



**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 SHOP LOCAL BARRY ADVISORY COMMITTEE IS TO BE HELD ON A HYBRID BASIS IN THE COUNCIL CHAMBER, TOWN HALL, KING SQUARE, BARRY, CF63 4RW AND REMOTELY ON TUESDAY 21 APRIL 2026 COMMENCING AT 6:00PM 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

A handwritten signature in black ink that reads 'Rachel Honey-Jones'. The signature is written in a cursive style and is positioned above a horizontal line.

Rachel Honey-Jones
Chief Officer

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)

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

*Shop Local Barry Advisory 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.

5. **Election of Vice Chairperson for 2025/26 municipal year**
6. **To approve the minutes of the Shop Local Barry Advisory Committee held 30 September 2025.**

(Pages 264-268)

7. **Budget Monitoring Report to 31 March 2026**

(Pages 269-270)

8. **Date of next meeting**

The next meeting of the Shop Local Barry Advisory meeting will be considered at the Annual Meeting on Tuesday 12 May 2026

9. **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.

10. **Committee Plans 2026/27** (Pages 271-272)

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.

MINUTES OF AN EXTRAORDINARY MEETING OF THE SHOP LOCAL BARRY ADVISORY COMMITTEE HELD ON TUESDAY 30 SEPTEMBER 2025 AT 6PM

PRESENT: Councillors Aviet, Collins, S Hodges, Johnson, Payne (Chair) and Perkes (6.05pm).

ALSO PRESENT: Chris Mason – Interim Deputy Chief Officer
Emma Thorne – Engagement and Events Officer
Joanne John – Engagement and Events Administrator
Cllr N Hodges - Observer

SL111. APOLOGIES FOR ABSENCE

None received

SL112. TO RECEIVE DECLARATIONS OF INTEREST UNDER THE COUNCIL'S CODE OF CONDUCT

None received

SL113. WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015

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

SL114. ELECTION OF VICE CHAIRPERSON FOR 2025/26 MUNICIPAL YEAR

No traders were present at the meeting. As a result, the committee were unable to elect a Vice Chairperson. It was noted that this is the third consecutive meeting with no traders attending.

SL115. TO APPROVE THE MINUTES OF THE SHOP LOCAL BARRY ADVISORY COMMITTEE HELD ON 17 JUNE 2025

RESOLVED: That the minutes of the Shop Local Barry Advisory Committee held on 17 June 2025 be approved and signed as a correct record.

SL116. BUDGET MONITORING REPORT TO 31 AUGUST 2025

Members queried the £1000 committed spend shown in the budget report. The Interim Deputy Chief Officer confirmed this was a grant agreed by Finance, Policy and General Purposes Committee for a Summer event at the Goodsheds.

RESOLVED: That members receive and note the report.

SL117. SHOP LOCAL GRANT REQUESTS

Members were provided with a summary of the report by the Engagement and Events Officer, confirming that three grant request forms had been received for Christmas activities.

Members discussed each of the requests.

Bro Radio

Members were happy to agree the grant for Bro Radio noting this was the third year for them to be awarded, and welcomed the ongoing work with local traders to develop content.

Members raised concerns that all organisations receiving grants should uphold the values of the Council and that this must include volunteers/staff/ambassadors sharing views publicly. Members requested that all successful applicants be reminded that all grants awarded must support the Council's Wellbeing goals, as noted on the application form, and organisations receiving financial assistance must uphold these. The Chair agreed with members, commenting that it could have implications for the Council if these values weren't upheld by organisations and their representatives. Members agreed a reminder of the terms and conditions of the grant should be sent.

Goodsheds

Members agreed to award the grant, but wanted clarification with regards to the balloon arch mentioned to ensure that it would be environmentally friendly by using ethical balloons. The Engagement and Events Officer can advise of a local supplier of ethical and biodegradable balloons if required.

Vale Plus

Members were in support of the activity planned, but felt the application didn't fall within the Shop Local remit, but it could fall within the another Community Grants category. Members agreed that the application

should be referred to the Finance, Policy and General Purposes Committee for consideration within the Community Grants requests.

RESOLVED:

1. That the report be received and noted.
2. That the grant request from Vale Plus is referred to the meeting of Finance, Policy and General Purposes on 20th October 2025 for consideration within the Community Grant requests.

RECOMMENDATION:

1. That the grant requests from Bro Radio and Goodsheds are approved subject to reminders noting the points above being fed back to the applicants.

