



**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 10 FEBRUARY 2025 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

**Mark Sims
Acting Chief Officer**

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

TOWN HALL, KING SQUARE, HOLTON ROAD, BARRY, CF63 4RW Tel: (01446) 738663 Email: info@barrytowncouncil.gov.uk	NEUADD Y DREF, SGWÂR Y BRENIN, HEOL HOLTON, Y BARRI, CF63 4RW Ffôn: (01446) 738663 Ebost: info@barrytowncouncil.gov.uk
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AGENDA

1. **To receive apologies for absence**

2. **To receive declarations of interest under the Council's Code of Conduct**
(Note: Members seeking advice on this item are asked to contact the Monitoring Officer at least 72 hours before the meeting)

TO NOTE: Councillors Aviet, Brooks, Charles, Collins, Drake, E Goodjohn, E J Goodjohn, Hennessy, Iannucci, Johnson, Payne, Perkes, Wilkinson have received dispensation from the Vale of Glamorgan Council to speak and vote on any item on this agenda relating to Reshaping of Services

Councillor Johnson has been granted Dispensation to allow them to speak and vote on future matters appertaining to community centres, sports facilities and matters relating to arts and events within the Vale of Glamorgan.

Councillor Wilkinson has been granted Dispensation to allow them to speak and vote on future matters relating to the Local Development Plan.

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

(To note)

*Members will note that this Act sets out the requirement for a public body to act in a manner which seeks to ensure **that the needs of the present are met without compromising the ability of future generations to meet their own needs.***

In order to act in that manner, a public body must take account of the following things:

- (a) the importance of balancing short term needs with the need to safeguard the ability to meet long term needs, especially where things done to meet short term needs may have detrimental*
- (b) long-term effect;*
- (c) the need to take an integrated approach, by considering how—*
 - i. the body's well-being objectives may impact upon each of the well-being goals;*
 - ii. the body's well-being objectives impact upon each other or upon other public bodies' objectives, in particular where steps taken by the body may contribute to meeting one objective but may be detrimental to meeting another;*
- (d) the importance of involving other persons with an interest in achieving the well-being goals and of ensuring those persons reflect the diversity of the population of the part of Wales in relation to which the body exercises functions;*

(e) how acting in collaboration with any other person (or how different parts of the body acting together) could assist the body to meet its well-being objectives, or assist another body to meet its objectives;

(f) how deploying resources to prevent problems occurring or getting worse may contribute to meeting the body's well-being objectives, or another body's objectives.

4. **To approve and sign the minutes of the Extraordinary meeting of Full Council held on 22 January 2025** (Pages 2332 - 2336)
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 17 December 2024, 14 January 2025 and 4 February 2025 (to follow) and to give consideration to any recommendations therein.**
(Pages 2337 - 2352)
10. **To receive and note the minutes of the Halls, Cemeteries and Community Facilities Committee meeting held on 20 January 2025 and to give consideration to any recommendations therein.**
(Pages 2353 - 2359)
11. **To receive and note the minutes of the Shop Local Barry Advisory Committee meeting held on 21 January 2025 and to give consideration to any recommendations therein.**
(Pages 2360 - 2366)

12. To receive and note the minutes of the Extraordinary Vibrant Culture Committee meeting held on 27 January 2025 and to give consideration to any recommendations therein.

(Pages 2367 - 2372)

13. To receive and note the minutes of the Finance, Policy & General Purposes Committee meeting held on 27 January 2025 and to give consideration to any recommendations therein.

(Pages 2373 - 2377)

14. To receive and note the minutes of the Personnel Committee meeting held on 3 February 2025 and to give consideration to any recommendations therein.

(To Follow)

COMMUNICATIONS

15. One Voice Wales - Buckingham Palace Garden Parties

(Pages 2378 - 2379)

16. One Voice Wales - Annual General Meeting ONLINE 11 March 2025 – To nominate a representative and substitute

(Pages 2380 - 2381)

ENGAGEMENT & EVENTS

17. To receive results of the Public consultation on 2025/26 Budget proposals

(Pages 2382 - 2384)

18. Grant Funding for Cadstock 2025

(Pages 2385 – 2386)

19. Sponsorship Funding for Gwyl Fach Y Fro 2025

(Pages 2387 - 2392)

20. Grant Funding for Barry Pride 2025

(Page 2393)

FINANCE

21. To approve the Schedule of Payments for February 2025

(Pages 2394- 2399)

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

22. Budget Monitoring Report to 31 January 2025

(Pages 2400 – 2403)

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

23. To approve the Budget for 2025/26 and determine the Precept to be levied on the Vale of Glamorgan Council for 2025/26

(Pages 2404 - 2416)

GOVERNANCE

24. To nominate the Mayor Elect for the Council Year 2025/26

25. To nominate the Deputy Mayor Elect for the Council Year 2025/26

26. Date of Next Meeting

The next scheduled meeting of the Full Council will be held on Monday 12 May 2025

27. 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

**28. To receive and note Urgent Actions
233**

(Pages 2417 - 2418)

**29. To approve a Proposal / Quotation from One Voice Wales to Co-ordinate the Recruitment of the new Chief Officer
(To Follow)**

Distribution

The Mayor (Councillor 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 A MEETING OF THE PLANNING COMMITTEE HELD ON TUESDAY 17 DECEMBER 2024 AT 7:00PM

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

ALSO PRESENT: Mark Sims – Acting Chief Officer
Courtney Parker – Administrator
Councillor N Hodges – Observer
Councillor Clarke – Observer

PL289. **APOLOGIES FOR ABSENCE**

Councillors Davies – Powell and E S Goodjohn.

PL290. **TO RECEIVE DECLARATIONS OF INTEREST UNDER THE
COUNCIL'S CODE OF CONDUCT**

Councillor Hennessy 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.

PL291. **WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015**

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

PL292. **TO APPROVE THE MINUTES OF THE PLANNING COMMITTEE
MEETING HELD ON 5 NOVEMBER 2024**

RESOLVED: That the minutes of the Planning Committee's meeting held on 5 November 2024 be approved and signed as a correct record.

PL293. **TO CONSIDER PLANNING APPLICATIONS**

a) Planning Application No. 2024/01048/FUL

Location: 53 Blackberry Drive, Barry

Development: – Install an Air-source Heat Pump, located on the back of the house, but will be within 1 metre of the boundary. The Boundary is separated by a 1.8m fence and so will not be visible from the neighbour's house.

RESOLVED: No Objection to the proposed, subject to the mandatory distance being met.

b) Planning Application No. 2024/01059/FUL

Location : 2 Baruc Way, Barry

Development: Application for removal or variation of a condition 3 (Hours of Operation) and 4 (Staff/Client limit) of 2023/01022/FUL - Change of use of garage to small barbers

RESOLVED: No Objection.

c) Planning Application No. 2024/01073/FUL

Location: Land adjacent to 44 Coldbrook Road East, Barry

Development: Erection of detached house

RESOLVED: Objection on the basis of only difference between the current application and the previous one is the alteration of a window. This means that, aside from the window, there have been no other changes or updates to the proposal since it was last reviewed.

d) Planning Application No. 2024/00991/FUL

Location: St Nicholas, Romilly Park Road, Barry

Development: – Demolish existing front garage, construct new front & rear two storey extensions

The Chair commented that the proposed suggests no visual concerns.

RESOLVED: No Objection.

e) Planning Application No. 2024/01038/FUL

Location: 10 Marquis Close, Barry

Development: – Proposed New second storey side extension

RESOLVED: No Objection.

f) Planning Application No. 2024/01043/FUL

Location: 7 Paget Road, Barry

Development: To change the use from an existing two bedroom apartment to A3 use, which will extend an existing A3 use (Bar Enzo) to ground and lower ground levels, also the installation of a new shop front.

RESOLVED: No Objection.

g) Planning Application No 2024/01088/FUL

Location: Beaulieu, 13 Romilly Park Road, Barry

Development: Proposed single and double-storey rear extension, along with the installation of photovoltaic (PV) panels on the garage roof and the main dwelling roof.

RESOLVED: No Objection.

h) Planning Application No. 2024/00240/FUL

Location: 23 Enfield Drive, Barry

Development: Part retrospective application to regularise as - built rear extension including addition of roof lights and balcony screens, raised patio to rear garden, enlarged landing window on west facing side elevation, proposed render finish to main dwelling and porch.

RESOLVED: No Objection.

i) Planning Application No. 2024/00875/FUL

Location: 63 North Walk, Barry

Development: Installation of air source heat pump on side elevation at ground level.

Councillor Hennessy commented that he sees no potential issues with the proposed. As a result, is happy to support the application.

RESOLVED: No Objection.

j) Planning Application No. 2024/00911/FUL

Location: 3 Andover Close, Barry

Development: Alter garden from the highest point to level it out and create a ramp in order to access the garden.

The Chair commented that the submitted plans do not clearly show the garden area.

Councillor E J Goodjohn expressed her opposition to the application, regarding the level of overlooking associated with the proposal.

RESOLVED: No objection with the suggestion that the Case Officer ensures the development will not have a detrimental impact on the privacy of neighbouring properties.

k) Planning Application No. 2024/00986/FUL

Location: Unit D, Windmill Park, Hayes Road, Sully

Development: Proposed Change of Use of existing unit from Class B1/B2/B8 to Class D2 Role Play Centre incorporating an ancillary café

Councillor Collins commented that the addition of more housing in the area creates a need for increased children's activities to accommodate the growing population.

RESOLVED: No Objection subject to the Case Officer being satisfied that the proposed use complies with the policy requirements outlined in Policy MD16.

l) Planning Application No. 2024/00995/FUL

Location: 75 Pontypridd Road, Barry

Development: To carry out amendments to works - composite coloured cladding to gables and dormer. Raised pathway/patio to provide flush thresholds at doorway for wheelchair access. Configuration of windows to dormer. Provide a new bathroom window. Increase width of games room.

RESOLVED: No Objection subject to the exterior having a matching finish to ensure consistency with the surrounding area.

m) Planning Application No. 2019/00920/FUL

Location: Former Public Toilets, Friars Road, Nells Point, Barry

Development: Change of use to the existing building to provide a restaurant (use Class A3), including commercial space and ancillary works.

The Chair commented that this building is one of the last remaining on Barry Island that requires bringing back into use.

Councillor N Hodges informed the committee that the building is Grade II listed.

Councillor Ball commented that he would like to see the facade and original character of the building preserved.

RESOLVED: No Objection subject to the Conservation Officer being satisfied that the proposed alterations do not detrimentally affect the character or appearance of the listed building.

n) Planning Application No. 2019/00921/LBC

Location: Former Public Toilets, Friars Road, Nells Point, Barry
Development: Change of use to the existing building to provide a restaurant (use Class A3), including commercial space and ancillary works.

RESOLVED: No Objection subject to the Conservation Officer being satisfied that the proposed alterations do not detrimentally affect the character or appearance of the listed building.

o) Planning Application No. 2024/01075/FUL

Location: 72 Bron Awelon, Barry
Development: Convert existing garage to a habitable room. First floor extension over existing garage supported by pillars to the rear.

The Chair Commented that most houses in the area appear to have differing designs

RESOLVED: No Objection subject to the finish being consistent with the surrounding area and in compliance with relevant policies.

p) Planning Application No. 2024/01095/FUL

Location: 15 Blyth Close, Barry
Development: Additional storey to side

RESOLVED: No Objection subject to the proposed development be finished in red brickwork to match the existing and surrounding dwellings, and that the proposed first-floor window on the front elevation reflect the design of the existing window.

q) Planning Application No. 2024/01103/FUL

Location: Barry Railway Station, Broad Street, Barry
Development: Installation of a Brompton Bike Hire Locker at Barry Train Station.

The Chair stated that the proposal would be beneficial, as it would encourage individuals to exercise.

Councillor Collins expressed her concerns about the possibility of bikes being abandoned.

RESOLVED: No Objection

r) Planning Application No. 2024/01078/FUL

Location: Briscoombe Retail Park, Cardiff Road, Barry
Development: Variation of Condition 2 (Approved Plans) of Planning Permission 2021/00870/FUL: Increase the overall parking on site by 7 car parking spaces with the creation of 10 new overflow car parking spaces accessed via the conversion of existing carparking spaces (losing 3 existing spaces)

RESOLVED: No Objection.

s) Planning Application No. 2024/01092/FUL

Location: 41 Somerset Road, Barry
Development: New extended terrace to the rear of the property, including underneath storage area and a raised walkway along the back of the house. Replace existing ground floor rear windows with doors providing access to the walkway. The works also include internal reconfigurations.

RESOLVED: No Objection subject to the Case Officer's satisfaction with the level of overlooking, as the potential impact on privacy is difficult to assess based on the submitted plans

t) Planning Application No. CAS-02641-G8G7M5

Location: Land at Model Farm, Port Road, Rhoose
Development: Hybrid application comprising an outline application for the demolition of existing buildings and erection of 44.75ha Class B1/B2/B8 Business Park, car parking, landscaping, drainage infrastructure, ecological mitigation and ancillary works (all matters reserved aside from access) within Area A and a full application for change of use from agricultural land to country park (Use Class D2) within Area B

The Chair commented that although this is not a part of Barry it will still impact the town.

Councillor Hennessy expressed his opposition to the application

Councillor Clarke informed the committee that the Planning, Environment, and Development Wales (PEDW) website is currently not displaying any updates or progress regarding the timelines for completion. Councillor Clarke has emailed PEDW to inquire when this information will be available but is still awaiting a response. This issue may impact the committee's ability to track and assess the progress of the development.

Councillor Hennessy advised the committee that the closing date for submissions is 20th January 2025.

Councillor Clarke stated that PEDW has made it clear that objections can only be made on certain grounds, with Environmental Impact Assessments (EIA) not being one of them. Councillor Clarke also expressed concerns regarding the transparency of the public consultation process.

RESOLVED: Barry Town Council wish to highlight 2 important considerations in relation to the planning application process for the proposed development at Model Farm. They are;

The Town Council considers it should be a statutory consultee in this matter

The Town Council are disappointed that the Development Viability Appraisal was not made publicly available when this application was first considered and its subsequent implications for the Section 106 payments/funding arrangements.

The Planning Committee re-iterate its concerns regarding the proposed development and very strongly object to the current proposals for the following reasons;

- **The proposals would generate increased and unacceptable traffic levels, leading to congestion particularly on local roads, particularly Port Road**
- **There appears a lack of a phasing programme within the application.**
- **The project appears purely speculative and unviable, with currently no identifiable tenants.**
- **The proposals do not appear to have adequately assessed the implications for the local environment.**
- **The project does not appear to be initiated or led by the key site activity/occupier i.e. Cardiff Airport. This**

- reinforces the speculative nature of the proposals.
- The proposed extension of Porthkerry Park – who funds this proposal and who maintains in future this is not explained.
 - There appears to be poor linkage between pedestrian routes and cycleways in the proposals. Also question mark regarding the practicality of walking to the site via local roads and Porthkerry Park.
 - The loss of a productive farm is not acceptable.
 - The construction of new build on green field land is not acceptable. The Council should be directing developers to existing Brownfield sites e.g. Llandow Airfield and former Dow Corning land.
 - The unacceptable and ill-timed traffic surveys - not undertaken at peak periods.
 - The proposals appear at odds with the objectives and sentiments of The Well Being of Future Generations (Wales) Act 2015, to the detriment of the people of Barry and local rural villages.
 - The proposals appear dysfunctional in travel/transport terms with heavy reliance upon private motor vehicles. There are limited proposals for improving public transport in terms of buses or rail passengers/freight.
 - There are local alternative sites for redevelopment as industrial parks e.g. Bro Tathan development.
 - The recent updated TAN 15 document identifies that parts of the site may be liable to potential flooding
 - The proposed development will adversely impact upon the existing foul drainage system and local Sewage Treatment Works.
 - There is concern that local public footpath network will be adversely impacted by the proposed development.

u) Planning Application No. CAS-03737-S0K9Z5

Location: Regenerate it, 20-22 Holton Road, Barry

Development: Conversion of part of first floor to 4 flats

RESOLVED: That Planning Application No. CAS-03737-S0K9Z5 be received and noted.

v) Pre-Application Consultation

Location: Biglis to Dinas Powys

Development: The provision of a shared pedestrian and cycle route (Active Travel Route), footbridge, landscaping and associated works from Biglis roundabout to Dinas Powys

The Chair commented that while the pre-application appears somewhat disjointed, however it is nonetheless a positive proposal, as it will encourage active travel.

