



**BARRY TOWN COUNCIL  
CYNGOR TREF Y BARRI**

**PURSUANT TO THE REQUIREMENTS OF THE BELOW STATUTORY PROVISIONS, NOTICE IS HEREBY GIVEN THAT A MEETING OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE IS TO BE HELD ON A HYBRID BASIS IN THE COUNCIL CHAMBER, TOWN HALL, KING SQUARE, BARRY, CF63 4RW AND REMOTELY ON MONDAY 20 APRIL 2026 COMMENCING AT 7.00 PM FOR THE PURPOSE OF TRANSACTING THE BUSINESS SHOWN IN THE AGENDA SET OUT BELOW.**

**From 1 May 2021 The Local Government and Elections (Wales) Act 2021** makes provision for meetings to take place through a variety of arrangements, including multi-location meetings where all individuals are attending virtually and hybrid meetings where a number of individuals are attending in person at a designated location and others are attending virtually from a range of other locations. The Act makes permanent provision for remote meetings (multi-location) and electronic publication of documents

**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](mailto:info@barrytowncouncil.gov.uk)**

Yours faithfully

Rachel Honey-Jones  
Chief Officer

## AGENDA

1. **Apologies for absence**
2. **To receive declarations of interest under the Council's Code of Conduct.** (Note: Members seeking advice on this item are asked to contact the Monitoring Officer at least 72 hrs before the meeting).
3. **Well-being of Future Generations (Wales) Act 2015**  
(To note)

*Finance, Policy and General Purposes committee 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*

4. **Standing Order 3(o)** (To Note)

The use of cameras, camcorders and other recording devices in all Council, Committee and Sub-Committee meetings is expressly forbidden, with the exception of any formal recording of proceedings in accordance with the Council's policy, should the Council instigate such a policy.

## GOVERNANCE

5. **To approve the minutes of the Finance, Policy & General Purposes Committee held on 9 February 2026**  
(Pages 1921-1927)
6. **Committee Minutes** (Pages 1928-1933)

## FINANCIAL REPORTS

7. **To receive a Budget Monitoring Report to 31 March 2026 (Interim)**  
(To Follow)

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

**8. Schedule of Payment of Accounts for March and April 2026 (To Follow)**

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

**POLICY REPORTS**

**9. Internal Audit Report 2025-26 (Interim) (To Follow)**

**10. GDPR Update (Verbal)**

**11. Date of Next Meeting**

The next meeting of the Finance, Policy & General Purposes Committee will be scheduled at the Annual Meeting on Tuesday 12 May 2026

**12. 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.

**13. Recommendations from Other Committees**

**a) Planning Committee 17 March 2026**

**b) Global Responsible Committee 30 March 2026**

**(Pages 1934-1940)**

**Distribution**

Electronic notification of summons and front page Agenda to all Committee members. Email notification of electronic papers to all Barry Town Councillors (22). A full copy of the agenda and papers for this meeting (with the exception of confidential items) will be

available at the Town Council Offices and on the Town Council Website – [www.barrytowncouncil.gov.uk](http://www.barrytowncouncil.gov.uk)

**This document is available in large print and other formats upon request/Cewch y ddogfen hon mewn print bras a ffor matiau eraill drwy holi.**

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 A MEETING OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE HELD ON MONDAY 09 FEBRUARY 2026 AT 7PM**

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

**ALSO PRESENT:** Mark Sims – Deputy Chief Officer  
Rachel Honey-Jones – Chief Officer  
Rachel Williams – Finance Administrator  
Councillor N Hodges - Observer

F251. **APOLOGIES FOR ABSENCE**

There were no apologies for absence.

F252. **TO RECEIVE DECLARATIONS OF INTEREST UNDER THE COUNCILS CODE OF CONDUCT**

**RESOLVED:** Councillor E S Goodjohn declared an interest relating to the grant application from YMCA Barry and Motion Control Dance as he acts as treasurer to the YMCA Barry and Motion Control Dance takes place at the YMCA.

