

From 1 May 2021, the Local Government and Elections (Wales) Act 2021 sets out a statutory requirement that: As soon as reasonably practicable after a meeting of a community council, and in any event before the end of seven working days beginning with the day on which the meeting is held, the council must publish electronically a note setting out—

(a)the names of the members who attended the meeting, and any apologies for absence; (b)any declarations of interest; (c)any decision taken at the meeting, including the outcomes of any votes. Barry Town Council meets this duty by publishing this information in the form of draft meeting minutes which will be displayed electronically within 7 working days after the meeting. It should be noted that these minutes are DRAFT and not agreed until the next meeting.

BARRY TOWN COUNCIL

MINUTES OF THE VIBRANT CULTURE COMMITTEE MEETING HELD ON MONDAY 24 NOVEMBER 2025 AT 7PM

PRESENT: Councillors Brooks (Chairperson), together with Councillors Aviet, Ball, Clarke (Town Mayor – Ex-officio), S Hodges, N Hodges (Vice Chair) & Perkes.

ALSO PRESENT: Chris Mason – Interim Deputy Chief Officer
Joanne John - Engagement and Events Administrator

81. APOLOGIES FOR ABSENCE

Councillor Davies-Powell

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

None Received

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

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

84. TO APPROVE AND SIGN THE MINUTES OF THE VIBRANT CULTURE COMMITTEE HELD ON MONDAY 6 OCTOBER 2025

The Interim Deputy Chief Officer updated members with regards to the action sheet point 75, that a meeting has now been arranged for the newsletter working party 2nd December at 6pm.

RESOLVED: That the minutes of the meeting of the Vibrant Culture Committee held on 6 October 2025 be approved and signed as a correct record.

85. BUDGET MONITORING REPORT TO OCTOBER 2025

Members were presented with the report confirming that there is a projected overspend of £1,500, however the Interim Deputy Chief Officer advised this will balance out once a number of event budgets had been finalised following completion.

Members considered the budget requirements for 2025 / 2026, and agreed to request the same amount as 2024 / 2025, but may need to adjust accordingly.

RESOLVED: That the Budget Monitoring Report to October 2025, be received and noted.

RECCOMENDATION: to the Finance Policy and General Purposes Committee meeting being held on the 8th of December 2025 that the Vibrant Culture budget remains the same for 2025 / 2026.

86. REMEMBRANCE SUNDAY 2025

The Interim Deputy Chief Officer gave a summary of the report, highlighting that over 350 people registered in advance to take part in the parade. Barry Town Council worked with a number of partners to ensure the event ran smoothly. Security were brought in to assist the police with the road closures. Improvements were made to the sound provision, and the raised platform for the Deputy Lord Lieutenant and the Mayor. There were only two first aid incidents, and canned water along with welshcakes were provided to reduce the risk of fainting. The service was also broadcast live on Bro Radio.

Due to an issue with a water pipe adjacent to the Memo Arts Centre, it was also necessary to alter the location of the service to be on the far side of the Cenotaph, facing the Arts Centre building. Officers were notified of this issue 12 days before Remembrance Sunday and quickly put plans in place to adjust the location of the service. This was a 'whole team' effort, with the Cemetery Manager and his team cleaning, preparing and installing boards to allow seating to be put in front of the Cenotaph. The Interim Deputy Chief Officer wished to formally note thanks to the Cemetery Manager and his team for their assistance, and also to the Engagement and Events Officer for working with the police to adjust the road closures.

The Interim Deputy Chief Officer advised members that he had received positive comments which had been passed on via the Mace Bearer from attending Veterans. The Interim Deputy Chief Officer also received

some feedback from Councillor Johnson which will be taken on board, clarified with the RBL, and factored into the planning for next year.

Members felt that this years Remembrance Sunday arrangements were an improvement on last year, and were successful, including the schools service held at Merthyr Dyfan Cemetery on Friday 7 November. The Chair and committee thanked the Cemetery Manager and his team for their assistance on the day with the flooring and seating, and also the Events Team for the organisation and improvements made to the technical provisions.

RESOLVED: That the report be received and noted.

87. DEMENTIA FRIENDLY

The Interim Deputy Chief Officer summarised the report, advising members of how the project is progressing. The Future Goals Officer will be giving a presentation to the Barry Memory Café, on Tuesday 25 November where they will be gathering feedback and potentially using the group as a pilot for the bands, as well as more insight into which type of band those living with dementia think will be the most beneficial.

