



PURSUANT TO THE REQUIREMENTS OF THE ABOVE STATUTORY PROVISIONS, NOTICE IS HEREBY GIVEN THAT A MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE TO BE HELD HYBRID BASIS IN THE COUNCIL CHAMBER, TOWN HALL, KING SQUARE, BARRY, CF63 4RW REMOTELY ON MONDAY 8 JULY 2024 COMMENCING AT 7.00 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

Please inform the Deputy Chief Officer of your intention to attend in person or virtually.

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. **Apologies for absence**

2. **To receive declarations of interest under the Council's Code of Conduct**

(Note Members seeking advice on this item are requested to contact the Monitoring Officer at least 72 hours before the meeting)

To Note: Councillor Johnson has been granted dispensation to speak and vote on matters relating to community centres when being discussed at Barry Town Council meetings.

To Note: Councillor EJ Goodjohn has been granted dispensation to speak and vote on matters relating to community centres when being discussed at Barry Town Council meetings.

To Note: Councillor Hennessy has been granted dispensation to speak and vote on matters relating to community centres when being discussed at Barry Town Council meetings.

3. **Well-being of Future Generations (Wales) Act 2015** (To note)

*Halls, Cemeteries and Community Facilities 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 long term effect;*
- (b) 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;*
- (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.

4. **To note the Terms of Reference agreed at the Annual Meeting of Council (Page 236)**

5. **To approve the minutes of the meeting of the Halls, Cemeteries & Community Facilities Committee held on 11 March 2024 (Pages 237 - 240)**

6. **Budget Monitoring Report to 30 June 2024 (Pages 241 - 242)**

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

7. **Transfer of Exclusive Right of Burial (1492 – 1521 inclusive)**

That in accordance with Standing Order 27(a), authority be given for the Council's Common Seal to be applied to Transfer Deeds numbered **1492 – 1521** inclusive, granting the Transfer of Exclusive Right of Burial to those named on each transfer request.

8. **Grants of Exclusive Right of Burial (14006 – 14019 inclusive)**

That in accordance with Standing Order 27(a), authority be given for the Council's Common Seal to be applied to Deeds of Exclusive Right of Burial numbered **14006 – 14019** inclusive, granting the Exclusive Right of Burial to those named on the interment form.

9. **Date of Next Meeting**

The next meeting of the Halls, Cemeteries and Community Facilities Committee is scheduled to be held on Monday 7 October 2024.

10. **Exclusion of Press and 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

11. **Orchard Update (Pages 243 - 261)**

12. **PH and CC Hire Charges (Pages 262 - 265)**

13. **Cemetery Lodge** (Pages 266 - 267)
14. **Fixed Asset Register** (Pages 268 - 269)
15. **Floor Cleaner** (Page 270)
16. **Cemetery Gates** (Pages 271 - 273)

Distribution

Email notification of electronic papers to all Barry Town Councillors (22). A full copy of the agenda and papers for this meeting (with the exception of confidential items) will be available at the Town Council Offices for inspection; electronic copies to Barry & District News, Glamorgan Star and Barry Library.

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.

C) HALLS, CEMETERIES & COMMUNITY FACILITIES COMMITTEE

UNDER DELEGATED POWERS

1. To monitor the administration of the day to day running of the Pioneer Hall, cemeteries and community facilities under the control of the Council.
2. To be responsible for the maintenance of the vehicles, in connection with the Council's services.
3. To implement the works programme of the Council in respect of the Pioneer Hall, Cemeteries and Community Facilities.
4. To carry out all of the Council's statutory functions with regard to the Cemeteries in line with the Council's responsibilities as a burial authority.
5. To review the fees in respect of the Cemeteries and Pioneer Hall, subject to not exceeding an increase above the Consumer Price Index (CPI).
6. To control budgets for the Halls, Cemeteries and Community Facilities within the parameters of its budgets, subject to a financial limit on virements of £1,000.
7. To consider any item as appropriate within the Scheme of Delegation

BY WAY OF RECOMMENDATION TO FULL COUNCIL OR THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE

1. To consider public representations relating to the provision of services provided by the Council in respect of the Halls, Cemeteries and Community Facilities and to make recommendations where appropriate.
2. To contribute to the formulation and implementation of the corporate plan, making appropriate recommendations.
3. To make recommendations regarding the purchase of vehicles in connection with the Council's services.
4. To make recommendations on any increase in the fees in respect of the Cemeteries and Pioneer Hall which exceed the CPI.
5. To make recommendations on the expenditure of monies in respect of services/purchases of goods or equipment etc. for the Halls, Cemeteries and Community Facilities which exceed its budget allocation.
6. To feed into the annual budget setting cycle

BARRY TOWN COUNCIL

MINUTES OF A MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE HELD ON MONDAY 11 MARCH 2024 AT 7PM

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

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

A85. APOLOGIES FOR ABSENCE

Councillors Hennessy and Iannucci

A86. DECLARATIONS OF INTEREST

None were received.

