



**BARRY TOWN COUNCIL
CYNGOR TREF Y BARRI**

PURSUANT TO THE REQUIREMENTS OF THE BELOW STATUTORY PROVISIONS, NOTICE IS HEREBY GIVEN THAT A MEETING OF FULL COUNCIL IS TO BE HELD ON A HYBRID BASIS IN THE COUNCIL CHAMBER, TOWN HALL, KING SQUARE, BARRY, CF63 4RW AND REMOTELY ON MONDAY 14 OCTOBER 2024 COMMENCING AT 7:00PM 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

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.

Councillor Hennessy has been granted Dispensation to allow them to speak and vote on future matters appertaining to community centres within the Vale of Glamorgan.

Councillor E J Goodjohn has been granted Dispensation to allow them to speak and vote on future matters appertaining to community centres within the Vale of Glamorgan.

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 the Full Council meeting held on Monday 29 July 2024**

(Pages 2114 - 2122)

- 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 Committee meetings held on 30 July 2024, 3 September and 24 September 2024 and to consider any recommendations therein.**

(Pages 2123 - 2138)

- 10. To receive and note the minutes of the Personnel Committee meeting held on 2 September 2024 and to consider any recommendations therein.**

(Pages 2139 - 2144)

11. To receive and note the minutes of the Extraordinary Vibrant Culture Committee meeting held on 9 September 2024 and to consider any recommendations therein. (Pages 2145 - 2149)
12. To receive and note the minutes of the Globally Responsible Committee meeting held on 16 September 2024 and to consider any recommendations therein. (Pages 2150 - 2155)
13. To receive and note the minutes of the Extraordinary Personnel Committee meeting held on 23 September 2024 and to consider any recommendations therein. (Pages 2156 - 2157)
14. To receive and note the minutes of the Shop Local Barry Advisory Committee meeting held on 1 October 2024 and to consider any recommendations therein. (Pages 2158 - 2165)
15. To receive and note the minutes of the Halls, Cemeteries and Community Facilities Committee meeting held on 7 October 2024 and to consider any recommendations therein (Pages 2166 - 2172)

FINANCE

16. To receive the Budget Monitoring Report to 30 September 2024 (Pages 2173 - 2176)

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

17. To approve the Schedule of Payments for October 2024 (Pages 2177 - 2183)

(If Councillors have any queries please contact the Finance Administrator prior to the meeting)

PROJECTS / UPDATES

18. Barry Youth Council Update (Page 2184)
19. Christmas Charity Event (Pages 2185 - 2186)
20. **Date of Next Meeting**

The next scheduled meeting of the Full Council will be held on Monday 9 December 2024.

21. 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

22. Advertising Sponsorship (Pages 2187 - 2192)

23. To receive and note Urgent Actions (Pages 2193 - 2195)

24. To receive and note the Confidential minutes of the Extraordinary Personnel Committee meeting held on 23 September 2024 and to consider any recommendations therein (Pages 2196 - 2197)

25. Personnel Matters (Verbal Update)

Distribution

The Mayor (Councillor Catherine Iannucci-Williams) 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.

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, Wiliam 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 Glastonbarry 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:

- 1. That the minutes of the Shop Local Barry Advisory Committee held on 16 July 2024 be received and noted**
- 2. That traders are contacted and given a deadline to respond in order to ascertain a complete membership list which will affect numbers for quoracy**
- 3. That One Voice Wales is contacted to run a bespoke session for traders to attend as non-councillors' members of an advisory committee**
- 4. That the deadline for Christmas trader applications be extended to 16 August.**
- 5. That a relaunch event is held in the chamber where local traders can be invited with a budget of £250**
- 6. That the grant payment of £2,000 relating to the future Halloween Event be 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 Glastonbary 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)

ACTION SHEET - FULL COUNCIL - 29 JULY 2024

Minute No	Action to be taken	Action to be taken by	Date action to be carried out	Progress
453 (2)	That traders are contacted and given a deadline to respond in order to ascertain a complete membership list which will affect numbers for quoracy	E&EO	01/09/2024	Completed
453 (3)	That One Voice Wales is contacted to run a bespoke session for traders to attend as non councillors' members on an advisory committee	E&EO	01/09/2024	Completed
453 (4)	The deadline for Christmas traders be extended to 16th August 2024	E&EO	01/08/2024	Completed
453 (5)	That a relaunch event is held in the Chamber where local traders can be invited with a budget of £250	E&EO	16/10/2024	Ongoing
453 (6)	That the grant payment relating to the future Halloween Event be held until a completed grant monitoring form is received and accepted.	DCO / E&EO	31/10/2024	Ongoing
459 (1)	That Councillor Payne becomes the Safeguarding Lead Councillor and point of contact with appropriate training being sourced for her.	CO	14/10/2024	Ongoing
460 (2)	That the Council fully supports the Youth Council choosing their own Charities.	E&EO	25/09/2024	Completed
461	That the Shop Local Halloween Trail application be agreed subject to the accounts and monitoring form from last years event be checked and received.	E&EO	31/10/2024	Ongoing

BARRY TOWN COUNCIL

**MINUTES OF A MEETING OF THE PLANNING COMMITTEE HELD ON TUESDAY
30 JULY 2024 AT 7:03PM**

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

ALSO PRESENT: Greg Smart – Planning Officer
Courtney Parker – Administrator
Mrs K Medhurst– Observer

PL234. **APOLOGIES FOR ABSENCE**

Councillors Davies-Powell and E Goodjohn.

PL235. **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.

PL236. **WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015**

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

PL237. **TO APPROVE THE MINUTES OF THE PLANNING COMMITTEE
MEETING HELD ON 02 JULY 2024**

RESOLVED: That the minutes of the Planning Committees meeting held on 02 July 2024 be approved and signed as a correct record

PL238. **TO CONSIDER PLANNING APPLICATIONS**

a) Planning Application No. 2024/00539/FUL

Location: Monksilver, 62 The Parade, Barry

Development: Proposed Rear and Side Extensions, Balcony and detached Garage/Workshop

Members commented that the site was in need of improvement.

RESOLVED: No objection

b) Planning Application No. 2024/00522/FUL

Location: 26 Rhodfa Sweldon, Barry

Development: To convert the garage into a bedroom with shower facilities and door access into main house. Replace the existing garage door with patio doors. Internal alterations to adapt ground floor cloakroom to shower room

The Chair commented that there is already a precedence of similar work carried out within the Locality.

RESOLVED: No objection

c) Planning Application No. 2024/00559/FUL

Location: 3B Paget Road, Barry

Development: Conversion of 1.5 dwellings into one number two bedroom flat and one number one bedroom flat

The Planning Officer stated that there are multiple issues with the proposed application, one being the amenity space doesn't meet the requirement per person, The Planning Officer went on to add there is no designated parking.

Councillor Hennessy asked The Planning Officer if the precedent had already been set in the area as most neighbouring properties have been converted into flats

The Planning Officer replied yes, however this property has already been converted into apartments and is now seeking a further sub division, reducing the living standard of two units to create a third.

The Planning Officer presented the plans to the committee. Councillor Hennessy added his concerns are raised due to the property being in a marine conservation area.

Councillor Thomas attempted to join the meeting at 07:15pm however was unable to do so due to technical difficulties.

The Chair commented she has no issue with property being converted to flats however would like to flag concerns regarding amenity space.

Both Councillors Hennessy and Goodjohn agreed with the points raised.

Councillor Thomas made a second attempt to join the meeting at 07:22pm but was unsuccessful due to persistent technical difficulties.

RESOLVED: No Objection in principle, however would like to question if the living space is adequate & lack of amenity space for residents could be resolved.

d) Planning Application No. 2024/00263/FUL

Location: 49, White Farm, Barry

Development: The installation of a modular extension, housing a bedroom and a shower room. The extension will be positioned to the side of the property and will require the formation of a doorway from the existing living room into the extension.

Councillor Collins joined the meeting at 7:26pm

The Planning Officer presented the plans to committee.

RESOLVED: No objection

PL239. **TO CONSIDER TABLED APPLICATIONS**

None Received

PL240. **LOCAL PLANNING AUTHORITY DECISIONS**

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

The Chair moved agenda item number 8 to the final item so Councillors Goodjohn and Hennessy could leave the meeting.

PL241. **APPLICATIONS DEALT WITH UNDER DELEGATED POWERS – FOR INFORMATION ONLY**

None received.

PL242. **CORRESPONDENCE RECEIVED REGARDING BARRY BIOMASS INCINERATOR– DEFERRED FROM FULL COUNCIL 24 JUNE 2024**

The Chair stated that some things are outside of the Council's remit due to the limited powers Barry Town Council hold.

Councillor Hennessy said he has no issues with a town meeting being called.

Councillor Collins agreed adding she would like to hear from the main players.

Councillor Goodjohn agreed with all points raised, he also mentioned a good cause of action would be to hold a letter writing event, adding he would like to hear reasoning behind some decisions that have been made by the main players.

The Planning Officer pointed out that the last meeting which discussed the Biomass in detail was incredibly well attended and recommends that be taken into account when considering a possible future venue, therefore suggesting a meeting is called with all interested parties after the appeal has gone live.

Councillor Hennessy queries if there is any idea when the appeal will go live.

The Planning Officer informed the Committee that no date has been given.

The Chair added that the Planning Committee can make a recommendation on the item but cannot resolve it as there is no budget for this.

RECOMMENDEDED: That Barry Town Council calls An Extraordinary meeting of Council after the appeal documents have gone live in order to discuss the Biomass Appeal

PL243.

ALTERATIONS TO THE PLANNING OFFICER'S SCHEME OF DELEGATION FOR BARRY TOWN COUNCIL'S PLANNING FUNCTION

The Chair states the Committee can only make a recommendation and not a decision, and continued to ask The Planning Officer to explain more.

The Planning Officer presented his report to the Committee, adding the proposal would give a more efficient procedure when needed during times like summer recess,. The Planning Officer said he recognised a failing on his part in not having a clearer Scheme of Delegation to present to the public when requested.

Councillor Hennessy said he was happy to support The Planning Officers recommendations.

The Chair concluded by saying unfortunately we do not hold the power to agree the proposals therefore asked all members if they are happy to recommend the proposals.

The Committee agreed.

RECOMMENDED: THAT the proposals within the report are adopted.

PL244. **DATE OF NEXT MEETING**

The date of the next Planning Committee is scheduled for Tuesday 3 September 2024

Councillors Goodjohn and Hennessy left the meeting at 7:46pm.

PL245. **NOTIFICATION OF PREMISES LICENCE APPLICATIONS**

Application for a Premises Licence – Daniael’s Take Away, 24 Broad Street Parade, Barry CF62 7AN – Restarting consultation period. The Licensing Act 2003

The Chair informed members this is a consultation as notice was not put in the newspaper within the time frame required.

The Chair went on to add that alcohol is already easily obtained in this area during these hours but would be interested in what the Police’s opinion would be regarding this.

Councillor Collins raised a concern regarding trouble regularly occurring in the area and questions if this would cause any further impact.

The Planning Officer stated the Police will likely be part of the consultation process.

Application for a Grant of Premises Licence – Greek Islands, 202 Holton Road, Barry, CF63 4HQ

PL246. **APPLICATIONS DEALT WITH UNDER DELEGATED POWERS – FOR INFORMATION ONLY**

None Received

Meeting closed at 7.51pm.

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

BARRY TOWN COUNCIL

**MINUTES OF A MEETING OF THE PLANNING COMMITTEE HELD ON TUESDAY
03 September 2024 AT 7:20PM**

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

ALSO PRESENT: Greg Smart – Planning Officer
Courtney Parker – Administrator
Janice Charles – Observer
Julie McKinney – Observer
Ian Johnson – Observer

PL247. **APOLOGIES FOR ABSENCE**

Councillors Davies-Powell.

PL248. **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 Premises Licence Applications received due to being a member of Vale of Glamorgan Licencing Committee.

PL249. **WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015**

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

PL250. **TO APPROVE THE MINUTES OF THE PLANNING COMMITTEE
MEETING HELD ON 30 JULY 2024**

RESOLVED: That the minutes of the Planning Committee's meeting held on 30 July 2024 be approved and signed as a correct record.

PL251. **TO CONSIDER PLANNING APPLICATIONS**

a) Planning Application No. 2024/00605/FUL

Location: The site to the rear of Plas Cleddau, Cwm Talwg, Barry
Development: The proposed residential development of 4 no. dwellings in total, consisting of 2 no. single storey one-bedroom dwellings and 2 no. two storey 2-bedroom dwellings together with

the provision and incorporation of the associated on- site car parking, amenity space, cycle storage and property waste bin storage and collection facilities.

Councillor Ball commented the car park has a lot of potential and in essence is a good idea however more information is needed.

The Planning Officer commented as the application is for 4 residential units it could be serviced by a private drive rather than adopted highway.

The Chair invited Councillor Janice Charles to speak as she is a local member of the ward.

Councillor Charles commented that there are no signs in the area stating it is a private car park and to her knowledge this land has been used as a car park since 1986. The car park is currently used by parents of All Saints School, the Cwm Talwg pub as an overflow car park, people using the community centre, and the public using the shops and also has Salvation Army donation banks present on the land. Councillor Charles also expressed her concern of being able to look into the dwellings to the rear of the land therefore is against the proposed application.

The Planning Officer said there is lack of information regarding the proposed application.

Councillor Charles added that she has further concerns regarding access for deliveries to current businesses.

Councillor Hennessy stated he will be calling for a recorded vote on this item.

The Planning Officer clarified the application process to the committee.

The Chair clarified the points raised by each councillor and the officer's recommendation to object.

Councillor Hennessy added as nobody on the committee has objected to the officer's recommendations, he would be happy to withdraw his request of a recorded vote.

The Chair asked if the committee are happy to agree with the Officer's recommendations

Councillor Hennessy stated he was happy to proceed with the officer's recommendations

RESOLVED: BTC would like all suggestions from the Preliminary Ecological Appraisal incorporated into the CEMP of any approved scheme.

BTC request more information from VOGC regarding the previous applications for planning permission relating to the site.

BTC request that the 25 degree test is applied to plots 1 & 2.