RESOLVED: No Objection.

PL294. **TO CONSIDER TABLED APPLICATIONS**

a) **Planning Application No. 2024/01052/ADV**

Location: A B Car Sales, Cardiff Road, Barry

Development: – Removal of two existing sheet advertising billboard and replacement with a two 48 sheet advert to support a digital poster (D-poster).

RESOLVED: No Objection, provided the Highway Authority are satisfied that there will not be a detrimental impact on highway safety.

PL295. **LOCAL PLANNING AUTHORITY DECISIONS**

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

The Chair moved agenda item number 8 to the last item.

PL296. **APPLICATIONS DEALT WITH UNDER DELEGATED POWERS – FOR INFORMATION ONLY**

None received.

PL297. **THE VALE OF GLAMORGAN COUNCIL (PROHIBITION AND RESTRICTION OF WAITING AND LOADING AND PARKING) (CIVIL ENFORCEMENT) (AMENDMENT) (No5) ORDER 2024**

RESOLVED: That the Vale of Glamorgan Council (prohibition and restriction of waiting and loading and parking) (Civil Enforcement) (Amendment) (No5) Order 2024 be received and noted.

PL298. **DATE OF NEXT MEETING**

RESOLVED: That the date of the next Planning Committee is scheduled for Tuesday 14 January 2025.

Councillor Hennessy left the meeting at 7:39pm.

PL299. **NOTIFICATION OF PREMISES LICENCE APPLICATIONS**

Application for a Premises Licence – Obscene Desserts, Goodsheds,
Unit 10, Barry CF62 5QR – Restarting consultation period.

**RESOLVED: That the Premises Licence application be received and
noted.**

Meeting closed at 7.41pm.

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

ACTION SHEET - EXTRAORDINARY FULL COUNCIL - 22 JANUARY 2025

Minute No	Action to be taken	Action to be taken by	Date action to be carried out	Progress
518 a	Cemetery Lodge Tenancy Agreement - the Student Exchange Programme to be stopped	ACO	Immediately	Completed
518 b	Term 12 of the contract relating to having pets, it was decided that existing pets can remain but going forward any non-domestic pets are prohibited	ACO	Immediately	Completed
518 c	That the rent for the Cemetery Lodge be increased by 10% which will be £580.00 per month from April 2025.	ACO	01/04/2025	Ongoing
518 c	The Facilities and Bereavement Services Manager will look into what is a reasonable time to inspect the property	FBSM	asap	Ongoing
518 c	To instruct a surveyor to investigate and produce a report on what would constitute a fair market rent for the property.	ACO	asap	Ongoing
520 a	Send a holding response to the Chief Officer to say we have fully accepted that she is to retire on medical grounds	ACO	Immediately	Ongoing
520 b	We are going to take advice on the investigation and report back to CO	ACO	Immediately	Ongoing
520 c	To take advice from Paul Egan to advise if we should send a copy of the report to the Chief Officer	ACO	Immediately	Ongoing
520 d	To send an invitation to the Chief Officer for a leaving drinks reception	ACO	asap	Ongoing

BARRY TOWN COUNCIL

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Development: Additional storey to side

RESOLVED: No Objection subject to the proposed development be finished in red brickwork to match the existing and surrounding dwellings, and that the proposed first-floor window on the front elevation reflect the design of the existing window.

q) Planning Application No. 2024/01103/FUL

Location: Barry Railway Station, Broad Street, Barry

Development: Installation of a Brompton Bike Hire Locker at Barry Train Station.

The Chair stated that the proposal would be beneficial, as it would encourage individuals to exercise.

Councillor Collins expressed her concerns about the possibility of bikes being abandoned.

RESOLVED: No Objection

r) Planning Application No. 2024/01078/FUL

Location: Briscoombe Retail Park, Cardiff Road, Barry

Development: Variation of Condition 2 (Approved Plans) of Planning Permission 2021/00870/FUL: Increase the overall parking on site by 7 car parking spaces with the creation of 10 new overflow car parking spaces accessed via the conversion of existing carparking spaces (losing 3 existing spaces)

RESOLVED: No Objection.

s) Planning Application No. 2024/01092/FUL

Location: 41 Somerset Road, Barry

Development: New extended terrace to the rear of the property, including underneath storage area and a raised walkway along the back of the house. Replace existing ground floor rear windows with doors providing access to the walkway. The works also include internal reconfigurations.

RESOLVED: No Objection subject to the Case Officer's satisfaction with the level of overlooking, as the potential impact on privacy is difficult to assess based on the submitted plans

t) Planning Application No. CAS-02641-G8G7M5

Location: Land at Model Farm, Port Road, Rhoose

Development: Hybrid application comprising an outline application for the demolition of existing buildings and erection of 44.75ha Class B1/B2/B8 Business Park, car parking, landscaping, drainage infrastructure, ecological mitigation and ancillary works (all matters reserved aside from access) within Area A and a full application for change of use from agricultural land to country park (Use Class D2) within Area B

The Chair commented that although this is not a part of Barry it will still impact the town.

Councillor Hennessy expressed his opposition to the application

Councillor Clarke informed the committee that the Planning, Environment, and Development Wales (PEDW) website is currently not displaying any updates or progress regarding the timelines for completion. Councillor Clarke has emailed PEDW to inquire when this information will be available but is still awaiting a response. This issue may impact the committee's ability to track and assess the progress of the development.

Councillor Hennessy advised the committee that the closing date for submissions is 20th January 2025.

Councillor Clarke stated that PEDW has made it clear that objections can only be made on certain grounds, with Environmental Impact Assessments (EIA) not being one of them. Councillor Clarke also expressed concerns regarding the transparency of the public consultation process.

RESOLVED: Barry Town Council wish to highlight 2 important considerations in relation to the planning application process for the proposed development at Model Farm. They are;

The Town Council considers it should be a statutory consultee in this matter

The Town Council are disappointed that the Development Viability Appraisal was not made publicly available when this application was first considered and its subsequent implications for the Section 106 payments/funding arrangements.

The Planning Committee re-iterate its concerns regarding the proposed development and very strongly object to the current proposals for the following reasons;

- **The proposals would generate increased and unacceptable traffic levels, leading to congestion particularly on local roads, particularly Port Road**
- **There appears a lack of a phasing programme within the application.**
- **The project appears purely speculative and unviable, with currently no identifiable tenants.**
- **The proposals do not appear to have adequately assessed the implications for the local environment.**
- **The project does not appear to be initiated or led by the key site activity/occupier i.e. Cardiff Airport. This**

- reinforces the speculative nature of the proposals.
- The proposed extension of Porthkerry Park – who funds this proposal and who maintains in future this is not explained.
 - There appears to be poor linkage between pedestrian routes and cycleways in the proposals. Also question mark regarding the practicality of walking to the site via local roads and Porthkerry Park.
 - The loss of a productive farm is not acceptable.
 - The construction of new build on green field land is not acceptable. The Council should be directing developers to existing Brownfield sites e.g. Llandow Airfield and former Dow Corning land.
 - The unacceptable and ill-timed traffic surveys - not undertaken at peak periods.
 - The proposals appear at odds with the objectives and sentiments of The Well Being of Future Generations (Wales) Act 2015, to the detriment of the people of Barry and local rural villages.
 - The proposals appear dysfunctional in travel/transport terms with heavy reliance upon private motor vehicles. There are limited proposals for improving public transport in terms of buses or rail passengers/freight.
 - There are local alternative sites for redevelopment as industrial parks e.g. Bro Tathan development.
 - The recent updated TAN 15 document identifies that parts of the site may be liable to potential flooding
 - The proposed development will adversely impact upon the existing foul drainage system and local Sewage Treatment Works.
 - There is concern that local public footpath network will be adversely impacted by the proposed development.

u) Planning Application No. CAS-03737-S0K9Z5

Location: Regenerate it, 20-22 Holton Road, Barry

Development: Conversion of part of first floor to 4 flats

RESOLVED: That Planning Application No. CAS-03737-S0K9Z5 be received and noted.

v) Pre-Application Consultation

Location: Biglis to Dinas Powys

Development: The provision of a shared pedestrian and cycle route (Active Travel Route), footbridge, landscaping and associated works from Biglis roundabout to Dinas Powys

The Chair commented that while the pre-application appears somewhat disjointed, however it is nonetheless a positive proposal, as it will encourage active travel.

RESOLVED: No Objection.

PL294. **TO CONSIDER TABLED APPLICATIONS**

a) **Planning Application No. 2024/01052/ADV**

Location: A B Car Sales, Cardiff Road, Barry

Development: – Removal of two existing sheet advertising billboard and replacement with a two 48 sheet advert to support a digital poster (D-poster).

RESOLVED: No Objection, provided the Highway Authority are satisfied that there will not be a detrimental impact on highway safety.

PL295. **LOCAL PLANNING AUTHORITY DECISIONS**

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

The Chair moved agenda item number 8 to the last item.

PL296. **APPLICATIONS DEALT WITH UNDER DELEGATED POWERS – FOR INFORMATION ONLY**

None received.

PL297. **THE VALE OF GLAMORGAN COUNCIL (PROHIBITION AND RESTRICTION OF WAITING AND LOADING AND PARKING) (CIVIL ENFORCEMENT) (AMENDMENT) (No5) ORDER 2024**

RESOLVED: That the Vale of Glamorgan Council (prohibition and restriction of waiting and loading and parking) (Civil Enforcement) (Amendment) (No5) Order 2024 be received and noted.

PL298. **DATE OF NEXT MEETING**

RESOLVED: That the date of the next Planning Committee is scheduled for Tuesday 14 January 2025.

Councillor Hennessy left the meeting at 7:39pm.

PL299. **NOTIFICATION OF PREMISES LICENCE APPLICATIONS**

Application for a Premises Licence – Obscene Desserts, Goodsheds,
Unit 10, Barry CF62 5QR – Restarting consultation period.

**RESOLVED: That the Premises Licence application be received and
noted.**

Meeting closed at 7.41pm.

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

BARRY TOWN COUNCIL

MINUTES OF A MEETING OF THE PLANNING COMMITTEE HELD ON TUESDAY 14 JANUARY 2025 AT 7:03PM

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

ALSO PRESENT: Greg Smart– Planning Officer
Courtney Parker – Administrator
Clare Cook– Observer
Lesley Loan– Observer

PL300. **APOLOGIES FOR ABSENCE**

Councillors Davies – Powell, E S Goodjohn and Thomas.

PL301. **TO RECEIVE DECLARATIONS OF INTEREST UNDER THE
COUNCIL'S CODE OF CONDUCT**

None received.

PL302. **WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015**

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

PL303. **TO APPROVE THE MINUTES OF THE PLANNING COMMITTEE
MEETING HELD ON 17 DECEMBER 2024**

RESOLVED: That the minutes of the Planning Committee's meeting held on 17 December 2024 be approved and signed as a correct record.

PL304. **TO CONSIDER PLANNING APPLICATIONS**

a) **Planning Application No. 2024/00959/FUL**

Location: 53 Berth 31, Port of Barry, Wimborne Road, Barry
Development: – A change of use to a wood processing facility.

The Chair Invited Ms Cook to speak.

MS. Cook informed the committee of her concerns regarding the proposed application, emphasizing that the site would operate 24 hours a day—7:00am to 11:00pm for processing works, loading, and unloading HGVs and ships, and 11:00pm to 7:00am for ship loading

operations only. She expressed her doubts that local residents would not be disturbed by noise pollution.

Ms. Cook also raised concerns about the impact on traffic, stating that there would be 124 daily HGV movements traveling along Ffordd Y Mileniwm towards Harbour Road, down Ship Hill, and having to navigate the tight roundabout near All Saints Church before continuing onto Park Crescent.

Ms. Cook also highlighted that the maximum annual tonnage of wood proposed is 250,000 tonnes, meaning that 250,000 tonnes of wood would be transported through the town's streets to the site, with 125,000 tonnes traveling out and another 125,000 tonnes leaving via ship.

Ms. Cook stated that she believes there are multiple issues that need to be addressed before a decision can be made on the proposed application.

Councillor Collins commented that local residents had also raised concerns about fire risks and the increase in traffic.

Councillor Hennessy highlighted that traffic on and around Pontypridd Road is already heavily congested.

Councillor Ball also added that Park Crescent is already heavily congested and stated he would not be happy if that were the designated route for the HGVs to travel along.

Councillor E.J. Goodjohn said she would like to echo Ms. Cook's concerns regarding traffic and noise pollution.

The Chair thanked Ms. Cook for raising valid concerns, including dust mitigation, noise pollution, hours of operation, traffic volume and routes, and potential fire risks, and assured that these issues would be raised with the Vale of Glamorgan Council.

The chair also added that this is a public concern that should be dealt with by the committee and not under delegated powers.

RESOLVED: Objection raised due to the lack of information or adequate assessment of noise pollution, hours of operation, impact from dust generation, issues with fuel storage and the risk of fire, the increase in volume of traffic using local roads and the alternative routes proposed, the long and odd hours of operation and of vehicle loading and unloading. We request that the application is heard at committee by VOGC members so its impact upon the community can be adequately assessed and discussed.

Ms. Cook and Lesley Loan left the meeting at 7.22pm

b) Planning Application No. 2024/01115/FUL

Location : 5 Hazledene Close, Barry

Development: Retrospective planning application for a Garden Fence post the removal of Conifer Hedgerow

The Planning Officer advised the committee that the Vale of Glamorgan Council has already refused the proposed application.

Councillor E.J. Goodjohn expressed her disappointment for the applicant and suggested that she would like to see advice be made available to assist with any future application.

The Planning Officer commented that he would be happy to provide advice at the next planning clinic should the applicant wish to attend.

RESOLVED: Received and noted.

c) Planning Application No. 2024/01122/RG3

Location: Cold Knap Gardens, The Knap, Barry

Development: Installation of 8.76m high bird and bat nesting tower

The Chair commented that, in principle, she has no issues with the idea but is concerned that this may not be the right location and that it might be better placed slightly further away from the public.

The Planning Officer presented the plans to the committee.

The Chair added that there may be future opportunities for the nearby buildings, which could cause disruption if demolished or refurbished.

Councillor Hennessy expressed his agreement.

RESOLVED: Objection due to the location of the pole, although the committee expressed their support for the overall idea.

d) Planning Application No. 2024/01143/FUL

Location: 20 Westward Rise, Barry

Development: – 2 storey extension to rear, front porch and small side extension

Councillor Hennessy stated that a precedent has already been set in the area.

RESOLVED: No Objection.

e) Planning Application No. 2024/00803/FUL

Location: 163 Holton Road, Barry

Development: – Proposed conversion of vacant property into 12 no. Flats.

The Chair informed the committee that the ward councillor, Councillor Johnson, had suggested that the proposal appears to be an overdevelopment. The Chair added that while the principle of housing is acceptable, 12 units seem excessive.

Councillor Collins commented that she is familiar with the building and agrees that the proposal appears to be an overdevelopment, which would also raise parking concerns.

RESOLVED: Objection based on the number of proposed units and parking concerns, although the committee agreed that the principle of using the property for residential flats was sound.

f) Planning Application No. 2024/01175/FUL

Location: Building to the rear of 42 Dock View Road, Barry

Development: Conversion of an existing commercial building into three number residential apartments.

Councillor Collins mentioned that she sees no apparent reason to object, but noted that a bin store would be required.

Councillor Hennessy stated that he is familiar with the building and does not believe that three dwellings would be suitable for the site.

Councillor Ball express his agreement

RESOLVED: Objection due to the proposed number of units and insufficient amenity and off-street parking space.

g) Planning Application No. 2024/01179/FUL

Location: A Shed, Scott Timber, Atlantic Way, Barry

Development: Proposed 2 additional Drying Kilns, Biomass Boiler with Flue, Boiler Plant Room, Wood Chipper with a Wood Chip Storage Building, part removal of existing Pallet Storage Building with an extension.

Councillor Collins commented that the business is long standing and see no issues.