SL118. AOB

The Chair advised members that she had been visiting businesses on High Street and Holton Road. The Chair had also been speaking to Golau Caredig with regards to being a venue for hosting a Shop Local event in the future. The Chair queried if a change of name should be considered, to encompass the non-traditional retail businesses now occupying many retail units (e.g. nail bars and salons). Members agreed and 'Buy Local' was suggested. The Chair agreed it should be similar, and felt the committee should look at capturing the online world due to the way the retail sector has changed the culture of shopping. Members commented that the committee's purpose was to support physical shopping districts.

Members continued to discuss ways of trader engagement. Cllr Perkes suggested a conversation with the traders to see why they are not attending. The Interim Deputy Chief Officer advised that he had been informed by one trader that it was mostly because of time constraints, and that it was felt the Code of Conduct training required wasn't relevant.

The Engagement and Events Officer advised members that the committee has held two relaunch events previously that were well attended, and advice was given on grants available to traders, but engagement immediately drops off following the relaunch.

The Interim Deputy Chief Officer reminded members that the Council's Corporate Plan stated that this committee would be subsumed by a Chamber of Trade within five years. Members also discussed that the Vale of Glamorgan Council are working on a similar scheme as part of the Barry Partnership.

Members discussed the remaining budget of £6,829.50, suggesting a plan was put forward for something that could be taken to the next committee meeting in January, or put towards our Christmas events / lights. The Interim Deputy Chief Officer and Engagement and Events Officer advised members that this year due to SPF funding being withdrawn, the Christmas event would be smaller than previous years. The Chair asked the committee if the remaining budget could be allocated towards the Christmas event, with traders invited to be involved. The Chair also asked about the possibility of a relaunch event on the same evening, and felt there would be interest from the traders. Members discussed the option of a 'drinks and nibbles' event alongside the Christmas Switch On. Cllr Johnson commented that the logistics of operating a separate event alongside the Switch On may be difficult. The Interim Deputy Chief Officer agreed, advising members that this may not be possible due to staff availability. Cllr S Hodges suggested that the remaining budget be discussed at the next meeting of Finance, Policy and General Purposes.

The Engagement and Events Officer advised that a Christmas Shop Local campaign could be created, and funds could be used with local media for full page adverts in the run up to Christmas. Cllr Johnson commented that the committee have tried at various points to drum up engagement, and commented that we have an event at the end of November drawing people into the town centre, so we should use that event to promote Shop Local.

The Chair agreed with the general consensus that the remaining budget be used to support Barry businesses - Shop Local supports the Barry Christmas Switch On event, with the possibility of one last attempt at trader engagement in the New Year at Golau Caredig.

RESOLVED:

- 1. That the report be received and noted.**

RECOMMENDATION:

- 1. That the meeting of Finance, Policy and General Purposes on 20th October 2025 consider how the remainder of the Shop Local budget is utilised.**

SL119. DATE OF NEXT MEETING

The date of the next meeting of the Shop Local Advisory Committee will be held on 20th January 2026.

The meeting closed at 6.42pm

Signed Dated
(Chairperson)

SHOP LOCAL ADVISORY COMMITTEE	21 April 2026	AGENDA ITEM: 7
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BUDGET MONITORING REPORT 31 March 2026

Report Author

Denise Mccay, Finance Administrator

Attached: A. Budget Monitoring Report March 2026. (1 page)

Purpose of Report

To inform members about the Council's expenditure in the 2025/26 financial year as at the end of March 2026.

Background Information

On the following page is the budget monitoring report for March 2026, indicating actual expenditure for 2025/26 financial year.

In the 2025/26 budget an amount of £10,000 is included for the Shop Local Advisory Committee.

Members will note that the total spend was £4,420.50 leaving an underspend of £5,579.50.

Recommendation

That members receive and note the report.

Shop Local Expenditure Breakdown 2025 / 2026					
Description	Amount				
Spend to Date					
Design and Print 03/10/2025	1250.00				
Grant - Goodsheds 18/08/2025	1000.00				
Grant - Goodsheds 13/11/2025	1000.00				
Grant - Bro Radio - Xmas 13/11/2025	1170.50				
Sub Total	4,420.50				
Committed to Date					
Total Spend and Committed to Date	-				
Total Spend and Committed from Revenue Budget	-				
SUMMARY					
Budget for Year	10,000.00				
Total Spend and Committed from Revenue Budget	4,420.50				
Balance Available	5,579.50				