BTC object to the application as stands on the following

basis:

A lack of information regarding the current use of the car park (was it tied to any previous consents?)

Paragraph 4.2.9 of the Transport Note indicates that there is already an oversubscription in on-street parking in vicinity of the site. The removal of the car park may put undue pressure upon the surrounding highway network to the detriment of its users.

The existing site has been used for some year as an 'overflow' area by the local school and public house.

b) Planning Application No. CAS-03595-

V1Q7P7 Location: 1 Hazledene Close, Barry

Development: Retrospective application for the erection of timber close boarded fencing to protect the secure amenity space forming the primary garden area of the dwelling (refused 21/05/2024)

RESOLVED: Received and noted.

c) Planning Application No. CAS-03606-S7N8C1

Location : 2 Min Y Mor, Barry

Development: Proposed new first floor room over existing lounge. Associated internal remodelling and exterior cladding. New flat roofs to existing dormers to match proposed works.

RESOLVED: Received and noted.

PL252.

TO CONSIDER TABLED APPLICATIONS

None received.

PL253. **LOCAL PLANNING AUTHORITY DECISIONS**

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

The Chair moved agenda item number 8 to the final item as Councillors E S Goodjohn and Hennessy would then leave the meeting due to declaring an interest in this agenda item.

PL254. **APPLICATIONS DEALT WITH UNDER DELEGATED POWERS – FOR INFORMATION ONLY**

RESOLVED: That the applications dealt with under delegated powers be received and noted.

PL255. **DISCHARGE OF CONDITION NOTICE**

Members received a Discharge of Conditions Notice at Haydock House, 1 Holton Road.

RESOLVED: That the Discharge of Conditions Notice be received and noted.

PL256. **DATE OF NEXT MEETING**

RESOLVED: That the date of the next Planning Committee is scheduled for Tuesday 24 September 2024.

Councillors E S Goodjohn and Hennessy left the meeting at 7:51pm.

PL257. **NOTIFICATION OF PREMISES LICENCE APPLICATIONS**

Application for a Premises Licence – Namsan Chicken, 9 Thompson Street, Barry, CF63 4JL The Licensing Act 2003.

RESOLVED: That the premises licence application be received and noted.

Meeting closed at 7.52pm.

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

BARRY TOWN COUNCIL

**MINUTES OF A MEETING OF THE PLANNING COMMITTEE HELD ON TUESDAY
24 SEPTEMBER 2024 AT 7:00PM**

PRESENT: Councillor S Hodges (Chair) together with Councillors Ball (Vice-Chair), Collins, ES Goodjohn and Thomas.

ALSO PRESENT: Greg Smart – Planning Officer
Courtney Parker – Administrator
Councillor N Hodges – Observer
Councillor D Clarke – Observer
Paul Robertson – Observer
Lesley Loane – Observer
Rita Vassallo – Observer

PL258. **APOLOGIES FOR ABSENCE**

EJ Goodjohn and Hennessy.

PL259. **TO RECEIVE DECLARATIONS OF INTEREST UNDER THE
COUNCIL'S CODE OF CONDUCT**

Councillors ES Goodjohn announced a declaration of interest in regards to any Premises Licence Applications received due to being a member of the Vale of Glamorgan Council's Licencing Committee.

PL260. **WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015**

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

PL261. **TO APPROVE THE MINUTES OF THE PLANNING COMMITTEE
MEETING HELD ON 3 SEPTEMBER 2024**

RESOLVED: That the minutes of the Planning Committee's meeting held on 3 September 2024 be approved and signed as a correct record.

PL262.

TO CONSIDER PLANNING APPLICATIONS

The Chair brought agenda item 5i forward

i) Planning Application Consultation

Location: Berth 31 Port of Barry CF63 4AB

Development: Change of Use to Wood Recycling Facility.

The Planning Officer presented his report to the committee.

The Chair invited Mr Paul Robertson to speak on this item.

Mr Robertson introduced himself as the chair of DIAG, expressing his concerns regarding the ecological repercussions of the proposed application. He went on to state his worries surrounding diesel having to be stored on site, diesel fumes, noise mitigation and dust mitigation. His initial thoughts are that further investigation is needed.

Rita Vassallo joined the meeting at 7:10pm

Councillor Clarke commented that South West Wood had been in touch with an invite to visit the site and would like a representative from this committee to attend so that better knowledge of the proposed application can be obtained. He added that an environmental impact assessment is needed.

Councillor Collins Said she agreed with Cllr Clarke's suggestion.

Councillor Clarke suggested that it may be beneficial to the committee for Councillor E S Goodjohn to attend the site visit as he has good knowledge on the matter, being a member of Friends of the Earth.

The Chair clarified that the committee would like to revisit this item at the next meeting so they are able to form a more knowledgeable opinion after herself or Vice Chair Councillor Ball have attended the site visit.

RESOLVED: That members of the committee attend the site visit and the proposed application is considered at the next planning committee meeting.

a) Planning Application No. 2024/00704/FUL

Location: 32, Aneurin Road, Barry

Development: Retrospective planning permission to erect a single-storey conservatory to the rear of the property.

RESOLVED: No objection.

b) Planning Application No. 2024/00720/FUL

Location : Land West of the Good Sheds, Hood Road, Barry
Development: Proposed development for a distillery (B2 use), a marquee (D2 use), a spa (D2 use), a multi-purpose hall (D2 use) and all other associated works.

The Chair stated that having seen the land she has concerns regarding residents currently using the gated car park and use of their bin store being affected as it is attached to the coffee shop.

Councillor Collins agreed with the Chair, adding that a new school in this area has added an extra need for parking.

Councillor Thomas raised her concerns around the need for a distillery to store a lot of flammable liquid and would like to know more on how this would be done safely.

RESOLVED: No objection subject to concerns regarding displacement of off-street parking that currently occurs on site, amenities for residents being affected and storage of flammable liquids.

c) Planning Application No. 2024/00748/FUL

Location: 104 Colcot Road, Barry
Development: Demolish existing rear single storey extension(s) and replace with proposed replacement rear single storey extension with conversion of garage into habitable accommodation including changes to garage roof, walls and fenestration. All with associated external works.

RESOLVED: No objection.

d) Planning Application No. 2024/00749/FUL

Location: 21 Birch Grove, Barry
Development: Removal of chimney stack and replacement of roof slates.

The Chair expressed her support for the proposed application.

RESOLVED: Members support application and recommend that the applicant appeal the previous consent through PEDW

e) Planning Application No. 2024/00758/FUL

Location: Christ Church Presbyterian, Tynewydd Road, Barry
Development: Proposed change of use to retail, restaurant and staff accommodation with first floor rear extension with internal alterations.

The Chair invited Councillor Clarke to share his views on this item.

Councillor Clarke commented that the building is part of the town's history and it would be great to see it in use again, however he would like to see any changes made be in keeping with the original appearance of the building to enhance the area.

Councillor Collins said in theory the proposed application sounds good however she has some reservations regarding the amenity space.

RESOLVED: No objection in principle, however concerns are raised regarding impact to the residential amenity standards enjoyed by neighbouring residents.

f) Planning Application No. 2024/00768/FUL

Location: 97 Tynewydd Road, Barry
Development: On Road EV charging solution, amendment to refused dropped kerb application. Permission requested to break into the pavement to provide an EV charging gulley. The Gulley would run through the pavement from the edge of the property to the highway to enable a safe on road solution to home EV charging.

The Committee expressed their support for the application recognising the growing popularity of electric vehicles.

RESOLVED: No Objection.

g) Planning Application No 2024/00772/FUL & 2024/00773/LBC

Location: College Fields Nursing Home, College Fields Close, Barry
Development: Retain fire barriers installed in loft space and temporary external fire escape stairs.

RESOLVED: No Objection.

h) Planning Application No. 2023/01269/FUL

Location: 61, Ffordd Pentre, Barry

Development: Relocation of extension of garden fence to facilitate disabled access and increase safety from vehicles.

RESOLVED: No Objection.

j) Planning Application No. 2024/00154/FUL

Location: Bambrah Stores, 25-27, Ivor Street, Barry

Development: Conversion of two first floor flats to three flats.

RESOLVED: Received and noted.

PL263. **TO CONSIDER TABLED APPLICATIONS**

None received.

PL264. **LOCAL PLANNING AUTHORITY DECISIONS**

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

The Chair moved agenda item number 8 to the final item as Councillor ES Goodjohn could then leave the meeting due to declaring an interest in this agenda item.

PL265. **APPLICATIONS DEALT WITH UNDER DELEGATED POWERS – FOR INFORMATION ONLY**

None received.

PL266. **DATE OF NEXT MEETING**

RESOLVED: That the date of the next Planning Committee is scheduled for Tuesday 15 October 2024.

Councillor ES Goodjohn left the meeting at 7:40pm.

NOTIFICATION OF PREMISES LICENCE APPLICATIONS

1. Application for a Premises Licence – 20-21 Broad Street, Barry, CF62 7AD The Licensing Act 2003

RESOLVED: That the premises licence application be received and noted.

2. Application for a Premises Licence – Seaview Bar, 1 Esplanade Buildings, Friars Road, Barry Island CF62 5TJ

Councillor N Hodges commented that Barry Island is an alcohol restricted zone.

The planning officer agreed stating this would be a valid reason to object.

RESOLVED: Objection on the grounds of the potential for public nuisance.

3. Application for a Variation of Premises Licence – Kanya, 10-11 Broad Street, Barry, CF62 7AA

RESOLVED: That the premises licence application be received and noted.

4. Application for a Grant of Premises Licence – View 62, Friars Road, Barry, CF62 5TR

RESOLVED: That the premises licence application be received and noted.

5. Application for a Grant of Premises Licence – Toms Bar, first floor, 10 Broad Street Barry CF62 7AA

RESOLVED: That the premises licence application be received and noted.

6. Application for a Premises Licence – Namsan Chicken, 9 Thompson Street, Barry CF63 4JL - Restarting consultation due to not advertising correctly

RESOLVED: That the premises licence application be received and noted.

Councillor Thomas went on to add that there is dire need for more accessible venues within the town.

The Chair said she would be happy for this issue to be raised with The Vale of Glamorgan Council.

Meeting closed at 7.47pm.

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

BARRY TOWN COUNCIL

MINUTES OF A MEETING OF THE PERSONNEL COMMITTEE HELD ON MONDAY 2 SEPTEMBER 2024 AT 7.00 PM

PRESENT: Councillors Perkes (Chair) together with Councillors Charles, S Hodges, Johnson, Thomas (arrived at 7.07pm) and Wiliam

ALSO PRESENT: Mark Sims – Deputy Chief Officer
Kathryn Thomas – Office Team Leader
Councillor N Hodges - Observer

R148. APOLOGIES FOR ABSENCE

Apologies received from Councillor Wilkinson

R149. DECLARATIONS OF INTEREST

None received

R150. WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015

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

R151. TO APPROVE AND SIGN THE MINUTES OF THE PERSONNEL COMMITTEE HELD ON 10 JUNE 2024

RESOLVED: That the minutes of the Personnel Committee held on 10 June 2024 be approved and signed as a correct record.

R152. TO RECEIVE AND NOTE THE MINUTES OF THE MEETING OF THE STAFF FORUM HELD ON 9 JULY 2024 AND AGREE ANY RECOMMENDATIONS THEREIN

RESOLVED: That the minutes of the Staff Forum held on 9 July 2024 be approved and signed as a correct record.

R153. BUDGET MONITORING REPORT TO 31 JULY 2024

Members were provided with the Committee's expenditure in the 2024/25 financial year as at the end of July 2024.

The Deputy Chief Officer confirmed the projected out-turn for the year is to be underspent by £24,185

Councillor Johnson asked why the Cemetery salaries are lower than we originally budgeted for and why the General Salaries Contingency is overspent.

The Deputy Chief Officer advised that the Cemetery salaries are lower due to certain posts currently not filled pending the Cemetery Review being completed and the General Salaries Contingency overspend is due to overtime relating to holiday and sickness absence cover.

RESOLVED: The Budget Monitoring Report to July 2024 be received and noted.

R154. NJC FOR LOCAL GOVERNMENT SERVICES PAY AWARD 2024 (UPDATE)

Members were provided with an update from the Deputy Chief Officer regarding the April 2024 pay award for NJC Local Government staff.

The national employers pay offer was for a flat rate increase of £1,290 for spinal points 2-43 or 2.5% for spinal points 44 upwards.

The pay award from 1 April 2024 will be delayed until mid-October at the earliest due to Unison and Unite members rejecting the offer. They are now moving to a ballot for industrial action being run between 27 August and 15 October 2024.

Councillor Johnson asked what impact will there be on the Council's finances based on the proposed offer.

The Deputy Chief officer advised that we included an increase to allow for the proposed pay offer.

RESOLVED: That the NJC pay award 2024 update be received and noted.

R155. DRAFT NEW PROBATION POLICY

Members were provided with a new draft probation policy to operate a probationary period for all new staff and where an existing member of staff is commencing a new role.

Councillor S Hodges pointed out an error on the report. On page 649 under the heading "Confirming successful completion of the probationary period", the last paragraph should read "The line manager will confirm this to the employee in writing and put the letter on the HR file"

Councillor S Hodges also said she is happy with the process but asked what records do we keep – formal and informal, and what paperwork supports the probation.

The Deputy Chief Officer explained we currently use a 'Lets Talk form' which is a formal record of an informal discussion that allows staff members to voice any concerns they may have, includes any agreed actions, and is signed by both parties.

Councillor S Hodges said that if someone was unhappy with a decision, what paperwork do they see, even further down the line. Councillor Hodges suggested we tighten up completed paperwork and ensure its signed by both parties.

Councillor Johnson was not happy that the Probation Policy was only sent out to the Councillors on the day of the meeting as he didn't get an opportunity to read it.

RECOMMENDED: To the meeting of the Finance, Policy and General Purposes Committee being held on Monday 9 September 2024, that the Probation Policy be approved and adopted, subject to the inclusion of an additional line relating to paperwork.

R156. HEALTH AND SAFETY AUDIT REPORT (UPDATE)

Members were provided with an update regarding the Health & Safety Audit undertaken during March and April 2024.

RESOLVED: That the Health and Safety Audit update be received and noted.