RESOLVED: No Objection.

h) Planning Application No. 2024/01188/FUL

Location: 19 Pioden For, Barry

Development: Erect a Sun lounge Conservatory to the front elevation

The chair queried whether there would be any increase in overlooking of neighbouring properties.

The Planning Officer informed the committee that there would be no increase in overlooking of neighbouring properties. Given that the application is not within a conservation area, he recommends no objection.

RESOLVED: No Objection to the proposed application, providing that the Vale of Glamorgan Council is satisfied the proposal will not result in any detrimental increase in overlooking neighbouring properties, ensuring the privacy of adjacent residents is maintained.

i) Planning Application No. 2024/01198/ADV

Location: Toby Carvery, Port Road, Barry

Development: Installation of replacement signs to include 1 x illuminated double sided yotem sign, 1 x illuminated single sided ribbon signs, 1 x non-illuminated individual letters, 1 x small illuminated ribbon sign, 1 x non-illuminated dual sign and 2 non-illuminated post mounted double-sided car park signs

RESOLVED: No Objection.

PL305. **TO CONSIDER TABLED APPLICATIONS**

None received.

PL306. **LOCAL PLANNING AUTHORITY DECISIONS**

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

PL307. **NOTIFICATION OF PREMISES LICENCE APPLICATIONS**

None received.

PL308. **APPLICATIONS DEALT WITH UNDER DELEGATED POWERS – FOR INFORMATION ONLY**

None received.

PL309. **PROMOTING A RESILIENT AND HIGH PERFORMING PLANNING SERVICE**

The Planning Officer explained that the report is comprehensive proposed large changes if the consultation gets approved, and that any comments submitted by 17th January 2025 would be appreciated.

The Chair asked to committee if they would like to make any comments.

Councillor Ball stated he is happy with the planning officers report and would be happy to go with his suggestions.

The Chair expressed concern that higher fees could deter people from applying for planning permission and may lead them to move forward with projects without it.

RESOLVED: That the report be received and noted. Any comments to be forwarded to the Planning Officer by 17/01/2025.

PL310. **DATE OF NEXT MEETING**

RESOLVED: That the date of the next Planning Committee is scheduled for Tuesday 4 February 2025.

Meeting closed at 7.57pm.

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

BARRY TOWN COUNCIL

MINUTES OF A MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE HELD ON MONDAY 20 JANUARY 2025 AT 7PM

PRESENT: Councillor N Hodges (Chairperson) together with Councillors Aviet, Dancey, EJ Goodjohn, Hennessy and Payne.

ALSO PRESENT: Amanda Evans – Facilities and Bereavement Services Manager
Lyndsey Thomas – Administrator
Councillor S Hodges – Observer
Councillor Clarke – Observer

A130. APOLOGIES FOR ABSENCE

Cllr McKinney (received after the meeting)

A131. DECLARATIONS OF INTEREST

None were received.

A132. WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015

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

A133. TO APPROVE THE MINUTES OF THE MEETING OF THE HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE HELD ON 7 OCTOBER 2024

RESOLVED: that the minutes of the meeting of the Halls, Cemeteries and Community Facilities Committee held on 7 October 2024 be approved and signed as a correct record.

A134. BUDGET MONITORING REPORT TO 31 DECEMBER 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 December 2024.

The Chair pointed out the report notes a projected net overspend for the year of £27,683 due to income being down, however this could improve, over the next few months before the end of this financial year.

RESOLVED: that the budget monitoring report for December 2024 be received noting the projected net overspend (deficit for the year) of £27,683 in 2024/25.

A135. TRANSFER OF EXCLUSIVE RIGHT OF BURIAL

RESOLVED: that the Transfer of Exclusive Right of Burial (1550 – 1570 inclusive) be granted to those named on each transfer request.

A136. GRANTS OF EXCLUSIVE RIGHT OF BURIAL

RESOLVED: that the Grants of Exclusive Right of Burial (14030 – 14038 inclusive) be granted to those named on the interment forms.

A137. NEW HEALTH AND SAFETY FORM

The Facilities and Bereavement Services Manager told the Committee that the new Health and Safety Form introduced has been designed by looking at previous processes and improving them to show that the Council take their obligations seriously. She said that the form will be used for both the Cemetery and Facilities teams, and is available to all if required.

The Chair said that the form looked good, that it set up the appropriate people for certain responsibilities and would be an ever live and changing document.

RESOLVED: That the report is received and noted

A138. CEMETERY AND FACILITIES UPDATE

The Facilities and Bereavement Services Manager presented her report detailing the work and updates that have been performed at both Community Halls and the Cemetery since the last meeting in October to the Committee.

She informed the Committee that the next Tree Survey is due and planned in however, in the recent storm the Cemetery had lost a lot of trees in a concentrated area which is cause for concern around their future stability.

Councillor Hennessy asked if an investigation is being carried out into how deeply the remaining trees are rooted.

The Facilities and Bereavement Services Manager advised that a root depth report is very expensive, but any issues with these trees should be identified in the Tree Survey which should be available 2-3 weeks from the survey date. She added that the Cemetery team or a third party will immediately deal with any risks to the public highlighted in the report.

Councillor Clarke commented that there is no need for a root depth report to be carried out if we are aware of the tree type. The expected root depth can be looked up.

The Chair raised some points from the report. He said that he felt that the receiving of 105 tree saplings was worth a press release as well as the switch to HVO diesel as it shows how well the Council are fulfilling their Corporate Plan.

The Chair asked that a couple of small amendments be made to the Cemetery Events leaflet before it is put into circulation.

He also informed the Facilities and Bereavement Services Manager that he and Councillor S Hodges have extensive research of coxswain Evan Owens that will be beneficial to the planning of the famous history plaque. He said that he will send this over to the team.

The Chair took a moment to thank everyone who had attended the recent candle lighting events at the Cemetery chapel. He said that the event meant that they were able to raise funds for the headstone for Margaret Lindsay Williams for which Dr Johnathan Hicks has been fundraising.

The Chair stated that Dr Hicks has approached him to ask if the fee to erect the memorial could be waived. The Chair said that he fully supports the request as the headstone has been funded by the community. Councillor Hennessy seconded the request.

RESOLVED:

- 1) That the report is received and noted.**
- 2) That a press release is issued regarding the 105 saplings received.**
- 3) That a press release is issued regarding the switch to HVO diesel.**
- 4) That the Cemetery Events leaflet is amended and then added to the display at the Cemetery.**
- 5) That Councillors N & S Hodges supply the office staff with some of their research about coxswain Evan Owens so that a famous person plaque can be drafted.**
- 6) That the Acting Chief Officer be requested to consider waiving the memorial fee for the headstone of Margaret Lindsay Williams.**

A139. DATE OF NEXT MEETING

RESOLVED: that the next meeting of the Halls, Cemeteries and Community Facilities Committee will be held on Monday 10 March 2025.

A140. 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.

A141. TOWN HALL

The Committee were presented with a report regarding the tenancy and outstanding maintenance at Town Hall. The Facilities and Bereavement Services Manager was bringing the matter to the Committee's attention for support, as several people have been involved to date, however a number of issues still remain after several years.

Councillor Hennessy asked that as many of the issues raised are basic Health and Safety matters, would our insurance cover if something were to happen.

Councillor Clarke commented that his concern when discussing health and safety is that the obligation is on Barry Town Council as the employer and not the Vale of Glamorgan Council as the landlord. He added that the Chief Officer should look at the lease as a first step, as the document will have it all set out and provide us with information on the way things are to be handled.

Councillor Clarke then suggested the matter should be taken to the legal department of the Vale of Glamorgan Council.

Councillor Payne stated that the Town Hall doors look awful. She suggested that Barry Town Council need to meet with Officers at the Vale of Glamorgan Council to point out these matters and discuss a resolution. She feels that as the Town Hall is in the Town Centre of Barry, the building needs to look the part.

Councillor EJ Goodjohn agreed that the Committee should speak to Officers, check our lease and submit a letter of complaint to the Vale of Glamorgan Council. She added that the Art Central banners on the front of the building look awful and have no helpful information on them anymore.

Councillor S Hodges suggested that Barry Town Council should write to Rob Thomas at the Vale of Glamorgan Council with a list of the issues and he would be able to locate the correct person to assist.

The Chair stated that he does not accept a shortness of funds as an excuse for the matters raised not being dealt with. The Council should expect a certain level of service. He noted that the Art Central banners on the building have been there for approximately eighteen years and need to be removed as they are tatty and faded.

The Facilities and Bereavement Services Manager informed the Committee that the Vale of Glamorgan Council have agreed that Barry Town Council can have the right-hand side, as you look at the building.

The Facilities and Bereavement Services Manager also advised members that Barry Town Council are supposed to have quiet usage of our side of the building, due to the sensitive nature of work that we do.

Councillor Clarke highlighted that further potential problems could occur as Art Central are planning to install a café. He advised again that Barry Town Council examine their lease.

The Facilities and Bereavement Services Manager advised that the lease will be consulted before an email is sent to Rob Thomas, asking that a meeting be arranged.

Councillors N Hodges, Hennessy and EJ Goodjohn all volunteered to participate in any such meeting to meet with officers.

The Chair thanked the Facilities and Bereavement Services Manager for bringing the report and matters raised to the Committee's attention.

RESOLVED:

- 1. That members received the report.**
- 2. That the Facilities and Bereavement Services Manager checks Barry Town Council's insurance to confirm what cover there would be if something was to happen due to the Health and Safety problems flagged**
- 3. That the Acting Chief Officer re-examines the lease**
- 4. That a letter of complaint is sent to Rob Thomas at the Vale of Glamorgan Council**
- 5. That a meeting is arranged with Vale of Glamorgan Council officers as well as Councillors N Hodges, Hennessy and EJ Goodjohn**

Meeting Closed at 7:50pm

Signed (Chairperson) Dated

FOR INFORMATION ONLY

ACTION SHEET - HALLS, CEMETERIES AND COMMUNITY FACILITIES COMMITTEE - 20 JANUARY 2025

MINUTE NO.	ACTION TO BE TAKEN	ACTION TO BE TAKEN BY	DATE ACTION TO BE CARRIED OUT	PROGRESS
A138 (2)	That a press release is issued regarding the 105 saplings received.	E&E/F&CM		In progress
A138 (3)	That a press release is issued regarding the switch to HVO diesel.	E&E/F&CM		In progress
A138 (4)	That the Cemetery Events leaflet is amended and then added to the display at the Cemetery.	F&CM	24-Jan-25	Completed
A138 (5)	That Councillors N & S Hodges supply the office staff with some of their research about coxswain Evan Owens so that a famous person plaque can be drafted.	Cllrs Hodges		In progress
A138 (6)	The memorial fee for the headstone of Margaret Lindsay Williams to be waived. Inform Chief officer.	F&CM	21-Jan-25	Completed
A141 (2)	That the Barry Town Council's insurance is checked to confirm what cover there would be if something was to happen due to the Health and Safety problems flagged at the Town office	ACO		In progress
A141 (3)	That the Acting Chief Officer re-examines the lease	ACO/F&CM		In progress
A141 (4)	That a letter of complaint is sent to Rob Thomas at the Vale of Glamorgan Council	ACO		In progress
A141 (5)	That a meeting is arranged with Vale of Glamorgan Council officers as well as Councillors N Hodges, Hennessy and EJ Goodjohn	F&CM		In progress

MINUTES OF AN MEETING OF THE SHOP LOCAL BARRY ADVISORY COMMITTEE HELD ON TUESDAY 21 JANUARY AT 6PM

PRESENT: Councillors Johnson (Chair), Hennessy, S Hodges, Collins, Payne, Perkes, and Aviet together with Traders: Dave Elliott (Vice Chair), Paul Martin (Vodafone).

ALSO PRESENT: Chris Mason - Engagement and Events Team Manager
Jo John – Engagement and Events Administrator
Councillor J McKinney – Observer
Nathan Spackman (Bro Radio) - Observer

SL83. APOLOGIES FOR ABSENCE

None received

SL84. TO RECEIVE DECLARATIONS OF INTEREST UNDER THE COUNCIL'S CODE OF CONDUCT

None Received

RESOLVED: That no declarations of interest were received.

SL85. WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015

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

SL86. TO APPROVE THE MINUTES OF THE SHOP LOCAL BARRY ADVISORY COMMITTEE HELD 1 OCTOBER 2024

RESOLVED: That the minutes of the Shop Local Barry Advisory Committee held on 1 October 2024 be approved and signed as a correct record.

SL87. BUDGET MONITORING REPORT TO 31 DECEMBER 2024

The Engagement and Events Team Manager gave a summary of the report confirming that there was a balance of £5,632.00 available in the Shop Local budget. The Engagement and Events Team Manager advised that grant applications had been received in November 2024 from the Goodsheds and High Street Traders Association for Christmas activity, and that a proportion of each application had been awarded by the Finance Committee, but the High Street Traders Association grant had not yet been claimed.

The Engagement and Events Team Manager advised that the £10,000 budget requested by Shop Local for 2025/26 financial year has been

included in the budget consultation and draft budget which is being presented to Full Council on 10 February 2025.

Members raised concerns that there were funds remaining in the budget for this financial year, and wanted a discussion on ideas for it to be used. The Chair clarified that any funds not spent would go back into the general reserves, and the remaining funds would be discussed later in the meeting.

RESOLVED: That members receive and note the report.

SL88. HALLOWEEN EVENTS 2024

The Engagement and Events Team Manager gave a summary of the report. Two events took place for Halloween. One event organised by Barry Town Council which ran from 10am – 1pm, followed by a Halloween Trail organised by traders which ran from 1pm onwards. The Engagement and Events Team Manager advised members that the events had been successful in providing an affordable experience for families with activities provided for free or at a low cost. The attendance at the BTC event was estimated at around 2,000 people, many of whom were staying in the area so they could attend the trail at 1pm. The Engagement and Events Team Manager advised members there was a noticeably increased footfall on Holton Road that day, and that traders attending the BTC event provided positive feedback, and reported a successful day for sales. The Chair commented that it had been great to see a number of people dressed up attending the events.

Members agreed that the events were successful but raised concerns about safeguarding at events that are organised by external parties, as we don't know how much experience they have in organising events and producing risk assessments etc. They suggested a disclaimer be included on the grant application forms stating that parents / guardians are responsible for their own children. This will be considered going forward, but the Engagement and Events Team Manager advised that it would be challenging to enforce any requirement for disclaimers or the provision of pre-event paperwork as funds would be claimed by organisers before the production of such documents. As Barry Town Council is the funder, and not the organiser, BTC is not legally responsible for these events. Dave Elliot also queried how parents could be relied on to keep their children safe across a number of areas around Barry, in the example of the trail. The Chair commented that the correct balance needed to be found so that the application process and requirements didn't become too complicated, and this issue should be discussed again in the presence of event organisers.

A grant monitoring report has been issued to A Greenfield for completion, but has not yet been returned. Members raised concerns that there needed to be a paper trail with relevant receipts / invoices due to it being public money. Members also commented that evaluation was

necessary to highlight any good practice in community engagement and not just relating to financial matters. Members suggested that in future no funding should be allocated to traders who fail to return grant monitoring forms when requested. Dave Elliot contacted A Greenfield during the meeting via message to query when the form would be returned.

RESOLVED:

- 1. That members receive and note the report**
- 2. Members wished to thank A Greenfield for the work on the Halloween Trail, but request that the grant monitoring is completed and returned to officers by the deadline given.**

SL89. CHRISTMAS EVENTS 2024

The Engagement and Events Team Manager gave a summary of the report. Barry Town Council worked in partnership with the Vale of Glamorgan Council to host the Barry Christmas Festival over two days – Friday 22 November 2024 and Saturday 23 November 2024.

Friday was a great success with an estimated 4,000 people in attendance, and King Square full for the light switch-on. Inclement stormy weather provided a challenge for the Saturday, but elements of the staging, entertainment, and time were adjusted so that the event could continue safely.

Bro Radio Christmas was officially launched following a successful grant application. Bro Radio also broadcast live from the stage on Friday 22 November for the light switch-on, and ran a competition for a family to switch on the lights with Santa. Nathan Spackman provided feedback to members verbally at the meeting that Bro Radio had good engagement with local businesses having shared the free advertising information with approx. 200 traders, 30 of which took up the offer of a free advert on the radio station. The Bro Radio team produced 70 hours a week of content for the Christmas station, which increased to 13 – 14 hours a day during Christmas week. They generated extra revenue with paid advertising, and hope to increase this in the future so that they are less reliant on the Shop Local funding. Nathan Spackman is aware that his grant monitoring form needs to be returned and will send this to officers.