F253. **WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015**

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

F254. **STANDING ORDER 3(o)**

**RESOLVED:** That Standing Order 3(o) be received and noted.

F255. **TO APPROVE THE MINUTES OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE MEETING HELD ON 08 DECEMBER 2025**

**RESOLVED: That the minutes of the Finance, Policy & General Purposes Committee held on Monday 08 December 2025 be approved and signed as a correct record.**

F256. **TO RECEIVE A BUDGET MONITORING REPORT TO 31 JANUARY 2026**

Members were informed about the Council's income and expenditure in the 2025/26 financial year as at the end of January 2026.

**RESOLVED: That the budget monitoring report for January 2026, indicating actual income and expenditure up to the end of month ten in the 2025/26 financial year be received and noted.**

F257. **Grants 2025/2026**

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.

**Small Business Grants**

Hatch Bakery	No Award
Budding Design	£250
Kiwami Printing	No Award
Design & Print	No Award
Joys of Gingerlicious	No Award
Mor a Sawna Ltd	No Award
Brawd	£785
Spicy Streetfood	No Award
@ The Salon	No Award
KC Beauty Ltd	No Award
JL Metals	No Award
Vanity Studio	No Award
Tiwlip	No Award
All or Nothing Events	No Award
Richard Jones Carpets	No Award
The Fringe	No Award

**1. 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**

Menter Iaith Bro Morgannwg	£2,100
Barry Male Voice Choir	£800
Barry Arts Festival	£2,500
VOG Brass Band	No Award
Vale Voices	£655

**2. 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**

Barry Wanderers Cricket Club	No Award
5 <sup>th</sup> Barry Guides	£500
YMCA Barry	No Award
VOG Wheelchair Rugby	No Award
Brynhill Golf Club	No Award
CUBE Community United Barry 4 everyone	No Award
St Nicholas Community Association	£821.00
Motion Control Dance	No Award
11 <sup>th</sup> Barry Sea Scouts Group	£400
Vale Surf Lifesaving Club A	£2,390
Vale Surf Lifesaving Club B	No Award
Island Marine FC	£689.79
6 <sup>th</sup> Barry Sea Scouts	£500
Three Roxy Stars	No Award
Barry Huskies Basketball Club	No Award
Lost and Found Society	No Award
Barry & District Rotary Club	No Award
Barry Sea Cadets	No Award

**3. 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.**

Member's commented on the large volume of grant applications and high values within the grant applications this year. Member's discussed making amendments to the grants process policy and placing a ceiling threshold on the value of a grant application. The Chief Officer advised that she and the Deputy Chief Officer/RFO would look into making the amendments to the policy to bring back to Committee.

F258. **Recommendations from other Committees**

Members were provided with two recommendations from the Halls, Cemeteries and Community Facilities Committee, held on 18 November 2025, relating to the Cemetery fees and the Pioneer Hall & Community Centre hire charges for 2026/27. Members approved that Cemetery fees and charges be increased by 5.0% for 2026/27 and that the fees and charges for the Pioneer Hall and the Cemetery Approach Community Centre are not increased for 2026/27.

**RESOLVED: Member's approved the 5% increase in the Cemetery fees and charges for 2026/27 and that there will be no increase in the fees and charges for Pioneer Hall and Cemetery Approach Community Centre.**

F259. **GDPR UPDATE**

There was no GDPR update

**RESOLVED: Members noted that there was no GDPR update.**

F260. **INTRODUCTION OF NEW COUNCIL POLICIES**

Member's received a report containing four new policies for consideration and adoption. The purpose of these policies are to strengthen governance, ensure legal compliance, and support consistent operational practice across the organisation.

**Natural Resources Policy 2026**

The Natural Resources Policy 2026 sets out the Town Council's position on the removal of natural resources from land owned or managed by Barry Town Council. Its aim is to protect public assets, ensure environmental responsibility, and provide clarity for staff and members of the public. Member's agreed with the proposed policy and were happy to approve and adopt the new policy.