R157. DATE OF NEXT MEETING

RESOLVED: The date of the next meeting of the Personnel Committee is scheduled to be held on Monday 11 November 2024 at 7pm.

R158. 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.

R159. STAFF SICKNESS FOR THE SIX-MONTH PERIOD 1 FEBRUARY 2024 TO 31 JULY 2024

Members were provided with a Sickness Absence Report.

Councillors Charles and Perkes commented on how good the figures were but due to the confidential nature of this item, confidential notes will be held on file with the Chief Officer.

RESOLVED – That the Sickness Absence Report for the period 1 February 2024 to 31 July 2024 be received and noted.

R160. STAFF WELLBEING SURVEY MAY 2024

Members were provided with the results of a staff wellbeing survey undertaken during May 2024.

Members noted that it was a disappointing response with only 10 out of 26 members of staff completing the survey. Most administration staff completed the survey.

Councillor Johnson said we need to consider how we can get a meaningful response going forward as some of the questions are not relevant to all, therefore the questions need looking at.

RESOLVED: That the Staff Wellbeing Survey from May 2024 be received and noted.

R161. MINOR AUTHORITY REPRESENTATIVE GOVERNOR VACANCIES

Members were provided with an update on current vacancies. There are four MAR terms of office that are coming to an end in the coming months.

The Deputy Chief Officer advised that we will be advertising the vacancies on the Council's website and Social Media platforms, with a closing date of October, and we will be contacting current Governors to see if they want to re-apply.

RESOLVED: That the Minor Authority Representative Governor Vacancies report be received and noted.

R162. STAFF STRUCTURE WITH LIST OF STAFF NAMES

Members were provided with the staff structure (Organogram) and a list of staff names.

Councillor S Hodges asked for Councillors to be advised of any changes and when new members of staff commence as it is useful to put a name to a face.

Councillor Johnson suggested that it would be helpful to include how many hours each part time member of staff works.

RESOLVED:

- 1. That the Staff Structure be received and noted.**
- 2. That the Organogram be updated to include the number of hours worked for part time members of staff.**

R163. RECRUITMENT UPDATE

Members were provided with a recruitment update but due to the confidential nature of this item, confidential notes will be held on file with the Chief Officer.

RESOLVED: That the recruitment update be received and noted.

R164. TO RECEIVE AN UPDATE OF THE EMPLOYMENT TRIBUNAL HEARD ON 25 JUNE 2024 – 29 JUNE 2024

Members were provided with the outcome of the employment tribunal, but due to the confidential nature of this item, confidential notes will be held on file with the Chief Officer.

RESOLVED: That the Employment Tribunal update be received and noted with a further update being provided to the next meeting of the Personnel Committee, or Full Council (if time sensitive).

R165. TO RECEIVE AN UPDATE ON THE CEMETERY REVIEW

The Deputy Chief Officer gave an update on the Cemetery Review but due to the nature of this item, confidential notes will be held on file with the Chief Officer

RESOLVED: That the Cemetery Review update be received and noted.

The meeting closed at 19:40

Signed Dated

ACTION SHEET - PERSONNEL COMMITTEE 2 SEPTEMBER 2024

MINUTE NO.	ACTION TO BE TAKEN	ACTION TO BE TAKEN BY	DATE ACTION TO BE CARRIED OUT	PROGRESS
R155	The Probation Policy be approved and adopted subject to the inclusion of an additional line relating to paperwork	CO	31 October 2024	Incomplete
R161	To advertise MAR vacancies x 4 on the Council's website and Social Media Platforms	OTL	31 October 2024	Complete
R162	That the Organogram be updated to include the number of hours worked for part time members of staff.	DCO/OTL	31 October 2024	Incomplete

BARRY TOWN COUNCIL

**MINUTES OF THE EXTRAORDINARY VIBRANT CULTURE COMMITTEE
MEETING HELD ON MONDAY 9 SEPTEMBER AT 7PM**

PRESENT: Councillors Brooks (Chairperson), S Hodges, N Hodges, T Ball, S Perkes, together with J Aviet.

ALSO PRESENT: Jason Harvey – Engagement and Events Team Manager
Joanne John – Engagement and Events Administrator
Nicola Burand - RBL Membership Engagement Manager
Alun Williams - RBL District Chair
Jeff Rees - RBL Barry Branch Chair
Councillor D Clarke – Observer
Chloe Atkinson – Observer (Barry and District News)

14. APOLOGIES FOR ABSENCE

Councillor E Davies-Powell, and Payne

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

None Received

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

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

**17. TO APPROVE THE MINUTES OF THE VIBRANT CULTURE
WORKING PARTY HELD 22 JULY 2024**

RESOLVED: that the minutes of the meeting of the Vibrant Culture working party held on 22 July 2024 be approved and signed as a correct record.

**18. THE PLANNING OF REMEMBRANCE SUNDAY 10TH NOVEMBER
2024**

The E&E Team Manager summarised the report which outlined what was required to move forward with the event. The E&E Team Mgr informed the committee that he is leaving his post shortly, and that the planning of this event will be handed over to the E&E Officer who will be supported by the Town Clerk. He confirmed that this year's event insurance will be covered by Barry Town Council. First Aid provision has been booked, and the Police have agreed the road closures and are in the process of planning this. An application for this has been submitted to the Vale of Glamorgan Council Highways Department. Councillors asked if there was a charge for the road closures, and the costs of the

First Aid provision. The E&E Team Mgr informed the committee that there was no charge for the road closures at present and the First Aid provision was £980, which includes the supply of 6 medics working in two teams and an ambulance.

The E&E Team Manager confirmed that a sign-up form has been created on the BTC website so that organised groups can sign up for the parade. Individuals should also be encouraged to sign up via this method to give an indication of the expected number of participants. Councillors questioned how we would manage who was in the parade. The Chair agreed that controls would need to be in place, and wanted it to be clear that any organised groups who hadn't signed up would not be able to take part in the parade. Jeff Rees advised we wouldn't be able to guarantee attendance of individuals following the sign up and that individuals who attend tend to be veterans who will be at the front of the parade. Family and Friends are advised to wait at the cenotaph and meet there. Alun Williams advised that only veterans who are fit and able will take part in the parade.

Jeff suggested there should be flexibility in place for those who are not confident or want to use technology to still be able to parade. Councillors suggested if there should be specific member of staff that could be approached on the day regarding signing up. The E&E Team Mgr clarified that individual sign ups were to give an indication of the numbers attending in advance, and not an essential requirement for individuals to participate. Organised groups are required to sign up and provide evidence of their public liability insurance and risk assessments.

The E&E Team Mgr queried if RBL would be holding an indoor service this year, and if they would be willing to marshal the parade. Jeff Rees advised the indoor service is to be confirmed due to funding, but they would be happy to marshal the parade if they have the correct number of volunteers required.

Jeff Rees queried if it was necessary to have stewards at an additional expense. Councillors clarified that this was in response to the incident at a parade a number of years ago, and to ensure the parade was run safely. The E&E Team Mgr added that Volunteers organising events are not subject to the Health and Safety at Work Act, but Barry Town Council would be as an organisation, so these additional measures would need to be in place and processes followed. He confirmed the roles the stewards would undertake would focus mainly around the spectators and public safety, as it is anticipated that around 3000 people may attend. Alun Williams advised that in recent years there has been a greater awareness of security, but there hasn't been much trouble throughout the country previously.

The E&E Team Mgr suggested that if the indoor service does go ahead, the Memo could be approached to support in providing chairs? Jeff

Rees clarified that they needed to have a discussion with the Memo as if the indoor service doesn't go ahead they will still require access to the toilets. In the event that there is no indoor service, BTC will look to hire chairs in and provide a dais. The Chair queried the timeframe for confirming the above. Jeff confirmed that it would be clarified as soon as possible.

The E&E Team Mgr informed the committee that the Police have requested the Coastguard will lead the parade with their vehicle, which the E&E Team Mgr will follow up on. Jeff Rees and the E&E Team Mgr confirmed that the parade will end with the police, but the Fire Brigade may also be in attendance and will have an engine at the rear of the parade (subject to no emergency call outs).

Councillors commented that last year was horrendous, with Councillors and Staff of Barry Town Council being made targets. Councillors continued that civic protocols regarding the wreath laying were amended without BTC being informed, that Councillors were not included in press and publicity and that they have never felt so scared due to an intimidating atmosphere on the day with verbal abuse received. Councillors acknowledged that a private apology has been received, however no apology has been received from the local branch, and they would like a joint press release prior to the event which includes an apology. They commented that the matter wouldn't be resolved until the acknowledgment received. The Chair confirmed that councillors would like RBL to acknowledge the part they played in the events that happened last year. Jeff Rees advised that they are unable to give an official apology from the local branch and wasn't aware that the amended protocol hadn't been sent to BTC last year. Alun Williams explained that he wasn't aware of what happened last year, but reassured the committee that the RBL wanted to work towards a successful event this year, as it was possibly one of the biggest in Wales, and as a Civic event it was important Barry Town Council were involved.

Councillors advised that Barry Town Council do not own the locations, but it is an event of historical importance, and respect. The E&E Team Mgr suggested that the matter of apology be taken forward by Nicola, Alun and the Town Clerk so that the meeting could proceed in working towards planning this year's event. Nicola commented that the purpose of this meeting was to try and draw a line under what happened, and ensure that everyone was clear of the roles. Any issues were with individuals rather than RBL as a whole, and these have been dealt with internally. Councillors thanked Nicola for her comments and appreciated that a line should be drawn, but it was important the RBL understood the consequence of the miscommunication, and that Councillors were still receiving abuse. Nicola agreed that Councillors should be protected, but if they were still receiving abuse this was a criminal matter for the police to deal with rather than RBL. Nicola offered her contact details to be shared following the meeting in case there were any issues with RBL members going forward.

The E&E Team Mgr asked those attending if they were happy to move forwards with the event. Councillors suggested that it is looked at year on year, depending on the outcome of each year's event. They suggested that it should be considered if the Mayor requires security due to the high level of threats the previous Mayor received in person and online. Jeff Rees confirmed that the service at the cenotaph will be run as usual by Father Chris with the correct protocol followed. Alun Williams stated he was concerned with what he had heard, and was willing to attend the next RBL Barry meeting to help resolve the matter. Councillors stated that it should be a safe Remembrance Sunday that the people of Barry can feel safe and welcome to attend. The Chair commented it broke her heart not to attend last year, and it was the first year she had missed.

RESOLVED:

- 1. RBL will marshal the parade, and lead the outdoor service.**
- 2. Barry Town Council will lead the event.**
- 3. That the proposed roles and responsibilities (recommendation 1) be adopted by both parties.**
- 4. That members agree the draft event management plan (recommendation 2).**
- 5. The committee members will all support in hand delivering letters to traders and residents regarding road closures at the end of October (recommendation 3) once a date is confirmed.**
- 6. That the Wellbeing Goals Officer work with the RBL to organise the Schools Service at Merthyr Dyfan Cemetery (Recommendation 4), but is to provide feedback directly to the committee on progress.**
- 7. That further meetings regarding Remembrance Sunday are held in full committee, and not a working party (recommendation 5).**

19. DATE OF NEXT MEETING

RESOLVED: That the next meeting of the Vibrant Culture Committee is scheduled to be held on 18 November 2024 at 7pm. However, Councillors agreed that an additional Extraordinary meetings may be held prior to Remembrance Day – date TBC.

Councillors thanked the E&E Team Mgr for his work for the Council before he leaves for a new position, and commented that there have been a greater number of events that are bigger and better.

Meeting closed at 6:53pm.

Signed (Chairperson) Dated

FOR INFORMATION ONLY

ACTION SHEET - VIBRANT CULTURE - 09 SEPTEMBER 2024

MINUTE NO.	ACTION TO BE TAKEN	ACTION TO BE TAKEN BY	DATE ACTION TO BE CARRIED OUT	PROGRESS
9	That a meeting is set up with the Welsh language organisations in the Autumn to discuss how we can assist.	E&E	01/09/2024	Ongoing - awaiting new E&ETM
9	E&E Team Manager to contact the Vale of Glamorgan Council with regards to the 2029 Eisteddfod	E&E	01/09/2024	Ongoing - awaiting new E&ETM
10	That the E&E Team Manager will contact the Vale of Glamorgan with regards to contacting multi-cultural groups.	E&E	01/09/2024	Ongoing - awaiting new E&ETM
13	That the Planning Officer contacts Paul Egan from One Voice Wales, and continue liaising with established Heritage Centres	PO	01/09/2024	No longer required
13	That the Planning Officer will discuss possible locations with the Chief Officer	PO	01/09/2024	In Progress. Emails from PO sent
13	That Group Leaders will meet and discuss options following return from annual leave.	PO	01/09/2024	In Progress. Emails from PO sent
18	Sign Up form for organised groups live on website	E&E	by end of September	Completed
18	Confirmation if indoor service is taking place	RBL	September	Completed - not going ahead
18	The committee members will all support in hand delivering letters to traders and residents regarding road closures at the end of October (recommendation 3) once a date is confirmed.	E&E plus Committee	End of October	on going
18	That the Wellbeing Goals Officer work with the RBL to organise the Schools Service at Merthyr Dyfan Cemetery (Recommendation 4), but is to provide feedback directly to the committee on progress.	WBG O		In Progress - WBGO in communication with RBL
18	That further meetings regarding Remembrance Sunday are held in full committee, and not a working party (recommendation 5).			

BARRY TOWN COUNCIL

MINUTES OF THE GLOBALLY RESPONSIBLE COMMITTEE MEETING HELD ON MONDAY 16 SEPTEMBER AT 7PM

PRESENT: Councillors Clarke (Chairperson), Dancey, Johnson, Payne, Drake, E S Goodjohn, together with Councillor Perkes.

ALSO PRESENT: Jason Harvey – Engagement and Events Team Manager
Amanda Webb – Wellbeing Goals Officer
Joanne John – Engagement and Events Administrator
Councillor N. Hodges – Observer
Councillor S. Hodges – Observer

13. APOLOGIES FOR ABSENCE

None

14. TO RECEIVE DECLARATIONS OF INTEREST UNDER THE COUNCILS CODE OF CONDUCT

None received.