The Engagement and Events Team Manager advised that grant applications had been received in November 2024 from the Goodsheds and High Street Traders Association for Christmas activity, and that a proportion of each application had been awarded by the Finance Committee, but the High Street Traders Association grant had not yet been claimed. The Engagement and Events Team Manager will follow this up with High Street Traders Association.

RESOLVED:

- 1. That members receive and note the report**
- 2. Request that the grant monitoring is completed by Nathan Spackman and returned to officers by deadline given.**
- 3. The Engagement and Events Team Manager to contact High Street Traders Association to see if Christmas activity was undertaken and if they are planning to draw down the funds.**

SL90. CALENDAR OF EVENTS 2025

The Chair raised concerns that following the current schedule there wouldn't be another Shop Local meeting for some time, and suggested that meetings going forward are held quarterly. This would allow for grant applications to be submitted and considered in good time, especially with regards to Christmas activities which would need to be considered during the Summer months. Members agreed, and felt there may need to be a provision to schedule an extraordinary meeting outside of the scheduled ones if needed.

The Chair continued to advise members that the impetus should come from the traders who know what their customers need and would like to see. The Chair explained one of the challenges is who speaks / represents each shopping area, as currently they don't have one voice, and aren't working together. The Chair advised members that the Vale of Glamorgan Council used to have a role which would liaise with local businesses, but this role was made redundant. Nathan Spackman commented that Cowbridge have advertised for a business coordinator on a fixed term basis. The main focus of this role is to engage with the traders and customers with a view to establishing a traders' group or association, and also work on marketing and PR, and queried if some of the budget could be allocated to a similar role for Barry. Members commented that there's a definite gap, but both Council and traders would need to see the value of it. The Chair asked for comments from Dave Elliot for a trader's perspective. Dave Elliot advised members there had been momentum building in the Shop Local scheme up until Covid, but some businesses are still recovering from the effects of the pandemic. He went on to explain that traders don't have the time to attend meetings out of hours in addition to the working day, and felt that their own organised traders' meetings should be restarted so that information can then be fed back to Shop Local via a business who is a member.

Members advised that prior to Covid there had been a trader's forum which was attended by the Vale of Glamorgan Council and the Police and perhaps this could be considered again if it helped their views feel

valued. Dave Elliot advised that the previous forum had sounded good, but that traders had still been waiting for actions agreed and answers to questions posed, a year following that forum.

Members raised suggestions of possible events for Valentine's Day and Easter. The Chair commented that these would need to be led by traders, such as not to create additional work for the Engagement and Events team. The Engagement and Events Team Manager agreed and confirmed that the team were currently working on the plans for St David's Day and the Daffodil Dash fun run this Spring alongside Civic events. He added that if the capacity was there for the team to help in anyways, they would. Members queried if local businesses could be notified of when we have our own events in the town so they are aware of the increased footfall and any opportunities there are to work with us. The Engagement and Events Team Manager confirmed this would be possible for businesses signed up to our mailing list. Members also requested that the Engagement and Events Team Manager contact traders imminently to advise them that grant funding is available for events or activities taking place before 31 March 2025, in the hope that more of this financial year's Shop Local budget could be utilised by traders.

Members added that a food festival would be good to encourage the night-time economy as a #eatlocal campaign. Members recollected that a food trail had been funded previously in September 2022. The Engagement and Events Team Manager raised a concern that the correct balance would need to be struck so that any mobile units weren't pulling potential business from permanent local businesses.

Members queried if there was a way of gathering data of the increased footfall on event days that can be shown to traders. Dave Elliott commented that estimated figures from historical events can be gathered from reports, but advised members the Vale of Glamorgan Council fitted a foot counter outside his shop and questioned if there was a way we could get the figures from Vale of Glamorgan. The Engagement and Events Team Manager will check this with Phil Chapel.

The Chair summarised that grants were available for traders to arrange their own events and requested that Dave Elliot contact traders on the WhatsApp group and then feedback to the Engagement and Events Team Manager, following advice from Dave Elliot that traders were less likely to reply if contacted by email. The Chair advised that an extraordinary meeting could be called if any ideas were brought forward.

RESOLVED:

- 1. That members receive and note the report.**
- 2. Engagement and Events Team Manager will contact on our business mailing list with grant application details.**

3. Dave Elliott to contact traders advising of shop local grants and feedback to the Engagement and Events Team Manager.

4. An extraordinary meeting to be arranged in April (date TBC).

RECOMMENDED:

1. Recommended that going forward the Shop Local Committee meets quarterly (April, July, late September or early October, and January).

SL91. DATE OF NEXT MEETING

The date of the next meeting of the Shop Local Barry Advisory Committee will be agreed at the Council's Annual Meeting on 13 May 2025, with an extraordinary meeting arranged in April 2025 (date TBC).

The meeting closed at 7.07pm

Signed Dated
(Chairperson)

FOR INFORMATION ONLY

ACTION SHEET - MEETING OF SHOP LOCAL BARRY ADVISORY COMMITTEE -21 Jan 25

MINUTE NO.	ACTION TO BE TAKEN	ACTION TO BE TAKE	DATE ACTION TO BE CARRIE	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	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 - Placemaking work for Barry is running to a later schedule than originally planned
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	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	Completed
SL 88	That A Greenfield completes the Council's Grant Application Monitoring form to submit to the E&EO by the 31st Jan,	A Greenfield / E & E	31-Jan-25	on going - Grant Application Monitoring Form has not yet been returned.
SL 89	Request that the grant monitoring is completed by Nathan Spackman and returned to officers by 31st Jan	N Spackman / E & E	31-Jan-25	on going - Grant Application Monitoring Form has not yet been returned. Verbal update provided by applicant at Shop Local Advisory Committee meeting on 21 January 2025.
SL 89	The Engagement and Events Team Manager to contact High Street Traders Association to see if Christmas activity was undertaken and if they are planning to draw down the funds	E & E Mgr	end of Jan 2025	Completed - not enough time following award of grant to complete the proposed activity.
SL 90	The Engagement and Events Team Manager will check footfall counter details with Phil Chapel.	E & E Mgr		Completed - response as follows: "The Meraki footfall counters... have not worked out. They suffer from water ingress and when shops close you have no way of getting them power so we need to think of a plan B. The cost of externally supplied footfall counting for the 4 towns used to be around £15k and we simply don't have the budget to do this."
SL 90	Dave Elliott to contact traders advising of shop local grants and feedback to the Engagement and Events Team Manager.	DE / E & E Mgr		on going- no contact from Dave Elliott yet
SL 90	Recommended that going forward the Shop Local committee meets quarterly.	MS / E & E Mgr		Completed - Kath requested to schedule
SL 90	Possible extraordinary meeting to be scheduled for April to discuss any applications received.	E & E Mgr	Apr-25	E & E Mgr to arrange
SL 90	Engagement and Events Team Manager will contact business mailing list with grant application details.	E & E Mgr	Jan-25	Completed - Email sent 23rd Jan 2025

BARRY TOWN COUNCIL

MINUTES OF THE VIBRANT CULTURE COMMITTEE MEETING HELD ON MONDAY 27 JANUARY 2025 AT 6PM

PRESENT: Councillors Brooks (Chairperson), together with Councillors Aviet, Davies-Powell, S Hodges, N Hodges & Perkes.

ALSO PRESENT: Chris Mason – Engagement and Events Team Manager
Greg Smart – Planning Officer
Kathryn Thomas – Office Team Leader
Councillor Clarke – Observer
Councillor Johnson – Observer

Mr Booker - Barry War Museum & Heritage Centre
Mr Green - Barry War Museum & Heritage Centre
Mr Alloway - Historian

33. APOLOGIES FOR ABSENCE

Councillor Ball

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

None Received

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

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

36. TO APPROVE AND SIGN THE MINUTES OF THE VIBRANT CULTURE COMMITTEE HELD ON 18 NOVEMBER 2024

RESOLVED: that the minutes of the meeting of the Vibrant Culture committee held on 18 November 2024 be approved and signed as a correct record.

37. ONLINE CONSULTATION RESULTS

At the meeting of the Vibrant Culture committee on 18 November 2024, it was resolved that consultation work should be undertaken to advance the Heritage Centre.

An online survey was produced and made available to the public. Members of the public were encouraged to complete the survey through Barry Town Council's social media.

Since the launch, 275 responses have been received to date:

- 95% think Barry would benefit from having a Heritage Centre
- 93% are interested in History, with 68% interested in local information, and 56% interested in both Arts and Culture
- 67% like to attend Exhibitions, 63% like History activities and just over 50% like to attend Community Events, Markets/Pop Ups and Tours/Walks.
- 42% were aged 65+, with only 5% aged under 35

Councillors S Hodges, Perkes and Brooks said they were pleased with the outcome of the report. As a Council we have to be confident that the community know how we are spending money.

Councillor Brooks asked how can we try and contact the younger generation

The Planning Officer has already started to contact younger people and will continue to do so including going out to Schools.

Councillor Brooks suggested contact the Vale Youth Service.

Mr Green from the Barry War Museum & Heritage Centre commented about all the work that they do with the Barry War Museum & Heritage Centre, and asked for Barry Town Council to connect with him and speak to the Museum staff in order to work together and form an effective partnership & collaboration.

Mr Booker also agreed with Mr Green. He said he had over 12 years' experience that he would like to share with members.

Councillor Brooks said we are in early stages of the Heritage Centre and that it has been an aspiration of Barry Town Council for many years.

The Planning Officer said it is an amazing opportunity for all of Barry and it would be very helpful to work together on this.

Councillor S Hodges said we are certainly not detracting anything about the work that the Barry War Museum & Heritage Centre does, but has a concern about the long-term legacy. As a Council, we know that the Heritage Centre will carry on but will that happen with the War Museum.

She also commented that we are all so pleased that they came along to the meeting.

Mr Alloway has an interest in the history of Barry and welcomes the Heritage Centre. However, he states that we do need to encourage youngsters by speaking to Schools and Scouts etc.

Councillor Brooks said history is very important and now is the time to reach out and start the process going forward of the Heritage Centre.

RESOLVED: That members received and noted the report, and endorsed the next stage.

38. OPERATIONAL BUSINESS PLAN

Members were asked to consider forming a Working Party to formulate an operational business plan for the proposed Heritage Centre.

The Engagement & Events Team Manager said the plan would provide details of how the Heritage Centre would be managed and operated, and what it would offer to the public. It would also ensure that on-going, non-capital, operational costs, and income have been modelled for 3-5 years.

Councillor N Hodges said we need an operational working party and that the Heritage Centre needs to be professionally run and led. The working party needs to come from this committee.

We are already getting offers of things to donate, lend, and for sale, therefore we also need to think about storage. We need to set up an acquisition fund and the Heritage Centre would be a tourist hub that can incorporate it into tourist attractions that we already have in Barry.

Councillor N Hodges also recommend keeping the Working Party small.

Councillor Perkes agreed.

The Engagement & Events Team Manager said he has tourism experience and that he believes he could contribute.

Councillor S Hodges suggested the Chair, Vice Chair and 1 other to form the committee.

Councillor Brooks confirmed the Working Party Committee would be Councillor Brooks, N Hodges and S Perkes.

The Planning Officer also said we could have a Workshop, where we invite the public to attend in order to seek advice from them.

RESOLVED:

- 1. That a Working Party be established to formulate an operational business plan for the proposed Heritage Centre.**
- 2. That Councillors Brooks, N Hodges and Perkes being appointed to the Working Party.**

3. That a Workshop be arranged for April / May.

39. HERITAGE CENTRE

Members were provided with an update regarding the progress of actions resolved at the Vibrant Culture Meeting on 18 November 2024.

The Planning Officer has been looking at different locations for the Heritage Centre. Places are quite expensive however there are different options available. There were ongoing talks with the Vale regarding the Dock Offices, however this is not a viable option.

Councillor S Hodges asked what a Heritage Centre should look like. She is envisaging a centre with Community Rooms etc and to do more than just the Heritage Centre.

Councillor Brooks said a coffee shop idea is an ideal way of getting people in.

Councillor S Hodges also said that to go 'digital' is a way forward as this might encourage youngsters.

Councillor N Hodges stated that we do our best to get the best site. He is not sure how many choices we will have but we must work quickly on this. We have already looked at 3 possible sites that didn't work out.

Councillor S Hodges said that it would be better if the Council could buy rather than rent as it would be an asset to the Council.

Councillor S Hodges asked about timescales for the Working Party to meet and for the workshop to take place.

RESOLVED:

- 1. A meeting of the Working Party to Formulate an Operational Business Plan for the Proposed Heritage Centre be arranged in February 2025.**
- 2. A Workshop be arranged for April / May 2025**

40. DATE OF NEXT MEETING

RESOLVED: That the next meeting of the Vibrant Culture Committee is scheduled to be held on 17 March 2025 at 7pm. However, Councillors agreed that the newly formed Working party to meet in February 2025

Meeting closed at 6:41pm

Signed (Chairperson)

Dated

FOR INFORMATION ONLY

ACTION SHEET - VIBRANT CULTURE -27 JANUARY 2025

MINUTE NO.	ACTION TO BE TAKEN	ACTION TO BE TAKEN BY	DATE ACTION TO BE CARRIED OUT	PROGRESS
39 a	A Working Party Meeting to be arranged for a date in February 2025	E&ETL	Febraury 25	in progress
39 b	A Workshop be set up around March or April 2025	E&ETL	01/03/2025	in progress

BARRY TOWN COUNCIL

MINUTES OF A MEETING OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE HELD ON MONDAY 27 JANUARY 2025 AT 7PM

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

ALSO PRESENT: Mark Sims – Acting Chief Officer
Rachel Williams – Finance Administrator
Councillor N Hodges - Observer

F184. **APOLOGIES FOR ABSENCE**

There were no apologies for absence.

F185. **TO RECEIVE DECLARATIONS OF INTEREST UNDER THE COUNCILS CODE OF CONDUCT**

RESOLVED: Councillor S Hodges and Councillor N Hodges declared an interest relating to the grant application from J Hicks as they had personally contributed to the fundraising of the Margaret Lindsay Williams headstone.

F186. **WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015**

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

F187. **TO APPROVE THE MINUTES OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE MEETING HELD ON 25 NOVEMBER 2024**

RESOLVED: That the minutes of the Finance, Policy & General Purposes Committee held on Monday 25 November 2024 be approved and signed as a correct record.

F188. **TO RECEIVE THE SCHEDULE OF PAYMENTS FOR JANUARY 2025**

Members were provided with the schedule of payments for January 2025 consisting of cheque number 002989, direct debits and BACS payments, in the amount of £32,059.28

RESOLVED: That the schedule of payments for January 2025 consisting of cheque number 002989, direct debits and BACS payments in the amount of £32,059.28 be approved.

F189. **TO RECEIVE A BUDGET MONITORING REPORT TO 31 DECEMBER 2024**

Members were informed about the Council's income and expenditure in the 2024/25 financial year as at the end of December 2024.

RESOLVED: That the budget monitoring report for December 2024, indicating actual income and expenditure up to the end of month nine in the 2024/25 financial year be received and noted.

F190. **TO RECEIVE RECOMMENDATIONS FROM OTHER COMMITTEES**

Members received a recommendation from the Halls, Cemeteries and Community Facilities Committee held on 07 October 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.

RESOLVED: That the amount of £1,690 from the General Reserve for the purchase of the fire alarm system for Pioneer Hall be approved.

F191. **Grants 2024/2025**

Members received a report in relation to grants for the current year 2024/25. Members were requested to consider adding Ysgol y Deri (Barry Campus) in the books for school grants scheme for the current year, and any future years while they are based in Barry, with an award of £250.

1. RESOLVED: Members approved that Ysgol Y Deri (Barry Campus) be awarded a books for school grant in the amount of £250, under the General Power of Competence, Section 24 of the Local Government and Elections (Wales) Act 2021

Whilst members discussed the above request, Councillor N Hodges suggested that now Ysgol Sant Baruc has become a two-form entry school and that their current award of £250 for the books for schools grant should be increased to £500.

