful and will be key for any new councillor to understand the teams and the work of the Council.

RESOLVED: That the Team Plans for 2024/25 be received and approved.

459. **TO REVIEW AND APPROVE A NEW SAFEGUARDING POLICY BASED ON A MODEL TEMPLATE**

Members were presented with an updated Safeguarding Policy drafted by senior officers, based on a model template for the Council to adopt. Council was asked to designate a councillor as Safeguarding Lead and point of contact and appropriate training to be sourced for them.

Councillor Payne was nominated and agreed to become the Safeguarding Lead Councillor and point of Contact.

RESOLVED:

- That Councillor Payne becomes the Safeguarding Lead Councillor and point of contact with appropriate training will be sourced for her
- That the new Safeguarding Policy be adopted.

460. **BARRY YOUTH COUNCIL UPDATE**

Members were provided with an update on Barry Youth Council.

The Engagement & Events Officer met with Barry Youth Council in April and on 17 July. The meeting in July was held in the Chamber and it allowed the members to voice some opinions about what is important to the young people of Barry. Seven young people turned up for the meeting and three apologies were received. The Engagement & Events Officer has recently received four more enquiries from people who want to be involved in the Barry Youth Council and did some outreach work at Glastonbarry Juniors. She is hoping for approximately 15 members all together.

Dates have been arranged for future meetings up to March 2025 and the Youth Council has asked if it can bring the start time of the meetings earlier. Members of the Youth Council have also requested permission to choose a "chosen charity" for the year, in which they could fundraise for through any events or projects they pursue.

RESOLVED:

- **That the update on the Barry Youth Council be received and noted.**
- **That the Council fully supports the Youth Council choosing its own charity**

461.

THE HALLOWEEN TRAIL APPLICATION

Members were provided with a request from the Shop Local Barry Advisory Committee regarding Halloween 2024.

Councillor S Hodges said she has no problem supporting this event. The Halloween trail last year was a fantastic event and it enabled Councillors to meet all traders.

Councillor Hennessy agreed with supporting such a successful event providing the accounts were submitted from 2023.

The Chief Officer said a monitoring form should have been completed and all money accounted for before any new grant is issued.

The Shop Local budget for 2024/25 is at £10,000 and members would like to request £2,000 leaving the Shop Local Budget at £8,000.

RESOLVED: That the Shop Local Halloween Trail application be agreed subject to the accounts and monitoring from last year's Halloween Event being checked and received.

462.

DATE OF NEXT MEETING

RESOLVED: That the next meeting of Full Council is scheduled to be held on Monday 14 October 2024

463. **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.

464. **TO RECEIVE AND NOTE URGENT ACTIONS**

RESOLVED that the update from the Chief Officer was received and noted.

The meeting closed at 19:45

Signed Dated
(Town Mayor)