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

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

16. TO APPROVE THE MINUTES OF THE GLOBALLY RESPONSIBLE BARRY COMMITTEE MEETING HELD ON 3 JUNE 2024.

Members agreed the minutes subject to the below correction:

P35 (3 June, Action Sheets) Minute No. 10 – Councillor Dancey has offered to contact Vale of Glamorgan Council in reference to the Refugee, Asylum and Displaced training.

RESOLVED: That the minutes of the Globally Responsible Committee held on 3 June 2024 be approved and signed as a correct record, subject the amendment above.

17. **GLOBALLY RESPONSIBLE BUDGET UPDATE**

Councillors queried where budget was being allocated and spent. The Engagement and Events Team Manager suggested that a request is made to the Deputy Chief Officer for an update on what is already committed from the budget (i.e Auditel).

RESOLVED:

1. **The Engagement and Events Team Manager will request that a committed budget update be provided from the Deputy Chief Officer**
2. **The Deputy Chief Officer sends a budget update to the committee members.**

18. **TO RECEIVE ACTION SHEET UPDATES FROM THE PREVIOUS GLOBALLY RESPONSIBLE COMMITTEE**

Councillor Johnson raised concerns for the amount they were trying to cover as a committee, and was unsure if we had the resources available. He asked the committee to consider how they would work with Shop Local, and felt there were some actions that should remain as priorities going forward including the Community Orchard, achieving Net Zero as a Council, and Auditel. Concerns were raised that Auditel work may be falling behind on 2030 target due to Covid, BTC staff shortage, and committee meetings not being able to take place.

Councillors asked if there had been any progress with obtaining quotes for Legal Advice for the Community Orchard project. The Engagement and Events Team Manager advised that the question was being raised at the next Halls Committee, and was pending recommendation to Full Council. Councillors queried that the question should not be focussed on the costs, but if they want to proceed with the proposed site. The Chair agreed that access to the site is a potential problem.

Councillors asked for an update on organising a Multi-Cultural Event. The Wellbeing Projects Officer advised that the Vale of Glamorgan Council's contact is now on maternity leave, and is waiting for a response from their cover. The Chair advised that the Vale of Glamorgan Council are producing a report on this subject in October, and that this project can't be progressed until we know what the Vale Council are planning.

The Chair requested that committee members go through previous action sheet and set priorities, but not to overwhelm the committee.

RESOLVED: That the report is received and noted.

19. **PHOTOGRAPH OF COMMITTEE TO BE TAKEN WITH FAIRTRADE CERTIFICATE**

RESOLVED: That a photo had been taken at the start of the meeting with Councillors present and Staff.

20. **UPDATE ON THE DEVELOPMENT OF THE GLOBALLY RESPONSIBLE WORKING PARTY**

Councillors discussed if setting up the working party was a priority at the moment. Councillors discussed previous Fairtrade certification schemes we have been a part of, and suggested we could create our own which would cost less, and enable us to high light good practice within local schools, businesses and organisations. Councillor Johnson advised the committee that Fairtrade fortnight had now been moved to September to coincide with the 30th anniversary of their launch. Councillors suggested that a certification scheme could run all year round, and wouldn't have to be restricted to Fairtrade fortnight. Membership of the Globally Responsible Working Party had been agreed at the Committee's previous meeting as Councillors Dancey, ES Goodjohn, Johnson and Payne. It was suggested that the Working Party continue in order to work on this, and the Wellbeing Goals Office will send suggested dates to the relevant members.

RESOLVED: That the Globally Responsible Working Party will go ahead, with the Wellbeing Goals Officer sending suggested dates to the members for their first meeting.

21. **AUDITEL UPDATE**

The Wellbeing Goals Officer advised members that she will be meeting the with the Deputy Chief Officer to assist gathering the data so that Auditel can continue their work. They are aiming to have all the data sent by the end of October. Councillors were advised that systems wouldn't allow a direct report function for this type of data, requiring the Deputy Chief Officer to manually analyse records. The Officer updated members that Scope 1 is complete, and we were now working through Scope 2 and 3. The officer advised that Auditel are unable to attend evening committee meetings due to their working hours, but will see if a daytime meeting can be arranged. Alternatively, members can send any queries they have via the Wellbeing Goals Officer. The Chair agreed it would be good to arrange a meeting with Auditel after they have received all the information. Members added they would be able to use the report to help form the Globally Responsible programme. The Chair requested that a meeting is arranged to discuss the

completed report as soon as available, and a preliminary report be sent to the committee in advance.

RESOLVED:

1. **That the Wellbeing Goals Officer meet with the Deputy Chief Officer to gather all the data required for Auditel by the end of October 2024.**
2. **That the preliminary Auditel report sent to committee members in advance of meeting once available.**
3. **A meeting with Auditel to be arranged once report complete.**

22. LITTER PICK HUB / SPONSORSHIP REQUEST FROM KWT UPDATE

Members were advised that we are one of nine litter pick hubs in the Vale of Glamorgan, and have the highest number of collections / volunteers, with regular groups using the hub. Councillors commented it was nice to see the hub being well used.

The Wellbeing Goals Officer summarised the report with regards to the McDonalds sponsorship request by Keep Wales Tidy. This would include the McDonalds logo being displayed on the Keep Wales Tidy page of our website, but it would be made clear they were a sponsor. She also advised that it has been noticed that the amount of McDonalds litter found during litter picks in the area has reduced. The Chair raised concerns with regards to having the McDonalds logo on our website, and that it may be perceived as endorsing the company. Councillors agreed that they wouldn't want to endorse the company, and queried what the corporate social responsibility looks like for a corporate brand. There were concerns it would be supporting 'greenwashing', and it would go against the Wales Well-being of Future Generations act which is received and noted during Council meetings. The Chair commented that he had strong reservations, and requested the officer take the concerns back to Keep Wales Tidy and see if a compromise can be reached.

RESOLVED: That the Wellbeing Goals Officer will raise concerns with Keep Wales Tidy relating to the sponsorship request.

- 23.** The Chair noted that this was the Engagement and Events Team Manager's final committee meeting and thanked him for his work. The Chair went on to say as a committee they have enjoyed working with him, and that he will be missed. The committee wished him luck with his next role, and hoped he would continue the good work for the Town.

24. **DATE OF NEXT MEETING**

RESOLVED:

1. That the next meeting of the Globally Responsible Committee is scheduled to be held on 13 January 2025 at 7pm.
2. That an Extraordinary meeting be held early November to discuss the Committee's budget requirements for 2025/26, with the date to be confirmed.

Meeting closed at 7:47pm.

Signed (Chairperson) Dated

FOR INFORMATION ONLY

ACTION SHEET - GLOBALLY RESPONSIBLE BARRY COMMITTEE - 16 SEPTEMBER 2024

MINUTE NO.	ACTION TO BE TAKEN	ACTION TO BE TAKEN BY	DATE ACTION TO BE CARRIED OUT	PROGRESS	Notes
5 (ii) and 19	That officers arrange for a photograph of members with the Fairtrade Town Status Certificate at the start of the next meeting being held on 16 September 2024		16.09.2024	Complete	Photo was taken at start of meeting
6 (i) and 20	a working party is created from within this Standing Committee, and Terms of Reference are agreed			Ongoing	Date to be agreed for meeting
6 (ii)	Councillor's Payne and Johnson are approached to see if they would be happy to join.			Complete	Jason to contact. MW Contacted at the beginning of August, with apologies for contacting during recess. No response received to date - follow up email sent week beginning 9th Sept.
6 (iii)	A Working Party meeting is held			Ongoing	Date to be agreed by members of working party, waiting for WP members to be decided.
9	the Council should offer five sessions to schools to begin with, funded by the Council and if any savings can be made on the costs (i.e through grants) look to increase this number.			Ongoing	Only interest received from Ysgol y Deri Barry Campus, Awaiting confirmation on how the workshop fits with the current KS Curriculum from provider.
10 (i)	The Wellbeing Goals Project Officer investigates training opportunities, regarding Town of sanctuary training			On Hold	Having discussed with City of Sanctuary team, no specific training is available at this time, but have regular check backs diarised to continuously check for new training when available.
10 (ii)	Councillor Payne be approached to join the Town and Parish meetings and the Chairperson is reserve.			On Hold	Put on hold until next meeting, due to personal reasons.
10 (iii)	Councillor Dancy approaches a contact at Vale of Glamorgan Council Educational department in reference to the school curriculum and feeds back to the officer.			Ongoing	progress to be checked at next meeting
17	The E&E Team Mgr will request that a committed budget from the Responsible Finance Officer.	E&E Team Mgr	17.09.2024	Complete	
17	The Responsible Finance Officer sends budget update to the committee members.	RFO	by end of September		
21	The Wellbeing Goals Officer meet with RFO to gather all the data required for Auditel	WGO / RFO			
21	Preliminary Auditel report sent to committee members in advance of meeting once available.	WGO			
21	Meeting with Auditel to be arranged once report complete.				
22	The Wellbeing Goals Officer will raise concerns with KWT with regards to McDonalds sponsorship	WGO			

BARRY TOWN COUNCIL

MINUTES OF AN EXTRAORDINARY MEETING OF THE PERSONNEL COMMITTEE HELD ON MONDAY 23 SEPTEMBER 2024 AT 16:30

PRESENT: Councillors Perkes (Chair) together with Councillors S Hodges, Johnson, Thomas & Wiliam

ALSO PRESENT: Mark Sims – Deputy Chief Officer
Kathryn Thomas – Office Team Leader
Councillor Clarke - Observer

R166. APOLOGIES FOR ABSENCE

Apologies received from Councillor Wilkinson

R167. DECLARATIONS OF INTEREST

None received

R168. WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015

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

R169. TO APPROVE AND SIGN THE MINUTES OF THE PERSONNEL COMMITTEE HELD ON 2 SEPTEMBER 2024

RESOLVED: That the minutes of the Personnel Committee held on 2 September 2024 be approved and signed as a correct record.

R170. DATE OF NEXT MEETING

RESOLVED: The date of the next meeting of the Personnel Committee has been scheduled to be held on Monday 11 November 2024 at 7.00pm.

R171. 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.

R172. EMPLOYMENT TRIBUNAL

Members were presented with an update on Legal Advice received regarding the Employment Tribunal, but due to the confidential nature of the matter, these are held with the Chief Officer and filed separately.

The meeting closed at 16:50

Signed Dated

BARRY TOWN COUNCIL

MINUTES OF AN MEETING OF THE SHOP LOCAL BARRY ADVISORY COMMITTEE HELD ON TUESDAY 1 OCTOBER 2024 AT 6PM

PRESENT: Councillors Johnson (Chair), Hennessy, S Hodges, Collins, Payne, and Aviet (arrived at 6:08pm), together with Traders: Dave Elliott (Vice Chair), Paul Martin (Vodafone), Nathan Spackman (Bro Radio).

ALSO PRESENT: Emma Thorne – Engagement and Events Officer
Manda Webb – Wellbeing Goals Officer
Jo John – Engagement and Events Administrator
Councillor N Hodges – Observer
Councillor J McKinney – Observer
Councillor D Clarke – Observer
Chloe Atkinson – Barry and District News

SL72. APOLOGIES FOR ABSENCE

Councillor Perkes

SL73. TO RECEIVE DECLARATIONS OF INTEREST UNDER THE COUNCIL'S CODE OF CONDUCT

None Received

RESOLVED: That no declarations of interest were received.

SL74. WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015

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

SL75. TO APPROVE THE MINUTES OF THE SHOP LOCAL BARRY ADVISORY COMMITTEE HELD 16 JULY 2024

RESOLVED: That the minutes of the Shop Local Advisory Committee held on 16 July 2024 be approved and signed as a correct record.

SL76. MEMBERSHIP UPDATE

The Engagement and Events Officer gave a summary of the report confirming that to date six traders have completed the Code of Conduct training. Training was arranged to be held in the Chamber on a suitable date, but with only one trader sign up it was cancelled due to costs, and an alternative date to complete the training online was sent to that trader.

The Chair clarified that the membership to date consists of seven Councillors and six traders, meaning that five members are required

going forward to meet quorate. The Chair confirmed that the Code of Conduct training is the same as Councillors complete, and doesn't feel fully appropriate, but is a necessary requirement.

Councillor Hodges advised members that a few weeks ago she attended a meeting with the Mayor, and the Barry Town Council's Planning Officer with regards to the Place Making scheme. They are hoping to provide consultants to see where there are areas for development. The Town Council could have a role assisting with the consultation by engagement with traders. Councillor Hodges advised that the Engagement and Events Officer liaise with the Planning Officer as they wanted to begin work on this promptly. Councillor S Hodges, and N Hodges offered to help with surveying local traders and promoting Shop Local at the same time when promotional material available.

6:08pm Councillor J Aviet joined the meeting

Members requested feedback from Dave Elliot as to why traders were reluctant to join. Dave Elliot responded by saying that traders didn't see the benefit of attending the committee meetings, and were happy to have a representative attend. He also advised that it is felt that the continuity had gone, and there is a greater positivity towards the centre of the town, but not at the lower end by the Civic Offices. He emphasised the importance of Councillors going out to visit the traders on their premises.

RESOLVED: That members receive and note the report

SL77. BUDGET MONITORING REPORT

Members were provided with details of the budget to date of £10,000 which includes a committed expenditure of £2,250 with a balance of £7,750 available.

The Chair clarifies that as a committee they can't allocate funds, but can advise recommendations. The Chair also confirmed that any funds not spent goes into the Barry Town Council reserves, and there is an argument to say that it should be maintained as a reserve for Shop Local

Members considered the budget requirements for 2025 / 26, and agreed to request the budget amount of £10,000 is kept the same.

RESOLVED: That members receive and note the report.

RECOMMENDED:

- 1. Recommend to the Finance, Policy and General Purposes Committee meeting being held on the 25th November 2024 that the Shop Local Advisory Committee's budget is set at £10,000 for 2025 / 26.**

SL78. SHOP LOCAL BARRY RELAUNCH EVENT

The Engagement and Events Officer confirmed that the relaunch event will be held on 16 October at 5.30pm in the Council Chamber (budget agreed £250). Catering has been booked from a local supplier, promotional flyers printed, and the Events team will be reusing and recycling some of the decorations from a previous event.