2. RESOLVED: Members agreed that Ysgol Sant Baruc receive an increase to £500 for the books for school grant, under the General Power of Competence, Section 24 of the Local Government and Elections (Wales) Act 2021.

Members were requested to consider grant applications for Green Grants, Small Business Grants, Vibrant Culture Grants and Voluntary Organisation Grants under the General Power of Competence, Section 24 of the Local Government and Elections (Wales) Act 2021.

Green Grants

Blasus Ltd T/A Kaspas Barry Island	£850
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- 3. RESOLVED: Members agreed to award a grant of £850 to Blasus Ltd, under the General Power of Competence, Section 24 of the Local Government and Elections (Wales) Act 2021.**

Small Business Grants

Balance Wellbeing Space	No Award
Bodywise	No Award
Brawd Health	£1,600
Canva Consulting	No Award
Hazel Lily Yoga	No Award
Maama Molt Fitness	No Award
The Fringe	£340
Universal Fundamental Sports	No Award
Vale Apiary	No Award
Vale Sports Hub	No Award

- 4. RESOLVED: Members agreed to award two applications for financial assistance, under the General Power of Competence, Section 24 of the Local Government and Elections (Wales) Act 2021.**

Vibrant Culture Grants

Barry Arts Festival	£1,000
Barry Male Voice Choir	£900 (Note)
GlastonBarry Fringe	£1,000
J Hicks	£242 (Note)
Vale Voices	£827

Note – Grant of £900 to cover the hire of room in Ysgol Sant Baruc.

Note – Grant of £242 to cover the waiving of the fee for Memorial Headstone.

- 5. RESOLVED: Members agreed to award the various applications for financial assistance, under the General Power of Competence, Section 24 of the Local Government and Elections (Wales) Act 2021.**

Voluntary Organisations Grants

10 th Barry Guides	£1000
372 (Barry) Squadron Air Training Corps	£280
Barry Central Bowls Club	No Award
Beast Explorer Unit	£680
Brynhill Golf Club	No Award

Cardiff and Vale Parents Federation	£300
Coastlands	£1,114
Makoto Karate Club	£860
Parent to Parent	No Award

6. RESOLVED: Members agreed to award the various applications for financial assistance, under the General Power of Competence, Section 24 of the Local Government and Elections (Wales) Act 2021.

F192. **GDPR UPDATE**

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

RESOLVED: That the GDPR update be received and noted.

F193. **DATE OF NEXT MEETING**

RESOLVED: That the date of the next meeting of the Finance, Policy and General Purposes Committee is scheduled to be held on Monday 7 April 2025.

Meeting closed at 8.00 pm.

Signed(Chairperson) Dated

FOR INFORMATION ONLY

ACTION SHEET - FINANCE, POLICY & GENERAL PURPOSES COMMITTEE - 27 JANUARY 2025

MINUTE NO.		ACTION TO BE TAKEN BY	DATE ACTION TO BE CARRIED OUT	PROGRESS
F190	That the amount of £1,690 from the General Reserve for the purchase of the fire alarm system for Pioneer Hall be approved.	F&BSM	28.02.25	Ongoing
F191 (1)	Members approved that Ysgol Y Deri (Barry Campus) be awarded a books for school grant in the amount of £250, under the General Power of Competence, Section 24 of the Local Government and Elections (Wales) Act 2021	ACO/Admin	31.03.25	Ongoing
F191 (2)	Members agreed that Ysgol Sant Baruc receive an increase to £500 for the books for school grant, under the General Power of Competence, Section 24 of the Local Government and Elections (Wales) Act 2021	ACO/Admin	31.03.25	Ongoing
F191 (3)	Members agreed to award a grant of £850 to Blasus Ltd, under the General Power of Competence, Section 24 of the Local Government and Elections (Wales) Act 2021	ACO/Admin	28.02.25	Ongoing
F191 (4)	Members agreed to award two applications for financial assistance, under the General Power of Competence, Section 24 of the Local Government and Elections (Wales) Act 2021: Brawd Health £1600 and The Fringe £340	ACO/Admin	28.02.25	Ongoing
F191 (5)	Members agreed to award the various applications for financial assistance, under the General Power of Competence, Section 24 of the Local Government and Elections (Wales) Act 2021: Barry Arts Festival £1,000, Barry Male Voice Choir £900 - to cover the hire of the room in Ysgol St Baruc, GlastonBarry Fringe £1,000, J Hicks £242 to cover the waiving of the fee for Memorial Headstone and Vale Voices £827	ACO/Admin	28.02.25	Ongoing
F 191 (6)	Members agreed to award the various applications for financial assistance, under the General Power of Competence, Section 24 of the Local Government and Elections (Wales) Act 2021: 10th Barry Guides £1000, 372 (Barry) Squadron Air Training Corps £280, Beast Explorer Unit £680, Cardiff & Vale Parents Federation £300, Coastlands £1,114 and Makoto Karate Club £860	ACO/Admin	28.02.25	Ongoing

FULL COUNCIL	10 FEBRUARY 2025	AGENDA ITEM: 15
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ONE VOICE WALES – BUCKINGHAM PALACE GARDEN PARTIES

Report Author

Mark Sims – Acting Chief Officer

Purpose of Report

The purpose of this report is to advise members of a communication received from One Voice Wales asking if we would like to nominate one of our councillors to go into the draw to attend the Garden Party.

Detailed Information

On 28 January 2025 officers received a communication from One Voice Wales asking if the Council would like to nominate one of our Councillors to go into the draw to attend the Buckingham Palace Garden Parties either on 7 May and 20 May 2025. Details of the communication is included below:

'Dear Member

The Buckingham Palace Garden Parties will take place this year on Wednesday 7 May and Tuesday 20 May. I will try to accommodate the preferred choice of date but I can't promise so make sure that the nominated person is available for both dates.

Please let me know if you would like to nominate one of your councillors to go into the draw. As soon as the draw takes place, I will notify the successful Member and a form will be sent to the individual to fill out.

If you don't hear from me, it means that the application has not been successful.

This invitation is for Councillors only and is no longer restricted to the Chair. It is in recognition of past service. The guest doesn't have to be a Councillor but must be over 18 and resident in the UK.

This is a once in a lifetime experience so please do not nominate anyone who has previously attended a Garden Party. The Palace keep strict records and their application will be refused.

I will need to know the following information by Friday 14th February

Which Council do they sit on

The name of person being nominated

Telephone number for the person being nominated

Email address for the person being nominated
(so that I can send them a form to complete if they have been successful in the draw. Nominations by post will not be accepted because of the short timeline)

Regards/Cofion
Tracy Gilmartin
Office Manager/Rheolwr Swyddfa'

Recommendation

That Councillors receive and note the above information and consider nominating one of our councillors to go into the draw to attend the Buckingham Palace Garden Parties in May 2025.

FULL COUNCIL	10 FEBRUARY 2025	AGENDA ITEM: 16
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ONE VOICE WALES – ANNUAL GENERAL MEETING ONLINE 11 MARCH 2025

Report Author

Mark Sims – Acting Chief Officer

Purpose of Report

The purpose of this report is to advise members of a communication received from One Voice Wales relating to their Annual General Meeting taking place on 11 March 2025.

Detailed Information

On 29 January 2025 officers received a communication from One Voice Wales requesting that Member Councils nominate one councillor (as well as a substitute) to attend their Annual General Meeting Online, taking place on 11 March 2025, to engage in debating and deciding upon a range of important matters which for the first time in over fifteen years will include consideration of proposed changes to the constitution of the organisation. Details of the communication is included below:

‘Dear Chair/Clerk,

One Voice Wales Annual General Meeting - Online on Tuesday 11 March 2025 from 4:00pm to 6:00pm

This year our Annual General Meeting will be held on a remote basis and all **Member councils** are invited to nominate one councillor (as well as a substitute) to attend to engage in debating and deciding upon a range of important matters which for the first time in over fifteen years will include consideration of proposed changes to the constitution of the organisation. The constitution was originally approved in 2008 and over time it is clear that the governing document would benefit from important changes that would enhance the current overarching governance structure. It is essential that we have a high attendance at the meeting as the current constitution states that:

In the event of a decision having been taken by the Annual General Meeting to change the legal status of the organisation it shall only be undertaken by a majority decision of a meeting attended by a minimum of 20% of the membership.

It therefore requires a minimum of around 140 councils represented at the AGM for the constitution to be amended by a majority vote. We are of course hopeful that we will have many more councils represented at the AGM.

In addition to the proposal to amend the constitution, the remaining business will be as follows:

1. To elect the Chair and Vice-Chair of One Voice Wales.
2. To receive the Chair's report for 2023/24.
3. To receive the Chief Executive's report for 2023/24.
4. To receive the audited accounts for 2023/24.
5. To confirm the appointment of Auditors.
6. Consider motions received for consideration.

Voting on all matters will be managed through the online poll system available on the Zoom platform and detailed instructions as to how this can be used by councillors in attendance will be provided direct to your council's nominated representative.

To keep things simple, we are asking every member council to notify us of the name of the councillor who will be representing your council as well as a substitute member, their email addresses and telephone numbers. No more than that and this will need to be communicated by email to Tracy Gilmartin tgilmartin@onevoicewales.wales by, if possible, no later than **28 February 2025**. This will give us time to email the necessary formal papers to those representatives well in advance of the AGM. If your council does not have a scheduled meeting before the deadline, it is suggested that the Clerk in consultation with the Chair may wish to consider deciding on representation without recourse to a meeting of the Council.

I trust that you will appreciate the importance of having a high level of attendance at the AGM and we look forward to welcoming your representative. **Please note that there is no fee for attendance at the AGM.**

Yours faithfully,
Lyn Cadwallader
Chief Executive'

Recommendation

That Councillors receive and note the above information and nominate one councillor (as well as a substitute) to attend their Annual General Meeting Online, taking place on 11 March 2025.

FULL COUNCIL	10 FEBRUARY 2025	AGENDA ITEM: 17
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RESULTS OF THE PUBLIC CONSULTATION ON 2025/26 BUDGET PROPOSALS

Report Author

Chris Mason, Engagement and Events Team Manager

Purpose of Report

To provide members with the results of the 2025/26 Draft Budget Consultation.

Background Information

At a meeting of Full Council held on 9 December 2024, members approved the 2025/26 draft budget for public consultation.

Results of Consultation

The online survey received 16 responses. The results of which are outlined in this report.

The survey was completed by 15 Barry Residents, and 1 member of the public living elsewhere.

From those who responded, they reported to have previously engaged in the following services provided by Barry Town Council, in descending order:

- Christmas Tree & Lights (58%)
- Merthyr Dyfan Cemetery (33%)
- Barry Christmas Festival (33%)
- Shop Local (25%)
- Cemetery Approach Community Centre (17%)
- Barry Youth Council (8%)
- Halloween Which Craft event (8%)
- Family Fun Day (8%)
- Litter Picking Loan Service (8%)
- Pioneer Hall (0%)

Respondents were asked to confirm which of the 7 Wellbeing Goals were most important to them. The results are ranked in descending order below. The rankings from the 2024 survey are also included for reference to show any changes in respondents' priorities.

1. A More Prosperous Barry (*no change*)
2. A More Resilient Barry (*ranked 5 in 2024*)
3. A Barry of Cohesive Communities (*ranked 2 in 2024*)
4. A Healthier Barry (*no change*)
5. A Barry of Vibrant Culture (*ranked 3 in 2024*)
6. A More Equal Barry (*no change*)
7. A Globally Responsible Barry (*no change*)

Respondents were also asked to provide their own comments regarding the 7 Wellbeing Goals. An overview of these comments (noted verbatim) is as follows:

- Stop the proposed car parking charges people in the Vale already contribute to the upkeep of these areas in current council tax charges, the more you keep taking from us the less there is to support local
- Improvement with the town centre
- I would question whether some of this is the function of a town council. Seems to be straying into the functions of other organisations and vale council.
- Welcome all NHS Doctors and Dentists with free business rates and council tax
- Need to attract business and activity to the Waterfront area

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

- Community Events
- Community Halls
- Bereavement Services
- Grant Funding
- Barry Youth Council
- Shop Local Campaign
- Christmas Tree and Lights
- Globally Responsible

Respondents were asked if they had any comments regarding the services that Barry Town Council offers. An overview of these comments (noted verbatim) is as follows:

- Shrinkflation should be illegal
- Worth just focusing on on the core activities of what a town council is meant to do. This local level is not the place for party politics. The town should come first.
- The litter around the town is an utter disgrace

Respondents were informed that Barry Town Council proposes to increase the Council Tax precept by 5% for 2025/26. They were asked would they be prepared to support this increase. Their responses were:

Yes	-	0
No	-	11
Yes, if Council increases its services	-	5
Don't know	-	0

Finally, respondents were asked if they had any additional comments in relation to the proposed council tax precept increase. An overview of these comments (noted verbatim) is as follows:

- 4.5% would be acceptable but 5% is too great an increase especially to retired residents with properties that are rated above D.
- Don't do it
- The council tax is rising yet services are being cut back.
- The town council doesn't appear to be facing the same level of cuts as county councils so how can it justify this?
- no. But I wish my wages would also go up year on year.
- There is a cost of living crisis going on. Wages are overstretched as it is. I live in a rented band E property. I have no choice, as I can't afford to own. I cannot keep up with my bills anymore, I am in an IVA and already thousands in debt with Council Tax and energy bills. How on earth do you think people are going to be able to afford these rises?
- We always seem to pay more money in council tax above inflation and get less services for it.

Recommendation

That members receive and note the 2025/26 Budget Consultation results.

FULL COUNCIL	10 FEBRUARY 2025	AGENDA ITEM: 18
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GRANT FUNDING FOR CADSTOCK 2025

Report Author

Chris Mason, Engagement and Events Team Manager

Purpose of Report

To request that members agree the release of grant funding to Cadstock for the 2025 event.

Background Information

At a meeting of the Vibrant Culture committee held on 18 November 2024, members agreed, in principle, to provide grant funding of £15,000 to Cadstock for their 2025 event, subject to receiving additional financial information from the organisers.

RESOLVED:

- 2. That members agreed in principle the funding as requested for Cadstock 2025 under the condition that further financial budget details are received.**

Jamie Bagnall, who is leading the organisation of the event following the retirement of the previous organiser Jon Greatrex, has now supplied the following outline budget for the event:

Security	£5500
Sound staging lighting and equipment	£6250
Toilets (2 days and a clean each day)	£2500
Police	£2000
Entertainment	£4000
Insurance	£500
Total	£20,250

Some smaller additional costs for items such as marketing and promotion are also expected.

Costs above the £15,000 grant funding will be paid through sponsorship and fundraising efforts by the organisers. The Cadstock committee noted in the proposal an intention to reduce the amount of grant funding requested in future years, with the aim of becoming self-funding by 2028.

With grant funding from Barry Town Council, entry to Cadstock will remain free of charge, with a new 'Family Zone' added to widen the appeal of the event.

Recommendation

That members agree the release of £15,000 and award grant funding to Cadstock following the receipt of the requested financial information, under the General Power of Competence, Section 24 of the Local Government and Elections (Wales) Act 2021, from the 2025/26 Corporate Projects / Arts, Culture and Entertainment budget expenditure heading.

FULL COUNCIL	10 FEBRUARY 2025	AGENDA ITEM: 19
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SPONSORSHIP FUNDING FOR GWYL FACH Y FRO 2025

Report Author

Chris Mason, Engagement and Events Team Manager

Purpose of Report

To request that members approve sponsorship funding for Gwyl Fach y Fro 2025.

Background Information

Gwyl Fach y Fro is the Vale of Glamorgan's largest celebration of the Welsh language, which is celebrating 10 years in 2025. Last year's festival on Barry Island drew an attendance of over 8,000 people. The festival is supported by every Welsh school in the Vale of Glamorgan in addition to numerous English language schools. The festival has a large local appeal, but in addition draws many festival tourists to Barry for the day.

Gwyl Fach y Fro is organised by Menter Iaith Bro Morgannwg, who wish to keep the festival as free for all to attend. To do this, they must rely on sponsors and partners to help meet the rising costs of the event.