The Future Goals Officer has been looking at the benefits of NFC and QR Code Bracelets, to see if one system is better than the other. There are pro's and con's to both as the QR Code bracelets would require less education, and be cost less, but the NFC bracelets may be more durable.

The Future Goals Officer has also joined the Focus Groups for Welsh Dementia Support Services, which will allow access to meetings and various events where Council can be represented.

The Interim Deputy Chief Officer advised members that in the long term, once the scheme was set up and running in Barry, there would be potential to expand it as a 'best practice' example throughout Wales.

The Chair felt it was good that Barry Town Council had an officer involved in the focus group, and was happy with the direction and the progress of the project.

RESOLVED: That the report be received and noted.

88. HALLOWEEN EVENT REPORT

The Interim Deputy Chief Officer advised members this was one of our smaller events, and this year it was held in the park alone, with an estimated attendance of 3,500.

The Halloween Which Craft? event took place on Friday 31 October 2025, in Central Park. The event times were 10am until 1pm. The Halloween event promoted an affordable trip/experience for local families, with workshops being free or at a low cost of £1 - £2. We worked alongside local traders such as Barry Rotary Club, Dr Bob's

Balloons (High Street), Cookstars Vale of Glamorgan and Vale Sports Development Team. The workshops featured wizard/witch wand making with sustainable materials, face stencils, Dr Bob's circus skills, bracelet making, artwork area, sports zone, Barry Youth Council Halloween trail and ring toss.

The Interim Deputy Chief Officer continued to give members a verbal update on the Christmas Light Switch On event that had taken place that weekend on Saturday 22 November as the next committee meeting wouldn't be held until February 2026.

The Christmas event this year was scaled back to one day, and opened at 10am for the fun fair and traders with the light switch on taking place at 6.15pm. There was an estimated 4,000 – 5,000 people on the square. The Interim Deputy Chief Officer advised members that this year we wrote to all businesses on Holton Road to advise them of the event and timings. Feedback was received from some businesses who had altered their opening times to stay open later, were happy and had felt the benefit.

The Interim Deputy Chief Officer continued that our social media reach had increased with 4,200 visits to our Facebook page, and 975 followers which is a 50% increase on the past 18 months. The Facebook post of the Christmas Tree to date had received 43,000 views, all of which will help to increase our engagement.

Councillor Clarke praised staff and their expertise for their work on the events, and was impressed that the Halloween event had come in at 60% of the cost of Remembrance Sunday. He commented on the number of people who had attended Halloween in fancy dress, and felt the Christmas Switch On had also been very successful.

The Chair and members all commented how impressed they were with the Christmas Tree, and praised the company who had provided and installed it. Members commented that they felt the one day event had worked well and would discuss at the next committee meeting if the event should return to being held over a 2 – 3 day weekend or continue as a one day event. There was a query if a celebrity could be booked to switch on the lights next year as an alternative.

RESOLVED:

- 1. That members received, noted, and endorsed the report.**

89.

DATE OF NEXT MEETING

RESOLVED: That the next meeting of the Vibrant Culture Committee is scheduled to be held on 2 February at 7pm.

90. EXCLUSION OF PRESS AND PUBLIC

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.

91. HERITAGE CENTRE PROPERTY VIEWING

The Chair advised members that the Heritage Centre working party had met to discuss the project, and summarised the points that had been brought up in the discussion.

Confidential notes will be held with the Chief Officer.

RESOLVED:

- 1. That members received and note the proposal by the working party to create a post and appoint a dedicated Heritage Centre Project Officer on a 12 month fixed term contract, extending as required.**
- 2. That the Interim Deputy Chief Officer will arrange an Extra Ordinary meeting of the Personnel committee to put forward the proposal of the Heritage Centre Project Officer post.**

92. SPONSORSHIP OF GWYL FACH Y FRO 2026 & 2027

The Chair summarised the request received for sponsorship of Gwyl Fach y Fro who will be celebrating their 10 year anniversary in 2026.

Confidential notes will be held with the Chief Officer as the discussion and applications contains commercially sensitive information.

RESOLVED:

That members approved Barry Town Council as the ‘Main Sponsor’ of Gwyl Fach y Fro in 2026 and 2027 with the associated funding allocated to Menter Iaith Bro Morgannwg under the General Power of Competence, Section 24 of the Local Government and Elections (Wales) Act 2021 from the ‘Corporate Grants / Arts, Culture and Entertainment’ budget expenditure heading in the 2026/27 and 2027/28 financial years.

Meeting closed at 7:34pm

Signed (Chairperson)

Dated