The Chair requested volunteers from the committee to distribute the flyers to the traders. A number of members volunteered to cover areas of: High Street, Broad Street, Holton Road, Goodsheds, the East End, and Barry Road. The Engagement and Events team will contact to the committee members to arrange collection of promotional material and to coordinate the distribution as soon as possible.

Dave Elliot advised members that he had found an old box of Shop Local maps. The Engagement and Events team will check to see if these are able to be used, and don't contain information that is out of date.

RESOLVED:

- 1. That E&E Team provide and coordinate the distribution of promotional material for the relaunch event with committee members.**
- 2. That members receive and note the report.**

SL79. TOTALLY LOCAL UPDATE

Members were provided with a summary of the report from the Engagement and Events Officer.

Members were asked to consider the 'Town Thrive' package at a cost of £9,500 + VAT which would provide marketing materials such as logo templates, stickers, timelines, graphics, and digital tools, alongside helping to establish a trader's association. Members felt this was an expensive cost, and was something we could do in house / locally at any time of the year. The Engagement and Events Officer advised that Totally Local hope to continue with the town kits national initiatives for 'Fiver Fest 'and 'Magic tenner' which would be at no cost to those participating (only if logos required), and more details would be confirmed soon.

The Chair thanked the Engagement and Events Officer for the update and requested that the committee be kept up to date as further details are received.

RESOLVED:

- 1. That members agreed not to go ahead with the 'Town Thrive' package due to cost, and to be kept up to date once full details of the town kits national initiatives for 'Fiver Fest' and Magic Tenner' are released.**
- 2. That members receive and note the report.**

SL80. HALLOWEEN 2024

The Chair requested that the Engagement and Events Officer advise members of the Barry Town Council Halloween event before summarising the report submitted.

The Engagement and Events Officer advised that the Barry Town Council event will consist of: Tiny Toes Dance Workshops, Wand Making, Falconry, Youth Council Football Shoot Out, Crafted Arts, Pottery, Sustainability Workshops, Face Stencils, Dr Bob's Balloons, Rotary Club Zombie Shoot Out, Victorian Barry Experience History Talks, and Local Traders with representatives of the Goodsheds, and High Street attending. Activities would be subsidised to ensure low costs or free of charge.

Members asked if there was promotional print for the event or was it only advertised on social. The Engagement and Events Officer advise that we can provide a flyer, and this can also be sent digitally to members.

The Engagement and Events Officer then continued to summarise the report regarding the grant application for a Halloween Event supported by Shop Local. The Officer confirmed that to date the budget monitoring form which includes receipts, for the previous event has not been received. Members raised concerns that we were using public money for an event where we are not receiving receipts in full. Dave Elliott advised members that currently there hasn't been a meeting between traders to organise the event, and didn't think it would be going ahead, but hopefully could be reinstated next year. The Chair clarified that there are two issues regarding the event:

A: that members were satisfied that all paperwork was in order and compliant as it formed part of the internal process and auditing. The event can't go ahead if last years is still to be signed off.

B: that traders haven't met to organise the event.

Members queried which areas the Halloween Trail would cover, and were there alternative areas that could organise one? Traders also queried if the funds allocated could be given to an alternative trader if they ran the event as details in the application. The Engagement and Events Officer advised that this could be very complicated as the

application would be requesting the funds to be sent to a specific individual bank account, and this would be different if taken on by another trader, as there isn't a 'group' bank account. The Chair advised that within a short space of time an alternative area / trader would need to complete a separate application to be signed off, and currently no one else has come forward.

Members agreed it was a shame that it could not go ahead, but processes had to be followed. Members asked if outstanding paperwork was received at short notice could the Engagement and Events Officer look to submit as an Urgent Action for the Chief Officer, with Councillors supporting if correct measures in place.

RESOLVED:

- 1. That the Engagement and Events Officer provide an update in person or in writing at the meeting of Full Council being held on 14 October 2024.**
- 2. That members receive and note the report.**

SL81. CHRISTMAS 2024

The Chair advised members that the committee would typically have received grant application forms for this meeting. The Engagement and Events Officer advised that one has been received from Bro Radio, and permission was granted by the Chair for Nathan Spackman to present his application to the meeting. Nathan advised that the application details for the Christmas service were similar to last year, and highlighted that twenty-eight business recorded messages that were broadcast. Members asked if he felt it was successful last year. Nathan advised that traders were engaged and a number took up the offer of advertising. Although there is no way of recording listener figures, he commented that the online statistics were very strong, and there was certainly a demand for the service. Members agreed that it had been good and had seen a number of social media posts tied into it. The Chair queried if there was a timeframe and when the service would be launched. Nathan confirmed that if successful there would be a soft launch on the 18 November with the official launch broadcast live to coincide with the light switch on and Barry Christmas Festival on the 22 November. Members agreed to support the application and recommend to Full Council.

The Engagement and Events Officer provided members with details of this year's Barry Christmas Festival which would once again be a partnership with the Vale of Glamorgan Council on 22 and 23 November. The event will be a similar set up to last year with fun fair rides on Holton Road, stalls in the park, and the main stage plus additional stalls on King Square. Barry Town Council are also working with Bro Radio who will be sourcing and booking artists for the stage, and the Round Table who will be providing Santa's Grotto. Stalls will include local traders.

The Engagement and Events Officer advised members that there isn't a Shop Local project for Christmas 2024 as yet. The Chair commented that this was a challenge as we hadn't received any grant applications from traders, but there was still time for applications to be submitted and be considered by Full Council / Urgent Action.

Members requested clarity whether Barry Town Council was continuing to provide Christmas lighting to Park Crescent, High street, Holton Road and the Town Hall. The Engagement and Events Officer confirmed that this was still the case, but there had been concern following an incident where one of the cables had been damaged by a contractor on High Street, which has resulted in a road closure and worried the traders they were being removed. The Officer also advised that we will be working with Park Crescent to arrange a meeting to discuss the power requirements. Traders queried that the lights were six years old, and only had a life span of five years so were there plans to replace them. The Engagement and Events Officer advised that contractors have been able to carry out repairs on some to extend the life span, but were aware that some were deteriorating partly due to the high winds the areas receive. Members requested that the officer see what option there are to replace, repair or hire, and put forward a report to Full Council.

The Chair commented that traders' organisations should be encouraged to come forward with proposals for Christmas grants. The Chair advised that in principle the committee would be happy to support a light switch on application from the shopping centres around Barry, subject to application paperwork being completed fully.

RESOLVED:

- 1. That members receive and note the report.**
- 2. That the Engagement and Events Officer will look at options for the replacement / repair of the Christmas lights and draft a report for the appropriate committee or Full Council.**

SL82. AOB

Councillor Aviet queried if she would need to declare an interest in future meetings due to her connection with one of the local shops. The Chair confirmed that this would not be necessary, and clarified that the committee rules had been changed so that no financial decisions are made in order for traders to be involved without competitive interest.

RESOLVED: That a declaration of interest is not required from Councillor Aviet.

SL82. DATE OF NEXT MEETING

The date of the next meeting of the Shop Local Barry Advisory Committee will be held on 21 January 2025 at 6pm.

The meeting closed at 7.12pm

Signed Dated
(Chairperson)

FOR INFORMATION ONLY

ACTION SHEET - MEETING OF SHOP LOCAL BARRY ADVISORY COMMITTEE -1 OCT 2024

MINUTE NO.	ACTION TO BE TAKEN	TO BE TAKEN BY	ACTION TO BE	PROGRESS
SL 70	That the E&EO will arrange for the Chair and Vice Chair to be interviewed on Bro Radio.	E&E	End of August 24	In progress - will try to book before relaunch party if possible to advertise the event
SL 70	That a relaunch event is held in the chamber where local traders can be invited with a budget of £250	E&E	End of August 24	In progress - date booked for 16 October at 5:30pm
SL 70	That A Greenfield completes the Council's Grant Application Monitoring form to submit to the E&EO by the 22 nd July, so that a report can be submitted to Full Council on the 29 th July for the £2000 proposed.	E&E	22nd July 2024	Completed
SL 76	Engagement and Events Officer liaise with the Planning Officer to see how Shop Local can assist with trader engagement for the Place making scheme.	E&E Officer	Oct-24	on going
SL 78	Print additional flyers for relaunch event, and coordinate distribution with committee members	E&E	3rd Oct 24	Completed - awaiting collection
SI 79	Members are kept up to date once full details of the town kits national initiatives for 'Fiver Fest' and Magic Tenner' are released.	E&E Officer	when received	on going
SL 80	BTC Halloween event flyer be sent to members	E&E	w/c 7th Oct	completed
SL 80	That the Engagement and Events Officer provide an update in person or in writing at the meeting of Full Council on the progress of the Halloween grant application	E & E Officer	14th Oct	on going

BARRY TOWN COUNCIL

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

PRESENT: Councillor N Hodges (Chairperson) together with Councillors Aviet and McKinney.

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

A114. APOLOGIES FOR ABSENCE

Councillors Goodjohn, Hennessy and Payne

A115. DECLARATIONS OF INTEREST

None were received.

**A116. WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015
RESOLVED: that the Well-Being of Future Generations (Wales) Act 2015 be received and noted.**

A117. TO APPROVE THE MINUTES OF THE MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE HELD ON 8 JULY 2024

RESOLVED: that the minutes of the meeting of the Halls, Cemeteries and Community Facilities Committee held on 8 July 2024 be approved and signed as a correct record.

A118. BUDGET MONITORING REPORT TO 31 AUGUST 2024

Members were provided with a report outlining the Committee's income and expenditure in the 2024/25 financial year as at the end of August 2024.

The Deputy Chief Officer explained that income being down by £38,361 is resulting in a projected net overspend for the year.

The Chair added that this would be due to less business coming in to the Cemetery. He stated that due to the cost of living crisis people are choosing to go elsewhere as Cemetery fees are higher than the local Crematorium.

The Chair suggested maybe the Council could look at working on some more PR for the Cemetery and services that are available.

RESOLVED: that the budget monitoring report for August 2024 be received noting the projected net overspend (deficit for the year) of £19,448 in 2024/25.

A119. DRAFTS HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE ESTIMATES FOR 2025/26

Members were provided with a report outlining the draft budget for 2025/26.

The Deputy Chief Officer noted that the provision for a second 'Green Mean Electric Ride-On Mower' had been included in the budget but could be deferred to the following year should members wish.

The Chair suggested that the electric mower remain in this year's budget. Members unanimously agreed.

RESOLVED:

- 1. That the draft budget for 2025/2026 be received and noted**

RECOMMENDATION:

- 2. That the draft estimates for 2025/2026 are recommended to the meeting of the Finance, Policy and General Purposes Committee being held on 25 November 2024 as confirmation of the Halls, Cemeteries and Community Facilities Committee requirements for the 2025/26 financial year.**

A120. CEMETERY FEES AND CHARGES 2025/26

Members were provided with a report recommending the increase of the Cemetery fees by 2.2% as per the Consumer Prices Index.

The Chair commented that he believed the increase to be reasonable, adding that the Council want services to remain as affordable as possible. He said that he was happy to agree to the price increase.

Members unanimously agreed.

RESOLVED:

- 1. That the proposed fees and charges for the 2025/2026 financial year are agreed**

2. That the Vale of Glamorgan is advised of the proposed increase in the Porthkerry Cemetery fees and in particular the increase in the excavation charges (the excavation charge is a non-negotiable charge).

RECOMMENDATION:

3. That the proposed cemetery fees and charges for 2025/2026 are recommended to the meeting of the Finance, Policy and General Purposes Committee being held on 25 November 2024 be increased by 2.2%.

A121. PIONEER HALL & CEMETERY APPROACH COMMUNITY CENTRE CHARGES 2025/26

Members were presented with a report recommending that hire fees for the hall and community centre are not increased for the 2025/26 financial year.

RESOLVED:

1. That the proposed hire charges for 2025/26 are confirmed.

RECOMMENDATION

2. To a meeting of the Finance, Policy and General Purposes Committee being held on 25 November 2024 that the fees and charges for the Pioneer Hall and the Cemetery Approach Community Centre are not increased for 2025/26.

A122. TRANSFER OF EXCLUSIVE RIGHT OF BURIAL

RESOLVED: that the Transfer of Exclusive Right of Burial (1522 – 1549 inclusive) be granted to those named on each transfer request.

A123. GRANTS OF EXCLUSIVE RIGHT OF BURIAL

RESOLVED: that the Grants of Exclusive Right of Burial (14020 – 14029 inclusive) be granted to those named on the interment forms.

A124. DATE OF NEXT MEETING

RESOLVED: that the next meeting of the Halls, Cemeteries and Community Facilities Committee will be held on Monday 20 January 2025.

A125. 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.

A126. CEMETERIES AND FACILITIES UPDATES

The Chair outlined the report provided by the Facilities and Cemetery Manager.

He added that with the consultation on the revised Local Development Plan that the Council should consider asking the Vale of Glamorgan Council about new land for burials in the Vale of Glamorgan.

Councillor S Hodges asked if there was any update regarding a Heritage board for the RNLI.

The Chair explained that the 1st coxswain of the RNLI is buried in Merthyr Dyfan Cemetery and the Council would like to implement a heritage board about him as part of the RNLI 200th year celebrations and that he would discuss this with the Facilities and Cemetery Manager.

The Chair commented that Town Hall has now installed a new flag pole and that Councillors have received lots of good feedback surrounding it, including comments made regarding the flag being flown at half-mast out of respect when some past Councillors have passed away recently.

RESOLVED: That the Cemetery and Facilities update is received and noted

A127. FIRE ALARM SYSTEM

Members received a report advising that following a Fire Risk Assessment it was noted that Pioneer Hall only houses smoke detectors and does not have a. Members were provided with three quotations to comply with BS5839 Pt1 to consider.

The Chair commented that local businesses had provided quotations which also aligns with the Council's Corporate Plan to support local businesses.

RESOLVED:

1. That quote no 3 be accepted.

RECOMMENDATION

2. That a recommendation is sent to the Finance, Policy and General Purposes Committee meeting being held on 25 November 2024 to authorise an additional amount of £1,690 from the General Reserve for the purchase of the fire alarm system for the Pioneer Hall

A128. SMALL WOODEN PLAQUES

The Chair commented that he was stunned at the increase in costs for the production of wooden plaques, adding that the Council can't afford to lose money on them and upon reflection they do last quite a while.