Menter Iaith Bro Morgannwg has approached Barry Town Council to act as a principal partner/sponsor for the 2025 festival, and has provided a sponsorship pack, which is attached as an appendix to this report.

There are 3 options available for sponsorship:

Main Event Sponsor	£5,000
Schools' Stage Sponsor	£2,000
Sports and Play Area Sponsor	£1,000

In each case, Barry Town Council would be publicly acknowledged and publicised as an event sponsor, either across the whole event (Main Sponsor) or in the specific area supported.

Menter Iaith Bro Morgannwg has also agreed to provide Barry Town Council with space for a gazebo at the festival, to allow officers and Councillors to undertake activities and engagement with attendees.

Gwyl Fach y Fro is a celebration of Welsh language and culture. Providing financial support would contribute towards Barry Town Council's corporate goal 'to increase promotion of the Welsh language in the community and increase

opportunities of learning the language' and show further support for vibrant, cultural, and accessible events in our community.

Financial Implications

Included in the 2025/26 draft budget (being considered as item 22) the following amounts are included:

Corporate Grants / Arts, Culture and Entertainment	£20,000
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Recommendation

That members approve Barry Town Council as the 'Main Sponsor', or the sponsor of the 'Schools' Stage' or 'Sports and Play Area', at Gwyl Fach y Fro 2025, and award the associated grant funding to Menter Iaith Bro Morgannwg, under the General Power of Competence, Section 24 of the Local Government and Elections (Wales) Act 2021, from the 2025/26 Corporate Grants / Arts, Culture and Entertainment budget expenditure heading.

FULL COUNCIL	10 FEBRUARY 2025	AGENDA ITEM: 20
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GRANT FUNDING FOR BARRY PRIDE 2025

Report Author

Chris Mason, Engagement and Events Team Manager

Purpose of Report

To request that members consider grant funding to Barry Pride for the 2025 event.

Background Information

Barry Pride has recently announced that their 2025 event will take place on King Square and in Central Park on Saturday 14 June 2025.

The most recent round of grant application closed on 31 December 2024, and the next round of applications will open in May with applications unlikely to be considered before 14 June 2025. Therefore, the Engagement & Events team contacted the organisers of Barry Pride to find out whether they would be requesting funding for their 2025 event.

Subsequently, the organisers have submitted a completed grant application for £8,060, which is 52% of the total event costs of £15,460. The completed grant application form is attached to this report as a Confidential appendix.

Barry Town Council provided funding of £3,200 (23% of the total cost) to the organisation for their 2024 event, following a grant application request for £13,144.

Financial Implications

Included in the 2025/26 draft budget (being considered as item 22) the following amounts are included:

Corporate Grants / Arts, Culture and Entertainment	£20,000
Corporate Grants / Voluntary & Community Organisations	£15,000

Recommendation

That members consider awarding grant funding to Barry Pride following the receipt of a completed grant application form, under the General Power of Competence, Section 24 of the Local Government and Elections (Wales) Act 2021 from either the 2025/26 Corporate Projects / Arts, Culture and Entertainment budget expenditure heading or the 2025/26 Corporate Projects / Voluntary & Community Organisations budget expenditure heading.

FULL COUNCIL	10 FEBRUARY 2025	AGENDA ITEM: 21
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SCHEDULE OF PAYMENTS FOR FEBRUARY 2025

Report Author

Rachel Williams, Finance Administrator

Attached: A. Schedule of Payments for February 2025

Purpose of Report

To provide members with the schedule of payments for February 2025 for approval consisting of BACS payments and direct debits in the amount of £47,872.54

Background Information

Financial Regulation 5.2 states “The RFO shall prepare a schedule of payments 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 schedule of payments for February 2025 consisting BACS payments and direct debits in the amount of £47,872.54 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 December 2024 and January 2025.

	<u>December 2024</u>	<u>January 2025</u>
Lloyds Banking Online (Net Pay)	68,454.78	49,273.59
HMRC	18,505.47	15,818.37
Cardiff Council (LGPS)	17,229.49	15,694.66
GMB	59.52	44.64
Unison	7.85	7.85
Prudential	100.00	100.00
	<u>104,357.11</u>	<u>80,939.11</u>

Recommendations

1. That the information set out above relating to salary payments for December 2024 and January 2025 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 January 2025 comprising BACS payments and direct debits in the amount of £47,872.54 be approved, subject to the relevant papers being in order.

Schedule of Payments of Accounts For February 2025

Chq No.	Supplier	Description	Net	Vat	Price (£)	Posted To
DD	Lloyds Credit Card	Cashback Credit	-6.84	0.00	-6.84	M&S/Bank Charges
DD	Lloyds Credit Card	2x keyboard and mouse	37.47	7.50	44.97	M&S/ Equipment
DD	Lloyds Credit Card	Owl Mic and Conference Camera	986.65	197.33	1183.98	M&S/ Equipment
DD	Lloyds Credit Card	Safety Sign	20.19	4.00	24.19	Pioneer Hall/Property Maintenance
DD	Lloyds Credit Card	Ink Cartridges	23.13	4.64	27.77	M&S/Stationary
DD	Lloyds Credit Card	Law for Cemetery Managers	46.00	0.00	46.00	Corporate/Staff Training
DD	Lloyds Credit Card	Gift Boxes x 2	13.32	2.66	15.98	Civic/Gifts
DD	Lloyds Credit Card	Charging Cable	5.66	1.13	6.79	M&S/Stationary
DD	Lloyds Credit Card	Mini first aid kit and padlocks	11.30	2.27	13.57	Cemetery/Equipment Maintenance
DD	Lloyds Credit Card	Cashback Credit	-9.08	0.00	-9.08	M&S/Bank Charges
DD	Lloyds Credit Card	Safety Supply Credit difference between ordered and supplied	-5.20	-1.04	-6.24	M&S/PPE
DD	Lloyds Credit Card	Vistaprint Personalised Christmas Cards	101.97	20.41	122.38	M&S/Stationary
DD	Lloyds Credit Card	Heavy duty Storage Boxes	60.00	12.00	72.00	Cemetery/Equipment
DD	Lloyds Credit Card	Heavy duty Storage Boxes	60.00	12.00	72.00	Cemetery/Equipment
DD	Lloyds Credit Card	Heavy duty Storage Boxes	60.00	12.00	72.00	Cemetery/Equipment
DD	Lloyds Credit Card	Heavy duty Storage Boxes	20.00	4.00	24.00	Cemetery/Equipment
DD	Lloyds Credit Card	Facebook Advertising	2.00	0.00	2.00	Corporate/Corporate Events
DD	Lloyds Credit Card	Facebook Barry festive light switch on advert	99.89	0.00	99.89	Corporate/Corporate Events
DD	Lloyds Credit Card	Facebook Advertising	4.00	0.00	4.00	Corporate/Corporate Events
DD	Lloyds Credit Card	Highstreet vouchers for long service award	500.00	0.00	500.00	M&S/Long Service award
DD	Lloyds Credit Card	Facebook Advertising	8.00	0.00	8.00	Corporate/Corporate Events
DD	Lloyds Credit Card	Cardiff to London train tickets 23 December 2024	213.25	0.00	213.25	M&S/ Officer Travel
DD	Lloyds Credit Card	Cardiff to London train tickets 23 December 2024	106.00	0.00	106.00	Civic/Mayor's Travel
DD	Lloyds Credit Card	A5 Saddle Stitched Booklets (150 Off)	113.88	0.00	113.88	Corporate/Events
DD	Lloyds Credit Card	Ticket source Credit (Rhapsody Choir Ticket refunded)	-11.00	0.00	-11.00	Civic/Mayor's Donations
DD	Lloyds Credit Card	Poundland - Christmas Card competition	7.50	1.50	9.00	Civic/Mayor's Gifts
DD	Lloyds Credit Card	The Works - Christmas Card competition	20.00	0.00	20.00	Civic/Mayor's Gifts
DD	Lloyds Credit Card	The Works - Halloween Winner Gift Voucher	20.00	0.00	20.00	Corporate/Barry Youth Council
DD	Lloyds Credit Card	Heavy duty Gate hinge/bolt	60.25	12.05	72.30	Pioneer Hall/Property maintenance
DD	Lloyds Credit Card	Buffet for long service award	67.25	0.00	67.25	M&S/Long Service award
DD	Lloyds Credit Card	Sage payslips	18.00	3.60	21.60	M&S/Stationary
DD	Lloyds Credit Card	Law and Management Books	106.16	0.00	106.16	Corporate/Training
DD	Lloyds Credit Card	Fire door hinge	5.57	1.11	6.68	Cemetery/Property Maintenance
DD	Lloyds Credit Card	Wales woven Flag	77.60	15.52	93.12	M&S/Equipment Maintenance
BACS	SLCC	Qualification Fee	30.00	6.00	36.00	Corporate/Staff Training
BACS	Glamorgan Star	Grave announcement for 9th January 2025 edition	240.00	48.00	288.00	Corporate/Corporate Advertising
BACS	Ran Hire	Bobcat E19 Mini Excavator hired	108.00	21.60	129.60	Porthkerry Cemetery/Property Maintenance
BACS	Council of Cardiff	Redundancy payment	13963.00	0.00	13963.00	Cemetery/Salaries
DD	My HR Tool Kit	HR Toolkit subscription 15/01/2025-14/02/2025	121.00	24.20	145.20	M&S/HR

Schedule of Payments of Accounts For February 2025

Chq No.	Supplier	Description	Net	Vat	Price (£)	Posted To
DD	Grenke	Photocopier quarterly fee	234.27	46.85	281.12	M&S/Photocopier
DD	Lloyds Cardnet	Bank Charges 01/12/2024-31/12/2024	17.18	0.00	17.18	M&S/Bank Charges
DD	Lloyds Bank	Bank Charges 01/12/2024-31/12/2024	31.00	0.00	31.00	M&S/Bank Charges
BACS	ICCM	Law, Cemetery Management training course	1980.00	91.80	2071.80	Corporate/Staff Training
DD	British Gas	Electricity bill	347.98	17.39	365.37	Cemetery/Electricity
BACS	Stage Lighting Services	Christmas Tree Lights	1184.88	236.98	1421.86	Corporate/Corporate Events
BACS	St John Ambulance	Catastrophic Bleeding and Tourniquets training course	195.00	39.00	234.00	Corporate/Staff Training
BACS	Insight Workplace Health	Health retirement - Initial appointment	275.00	0.00	275.00	M&S/Health and Safety
BACS	Insight Workplace Health	Health retirement appointment	450.00	0.00	450.00	M&S/Health and Safety
BACS	JV Tree Services	Emergency work for removal of trees	2750.00	550.00	3300.00	Cemetery/Tree Work
BACS	Newhall Janitorial	Various cleaning supplies	69.62	13.92	83.54	Cemetery/Cleaning
BACS	CJ Ball & Son	Remove and refix 10 Memorials	3950.00	790.00	4740.00	Cemetery/Property Maintenance
DD	SCG Wales	Monthly call charges for November 2024	8.32	1.66	9.98	M&S/Telephone
DD	SCG Wales	Monthly broadband charges for December 2024	318.43	63.69	382.12	M&S/Broadband
DD	SCG Wales	Support service for the month of December 2024	51.35	10.27	61.62	M&S/Equipment Maintenance
DD	Vodafone	Monthly rental of six mobile phones & calls for 7 Nov - 6 Dec 24	98.10	19.61	117.71	M&S/Telephone
DD	Vodafone	Monthly rental of one mobile phone & calls for 7 Nov - 6 Dec 24	10.00	2.00	12.00	Cemetery/Telephone
DD	Vodafone	Monthly rental of mobile Wi-Fi 07 Nov - 6 Dec 2024	21.25	4.25	25.50	Cemetery/Broadband
DD	Vodafone	Monthly rental of two mobile phones & calls for 7 Nov - 6 Dec 24	33.00	6.60	39.60	CACC/Telephone
DD	Vodafone	Monthly rental of two mobile phones & calls for 7 Nov - 6 Dec 24	26.57	5.32	31.89	Pioneer Hall/Telephone
BACS	Stage Lighting Services	Removal of Christmas tree lights	1078.00	215.60	1293.60	Corporate/Corporate Events
DD	Vodafone	Monthly rental of six mobile phones & calls for 7 Dec - 6 Jan 25	97.94	19.59	117.53	M&S/Telephone
DD	Vodafone	Monthly rental of one mobile phone & calls for 7 Dec - 6 Jan 25	10.00	2.00	12.00	Cemetery/Telephone
DD	Vodafone	Monthly rental of mobile Wi-Fi 07 Dec - 6 Jan 25	21.25	4.25	25.50	Cemetery/Broadband
DD	Vodafone	Monthly rental of two mobile phones & calls for 7 Dec - 6 Jan 25	33.14	6.63	39.77	CACC/Telephone
DD	Vodafone	Monthly rental of two mobile phones & calls for 7 Dec - 6 Jan 25	26.57	5.33	31.90	Pioneer Hall/Telephone
DD	Vodafone	Monthly rental of six mobile phones & calls for 7 Jan - 6 Feb 25	97.96	19.57	117.53	M&S/Telephone
DD	Vodafone	Monthly rental of one mobile phone & calls for 7 Jan - 6 Feb 25	10.00	2.00	12.00	Cemetery/Telephone
DD	Vodafone	Monthly rental of mobile Wi-Fi 07 Jan - 6 Feb 25	21.25	4.25	25.50	Cemetery/Broadband
DD	Vodafone	Monthly rental of two mobile phones & calls for 7 Jan - 6 Feb 25	33.14	6.63	39.77	CACC/Telephone
DD	Vodafone	Monthly rental of two mobile phones & calls for 7 Jan - 6 Feb 25	26.57	5.33	31.90	Pioneer Hall/Telephone
DD	BT	Quarterly Bill Oct - Jan 2025	132.69	26.54	159.23	Cemetery/Telephone
DD	BT	Broadband 01 Jan -31 Mar 2025	165.21	33.04	198.25	Cemetery/Broadband
BACS	JV Tree Services	Removal of storm damaged branches and failed Elder	325.00	65.00	390.00	Cemetery/Tree Work
BACS	Hays	Finance assistant w/e 17/01/2025	998.80	199.76	1198.56	M&S/Professional Fees
BACS	Engage Training	Credit re Basic tree inspection training	-265.00	-53.00	-318.00	Corporate/Staff Training
BACS	Elite Stage Crew	Site Crew for Halloween Event	198.00	39.60	237.60	Corporate/Corporate Events
BACS	Edison Print	Order Books	185.00	37.00	222.00	M&S/Stationary
BACS	Latus Group	6 X Tier 2 Assessments/Audio/Spirometry/Visual Skin Checks	705.00	141.00	846.00	M&S/Health and Safety