**1. RESOLVED: That the new Natural Resources Policy 2026 be approved and adopted.**

**Offsite Policy – Barry Youth Council**

The Offsite Policy for Barry Youth Council is designed to ensure that all off-site activities undertaken by Barry Youth Council, operating under Barry Town Council, are safe, inclusive, well-planned and beneficial to young people. Member's agreed with the new offsite policy and were happy for the policy to be implemented.

- 2. RESOLVED: That the Offsite Policy for Barry Youth Council be approved and adopted.**

### **Recording of Council Meetings Policy**

Member's received a report and verbal update from the Chief Officer in relation to a new policy where the Town Council intends to record Full Council and committee meetings for the sole purpose of minute accuracy. Member's discussed this in detail but had their hesitations around the new policy. Member's decided to defer their decision on this and requested further information from the Chief Officer

- 3. RESOLVED: That member's deferred their decision until further information is provided.**

### **Reference Policy**

This policy sets out how the Town Council will respond to requests for employment references relating to former employees. Its aim is to ensure consistency, fairness, and legal compliance in all reference-giving practices. Members were happy to approve the reference policy.

- 4. RESOLVED: That the reference policy be approved and adopted.**

F261. **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 20 April 2026.**

F262. **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.**

F263. **CEMETERY LODGE**

Member's received a report to seek approval to implement a phased rent increase for The Lodge, Merthyr Dyfan Cemetery reflecting market conditions and addressing the long-term under-valuation of the property. Member's discussed the report and agreed to implement a 22% increase for the 26/27 financial year. Member's also agreed to look at this annually to agree the increase year on year.

**RESOLVED: That member's agreed a 22% rent increase for the 26/27 financial year for Cemetery Lodge.**

F264. **TO RECEIVE RECOMMENDATIONS FROM OTHER COMMITTEES**

Member's received a recommendation from the Halls, Cemeteries and Community Facilities Committee, held on 18 November 2025, relating to the proposal for the replacement of key plant machinery for the use at Merthyr Dyfan Cemetery and Porthkerry Cemetery. The proposal considers moving from ownership to a long-term hire agreement model, in order to improve operational efficiency, reduce maintenance costs, and ensure reliability of equipment used in burial and grounds maintenance tasks. Member's discussed the proposal. A vote was conducted, with one member opposing. The committee agreed to move to a long-term hire agreement.

**RESOLVED: Member's agreed to move to a long-term hire agreement for key plant machinery for use at Merthyr Dyan and Porthkerry Cemetery.**

F265. **BANK RECONCILIATION**

Member's received a report requesting committee members review and approve the Bank reconciliation as at 31 December 2025. Member's noted the report.

**RESOLVED: Member's noted the bank reconciliation as at 31 December 2025.**

Meeting closed at 8.35 pm.

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

FOR INFORMATION ONLY				
ACTION SHEET - FINANCE, POLICY & GENERAL PURPOSES COMMITTEE - 9 FEBRUARY 2026				
MINUTE NO.	ACTION TO BE TAKEN BY	ACTION TO BE TAKEN BY	DATE ACTION TO BE CARRIED OUT	PROGRESS
F257 (1)	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	DCO&RFO	31/03/2026	Completed
F257 (2)	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	DCO&RFO	31/03/2026	Completed
F257 (3)	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	DCO&RFO	31/03/2026	Completed
F258	Member's approved the 5% increase in the Cemetery fees and charges for 2026/27 and that there will be no increase in the fees and charges for Pioneer Hall and Cemetery Approach Community Centre.	DCO&RFO	01/04/2026	Completed
F260 (1)	That the new Natural Resources Policy 2026 be approved and adopted.	ESL	30/04/2026	Ongoing
F260 (2)	That the Offsite Policy for Barry Youth Council be approved and adopted.	ESL	30/04/2026	Ongoing
F260 (3)	That member's deferred their decision until further information is provided.	ESL	30/04/2026	Ongoing
F260 (4)	That the Reference Policy be approved and adopted.	ESL	30/04/2026	Ongoing
F263	That member's agreed a 22% rent increase for the 26/27 financial year for Cemetery Lodge.	CO / DCO&RFO	30/04/2026	Ongoing
F264	Member's agreed to move to a long-term hire agreement for key plant machinery for use at Merthyr Dyan and Porthkerry Cemetery.	CM	30/04/2026	Ongoing