RECOMMENDATION: That the Finance, Policy and General Purposes Committee meeting being held on 25 November 2024 authorise an increase in price to cover the costs of production for small wooden plaque to £67 (2024/25).

A129. CADOXTON COMMUNITY ORCHARD UPDATE

The Chair commented that he felt that Barry Town Council had given the scheme plenty of opportunity but the project is not practical for the Council and he recommended that they withdraw from the project.

Councillor Aviet seconded.

RESOLVED:

1. That the Council withdraws from the project and the Corporate Plan is updated to reflect this.
2. That officers identify a new, more suitable site to develop with similar project aims

Meeting Closed at 7:22pm

Signed (Chairperson) Dated

FOR INFORMATION ONLY

ACTION SHEET - HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE - 7 October 2024

MINUTE NO.	ACTION TO BE TAKEN	ACTION TO BE TAKEN BY	DATE ACTION TO BE CARRIED OUT	PROGRESS
A119 (2)	That the draft estimates for 2025/2026 are recommended to the meeting of the Finance, Policy and General Purposes Committee being held on 25 November 2024 as confirmation of the Halls, Cemeteries and Community Facilities Committee requirements for the 2025/26 financial year.	DCO	25-Nov-24	In progress
A120 (2)	That the Vale of Glamorgan is advised of the proposed increase in the Porthkerry Cemetery fees and in particular the increase in the excavation charges	DCO	25-Nov-24	In progress
A120 (3)	That the proposed cemetery fees and charges for 2025/2026 are recommended to the meeting of the Finance, Policy and General Purposes Committee being held on 25 November 2024 be increased by 2.2%.	DCO	25-Nov-24	In progress
A121 (2)	To a meeting of the Finance, Policy and General Purposes Committee being held on 25 November 2024 that the fees and charges for the Pioneer Hall and the Cemetery Approach Community Centre are not increased for 2025/26	DCO	25-Nov-24	In progress
A127 (1)	That quote no 3 be accepted for the Pioneer Hall fire alarm system	F&CM	25-Nov-24	In progress
A127 (2)	That a recommendation is sent to the Finance, Policy and General Purposes Committee meeting being held on 25 November 2024 to authorise an additional amount of £1,690 from the General Reserve for the purchase of the fire alarm system for the Pioneer Hall	DCO	25-Nov-24	In progress
A128	That the Finance, Policy and General Purposes Committee meeting being held on 25 November 2024 authorise an increase in price to cover the costs of production for small wooden plaque to £67 (2024/25).	DCO	25-Nov-24	In progress
A129 (1)	That the Council withdraws from the project and the Corporate Plan is updated to reflect this.	F&CM	26-Nov-24	In progress

A129 (2)	That officers identify a new, more suitable site to develop with similar project aims	F&CM	25-Nov-24	In progress
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FULL COUNCIL	14 OCTOBER 2024	AGENDA ITEM: 16
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BUDGET MONITORING REPORT 30 SEPTEMBER 2024

Report Author

Mark Sims, Deputy Chief Officer

Attached: A. Budget Monitoring Report September 2024 (2 pages)
B. Projected Reserves at 31 March 2025 (as at 30 September 2024) (1 page)

Purpose of Report

To inform members about the Council's income and expenditure in the 2024/25 financial year as at the end of September 2024.

Background Information

On the following pages is the budget monitoring report September 2024, indicating actual income and expenditure up to the end of month six 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 overspend of **£5,831** that will result in a net amount of £194,868 being transferred from reserves rather than an amount of £189,137 in the budget for 2024/25.

Recommendation

Members are requested to receive the budget monitoring report for September 2024, indicating actual income and expenditure up to the end of month six in the 2024/25 financial year, noting the projected overspend of **£5,831** for 2024/25 that will result in a net amount of £194,868 being transferred from reserves.

Budget Monitoring Report September 2024

Description	Item No.	Gross Expenditure						
		Budget	Expenditure	Committed	Balance	Budget	Year End	Projected
		12 Months	6 Months	Expenditure		For Year	Projections	Variance
		£	£	£	£	£	£	£
Salaries	1	1,032,350	464,462	509,443	58,445	1,032,350	973,905	58,445
Pension Added Years Costs	2	10,885	2,707	8,178	0	10,885	10,885	0
Personal Hygiene Facilities	3	2,098	972	1,126	0	2,098	2,098	0
Personal Protective Equipment / Clothing	3	4,600	675	3,925	0	4,600	4,600	0
Cleaning Products	3	3,600	827	2,773	0	3,600	3,600	0
Officers Travel and Subsistence	4	2,550	966	1,584	0	2,550	2,550	0
Rates	5	9,458	5,438	3,628	392	9,458	9,066	392
Water	6	3,082	1,237	1,845	0	3,082	3,082	0
Rent	7	36,256	23,688	12,568	0	36,256	36,256	0
Electricity	8	15,203	5,943	13,660	-4,400	15,203	19,603	-4,400
Gas	9	2,269	532	2,737	-1,000	2,269	3,269	-1,000
Telephone / Alarm Line	10	4,651	2,011	3,385	-745	4,651	5,396	-745
Postage	11	2,000	745	1,255	0	2,000	2,000	0
Printing and Stationery	12	2,500	1,069	1,431	0	2,500	2,500	0
Insurance	13	7,050	7,104	0	-54	7,050	7,104	-54
Photocopier Costs	14	2,625	1,115	1,510	0	2,625	2,625	0
Property Maintenance and Improvements	15	47,650	16,806	35,844	-5,000	47,650	52,650	-5,000
Equipment	16	16,927	5,080	11,847	0	16,927	16,927	0
Equipment Maintenance	17	15,750	4,957	11,377	-584	15,750	16,334	-584
Bank Charges	18	1,010	404	606	0	1,010	1,010	0
Audit Fees - Internal	19	1,735	0	1,735	0	1,735	1,735	0
Legal Fees	20	6,000	1,455	4,545	0	6,000	6,000	0
Audit Fees - External	21	530	0	1,990	-1,460	530	1,990	-1,460
Professional Fees	22	6,000	6,711	5,763	-6,474	6,000	12,474	-6,474
General Salaries Contingency	23	40,000	23,002	20,000	-3,002	40,000	43,002	-3,002
Health and Safety	24	5,775	1,913	3,862	0	5,775	5,775	0
Internet Broadband	25	5,978	3,170	3,070	-262	5,978	6,240	-262
BACAS Burials System Annual Maintenance	29	2,970	0	2,970	0	2,970	2,970	0
Microshade Citrix	30	12,030	6,614	5,416	0	12,030	12,030	0
Welsh Translation Service	31	4,000	954	3,046	0	4,000	4,000	0
HR Costs (My HR Tool Kit Online Portal)	32	0	541	847	-1,388	0	1,388	-1,388
Horticulture	8	800	0	800	0	800	800	0
Vehicle Maintenance	11	3,234	1,628	1,606	0	3,234	3,234	0
Haulage and Fuel	12	10,595	2,435	8,160	0	10,595	10,595	0
Vehicle Tax and Insurance	13	710	258	452	0	710	710	0
Philadelphia Cemetery	14	500	0	500	0	500	500	0
Interest on PWLB Loan	15	365	243	122	0	365	365	0
Capital Repayment on PWLB Loan	16	10,464	5,232	5,232	0	10,464	10,464	0
Treework Maintenance	17	7,156	495	6,661	0	7,156	7,156	0
Cemetery Roads Maintenance	19	3,780	3,021	759	0	3,780	3,780	0
Memorial Safety Advertising	20	500	625	0	-125	500	625	-125
Cemetery Subscriptions	21	722	520	202	0	722	722	0
Memorial Inspection Maintenance	1	10,000	825	9,175	0	10,000	10,000	0
Cemetery Approach Gardens Property Maintenance	26	5,000	185	4,815	0	5,000	5,000	0
Bees at Cemetery	27	500	200	300	0	500	500	0
New Play Equipment	11	1,600	0	1,600	0	1,600	1,600	0
Online Charges re Website Bookings	13	480	116	364	0	480	480	0
Community Groups Use of CACC (FOC)	1	1,800	389	1,411	0	1,800	1,800	0
Other Professional Fees (PPL/PRS)	15	0	626	650	-1,276	0	1,276	-1,276
Civic Hospitality - Remembrance Sunday	1	5,000	980	4,020	0	5,000	5,000	0
Civic Hospitality - Civic Service	1	2,000	0	2,000	0	2,000	2,000	0
Civic Hospitality - Annual Meeting	1	650	487	0	163	650	487	163
Civic Hospitality - Bryan Foley Award	1	400	0	400	0	400	400	0
Civic Hospitality - Christmas Candle Service	1	50	0	50	0	50	50	0
Civic Hospitality - Freedom of Town	1	500	0	500	0	500	500	0
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
Civic Regalia - Repairs and Servicing	3	2,000	1,491	509	0	2,000	2,000	0
Mayor's Allowance inc. On Cost	5	1,619	1,603	0	16	1,619	1,603	16
Deputy Mayor's Allowance inc. On Cost	5	500	500	0	0	500	500	0
Mayor's Travel	6	4,000	0	500	3,500	4,000	500	3,500
Mayor's Donations	7	500	66	434	0	500	500	0
Mayor's Advertising	8	260	52	208	0	260	260	0
Civic Gifts	9	250	0	250	0	250	250	0
Corporate Events - Christmas Lights	3	20,000	5,596	14,404	0	20,000	20,000	0
Corporate Events - Christmas Events	3	10,000	0	10,000	0	10,000	10,000	0
Corporate Events - Christmas Charity Event	3	2,000	0	2,000	0	2,000	2,000	0
Corporate Events - Community Events	3	20,000	10,601	9,399	0	20,000	20,000	0
Corporate Events - Community Event Attendance	3	1,000	0	1,000	0	1,000	1,000	0
Corporate Events - Staff Sustenance	3	500	78	423	0	500	500	0
Corporate Events - Equipment and Storage	3	4,000	0	4,000	0	4,000	4,000	0
Corporate Marketing and Communications	3	5,000	782	4,218	0	5,000	5,000	0
Website Costs	3	2,000	300	1,700	0	2,000	2,000	0
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	50	2,950	0	3,000	3,000	0
Corporate Projects - Dementia Friendly Project	7	3,000	0	3,000	0	3,000	3,000	0
Corporate Projects - Shop Local Campaign	8	10,000	0	10,000	0	10,000	10,000	0
Corporate Projects - Globally Responsible Barry	10	11,000	2,794	8,206	0	11,000	11,000	0
Corporate Projects - Arts, Culture and Entertainment	11	100,000	34,867	65,133	0	100,000	100,000	0
Community Grants - Green Grants	13	4,000	0	4,000	0	4,000	4,000	0
Community Grants - Christmas Meals	14	3,000	0	3,000	0	3,000	3,000	0
Community Grants - Voluntary Organisations	15	15,000	4,745	10,255	0	15,000	15,000	0
Community Grants - Small Business Grants	16	3,000	865	2,135	0	3,000	3,000	0
Community Grants - Books for Schools	17	10,000	0	10,000	0	10,000	10,000	0
Community Grants - Arts, Culture and Entertainment	19	20,000	10,278	9,722	0	20,000	20,000	0
Cemetery Roads Improvement	4	22,500	22,500	0	0	22,500	22,500	0
Subscriptions		10,925	10,510	415	0	10,925	10,925	0
Councillor Training		4,000	160	3,840	0	4,000	4,000	0
Staff Training		20,000	14,376	5,624	0	20,000	20,000	0
Councillor Allowances		2,000	416	1,584	0	2,000	2,000	0
Councillor Tablets		760	792	0	-32	760	792	-32
Councillor Emails		435	460	0	-25	435	460	-25
Staff Wellbeing Fund		500	0	500	0	500	500	0
Long Service Award		1,000	0	1,000	0	1,000	1,000	0
Cemetery Benches		2,000	0	2,000	0	2,000	2,000	0
Covid-19 Expenditure		0	626	0	-626	0	0	0
Miscellaneous		0	0	0	0	0	0	0
Total Expenditure		1,705,337	733,870	935,403	36,063	1,705,337	1,668,648	36,689

Budget Monitoring Report September 2024

Gross Income								
Description	Item No.	Budget	Income	Balance	Budget	Year End	Projected	Variance
		12 Months	6 Months		For Year	Projections		
		£	£	£	£	£	£	£
Bank Interest	1	20,000	11,665	-8,335	20,000	20,000		0
Interment Fees	1	84,521	28,610	-55,911	84,521	58,666		-25,855
Exclusive Right of Burials	2	33,296	9,432	-23,864	33,296	18,864		-14,432
Memorial Fees	3	28,947	9,706	-19,241	28,947	19,586		-9,361
Transfer of Exclusive Right of Burials	4	1,181	1,410	229	1,181	2,820		1,639
Hire of Chapel	5	462	385	-77	462	770		308
War Graves	6	78	0	-78	78	78		0
Cemetery Lodge Rent	7	6,178	3,168	-3,010	6,178	6,336		158
Other Miscellaneous Income	8	2,000	249	-1,751	2,000	498		-1,502
Cemetery Improvement Fee	9	3,024	1,323	-1,701	3,024	2,646		-378
Grants Receivable	10	0	0	0	0	0		0
Other Miscellaneous Income	2	0	0	0	0	0		0
Assets Disposal Proceeds	11	0	0	0	0	0		0
Porthkerry Agreement	3	15,501	7,751	-7,751	15,501	15,501		0
Lettings	1	24,000	15,451	-8,549	24,000	30,902		6,902
Total Income		219,188	89,150	-130,039	219,188	176,667		-42,521
Net Expenditure								
Description	Item No.	Budget	Expenditure	Committed	Balance	Budget	Year End	Projected
		12 Months	6 Months	Expenditure	£	For Year	Projections	Variance
		£	£	£	£	£	£	£
Total Net Expenditure		1,486,149	644,721	935,403	-93,975	1,486,149	1,491,980	-5,831
Transfer to / (from) reserves		(189,137)				(189,137)	(194,968)	
Amount to be met from Precept		1,297,012				1,297,012	1,297,012	
Our net budget for the year is £1,486,149 with actual expenditure for the 6 months to 30 September 2024 of £644,721 and committed expenditure of £935,403 noting that an amount of £189,137 will be drawn down from reserves.								
Our projected out-turn for the year produces an overspend of £5,831 (£36,689 less expenditure with £42,521 less income). This will result in a net amount of £194,968 being transferred from reserves rather than transferring £189,137 from reserves.								