Schedule of Payments of Accounts For February 2025

Chq No.	Supplier	Description	Net	Vat	Price (£)	Posted To
DD	Biffa	Skip hire and excess tonnage charge	176.07	35.21	211.28	Cemetery/Cleaning
DD	H.R Toolkit	Subscription for 15 Jan - 14 Feb 2025	121.00	24.20	145.20	M&S/HR
BACS	Vale Plumbing	Supply and fit 2 Taps and check valves	225.00	0.00	225.00	Cemetery/Property Maintenance
DD	British Gas	Gas Bill 15 December - 14 January 2025	459.51	22.97	482.48	Pioneer Hall/Gas
DD	Culligan	Rental of Freestanding Water Dispenser	101.46	20.29	121.75	Cemetery/Equipment Maintenance
DD	Culligan	Rental of Freestanding Water Dispenser	43.32	8.66	51.98	M&S/Equipment Maintenance
BACS	Hays	Finance assistant w/e 10/01/2025	986.32	197.26	1183.58	M&S/Professional Fees
BACS	Virgin Media	Broadband at Pioneer Hall	68.75	13.75	82.50	Pioneer Hall/Broadband
BACS	Cardiff Council	Pension Compensation Oct Nov Dec 2024	2075.89	0.00	2075.89	M&S/Added years
DD	Lloyds Bank	Bank Charges 10 November - 9 December 2024	11.25	0.00	11.25	M&S/Bank Charges
BACS	Employee no 217	Mileage - December 2024	11.48	0.22	11.70	M&S/Officer Travel
BACS	Employee no	Mileage - January 2025	60.87	0.66	61.53	M&S/Officer Travel
BACS	Mike Gentile	Repairs and replacing Diamonds and Sapphire - Mayors Chain	965.00	0.00	965.00	Civic/Medallions and Plaques
BACS	Onstage	Technical support for Daffodil Dash	950.00	190.00	1140.00	Corporate/Corporate Events
BACS	Onstage	Stage/Canopy/Mics and Technicians x 2 - St David's Day	1894.25	378.85	2273.10	Corporate/Corporate Events
DD	British Gas	Electricity bill 22 Dec - 21 January 2025	443.99	88.79	532.78	Cemetery/Electricity
BACS	Glamorgan Star	Marie Curie Feature Advert 6th Feb 2025 Edition	55.00	11.00	66.00	Corporate/Advertising
DD	Lloyds Credit Card	Cashback Per Statement	-0.79	0.00	-0.79	M&S/Bank Charges
DD	Lloyds Credit Card	Mouse Wrist Support	8.07	1.61	9.68	M&S/Equipment
DD	Lloyds Credit Card	Coffee	29.12	5.83	34.95	M&S/Stationery
DD	Lloyds Credit Card	Annual Prime for Business subscription	114.00	0.00	114.00	Corporate/Subscription
DD	Lloyds Credit Card	Keyboard refund	-18.74	-3.75	-22.49	M&S/Equipment
DD	Lloyds Credit Card	Keyboard refund	-18.73	-3.75	-22.48	M&S/Equipment
DD	Lloyds Credit Card	Logitech Keyboard and mouse	33.32	6.66	39.98	M&S Equipment
DD	Lloyds Credit Card	USB Cable	4.47	0.89	5.36	M&S Stationery
DD	Lloyds Credit Card	Cashback	-7.52	0.00	-7.52	M&S/Bank Charges
DD	Lloyds Credit Card	Facebook Advertising	7.27	0.00	7.27	Corporate/Advertising
DD	Lloyds Credit Card	Anti Vibration Gloves	9.50	1.90	11.40	Cemetery/PPE
DD	Lloyds Credit Card	Canva Subscription	95.42	0.00	95.42	Corporate/Corporate Advertising
DD	Lloyds Credit Card	Non Sterling Transaction Fee	2.81	0.00	2.81	M&S/Bank Charges
DD	Lloyds Credit Card	Diaries	25.00	5.00	30.00	M&S/Stationery
DD	Lloyds Credit Card	Protective Clothing	69.90	13.98	83.88	Cemetery/PPE
DD	Lloyds Credit Card	ACCA Subscription	311.00	0.00	311.00	Corporate/Subscriptions
DD	Lloyds Credit Card	Inflatable Daffodil flowers/Hats	583.10	0.00	583.10	Corporate/Events
DD	Lloyds Credit Card	Chainsaw Boots	293.00	0.00	293.00	Cemetery/PPE
DD	Lloyds Credit Card	Chainsaw Jacket	69.26	13.85	83.11	Cemetery/PPE
DD	Screwfix	Site Gloves	31.33	6.27	37.60	Cemetery/PPE
DD	Screwfix	Secateurs	11.66	2.33	13.99	Cemetery/Equipment
DD	Screwfix	Toilet Seat	18.74	3.75	22.49	M&S/Property Maintenance

Schedule of Payments of Accounts For February 2025

<u>Chq No.</u>	<u>Supplier</u>	<u>Description</u>	<u>Net</u>	<u>Vat</u>	<u>Price (£)</u>	<u>Posted To</u>
DD	Screwfix	Line Marking yellow paint	4.99	1.00	5.99	Cemetery/Equipment
DD	Screwfix	Little fingers Front protector	33.32	6.66	39.98	Cemetery/PPE
DD	Screwfix	Lock Nuts and Screws M8	17.08	3.41	20.49	Cemetery/Equipment
DD	Screwfix	Site Trousers x 3	74.97	15.00	89.97	Cemetery/PPE
Total For This Period			43708.10	4164.44	47872.54	
Total from previous period			79855.36	11281.28	91136.64	
Total to 10 February 2025			123563.46	15445.71	139009.17	

FULL COUNCIL	10 FEBRUARY 2025	AGENDA ITEM: 22
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BUDGET MONITORING REPORT 31 JANUARY 2025

Report Author

Mark Sims, Acting Chief Officer

Attached: A. Budget Monitoring Report January 2025 (2 pages)
B. Projected Reserves at 31 March 2025 (as at 31 January 2025) (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 January 2025.

Background Information

On the following pages is the budget monitoring report January 2025, indicating actual income and expenditure up to the end of month ten in the 2024/25 financial year.

In addition, the projected out turn for the current financial year is provided highlighting anticipated overspends and under-spends on various budget headings currently projecting a net underspend of £29,649 that will result in a net amount of £159,488 being transferred from reserves rather than an amount of £189,137 being transferred from reserves in the budget.

Recommendation

Members are requested to receive the budget monitoring report for January 2025, indicating actual income and expenditure up to the end of month ten in the 2024/25 financial year, noting the projected underspend of £29,649 that will result in a net amount of £159,488 being transferred from reserves (deficit for the year).

Budget Monitoring Report January 2025

Gross Income								
Description	Item No.	Budget 12 Months	Income 10 Months		Balance	Budget For Year	Year End Projections	Projected Variance
		£	£		£	£	£	£
Bank Interest	1	20,000	17,828		-2,172	20,000	23,000	3,000
Interment Fees	1	84,521	50,271		-34,250	84,521	60,325	-24,196
Exclusive Right of Burials	2	33,296	17,184		-16,112	33,296	20,621	-12,675
Memorial Fees	3	28,947	16,653		-12,294	28,947	19,984	-8,963
Transfer of Exclusive Right of Burials	4	1,181	2,250		1,069	1,181	2,700	1,519
Hire of Chapel	5	462	385		-77	462	462	0
War Graves	6	78	78		0	78	78	0
Cemetery Lodge Rent	7	6,178	5,280		-898	6,178	6,336	158
Other Miscellaneous Income	8	2,000	387		-1,613	2,000	464	-1,536
Cemetery Improvement Fee	9	3,024	2,079		-945	3,024	2,495	-529
Grants Receivable	10	0	0		0	0	0	0
Other Miscellaneous Income	2	0	0		0	0	0	0
Assets Disposal Proceeds	11	0	182		182	0	182	182
Porthkerry Agreement	3	15,501	15,501		0	15,501	15,501	0
Lettings	1	24,000	27,098		3,098	24,000	32,518	8,518
Total Income		219,188	155,176		-64,012	219,188	184,665	-34,523
Net Expenditure								
Description	Item No.	Budget 12 Months	Expenditure 10 Months	Committed Expenditure	Balance	Budget For Year	Year End Projections	Projected Variance
		£	£	£	£	£	£	£
Total Net Expenditure		1,486,149	1,086,179	400,436	-465	1,486,149	1,456,500	29,649
Transfer to / (from) reserves		(189,137)				(189,137)	(159,488)	
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 10 months to 31 January 2025 of £1,086,179 and committed expenditure of £400,436 noting that an amount of £189,137 will be drawn down from reserves.								
Our projected out-turn for the year produces an underspend of £29,649, (£64,172 less expenditure with £34,523 less income). This will result in a net amount of £159,488 being transferred from reserves rather than transferring £189,137 from reserves.								

Budget Monitoring Report January 2025

Description of Reserves	Balance at 01.04.24	Contribution to reserve	Contribution from reserve	Balance at 31.03.25
Cemetery Improvement Reserve	8,360	2,677	(1,950)	9,087
Acquisition Reserve	320,566	66,225	-	386,791
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	-	-	2,500
Staff Training Reserve	6,000	-	(6,000)	-
General Reserve	534,911	-	(230,250)	304,661
Total	876,437	81,712	(241,200)	716,949

FULL COUNCIL	10 FEBRUARY 2025	AGENDA ITEM: 23
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DRAFT BUDGET 2025/26 AND TO DETERMINE THE PRECEPT FOR 2025/26

Report Author

Mark Sims, Acting Chief Officer

Attached: A. Draft Budget 2025/26 (11 Pages)

Purpose of Report

To consider the Town Council's draft budget for 2025/26 following public consultation and to determine the precept to be levied on the Vale of Glamorgan Council.

Background

At the meeting of Full Council held on 9 December 2024 members approved the Draft Budget 2025/26 for public consultation that provisionally set a precept requirement of £1,361,865 being a cash increase of 5.0%.

On the following pages is a projected out-turn for 2024/25, as at 5 February 2025, and the draft budget for 2025/26 for consideration. The projected out-turn for 2024/25 results in a deficit for the year of £159,488 being transferred from reserves rather than the intention to transfer £189,030 from reserves.

In the table below is a breakdown showing the movements to / from reserves with the projected balances as at 31 March 2025.

	Balance as at 01.04.24	Contribution to Reserve	Contribution from Reserve	Balance as at 31.03.25
Cemetery Improvement Reserve	8,360	2,677	1,950	9,087
Acquisition Reserve	320,566	66,225	0	386,791
Plant and Machinery Reserve	1,100	0	0	1,100
Election Reserve	0	12,810	0	12,810
Place Plan Reserve	3,000	0	3,000	0
Cemetery Roads Renewal Reserve	2,500	0	0	2,500
Staff Training Reserve	6,000	0	6,000	0
General Reserve	534,911	0	230,250	304,661
Total	876,437	81,712	241,200	716,949

It is generally accepted that general (un-earmarked) reserves usually lie within a range of three to twelve months (i.e. between 25% and 100%) of gross expenditure. With gross expenditure for 2025/2026 of £1,598,024 the general reserve should lie within a range between £397,256 and £1,589,024.

With the general reserve projected to reduce from £534,911 to £304,661 this represents a level of 19.2% of gross expenditure, so below the generally accepted range.

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

Officers consider that the other reserves form a safety net in a worst-case scenario if members choose not to increase the General Reserve during 2025/2026.

Members included an amount of £12,810 in the budget 2024/2025 to add to the Election Reserve, and officers have included the same amount in the draft budget 2025/2026 as a multi-year phased approach to increase the Election Reserve to a level considered sufficient to cover the 2027 Election costs.

The draft budget comprises gross expenditure of £1,589,024 with income from services amounting to £174,773 producing a net expenditure budget of £1,414,251.

An amount of £3,120 is proposed to be added to the Cemetery Improvement Reserve, being the Cemetery Improvement fees received during the year on new graves, an amount of £2,000 is being drawn down from the Cemetery Improvement Reserve to fund expenditure of new cemetery benches, adding £12,810 to the Election Reserve, drawing down £55,000 from the Acquisition Reserve to fund expenditure in 2025/2026 with an amount of £11,316 being drawn down from the General Reserve that reduces the net expenditure budget to £1,361,865.

We have received notification from the Vale of Glamorgan Council that the tax base for Barry for 2025/26 is 21,434 an increase on the current tax base of 21,193.

The Council would need to set a precept of £1,361,865 to balance the budget that would represent an increase to a Band D tax payer of 3.8% (lower than a 5% cash increase due to the increase in the Tax Base).

Recommendation

Members are requested to approve the draft budget for 2025/26 that sets a precept requirement of £1,361,865 to be levied on the Vale of Glamorgan Council, being an increase to a Band D tax payer of 3.8% compared to 2024/25.

Draft Budget 2025 / 2026 Summary

	2023/24	2023/24	2024/25	2024/25	2025/26
	Budget	Out-Turn	Budget	Out-Turn	Budget
Expenditure					
Management and Support Services	619,615	646,812	663,673	697,932	674,355
Planning	48,500	50,258	52,000	53,510	55,250
Merthyr Dyfan Cemetery	523,313	422,228	523,673	541,140	445,535
Porthkerry Cemetery	21,200	19,055	19,200	16,561	16,700
Pioneer Hall	48,181	46,984	50,737	55,677	57,640
Community Building at Cemetery Approach Gardens	51,913	46,958	56,349	53,445	63,965
Corporate	38,723	32,741	39,620	37,459	38,760
Corporate Engagement and Events	294,250	135,202	254,500	147,981	194,500
Civic Engagement and Events	11,119	9,142	20,979	13,010	17,820
Special Projects	24,500	24,450	24,500	24,450	24,500
	1,681,314	1,433,830	1,705,230	1,641,165	1,589,024
Income					
Management and Support Services	4,000	19,980	20,000	23,000	21,250
Merthyr Dyfan Cemetery	157,710	134,024	151,942	105,020	101,321
Porthkerry Cemetery	28,294	26,561	23,246	24,128	22,202
Pioneer Hall	10,000	15,575	12,000	14,155	13,000
Community Building at Cemetery Approach Gardens	10,000	15,352	12,000	18,362	17,000
Precept	1,259,022	1,259,022	1,297,012	1,297,012	1,361,865
	1,469,026	1,470,514	1,516,200	1,481,677	1,536,638
Net Operating Deficit / (Surplus) for the Year (Expenditure less Income)	212,288	(36,684)	189,030	159,488	52,386
Movement of Council Reserves to Offset the Net Operating Deficit for the Year					
Addition to Cemetery Improvement Reserves from in year charges	3,600	2,880	3,024	2,677	3,120
From Shop Local Reserve to fund expenditure	-	(27)	-	-	-
From Cemetery Improvement Reserve for Seat Replacement	-	-	(2,000)	(1,950)	(2,000)
From Place Plan Reserve to fund expenditure (Min No. 673 (4) refers)	(3,000)	-	-	-	-
Addition to Acquisition Reserve	-	103,000	-	66,225	-
From Election Reserve to fund By-Election Costs 2023	-	(5,323)	-	-	-
Addition to Election Reserve to fund Election Costs 2027	-	-	12,810	12,810	12,810
Transfer From Place Plan Reserve to General Reserve	-	-	(3,000)	(3,000)	-
From Staff Training Reserve to fund expenditure	-	-	(6,000)	(6,000)	-
From Acquisition Reserve to fund expenditure	-	-	-	-	(55,000)
Net surplus (deficit) for the year to (from) General Reserve	(212,888)	(63,846)	(193,864)	(230,250)	(11,316)
Surplus / Deficit for the Year to be funded to / from Reserves	0	0	0	0	0

Draft Budget 2025 / 2026 Planning

EXPENDITURE									
Description	Item No.	2023/24 Budget	2023/24 Out-Turn	2024/25 Budget	2024/25 Out-Turn Projected	2025/26 Budget			
Salaries	1	47,900	47,833	52,000	51,200	55,250			
Officers Travel	2	600	0	0	0	0			
Other Professional Fees	3	0	2,425	0	2,310	0			
Total Expenditure		48,500	50,258	52,000	53,510	55,250			