**A87. WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015
RESOLVED: that the Well-Being of Future Generations (Wales) Act 2015 be received and noted.**

A88. TO APPROVE THE MINUTES OF THE MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE HELD ON 22 JANUARY 2024

RESOLVED: that the minutes of the meeting of the Halls, Cemeteries and Community Facilities Committee held on 22 January 2024 be approved and signed as a correct record.

A89. TO RECEIVE THE SCHEDULE OF PAYMENTS FOR MARCH 2024

RESOLVED: That the schedule of payments for March 2024 consisting of cheque number 002986, direct debits and BACS payments in the amount of £29,329.42 be approved.

A90. BUDGET MONITORING REPORT TO 29 FEBRUARY 2024

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

RESOLVED: that the budget monitoring report for February 2024 be received noting the projected net underspend (surplus for the year) of £49,437 in 2023/24.

A91. TRANSFER OF EXCLUSIVE RIGHT OF BURIAL

RESOLVED: that the Transfer of Exclusive Right of Burial (1480 – 1491 inclusive) be granted to those named on each transfer request.

A92. GRANTS OF EXCLUSIVE RIGHT OF BURIAL

RESOLVED: that the Grants of Exclusive Right of Burial (13996 – 14005 inclusive) be granted to those named on the interment forms.

A93. CEMETERY UPDATE

The Chair summarised the report, providing members with an update on recent work occurring at Merthyr Dyfan Cemetery and Porthkerry Cemetery.

i. **RESOLVED:** that the report be received and noted.

ii. **RECOMMENDED** to the Finance, Policy and General Purposes Committee Meeting being held on 8 April 2024 that the Filming at Merthyr Dyfan Cemetery Policy be approved and adopted.

A94. FACILITIES UPDATE

Members received a report providing an update on the halls and community facilities since the last meeting on 22 January 2024.

RESOLVED: that the report be received and noted.

A95. DATE OF NEXT MEETING

RESOLVED: that the next meeting of the Halls, Cemeteries and Community Facilities Committee will be decided at the Annual Meeting on Tuesday 14 May 2024.

A96. 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.

A97. CEMETERY LODGE

The Chair outlined the report provided and suggested that members defer the matter for decision in the new financial year (2024/2025).

RESOLVED: That the Cemetery Lodge report be deferred to a future meeting of the Halls, Cemeteries and Community Facilities in the new financial year 2024/2025.

Meeting Closed at 7:18pm

Signed (Chairperson) Dated

FOR INFORMATION ONLY

ACTION SHEET - HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE - 11 MARCH 2024

MINUTE NO.	ACTION TO BE TAKEN	ACTION TO BE TAKEN BY	DATE ACTION TO BE CARRIED OUT	PROGRESS
A93	RECOMMENDED to the Finance, Policy and General Purposes Committee Meeting being held on 8 April 2024 that the Filming at Merthyr Dyfan Cemetery Policy be approved and adopted.	FCM	08-Apr-24	Completed
A97	That the Cemetery Lodge report be deferred to a future meeting of the Halls, Cemeteries and Community Facilities in the new financial year 2024/2025.	FCM	End of 2024	On-going

BUDGET MONITORING REPORT JUNE 2024

Report Author

Mark Sims, Deputy Chief Officer

Attached: A. Budget Monitoring Report to 30 June 2024 (1 page)

Purpose of Report

To provide members with the Committee's income and expenditure in the 2024/25 financial year as at the end of June 2024.

Background Information

On the following page is the budget monitoring report to 30 June 2024, indicating actual income and expenditure up to the end of month three in the 2024/25 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 for the year of £3,872.

Recommendation

Members are requested to receive the budget monitoring report for June 2024 noting the projected net underspend (surplus for the year) of £3,872 in 2024/25.