Budget Monitoring Report September 2024

Description of Reserves	Balance at 01.04.24	Contribution to reserve	Contribution from reserve	Balance at 31.03.25
Cemetery Improvement Reserve	8,360	2,646	-	11,006
Acquisition Reserve	320,566	-	-	320,566
Plant and Machinery Reserve	1,100	-	-	1,100
Election Reserve	-	12,810	-	12,810
Place Plan Reserve	3,000	-	(3,000)	-
Cemetery Roads Reserve	2,500	-	(2,000)	500
Staff Training Reserve	6,000	-	(6,000)	-
General Reserve	534,911	-	(199,424)	335,487
Total	876,437	15,456	(210,424)	681,469

FULL COUNCIL	14 OCTOBER 2024	AGENDA ITEM: 17
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SCHEDULE OF PAYMENTS FOR OCTOBER 2024

Report Author

Rachel Williams (Finance Administrator)

Attached: A. Schedule of Payments of Accounts October 2024 (5 pages)

Purpose of Report

To provide members with the schedule of payments for October 2024 for approval consisting of cheque number 002988, BACS payments and direct debits in the amount of £84,938.78

Detailed Information

Financial Regulation 5.2 states “The RFO shall prepare a schedule of payments of accounts, including cheques requiring authorisation, forming part of the Agenda for the Meeting and, together with the relevant invoices, present the schedule on a monthly basis either to a meeting of the Town Council or any Standing Committee, depending on which meets first. The Council / Committee shall review the schedule for compliance and, having satisfied itself shall authorise payment by a resolution of the Council or appropriate Committee.”

The schedule of payments for October 2024 comprising of cheque number 002988, BACS payments and direct debits in the amount of £84,938.78 is attached for approval.

Standing Order 19(c) states “Where it has been necessary to make a payment before it has been authorised by the Council, the appropriate officer shall certify such payment as to its correctness and urgency, except the salaries for which a report will be produced quarterly.”

Standing Order 19(d) states “All payments ratified under Standing Order 19(c) shall be separately included in the next schedule of payments laid before the Council.” Please find below a summary of salary payments for July, August & September 2024.

	<u>July 2024</u>	<u>August 2024</u>	<u>September 2024</u>
Lloyds Banking Online (Net Pay)	50,030.27	50,030.27	48,200.68
HMRC	15,076.00	15,378.14	14,549.06
Cardiff Council (LGPS)	15,536.17	15,631.58	15,247.61
GMB	58.28	58.28	58.28
Unison	7.85	7.85	7.85
DWP re AEO	23.55		
Prudential	<u>100.00</u>	<u>100.00</u>	<u>100.00</u>
	<u>80,832.12</u>	<u>81,206.12</u>	<u>78,163.13</u>

Recommendations

1. That the information set out above relating to salary payments for July, August & September 2024 inclusive, which has been certified and authorised by the appropriate officers in accordance with the requirements of Standing Order 19(c), be received and noted;
2. That the attached schedule of payments for October 2024 comprising cheque number 002988, BACS payments and direct debits in the amount of £84,938.78 be approved, subject to the relevant papers being in order.

Schedule of Payments of Accounts For October 2024

Chg No.	Supplier	Description	Net	Vat	Price (£)	Posted To
DD	Pitney Bowes	Quarterly rental and maintenance charge	110.00	22.00	132.00	M&S/Postage
DD	Ecotricity	Electric supply for electric vehicle charging point	49.76	2.49	52.25	Cemetery/Electricity
DD	Screwfix	Hose clips & dewalt shoes laces	12.71	2.54	15.25	Cemetery/Equipment
DD	Screwfix	Various equipment	84.63	16.92	101.55	Cemetery/Equipment
DD	Screwfix	Extension Lead	15.15	3.03	18.18	Cemetery/Equipment
DD	Screwfix	Disposable coverall white XL	22.42	4.48	26.90	Cemetery/PPE
BACS	Instant Promotions	New banded canopies for existing gazebo's	1922	388.40	2,330.40	Corporate/Corporate Events
BACS	F.A.S.T	First aid supplies	22.74	4.55	27.29	M&S/Health & Safety
BACS	Newhall	Cleaning supplies	70.98	14.20	85.18	CACC/Cleaning
BACS	Newhall	Cleaning supplies	70.99	14.19	85.18	PH/Cleaning
BACS	Newhall	Cleaning supplies	9.44	1.89	11.33	Cemetery/Cleaning
BACS	Newhall	Cleaning supplies	37.61	7.52	45.13	M&S/Cleaning
BACS	Newhall	Cleaning supplies	50.45	10.09	60.54	M&S/Cleaning
BACS	Newhall	Cleaning supplies	50.45	10.09	60.54	Cemetery/Cleaning
DD	Lloyds Credit Card	Cashback credit	-1.85	0.00	-1.85	M&S/Bank Charges
DD	Lloyds Credit Card	Printer ribbon and 100 cards bundle	62.49	12.50	74.99	M&S/Stationary
DD	Lloyds Credit Card	Printer ribbon	58.31	11.67	69.99	CACC/Equipment
DD	Lloyds Credit Card	Emergency fire exit sign	2.74	0.55	3.29	Pioneer Hall/Equipment
DD	Lloyds Credit Card	Caution hot water signs	7.69	1.54	9.23	Pioneer Hall/Equipment
DD	Lloyds Credit Card	Zoom fee	129.90	0.00	129.90	Corp/Community Engagement
DD	Lloyds Credit Card	Transport fee to attend employment tribunal	216.00	43.20	259.20	M&S/Officer Travel
DD	Lloyds Credit Card	Glow in the dark fire extinguisher sign	6.83	1.36	8.19	Pioneer Hall/Equipment
DD	Lloyds Credit Card	Garden hose tap connectors	9.98	2.00	11.98	Cemetery/Equipment
DD	Lloyds Credit Card	The 4 day week handbook	10.50	0.00	10.50	Corporate/Staff Training
DD	Lloyds Credit Card	Heavy duty strong mounting adhesive pads	7.01	1.41	8.42	M&S/Equipment
DD	Lloyds Credit Card	Skip hire and delivery costs	279.17	55.83	335.00	Cemetery/Property Maintenance
DD	Lloyds Credit Card	Cashback credit	-0.74	0.00	-0.74	M&S/Bank Charges
DD	Lloyds Credit Card	Oscillating sprinkler	16.32	3.27	19.59	Cemetery Approach Gardens
DD	Lloyds Credit Card	Union Jack flag	21.62	4.33	25.95	M&S/Equipment
DD	Lloyds Credit Card	Amblers boots x 2	93.98	0.00	93.98	Cemetery/PPE
DD	Lloyds Credit Card	Car parking fee	3.6	0.90	4.50	Corporate/Staff Training
DD	Lloyds Credit Card	Various fans for office use	74.40	18.60	93.00	M&S/Equipment
DD	Lloyds Credit Card	Fire blanket	23.94	4.79	28.73	Pioneer Hall/Equipment
DD	Lloyds Credit Card	Norton 360 Platinum	20.82	4.17	24.99	M&S/Equipment Maintenance
DD	Lloyds Credit Card	A5 paper	28.71	5.49	34.20	M&S/Stationary
DD	Lloyds Credit Card	Waterproof labels	71.12	14.23	85.35	Corporate/Advertising
DD	British Gas	Electricity bill (27.05.2024 - 27.06.2024)	131.18	6.56	137.74	CACC/Electricity
DD	British Gas	Electricity bill (27.06.2024 - 27.07.2024)	137.74	6.86	144.02	CACC/Electricity
DD	British Gas	Electricity bill (27.07.2024-27.08.2024)	148.49	7.42	155.91	CACC/Electricity

Schedule of Payments of Accounts For October 2024

Chg No.	Supplier	Description	Net	Vat	Price (£)	Posted To
DD	UK Fuel	Fuel for Cemetery use	168.74	33.74	202.48	Cemetery/Fuel
DD	UK Fuel	Fuel for Cemetery use	-21.00	-4.20	-25.20	Cemetery/Fuel
DD	Viking	Stationary supplies	64.88	12.98	77.86	M&S/Stationary
DD	Sage	Sage Payroll maintenance cover 01.09.24 - 30.09.24	140.00	28.00	168.00	M&S/Equipment Maintenance
DD	Sage	Sage Payroll maintenance cover 01.08.24 - 31.08.25	140.00	28.00	168.00	M&S/Equipment Maintenance
DD	Sage	Sage Payroll maintenance cover 01.07.24 - 31.07.26	140.00	28.00	168.00	M&S/Equipment Maintenance
DD	Sage	Sage Payroll maintenance cover 01.06.24 - 30.06.27	140.00	28.00	168.00	M&S/Equipment Maintenance
DD	Vodafone	Monthly rental of six mobile phones & calls for June 24	92.37	18.47	110.84	M&S/Telephone
DD	Vodafone	Monthly rental of one mobile phone & calls for June 24	10.00	2.00	12.00	Cemetery/Telephone
DD	Vodafone	Monthly rental of mobile Wi-Fi for June 2024	21.25	4.25	25.50	Cemetery/Broadband
DD	Vodafone	Monthly rental of two mobile phones & calls for June 24	53.46	10.69	64.15	CACC/Telephone
DD	Vodafone	Monthly rental of two mobile phones & calls for June 24	42.34	8.47	50.81	Pioneer Hall/Telephone
DD	Vodafone	Monthly rental of six mobile phones & calls for July 24	92.37	18.47	110.84	M&S/Telephone
DD	Vodafone	Monthly rental of one mobile phone & calls for July 24	10.00	2.00	12.00	Cemetery/Telephone
DD	Vodafone	Monthly rental of mobile Wi-Fi for July 2024	21.25	4.25	25.50	Cemetery/Broadband
DD	Vodafone	Monthly rental of two mobile phones & calls for July 24	53.46	10.69	64.15	CACC/Telephone
DD	Vodafone	Monthly rental of two mobile phones & calls for July 24	42.34	8.47	50.81	Pioneer Hall/Telephone
DD	Vodafone	Monthly rental of six mobile phones & calls for August 24	92.37	18.47	110.84	M&S/Telephone
DD	Vodafone	Monthly rental of one mobile phone & calls for August 24	10.00	2.00	12.00	Cemetery/Telephone
DD	Vodafone	Monthly rental of mobile Wi-Fi for August 2024	21.25	4.25	25.50	Cemetery/Broadband
DD	Vodafone	Monthly rental of two mobile phones & calls for August 24	53.46	10.69	64.15	CACC/Telephone
DD	Vodafone	Monthly rental of two mobile phones & calls for August 24	42.34	8.47	50.81	Pioneer Hall/Telephone
DD	UK Fuels	Fuel for Cemetery use	139.67	27.93	167.60	Cemetery/Fuel
DD	UK Fuels	Fuel for Cemetery use	1.00	0.20	1.20	Cemetery/Fuel
DD	British Gas	Electricity bill (22.07.2024 - 21.08.2024)	168.69	8.43	177.12	CACC/Electricity
DD	Culligan	Cemetery water cooler costs	45.12	9.02	54.14	Cemetery/Equipment Maintenance
DD	Biffa Waste	Hire of skip at Cemetery	127.32	25.46	152.78	Cemetery/Property Maintenance
DD	Screwfix	Self-drill plasterboard fixings	9.49	1.90	11.39	CACC/Property Maintenance
DD	Screwfix	Pressure Washer	99.99	20.00	119.99	Cemetery/Equipment
DD	Screwfix	Scaffolding Netting	44.16	8.83	52.99	Cemetery/Equipment
DD	Screwfix	Various equipment supplies	112.84	22.55	135.39	Cemetery/Equipment
DD	British Gas	Electricity bill (22.07.2024 - 21.08.2024)	123.45	6.17	129.62	Pioneer Hall/Electricity
BACS	Ran Hire	Various equipment	148.80	29.76	178.56	Cemetery/Equipment Maintenance
BACS	Living Wage	Employer Accreditation 2024	137.00	27.40	164.40	Corporate/Subscriptions
BACS	Ran Hire	Repairs to mower	60.30	12.06	72.36	Cemetery/Equipment Maintenance
BACS	Ran Hire	Repairs to mower	90.30	18.06	108.36	Cemetery/Equipment Maintenance
BACS	Ran Hire	Hire of equipment re decorating Community Centre	78.24	15.65	93.89	CACC/Property Maintenance
BACS	Ran Hire	Hire of crowd barriers re Family Fun Day event	160.00	32.00	192.00	Corporate/Corporate Events
BACS	St John Ambulance	First aid at work 3 day course	320.00	64.00	384.00	Corporate/Staff Training