FINANCE, POLICY & GENERAL PURPOSES COMMITTEE	20 APRIL 2026	AGENDA ITEM: 6
--	---------------	----------------

## COMMITTEE MINUTES

### Report Author

Mark Sims, Deputy Chief Officer

**Attached:** A. Minutes of the Finance, Policy and General Purposes Committee meeting held on 8 December 2025) (4 pages)

### Purpose of Report

The purpose of this report is to inform Members that inaccuracies in the minutes have been discovered after they had been signed, and to request Members to approve the amended minutes following guidance and advice received from One Voice Wales.

### Background Information

As reported to the Extraordinary meeting of Full Council held on 18 March 2026, officers discovered that there were several instances where Council and Committee minutes had been submitted to the next appropriate meeting 'to be approved and signed as a correct record', however the minutes were incomplete, or incorrect.

Officers contacted One Voice Wales for guidance on how to correct these inaccuracies to ensure the decisions made are recorded accurately and legally in the minutes, for future reference.

The response received from One Voice Wales stated:

*'In relation to your request for advice, I would advise you that our solicitors have stated that the position you have found can be rectified as follows:*

***Minutes should not be altered once signed unless inaccuracy in the minutes is discovered after they have been signed. Inaccuracies in the signed minutes can be amended by resolution at a subsequent meeting.***

*I would advise that a written report should be presented to the Council highlighting all the inaccuracies you have identified and seeking approval for the relevant minutes to be changed as appropriate and signed again with the corrections included. This will enable you to replace the amended minutes on your website and in your manual records. It will also mean that you have an effective audit trail for accountability purposes.'*

Following the guidance and advice provided from One Voice Wales, officers provided a written report to the Extraordinary meeting of Full Council held on 18 March 2026.

Attached for approval is the Minutes of the Committee's previous meeting held on 8 December 2025 that have been amended due to inaccuracies, that will enable us to replace the minutes on our website and in our manual records. It will also mean that we have an effective audit trail for accountability purposes.

In addition, since the inaccuracies have been identified, we have instigated a new process whereby the Lead officer confirms the accuracy of the minutes and then the Deputy Chief Officer checks them from a governance perspective.

### **Recommendation**

That Members receive the aforementioned information and approve the amended minutes for the Committee meeting held on 8 December 2025.

## **BARRY TOWN COUNCIL**

### **MINUTES OF A MEETING OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE HELD ON MONDAY 08 DECEMBER 2025 AT 7PM**

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

**ALSO PRESENT:** Chris Mason – Interim Deputy Chief Officer  
Sian Hookins – Interim RFO  
Rachel Williams – Finance Administrator  
Councillor N Hodges - Observer

F238. **APOLOGIES FOR ABSENCE**

Councillor McKinney

F239. **TO RECEIVE DECLARATIONS OF INTEREST UNDER THE COUNCILS CODE OF CONDUCT**

**RESOLVED:** That no declarations of interest were received.

F240. **WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015**

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

F241. **TO APPROVE THE MINUTES OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE MEETING HELD ON 17 NOVEMBER 2025**

**RESOLVED:** That the minutes of the Finance, Policy & General Purposes Committee held on 17 November 2025 be approved and signed as a correct record.

F242. **BUDGET MONITORING REPORT TO 31 NOVEMBER 2025**

Members were informed about the Council's income and expenditure in the 2025/26 financial year as at the end of November 2025. The Interim RFO highlighted the overspend in the professional fees budget which is likely to continue due to ongoing issues out of council's control. It was also pointed out that the income generated by Pioneer Hall has declined and although Cemetery Approach Community Centre is performing well it isn't generating enough to offset the decline in income from Pioneer Hall.