Draft Budget 2025 / 2026 Merthyr Dyfan Cemetery

EXPENDITURE						
Description	Item No.	2023/24 Budget	2023/24 Out-Turn	2024/25 Budget	2024/25 Out-Turn Projected	2025/26 Budget
Salaries	1	385,635	315,651	395,100	427,769	318,250
Personal Hygiene Facilities	2	600	653	685	655	720
Personal Protective Equipment / Clothing	2	4,000	2,054	4,000	2,500	4,000
Cleaning Products	2	1,000	777	1,400	1,000	1,400
Rates	3	10,252	3,975	4,374	4,176	4,390
Water	4	2,750	1,737	2,100	2,100	2,200
Electricity & Gas	5	12,430	7,949	6,600	9,000	12,100
Telephone	6	431	421	453	655	700
Property Maintenance and Improvements	7	33,000	31,636	34,650	29,650	36,400
Horticulture	8	800	1,848	800	800	800
Equipment	9	7,288	1,820	7,652	6,852	8,035
Plant & Equipment Maintenance	10	11,550	4,304	11,550	7,000	11,550
Vehicle Maintenance	11	3,080	4,924	3,234	3,234	3,400
Haulage and Fuel	12	9,900	6,576	10,395	5,000	10,900
Vehicle Tax and Insurance	13	641	645	710	600	780
Philadelphia Cemetery Maintenance	14	500	0	500	500	500
Interest on PWLB Loans	15	852	851	365	365	0
Capital Repayment on PWLB Loans	16	10,464	10,463	10,463	10,464	0
Treework Maintenance	17	6,815	6,165	7,156	7,156	7,500
Cemetery Roads Maintenance	18	3,600	0	3,780	3,780	4,000
Memorial Safety Advertising	19	500	395	395	750	500
Subscriptions	20	688	625	722	640	760
Broadband Internet	21	1,038	1,031	1,090	920	1,150
External Security re Summer Late Opening	22	0	14,276	0	6,484	0
Professional Fees	22	0	0	0	0	0
Officers Travel	23	0	0	0	0	0
COVID-19 Expenditure	24	0	0	0	0	0
Memorial Inspection Maintenance	25	10,000	3,390	10,000	5,000	10,000
Cemetery Approach Gdns Maintenance	26	5,000	2	5,000	1,500	5,000
Bees	27	500	60	500	400	500
New Electric Vehicle	28	0	0	0	2,190	0
Total Expenditure		523,313	422,228	523,673	541,140	445,535
INCOME						
Description	Item No.	2023/24 Budget	2023/24 Out-Turn	2024/25 Budget	2024/25 Budget Projected	2025/26 Budget
Interment Fees	1	82,326	67,716	79,333	53,159	50,297
Exclusive Right of Burials	2	38,775	26,968	33,296	20,621	18,607
Memorial Fees	3	22,478	23,952	26,390	18,523	18,452
Transfer of Exclusive Right of Burials	4	1,770	1,920	1,181	2,700	3,100
Hire of Chapel	5	770	385	462	462	640
War Graves	6	78	78	78	78	78
Cemetery Lodge Rent	7	5,912	5,940	6,178	6,336	6,528
Other Miscellaneous Income	8	2,000	4,185	2,000	464	500
Grants Receivable	9	0	0	0	0	0
Cemetery Improvement Fee	10	3,600	2,880	3,024	2,495	3,120
Disposal of Assets	11	0	0	0	182	0
Total Income		157,710	134,024	151,942	105,020	101,321

Draft Budget 2025 / 2026 Porthkerry Cemetery

EXPENDITURE							
Description	Item No.	2023/24 Budget	2023/24 Out-Turn	2024/25 Budget	2024/25 Out-Turn Projected	2025/26 Budget	
Salaries	1	15,000	15,000	15,000	15,000	15,000	15,000
Officers Travel and Subsistance	2	0	0	0	0	0	0
Property Maintenance and Improvements	3	6,000	4,055	4,000	1,461	1,500	
Haulage and Fuel	4	200	0	200	100	200	
COVID-19 Expenditure	5	0	0	0	0	0	
Miscellaneous	6	0	0	0	0	0	
Total Expenditure		21,200	19,055	19,200	16,561	16,700	
INCOME							
Description	Item No.	2023/24 Budget	2023/24 Out-Turn	2024/25 Budget	2024/25 Out-Turn Projected	2025/26 Budget	
Interment Fees	1	12,248	8,527	5,188	7,166	5,825	
Memorial Fees	2	1,967	3,271	2,557	1,460	535	
Porthkerry Agreement	3	14,079	14,763	15,501	15,501	15,842	
Other Income	4	0	0	0	0	0	
Total Income		28,294	26,561	23,246	24,128	22,202	

Draft Budget 2025 / 2026 Pioneer Hall

EXPENDITURE							
Description	Item No.	2023/24 Budget	2023/24 Out-Turn	2024/25 Budget	2024/25 Out-Turn Projected	2025/26 Budget	
Salaries	1	31,500	32,560	34,500	34,811	35,250	
Personal Hygiene Facilities	2	720	930	977	872	1,025	
Personal Protective Equipment / Clothing	2	200	0	200	100	200	
Cleaning Products	2	500	211	500	300	500	
Rates	3	1,943	2,066	2,583	2,501	2,960	
Water	4	495	397	520	471	550	
Electricity	5	2,310	1,454	2,541	2,541	2,800	
Gas	6	2,063	2,791	2,269	3,269	3,600	
Alarm Line	7	264	167	252	40	505	
Telephone Line	8	264	153	252	399	465	
Broadband	9	422	752	403	822	845	
Property Maintenance and Improvements	10	3,500	4,415	3,500	6,690	5,000	
Equipment	11	500	318	500	1,500	1,500	
Equipment Maintenance	12	500	0	500	235	500	
New Play Equipment	13	3,000	0	1,000	300	1,000	
Online Charges re Website Bookings	14	0	66	240	200	240	
COVID-19 Expenditure	15	0	0	0	0	0	
Other Professional Fees	16	0	704	0	626	700	
Total Expenditure		48,181	46,984	50,737	55,677	57,640	
INCOME							
Description	Item No.	2023/24 Budget	2023/24 Out-Turn	2024/25 Budget	2024/25 Out-Turn Projected	2025/26 Budget	
Lettings	1	10,000	15,575	12,000	14,155	13,000	
Total Income		10,000	15,575	12,000	14,155	13,000	

Draft Budget 2025 / 2026 Community Building

EXPENDITURE							
Description	Item No.	2023/24 Budget	2023/24 Out-Turn	2024/25 Budget	2024/25 Out-Turn Projected	2025/26 Budget	
Salaries	1	35,300	34,235	38,750	39,331	41,500	
Personal Hygiene Facilities	2	450	216	176	176	185	
Personal Protective Equipment / Clothing	3	100	0	100	100	100	
Cleaning Products	4	600	176	600	600	600	
Rates	5	2,236	2,274	2,501	2,389	2,510	
Water	6	440	455	462	875	485	
Electricity	7	5,511	2,078	6,062	2,500	6,670	
Alarm Telephone Line	8	264	77	252	332	400	
Property Maintenance and Improvements	9	1,500	5,130	1,500	4,000	5,000	
Equipment	10	2,000	67	2,000	500	2,000	
Equipment Maintenance	11	500	0	500	200	500	
New Play Equipment	12	600	0	600	200	600	
Broadband	13	462	551	655	500	525	
COVID-19 Expenditure	14	0	0	0	0	0	
Officers Travel and Subsistence	15	150	0	150	0	150	
Community Groups Use of Hall (FOC)	16	1,800	800	1,800	1,000	1,800	
Online Charges re Website Bookings	17	0	186	240	100	240	
Other Professional Fees	18	0	713	0	642	700	
Total Expenditure		51,913	46,958	56,349	53,445	63,965	
INCOME							
Description	Item No.	2023/24 Budget	2023/24 Out-Turn	2024/25 Budget	2024/25 Out-Turn Projected	2025/26 Budget	
Lettings	1	10,000	15,352	12,000	18,362	17,000	
Total Income		10,000	15,352	12,000	18,362	17,000	

Draft Budget 2025 / 2026 Corporate

EXPENDITURE							
Description	Item No.	2023/24 Budget	2023/24 Out-Turn	2024/25 Budget	2024/25 Out-Turn Projected	2025/26 Budget	
Subscriptions	9	10,403	10,309	10,925	10,724	10,930	
Councillors Training	10	4,000	554	4,000	500	4,000	
Staff Training	11	20,000	19,003	20,000	24,000	20,000	
Councillors Allowances	12	2,000	1,641	2,000	416	2,000	
Councillor Tablets	13	880	820	760	792	840	
Councillor Emails	14	440	414	435	460	490	
Staff Wellbeing Fund	15	500	0	500	0	500	
Long Service Award	18	500	0	1,000	567	0	
Total Expenditure		38,723	32,741	39,620	37,459	38,760	

Draft Budget 2025 / 2026 Corporate Engagement & Events

EXPENDITURE							
Description	Item No.	2023/24 Budget	2023/24 Out-Turn	2024/25 Budget	2024/25 Out-Turn Projected	2025/26 Budget	
Corporate Events - Christmas Lights	1	20,000	9,116	20,000	20,000	20,000	
Corporate Events - Festival of Lights	1	10,000	0	0	0	0	
Corporate Events - Christmas Events	1	0	9,234	10,000	10,000	10,000	
Corporate Events - Santa Fun Run	1	2,000	1,459	0	0	0	
Corporate Events - Christmas Charity Event	1	0	0	2,000	2,000	2,000	
Corporate Events - Family Fun Day	1	4,700	3,862	0	0	0	
Corporate Events - Community Events	1	0	0	20,000	16,000	20,000	
Corporate Events - Pride	1	550	250	0	0	0	
Corporate Events - Community Event Attendance	1	0	0	1,000	0	1,000	
Corporate Events - Miscellaneous	1	1,000	2,000	0	0	0	
Corporate Events - St David's Day Event	1	0	5,000	0	0	0	
Corporate Events - Staff Sustenance	1	0	0	500	200	500	
Corporate Events - Equipment and Storage	1	0	0	4,000	3,742	4,000	
Corporate Marketing and Communications	2	4,000	4,278	5,000	3,500	5,000	
Website Costs	7	2,000	1,000	2,000	1,000	2,000	
Corporate Projects - Town Centre Planters	1	8,000	8,000	8,000	7,200	8,000	
Corporate Projects - Barry Youth Action	1	3,000	590	3,000	285	3,000	
Corporate Projects - Community Plan	17	3,000	0	0	0	0	
Corporate Projects - Dementia Friendly Project	2	3,000	0	3,000	0	3,000	
Corporate Projects - Shop Local Campaign	4	10,000	10,000	10,000	4,368	10,000	
Corporate Projects - Fairtrade Campaign	8	1,000	1,000	0	0	0	
Corporate Projects - Sustainable Barry	16	10,000	2,000	0	0	0	
Corporate Projects - Globally Responsible Barry	16	0	0	11,000	5,580	11,000	
Corporate Projects - Arts, Culture & Entertainment	5	120,000	17,000	100,000	33,775	40,000	
Corporate Engagement	3	7,000	3,000	0	0	0	
Corporate Grants - Green Grants	5	4,300	2,000	4,000	850	4,000	
Corporate Grants - Christmas Meals	5	2,700	2,700	3,000	3,200	3,000	
Corporate Grants - Voluntary Organisations	5	25,000	14,232	15,000	8,979	15,000	
Corporate Grants - Small Business Grants	5	3,000	2,939	3,000	2,805	3,000	
Corporate Grants - Books for Schools	5	10,000	10,000	10,000	10,250	10,000	
Corporate Grants - King's Coronation Grants	5	10,000	9,900	0	0	0	
Corporate Grants - Arts, Culture & Entertainment Grants	5	30,000	15,642	20,000	14,247	20,000	
Total Expenditure		294,250	135,202	254,500	147,981	194,500	

Draft Budget 2025 / 2026 Civic Engagement & Events

EXPENDITURE							
Description	Item No.	2023/24 Budget	2023/24 Out-Turn	2024/25 Budget	2024/25 Out-Turn Projected	2025/26 Budget	
Civic Hospitality - Remembrance Sunday	1	1,300	98	5,000	1,712	5,000	
Civic Hospitality - Civic Service	1	1,000	1,786	2,000	1,445	2,000	
Civic Hospitality - Annual Meeting	1	350	715	650	487	650	
Civic Hospitality - Bryan Foley Award	1	350	0	400	400	400	
Civic Hospitality - Miscellaneous	1	0	669	0	0	0	
Civic Hospitality - Christmas Candle Service	1	0	0	50	18	50	
Civic Hospitality - Freedom of Town	1	0	0	500	500	500	
Mayor's Hospitality	2	500	0	500	500	500	
Mayor's Medallions	3	2,750	2,390	2,750	2,815	3,100	
Mayor's Chain Repairs	3	700	897	0	0	0	
Civic Regalia - Repairs and Servicing	3	0	0	2,000	2,456	2,000	
Photographical Services	4	250	0	0	0	0	
Mayor's Allowance inc. On Cost	5	1,619	1,602	1,619	1,602	1,610	
Deputy Mayor's Allowance inc. On Cost	6	500	574	500	500	500	
Mayor's Travel	7	500	0	4,000	100	500	
Mayor's Donations	8	500	307	500	169	500	
Mayor's Advertising	9	300	104	260	277	260	
Civic Gifts	10	500	0	250	29	250	
Total Expenditure		11,119	9,142	20,979	13,010	17,820	

Draft Budget 2025 / 2026 Special Projects

EXPENDITURE							
<u>Description</u>	<u>Item No.</u>	<u>2023/24</u> <u>Budget</u>	<u>2023/24</u> <u>Out-Turn</u>	<u>2024/25</u> <u>Budget</u>	<u>2024/25</u> <u>Out-Turn</u>	<u>2025/26</u> <u>Budget</u>	<u>2025/26</u> <u>Projected</u>
Cemetery Roads Improvement	1	22,500	22,500	22,500	22,500	22,500	22,500
Cemetery Benches	2	2,000	1,950	2,000	1,950	2,000	2,000
Total Expenditure		24,500	24,450	24,500	24,450	24,500	24,500

CONFIDENTIAL

FULL COUNCIL	10 FEBRUARY 2025	AGENDA ITEM:28
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URGENT ACTIONS

Report Author

Mark Sims – Acting Chief Officer

Purpose of Report

The purpose of this report is to advise Councillors of any Urgent Actions that have been undertaken by the Chief Officer in conjunction with Group Leaders, since the last meeting of Council held on 9 December 2024.

Detailed Information

Standing Order 31 states that “The law makes no provision for dealing with urgent business on Council agendas. If it is urgent only because it was not notified in time to appear on the agenda, it should be left until the next meeting. If it is genuinely urgent, that is, it was too late for the agenda and it will be too late for action if left until the next ordinary meeting, an additional meeting should be called unless the reference of the urgent business can be referred to a committee or sub-committee, or to the Chief Officer for a decision to be taken following consultation with the Group Leaders. It is important to note that the decision will be the responsibility of the Chief Officer and should form part of the schedule of delegation approved by the Town Council as it relates to delegation to the Chief Officer. A minimum of two Group Leaders must respond within a specified time frame and taking into account the views they express, the Chief Officer will determine whether to use her delegated decision-making powers or call an Extraordinary meeting of Council to consider the matter following discussion with the Town Mayor. It is contrary to local government law for the Town Mayor, Leader of Council or any other single member to take a decision binding the Council.’

The following urgent action was undertaken with Group Leaders being consulted due to the need for the business to be dealt with as a matter of urgency and no meetings of Council or Committees being scheduled for the matter to be placed before them.

2 December 2024 – Christmas Meal Grants – Cadoxton Youth Project

A decision needed to be taken in respect of the following matter: -

We received an application for financial assistance towards Christmas Lunches from the Cadoxton Youth Project after the meeting of the Finance Committee held on 25 November 2024 considered various applications received.

Grants were awarded at the Finance Committee totalling £2,850 leaving an amount of £150 in the Christmas Lunches element of Community Grants.

Completed grant application forms were to be returned as soon as possible, and before 31 December 2024 at the latest, therefore it was considered that we needed to accept this application received.

Following receiving the grant application from Cadoxton Youth Project and due to limited funding available we updated our website to advise that the Christmas Grants were now closed for 2024.

As there was no meeting to consider this application until the Finance Committee's scheduled meeting on 27 January 2025 a decision will be taken in accordance with Standing Order 32 (Urgent Business) with Group Leaders contacted to obtain their views on the decision the Acting Chief Officer intended to make.

The Cadoxton Youth Project had requested funding for 100 persons that would normally result in a grant of £500, however at the Finance Committee on 25 November 2024 members capped the number of persons at 70, with five organisations awarded £350.

If the same decision was applied to the Cadoxton Youth Project and awarded £350 then an overspend of £200 would occur that could be balanced with a virement from the Community Grants Voluntary Organisations expenditure heading as its budget of £15,000 only currently has £4,745 spent with a balance of £10,255 available, albeit the Community Grants was currently open until 31 December 2024 and any applications received will be considered by the Finance Committee on 27 January 2025.

Therefore, the Acting Chief Officer was of the view to award Cadoxton Youth Project a grant of £350, applying a consistent approach when considering the applications agreed by the Finance Committee at their meeting on 25 November 2024.

Group Leaders were requested to advise whether they agreed with the decision to award an amount of £350 with a virement of £200 from the Community Grants Voluntary Organisations expenditure heading, or whether to only award £150 being the amount available in the Christmas Lunches element of Community Grants.

All three Group Leaders responded endorsing the decision that the Acting Chief Officer proceed with awarding a grant of £350 to Cadoxton Youth Project with a virement of £200 from the Community Grants Voluntary Organisations expenditure heading.

Recommendation

That Councillors receive and note the above information.