Schedule of Payments of Accounts For October 2024

Chg No.	Supplier	Description	Net	Vat	Price (£)	Posted To
BACS	Overt Security	Security at Cemetery	415.00	83.00	498.00	Cemetery/Professional fees
BACS	J V Tree Services	Removal of branches from Ash trees & removal of waste	495.00	99.00	594.00	Cemetery/Tree Work
BACS	Happy Embroidery	Long sleeve cooltex tops	24.00	4.80	28.80	Cemetery/PPE
BACS	Construction Plant	Repairs to Kubota mower	356.60	71.32	427.92	Cemetery/Equipment
BACS	Construction Plant	Repairs to JCB	493.11	98.62	591.73	Cemetery/Equipment
BACS	Overt Security	Security at Cemetery	249.00	49.80	298.80	Cemetery/Professional fees
BACS	Auditel	Carbon Footprint project 2023	465.00	93.00	558.00	Corporate/Globally Responsible
BACS	Cardiff Pensions	Pension increase and compensation	2,707.21	0.00	2,707.21	M&S/Added Years
BACS	Caer Health	Occupational Health referral	169.00	0.00	169.00	M&S/Health & Safety
BACS	Masons	Storage charge for 1 container plus insurance	40.02	6.86	46.88	M&S/Property Maintenance
BACS	Microshade VSM	Citrix hosting package for the month of September 2024	891.98	178.40	1,070.38	M&S/Citrix
BACS	High Speed Training	Various online training courses	1,614.40	322.88	1,937.28	Corporate/Staff Training
DD	Viking	Various stationary supplies	76.44	15.29	91.73	M&S/Stationary
DD	Ecotricity	Electricity supply for electric vehicle charging port	110.74	5.54	116.28	Cemetery/Electricity
BACS	Microshade VSM	Annual fee for Kaspersky for Councillor Androids	792.00	158.40	950.40	Corporate/Councillor Tablets
BACS	Seers	Hire of cherry picker and IPAF qualified operator	295.00	59.00	354.00	Cemetery/Property Maintenance
BACS	Helen Zehnder	5 hours hypnotherapy for member of staff	350.00	0.00	350.00	M&S/Professional Fees
BACS	Employee no 219	Staff mileage claim	30.30	0.90	31.20	M&S/Officer Travel
BACS	Employee no 185	Staff mileage claim	26.51	0.79	27.30	M&S/Officer Travel
BACS	Canopy	Big Issue Magazine advert re Engagement & Events Manager	276.08	55.22	331.30	Corporate/Advertising
DD	Culligan	Cemetery water cooler costs	101.46	20.29	121.75	Cemetery/Equipment Maintenance
DD	Culligan	Town Hall water cooler costs	43.32	8.66	51.98	M&S/Equipment Maintenance
BACS	Tip Top Toilets	Portaloo hire at Porthkerry Cemetery	110.10	22.14	132.85	Porthkerry Cem/Property Maintenance
BACS	Engage	Lantra basic tree inspection training course	295.00	53.00	318.00	Corporate/Staff Training
BACS	Employee no 217	Staff mileage claim	8.21	0.24	8.45	M&S/Officer Travel
BACS	RBL	One badged C wreath	22.92	4.58	27.50	Civic/Mayor Donations
BACS	PPL PRS	Annual music licence renewal fee	625.93	125.19	751.12	Pioneer Hall/Professional Fees
DD	British Gas	Gas bill (15.07.24 - 14.08.2024)	20.39	1.01	21.40	Pioneer Hall/Gas
BACS	Berry Smith	Professional charges	855.00	171.00	1,026.00	M&S/Legal Fees
DD	British Gas	Electricity bill (29.07.2024 - 28.08.2024)	96.14	4.80	100.94	Cemetery/Electricity
DD	PHS	Personal hygiene services	41.61	8.32	49.93	CACC/Hygiene
DD	PHS	Personal hygiene services	161.82	32.36	194.18	Cemetery/Hygiene
DD	PHS	Personal hygiene services	216.19	43.24	259.43	Pioneer Hall/Hygiene
DD	PHS	Personal hygiene services	27.16	5.43	32.59	M&S/Hygiene
DD	PHS	Annual duty of care	7.16	1.43	8.59	CACC/Hygiene
DD	PHS	Annual duty of care	7.16	1.43	8.59	Cemetery/Hygiene
DD	PHS	Annual duty of care	7.16	1.43	8.59	Pioneer Hall/Hygiene
DD	BT	Broadband bill	41.90	8.38	50.28	Cemetery/Broadband
DD	Culligan	Town Hall water cooler costs	43.32	8.66	51.98	M&S/Equipment Maintenance

Schedule of Payments of Accounts For October 2024

Chg No.	Supplier	Description	Net	Vat	Price (£)	Posted To
BACS	Hook Signs	Digital prints for combo van	200.00	0.00	200.00	Cemetery/Property Maintenance
BACS	Overt Security	Security at Cemetery	249.00	49.80	298.80	Cemetery/Professional Fees
BACS	Overt Security	Security at Cemetery	249.00	49.80	298.80	Cemetery/Professional Fees
BACS	Cardiff First Aid	First aid cover for remembrance parade	980.00	0.00	980.00	Corporate/Corporate Events
BACS	RIM Motors	Repairs to cemetery transit van	484.52	96.90	581.42	Cemetery/Vehicle Maintenance
BACS	CIPD	HR Inform	660.00	13.00	792.00	Corporate/Staff Training
BACS	AWB	Electrical works to Pioneer Hall	1,550.00	0.00	1,550.00	Pioneer Hall/Property Maintenance
DD	BNP Paribas	Office telecoms for September 202	384.57	76.91	461.48	M&S/Telephone
DD	SCG	Monthly call charges for September 2024	5.17	1.03	6.20	M&S/Telephone
DD	SCG	Monthly broadband charges for September 2024	318.43	63.69	382.12	M&S/Broadband
DD	SCG	Support service for the month of September 2024	51.35	10.27	61.62	M&S/Equipment Maintenance
DD	UK Fuels	Fuel for Cemetery use	105.24	21.05	126.29	Cemetery/Fuel
BACS	Kaysha Louvain	Performance at Family Fun Day	100.00	0.00	100.00	Corporate/Corporate Events
BACS	Crosshands	In house woodchipper training	800.40	160.08	960.48	Corporate/Staff Training
DD	Screwfix	Dewalt 18v Combi Drill	124.99	25.00	149.99	Cemetery/Equipment
DD	Screwfix	Cutting disc	7.91	1.58	9.49	Cemetery/Equipment
BACS	Fuel Tank Shop	Hazardous substances storage cabinet	1,268.00	253.60	1,521.60	Cemetery/Equipment
BACS	Richard Long	Performance at Family Fun Day	150.00	0.00	150.00	Corporate/Corporate Events
BACS	Newhall	Cleaning supplies	52.40	10.48	62.88	M&S/Cleaning
BACS	Newhall	Cleaning supplies	52.40	10.48	62.88	Cemetery/Cleaning
BACS	Glastonbary	Arts, Culture and Entertainment Grant Payment	22,000.00	0.00	22,000.00	Corporate/Arts & Culture Grants
BACS	Cadstock	Arts, Culture and Entertainment Grant Payment	15,000.00	0.00	15,000.00	Corporate/Arts & Culture Grants
BACS	Comet CIC re Fringe Arts	Arts, Culture and Entertainment Grant Payment	1,000.00	0.00	1,000.00	Corporate/Arts & Culture Grants
BACS	RNLI	Vibrant Culture Grant Payment	3,000.00	0.00	3,000.00	Corporate/Vibrant Culture Grants
BACS	Barry Pride	Vibrant Culture Grant Payment	3,200.00	0.00	3,200.00	Corporate/Vibrant Culture Grants
BACS	Marshalls Butchers	Small Business Grant Payment	500.00	0.00	500.00	Corporate/Small Business Grants
BACS	Valeplus (Cymru)	Small Business Grant Payment	365.00	0.00	365.00	Corporate/Small Business Grants
BACS	Barry Camera Club	Vibrant Culture Grant Payment	150.00	0.00	150.00	Corporate/Vibrant Culture Grants
BACS	Coaltrains Coffee Shop	Vibrant Culture Grant Payment	500.00	0.00	500.00	Corporate/Vibrant Culture Grants
BACS	Menter Bro Morgannwg	Vibrant Culture Grant Payment	1,000.00	0.00	1,000.00	Corporate/Vibrant Culture Grants
BACS	Pukka Productions	Vibrant Culture Grant Payment	1,428.00	0.00	1,428.00	Corporate/Vibrant Culture Grants
BACS	1st Cadoxton Rangers	Voluntary Organisations Grant Payment	100.00	0.00	100.00	Corporate/Voluntary Organisation Grants
BACS	5th Barry Guides	Voluntary Organisations Grant Payment	100.00	0.00	100.00	Corporate/Voluntary Organisation Grants
BACS	11th Barry Sea Scouts	Voluntary Organisations Grant Payment	250.00	0.00	250.00	Corporate/Voluntary Organisation Grants
BACS	Alexandre Gardens Community Ass	Voluntary Organisations Grant Payment	250.00	0.00	250.00	Corporate/Voluntary Organisation Grants
BACS	Barry Athletic Bowls	Voluntary Organisations Grant Payment	400.00	0.00	400.00	Corporate/Voluntary Organisation Grants
BACS	Barry Athletic Football	Voluntary Organisations Grant Payment	500.00	0.00	500.00	Corporate/Voluntary Organisation Grants
BACS	Barry Ladies Choir	Voluntary Organisations Grant Payment	250.00	0.00	250.00	Corporate/Voluntary Organisation Grants
BACS	Barry Town United under 9's	Voluntary Organisations Grant Payment	250.00	0.00	250.00	Corporate/Voluntary Organisation Grants

Schedule of Payments of Accounts For October 2024

Chg No.	Supplier	Description	Net	Vat	Price (£)	Posted To
BACS	Motion Control Dance	Voluntary Organisations Grant Payment	250.00	0.00	250.00	Corporate/Voluntary Organisation Grants
BACS	New Life Church	Voluntary Organisations Grant Payment	1,000.00	0.00	1,000.00	Corporate/Voluntary Organisation Grants
BACS	Project Linus	Voluntary Organisations Grant Payment	200.00	0.00	200.00	Corporate/Voluntary Organisation Grants
BACS	Soroptomist International Barry & Di	Voluntary Organisations Grant Payment	200.00	0.00	200.00	Corporate/Voluntary Organisation Grants
BACS	Vale Associated Training Brass Ba	Voluntary Organisations Grant Payment	350.00	0.00	350.00	Corporate/Voluntary Organisation Grants
BACS	VOG Music Academy	Voluntary Organisations Grant Payment	240.00	0.00	240.00	Corporate/Voluntary Organisation Grants
BACS	Vale Voices	Voluntary Organisations Grant Payment	155.00	0.00	155.00	Corporate/Voluntary Organisation Grants
2988	Petty Cash	Reimburse petty cash account	409.74	0.00	409.74	M&S/Petty Cash
Total For This Period			80,836.99	3,992.75	84,938.78	
Total from previous period			317,177.74	48,767.25	367,852.84	
Total to 14 October 2024			398,014.73	52,759.99	452,791.62	

FULL COUNCIL	14 OCTOBER 2024	AGENDA ITEM: 18
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BARRY YOUTH COUNCIL

Report Author

Emma Thorne, Engagement and Events Officer

Purpose of Report

This report provides members with an update on Barry Youth Council.

Detailed Information

Barry Youth Council has met twice since the last meeting of Full Council, on 29 July 2024, and members have discussed joining events hosted by Barry Town Council and providing a fun activity for the community to enjoy whilst raising money for their chosen charity.

The chosen charity for 2024/25 will be Cardiff Dog's Home.

Barry Youth Council will be attending the Halloween Which Craft? event on Thursday 31 October with a Fancy-Dress Football Shoot Out game. The activity will allow attendees of the event to take a shot at goals, scoring points – with a suggested fee of £1 for 5 shots. The activity will operate a prize every time reward and the highest scorer on the day will win a larger prize, such as a voucher to a local retailer. If the “player” is wearing fancy dress they will automatically receive an extra 150 points.

Barry Youth Council would also like to attend Barry Christmas Festival and St David's Day with an activity. To attend all 3 events, members of Barry Youth Council would like to purchase sweets to giveaway and also a large voucher prize each time – with a suggested amount of £700 requested.

Recommendations

1. That members receive and note the report.
2. That members consider the request for Barry Youth Council to commit £700 of their budget for “community event” attendance.

FULL COUNCIL	14 OCTOBER 2024	AGENDA ITEM: 19
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CHRISTMAS CHARITY EVENT

Report Author

Emma Thorne, Engagement and Events Officer.

Purpose of Report

To provide members with a report regarding the Christmas charity event 2024 and the viability of the event occurring this year.

Detailed Information

Barry Town Council host a Christmas charity event each year at Barry Island, such as Mental Elf Run and Santa Fun Run. The event usually takes place the first week of December.

The event was initially designed to be self-sustainable with the sign-up fees covering the cost of the overall event. Since it's conception in 2016, the event has never managed to become cost neutral.

In December 2017, the event "Santa Fun Run" had 470 sign ups. The sign-up fee was £6 and a total of £1,335 was raised via sign-up fees and a further £1,113.83 was taken via donations to the Mayor's Charities. The total spent was £2,901.

In 2018, the event "Santa Fun Run" had 247 runner sign ups and 100 doggy dash sign ups. The sign-up fee was £6 and £2 per dog, and a total of £1,131.73 was raised via sign-up fees and a further £517.57 was taken via donations to the Mayor's Charities. The total spent was £1,928.

In 2019, the event "Santa Fun Run" had 347 sign ups. The sign-up fee was £6 and £2.40 per dog, and a total of £1,006 was raised via sign-up fees (after Eventbrite fees) and a further £287 was taken via donations to the Mayor's Charities. The total spent was £1,408

In 2021, the event "Santa Fun Run" had 268 sign ups. The sign-up fee was £6 and a total of £770 was raised via sign-up fees (after Eventbrite fees). The total spent was £1,603.

In 2022, the event "Santa Fun Run" had 295 sign ups. The sign-up fee was £6 and a total of £1025 was raised via sign-up fees (after Eventbrite fees) and a further £172.69 was taken via donations to the Mayor's Charities. The total spent was £2,423.30.

In 2023, the event “Mental Elf Run” had 131 sign ups and 86 attended on the day. The sign-up fee was £6 and a total of £312.46 was raised via sign-up fees (after online fees) and a further £828.54 was taken via donations and was donated to the Mayor’s Charities. The total spent was £1,473.28.

The attendance of the Christmas charity event has decreased annually and the event logistically costs more year on year to put on, with registration fees not covering the overall costs. This year, with the Engagement and Events team temporarily having no team manager, the capacity of the team is reduced and there are concerns regarding the ability to organise, advertise and implement this event alongside the existing event calendar of Halloween, Civic Service, Remembrance Day, Barry Christmas Festival, Mayor’s Christmas Market, Mayor’s Carol Service and maintaining a work/life balance.

The Engagement and Events team would like to request “cancelling” the Christmas charity event this year and potentially looking at a separate/new event in the new year instead.

Recommendation

That members discuss the viability of the Christmas charity event 2024.