**RESOLVED:** That the budget monitoring report for November 2025, indicating actual income and expenditure up to the end of month eight in the 2025/26 financial year be received, currently projecting an overspend that will result in a net amount of £98,076 being transferred from reserves in the budget for 2025/26.

F243. **SCHEDULE OF PAYMENTS FOR OCTOBER AND NOVEMBER 2025**

Members were provided with the schedule of payments for October and November 2025 consisting of direct debits and BACS payments, in the amount of £78,454.99.

**RESOLVED: That the schedule of payments for October and November 2025 consisting of direct debits and BACS payments in the amount of £78,454.99 be approved.**

F244. **DRAFT BUDGET 2026/2027**

Members were provided with a report from the Interim RFO in relation to the draft budget for 2026/2027. The Interim RFO explained how Barry Town Council's precept cost compares to other communities within the Vale of Glamorgan. The Interim RFO also brought to committee's attention the importance of increasing the precept in order to maintain an adequate level in the general reserves as this has fallen in recent years. Councillor Brooks commented on the need to reflect on Barry Town Council having the lowest precept out of four town councils whilst being the largest town in Wales who offer the most to the community. Councillor Ewan Goodjohn queried the need for the budgeted £58,500 being put into the acquisition reserve but members discussed and were happy to continue with this with the intention of the imminent start of a project that is an ambition of the council. Councillor S Hodges highlighted that there has been a number of unexpected costs out of council's control this year and that it is the level of overall reserves that is important as funds can be moved between pots if there is a need to do so. Members discussed and agreed a proposal for a 10% increase in the precept to go out for public consultation.

**RESOLVED that the draft budget be agreed**

**RECOMMENDED to the meeting of Full Council being held on 15 December 2025 that the precept for 2026/27 is increased by 10% giving, based on last year's tax base, a precept of £1,493,393.**

F245. **DRAFT SPONSORSHIP POLICY**

Members received a report from the Interim RFO in relation to a draft sponsorship policy. The Interim RFO identified a need for a sponsorship policy as the council wish to provide financial assistance to different organisations and receive recognition within the community for this. Members discussed and agreed that a formal sponsorship agreement between the council and other organisations that they financially contribute to would set clear boundaries as to what the council expect in

return for their financial assistance. Members noted the sponsorship policy and tasked the Interim Deputy Chief Officer with adapting the policy to make it fit of purpose for Barry Town Council.

**RESOLVED: Members noted the draft sponsorship policy and await the adaptations to agree at the next Finance, Policy and General Purposes committee.**

F246. **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 09 February 2025.**

F246a. **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, WITH THE EXCEPTION OF CLLR N HODGES.**

F247. **BANK RECONCILIATION FOR NOVEMBER 2025**

Members received a report from the Interim RFO to allow committee members to review and approve the bank reconciliation up to 30 November 2025.

**RESOLVED: That the bank reconciliation for November 2025 be approved.**

F248. **BAD DEBT & GAZETTE NOTICE**

Members received a report in relation to a debt that is owed to Barry Town Council for an interment and use of the Chapel by a company that has a gazette notice and is to be struck off. Members discussed the report and agreed to defer the decision as to what action is to be taken as further information is required on the matter.

**RESOLVED: That the decision on how to proceed with the outstanding debt be deferred until more information be obtained.**

F249. **VALE PLUS GRANT UPDATE**

Members received an amended grant application from Vale Plus. Members discussed the application and whilst members expressed

their overall support for Vale Plus and the work that they do, they felt that this specific application did not fit the criteria for the Community Grants scheme.

**RESOLVED: Members did not offer any financial assistance in relation to the amended grant application from Vale Plus.**

F250. **UNEXPECTED COSTS FOR CEMETERY**

Members received a report from the Interim RFO highlighting the unexpected costs incurred at Merthyr Dyfan Cemetery due to an ongoing situation. The costs relate to additional legal and security costs. Members agreed a spend of £5,000 to cover these costs.

**RESOLVED: That an amount of £5,000 to cover unexpected costs for Merthyr Dyfan Cemetery be noted and agreed.**

Meeting closed at 7.56pm

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